



BOARD OF COUNTY COMMISSIONERS
CALVERT COUNTY, MARYLAND



ADOPTED
OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2017
VOLUME I

PREPARED BY:

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Cover photo of Tobacco Barn courtesy of John Thorp



Calvert County, Maryland

Adopted Budget Fiscal Year 2017

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Calvert County Government
Maryland**

For the Fiscal Year Beginning

July 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Calvert County Government for its annual budget for the fiscal year beginning July 1, 2015.

In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform or exceed program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

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BUDGET GUIDE

This Budget Guide serves as a guide to, and a summary of, the information contained in the budget document. We've continued this year with some recently added features that will help the reader navigate the budget. FY 2016 was the first year for the summary of the goals chosen by the Board of County Commissioners (BOCC), with an icon representing each goal (see page 12-13). The BOCC's list of goals is derived from the Board's Mission Statement on page 1 and the FY 2016 Adopted Budget letter from the Board of County Commissioners (shown on pages 460-461 of the Appendix). As you read the document, note that these icons are used throughout to help link these goals to the program objectives of County organizations. In addition, a chart that summarizes the County organizations program objectives to achieve the BOCC goals is located on pages 14-15.

A Quick Reference guide on page 5 assists the reader in easily finding the answers to many frequently asked questions. As before, icons are shown on the Budget Calendar (page 16) identifying who is responsible for each activity on the calendar. A Budget Process Chart is included (page 17), which provides a graphical timeline of the budget process based on the major milestones and activities that occur during the fiscal year.

ABOUT THE BUDGET

Calvert County budgets are based on a fiscal year beginning July 1 and ending June 30. Each fiscal year, Finance and Budget publishes three (3) budget documents for the operating and capital budget:

- the Staff Recommended Operating and Capital Budget,
- the Commissioners Operating and Capital Budget Volume I and II, and
- the Adopted Operating and Capital Budget Volume I and II.

The budget document contains seven main sections and a five part appendix section. As noted in the **Table of Contents**, the book further subdivides into multiple subsections, which are described in more detail later.

The **Introduction** begins with the Mission Statement of the BOCC, followed by the transmittal letter. The Quick Reference Guide follows to provide answers to some common questions concerning the budget. The next three pages provide general information about the County and its form of government, with related summarized recent economic data. This section is followed by a County government organizational chart and a list of county officials. Next is the list of Commissioner Goals and the summary of the departments' objectives toward those goals. The Budget Calendar and Process Chart follows. This section ends with a high-level summary on budgetary accounting, the budget process, governmental fund types and the County fund structure.

The **Budget Summary** section provides an overview of the total expenditure budget by fund type. In the Commissioners and Adopted budget documents, this section also contains an explanation of where the money comes from and where the money goes, along with a summary of sources, uses, and changes in fund balance by fund.

The **General Fund Summary** focuses on the central fund of Calvert County Government. This section presents an overview of planned General Fund revenue and expenditures, highlights, recent actual results, and budget trends. Depending on the iteration, this section may also contain other analytical information, the long-term forecast and fund balance information, and related graphs.

The **General Fund Expenses** section is divided into subsections that present the departments, divisions, state agencies, independent boards, committees, commissions, non-county funded agencies, and other entity-wide budgets within county government.

The subsections **General Government, Public Safety, General Services, Public Works, Economic Development, Community Resources, Substance Abuse Treatment** and **Calvert Library** each include five elements: a description, organizational objectives (with icons representing links to BOCC goals), performance measures, operating budget (including historical cost data), and a staffing chart. A one-page summary is provided for each of the **Other Organizations, Education & Outside Agencies** sections. Pension contributions, insurance, debt service, and other financing uses are included in the **Entity-Wide Budgets** section.

Calvert County government has two (2) self-supporting **Enterprise Funds: Water & Sewer and Solid Waste**. The sections for these funds follow the same structure and organization as the General Fund. A Revenue Highlights section summarizes the revenue sources for each division in the current economic climate. This information is followed by the five elements listed in the paragraph above. In addition, the Water & Sewer division provides a breakdown of the operating budgets for the four (4) major cost centers: water, sewer, contracted, and administration.

The **Grants Fund** section starts with an overview of the aggregate grants fund. This contains a summary and schedule of grant revenues by source: federal government, state government and matching county funds. The grants fund is divided into four (4) basic program areas: General Government, General Services, Human Services and Public Safety. The Grant Program Areas page includes a brief description of the funding support for these program areas, summary budget data for each and staffing charts. The final section of the Grants Fund provides detailed information for each grant operating budget and a brief description of the purpose of the grant funds support.

The **Special Revenue Funds** section starts with the revenue highlights for each fund. A fund description, operating budget and staffing data are provided for each special revenue fund.

The **Capital Projects** section provides an overview of the Capital Improvement Plan, which is a multi-year process to prioritize current and future capital project needs. This is followed by a summary of the Capital Plan showing both expenditure and revenue categories by fiscal year for a six-year span. In the Commissioners and Adopted budget documents, the individual project worksheets are located in Volume II.

The budget document's final section is the **Appendix**. For ease of use, the Appendix is divided into five parts: Staffing, Fees & Tax Rates, Economic Factors, Resolutions & Financial Policies (in the Adopted version, this section contains the budget resolution which sets the taxes and fees for the next fiscal year) and the final part of the appendix containing the Glossary, Acronyms and Index.



*Board of County Commissioners of Calvert County, left to right:
Pat Nutter, 2nd District
Mike Hart, 1st District
Evan K. Slaughenhaupt, Jr., President, 3rd District
Steven R. Weems, At Large
Tom Hejl, Vice President, At Large*

MISSION STATEMENT

Calvert County Government will:

- Be responsible and accountable to all citizens of Calvert County;
- Provide high quality, effective, and efficient services;
- Preserve Calvert County's environment, heritage, and rural character;
- Foster opportunities for responsible and sustainable residential growth and economic development; and
- Support Calvert County's essential institutions and keep them strong.



CALVERT COUNTY BOARD OF COUNTY COMMISSIONERS

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Board of Commissioners
Mike Hart
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Pat Nutter
Evan K. Slaughenhoupt Jr.
Steven R. Weems

TO THE CITIZENS OF CALVERT COUNTY:

We are pleased to present to you the Fiscal Year 2017 budget, which begins July 1, 2016. The General Fund budget totals \$246,774,973. This is an increase of \$7.9 million from the Fiscal Year 2016 budget.

The current Board of County Commissioners struggled with new obligations imposed upon by the State for several years, which caused a departure from previous County budgets. For several years, the County absorbed the Maryland State Legislature's unfunded mandates, including the shift from state to county for payment of teacher pensions (\$5.3 million), requirements for implementing new watershed implementation plan (WIP) standards, and a yearly loss of \$5.2 million in Highway User Fees (state-collected gas tax money intended for county roads). The Commissioners are concerned about the buildup of risks to a point where they are forced to seek additional revenue from our citizens to remove the \$8.9 million deficit shown in the Staff Recommended budget.

This budget proposes an increase of your property and income taxes, the largest categories of taxes that most citizens pay. For your property tax, the increase is 6 cents per \$100 of assessed property value, bringing the rate to \$ 0.952. For your real property taxes, property valued at \$262,450, the median value of a home in Calvert County, real property taxes would increase by \$157 per year. The income tax rate increases from 2.8% to 3.0%. The average estimated impacts of the increased income tax rate, based on an income of \$95,110 (the median household income for the County) is \$191 per year. These increases will still maintain Calvert County's relatively low rates compared to the rest of Maryland, as the Board continues to exercise conservative financial management.

Before the Board decided to seek increased tax rates, several measures were taken in recent budgets. County departments trimmed operating expenses by 15%, reduced actual staffing through attrition and minor reorganizations, limited salary increases for employees, put annual caps on purchases of vehicles and equipment, and deferred many capital projects based on project prioritization. These measures, while financially sound, increased risks to the ability to sustain quality services for the citizens. This year, we implemented a new budgeting tool called the Service-based budget, which provided additional detail available to our citizens on the services and functions provided by County departments, and the dollars spent on them to ensure operational efficiency. Additionally, public input was sought for recommendations to close the nearly \$9 million budget gap even though the new service-based analysis revealed that 99 percent of the county's expenditures were mandated, mission-critical, or very important to the quality of life for our residents.

With this budget, we plan to spend \$7.9 million more for the General Fund than in the prior fiscal year. This increased spending is largely due to the following changes: restoring the paving budget with \$2 million in

funding for long overdue road work, \$1.5 million more for vehicles and equipment (previously deferred), \$1.2 million on a salary increase for employees and other staffing changes after too many years of no increases, \$2.5 more in pensions and insurances but \$1.2 million less for Other Post Employment Benefit (OPEB) contributions (a growing \$300 million liability), plus \$1.0 million more in snow removal and contingency funds.

Increased funding does not grow our operating budget; we plan to keep County operations at the same reduced levels. We address some long-overdue staffing changes for needs in many areas, such as senior services, technology services and the agriculture community. These additional positions will help alleviate staffing deficits caused from years of deferrals. We were able to add back paving in our operating budget, which will enable the County to begin to address deferred maintenance to our road infrastructure. This budget will fund additional replacements for our aging fleet of vehicles and equipment than in recent years. The proposed budget will not require the use of reserve funds intended for emergency situations, while it improves the likelihood of AAA bond ratings from all rating agencies which equates to lower borrowing costs.

Almost half of this budget funds the operation of our public school system. We will continue to foster an effective partnership with the Board of Education (BOE) for the good of our children, our community, and effective financial planning. Besides the \$109.4 million State-required “maintenance of effort” funding level (cost per student), the County is providing a \$5.3 million pension contribution to benefit teachers and staff, and \$6.5 million to cover the principal and interest on the debt incurred to build our newer schools. Schools are allocated \$121.2 million or 49.1% of your tax dollars.

The safety of our citizens is paramount. Our violent crime rate in calendar year 2013 was the lowest since 1976, and remains low through the 2015 reporting period. Calvert County remains one of the safest counties in the State, proving that effective law enforcement is in place. Many of our citizens are also volunteers, continuing Calvert’s tradition of a 100% volunteer Fire-Rescue-Emergency Management Services (EMS) membership that provides 100% effective emergency, medical, and fire response. Through innovative marketing and strategic actions, this remarkable tradition continues. Public Safety funding in Fiscal Year 2017 totals \$30.9 million, representing 12.5% of the General Fund budget.

As we continue our focus from last year to encourage a stable and enduring economic base, we will not ignore the desire to maintain the County’s rural character as this budget provides for \$4.6 million for new Land Preservation initiatives. We will continue with a proactive and consistent planning approach. Through our land preservation programs, the County has preserved nearly 30,000 acres of the 140,000 acre total. Additionally, this budget provides for the operating costs associated with the new Harriett Elizabeth Brown Community Center in Prince Frederick acquired in FY 2016. This new center advances our comprehensive plan goal to ensure that a wide selection of recreational facilities and programs are provided to meet the interests and needs of all ages, incomes and abilities.

We continue to provide homeownership assistance to our citizens in response to the tough economic climate. The County plans to include more than \$500,000 in Homeowner Tax Credits in FY 2017. The Homeowner Tax Credit program is in place to provide some relief to homeowners for their property tax bills. Additionally, the County established an effective partnership with the State for a “House Keys 4 Employees” program. Additional information on these programs can be found on the County’s website.

The six-year Capital Improvement Plan (CIP) is reviewed annually to consider changes in the economy, including the County’s financial forecast and the cost of commodities, in addition to requests from citizens. The Education component, primarily Northern High School (\$15.9 million) and Public Safety (\$5.9 million) categories of our Fiscal Year 2017 CIP budget make up the majority of our \$32.7 million in planned capital improvement expenses.

We would like to thank you, the citizens, for continuing to work with us to identify and ensure funding is appropriately placed in line with the County’s highest priorities, keeping in mind the goal of a prudent, responsible, long-range financial plan, while continuing to enhance our beautiful County.

Sincerely,

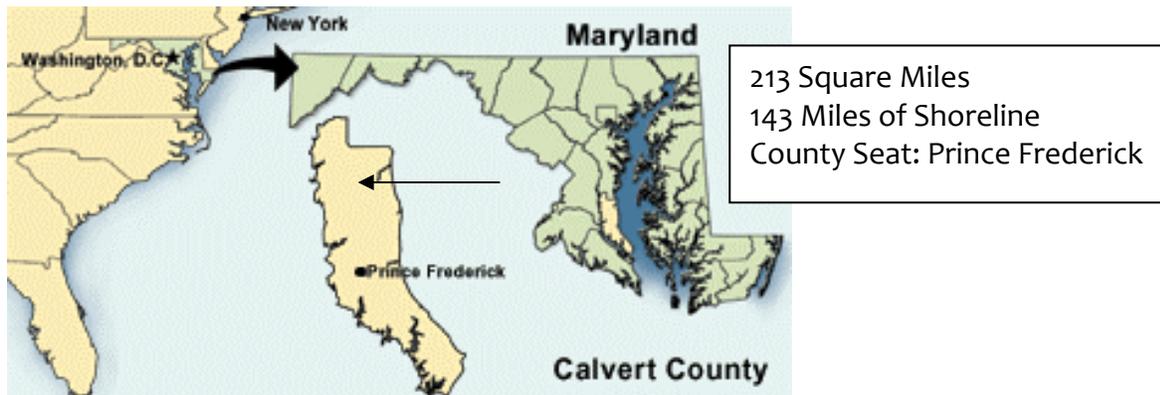
Board of County Commissioners for Calvert County

Evan K. Slaughenhaupt, Jr., President
Tom Hejl, Vice President
Mike Hart
Pat Nutter
Steve R. Weems

QUICK REFERENCE GUIDE

To answer these questions ...	Refer to ...	Page
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What is the budget development process?	Budget Process Chart	17
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What are the County's major revenue sources?	Statement of Revenues & Expenditures General Fund Revenues	32 34-37
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What is the population of Calvert County?	Economic Highlights Economic Factors	8 449-456
Is there a glossary defining accounting and budgeting terms?	Glossary & Acronyms	511-524
What are the Commissioners' goals?	Mission Statement Letter of Transmittal The Board of County Commissioners Goals	1 2-4 12-13
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CALVERT COUNTY INFORMATION



Calvert County is located in Southern Maryland. Although the population has grown over time, Calvert County retains its rural character and agrarian roots, offering good schools, a clean environment and good quality of life. Calvert is a peninsula bounded by the Chesapeake Bay on the east and the Patuxent River on the west, defined by steep cliffs and woods on the bay side while rolling fields slip gently down to the river on the other. The County's many creeks provide refuge for wildlife and scenic areas for boating and fishing.

Prince Frederick, the County seat, is located 41 miles southeast of Washington, D.C., and 60 miles south of Baltimore. There are two incorporated towns in Calvert County: North Beach and Chesapeake Beach, located on the Bay at the northeast corner of the County. In addition, the Comprehensive Plan identifies seven "town centers." These include (from north to south) Dunkirk, Owings, Huntingtown, Prince Frederick, St. Leonard, Lusby, and Solomons.

Established in 1654, Calvert County is one of the oldest counties in the United States. Native people lived in Calvert County 9,000 years ago, according to evidence unearthed by archaeologists at Jefferson Patterson Park and Museum. Calvert County's earliest identified settlers were Piscataway Indians. Native American tribes established villages at intervals along the river, with the largest at the mouth of Battle Creek. They grew corn and tobacco on rich farmlands that would prove very attractive to colonists arriving from England in the early 1600s.

John Smith is reported to be the first Western man to lay eyes on Calvert County's peninsula, describing it in his journal as he saw it in 1608 during his exploration of the Bay. The first English settlement in Southern Maryland dates to somewhere between 1637 and 1642, although the county was actually organized in 1654. Established by Cecilius Calvert, the second Lord Baltimore, English gentry were the first European settlers, followed by Puritans, Huguenots, Quakers and Scots.

In 1695, Calvert County was partitioned into St. Mary's, Charles and Prince George's counties, and its boundaries became substantially what they are today. Life in agrarian Calvert County continued without much change into the 20th century. The introduction of the automobile made inland travel more attractive, although the lack of good roads made for a rough ride. In 1936, the county had only 15.2 miles of paved roads.

Two improvements that dramatically affected the county were the construction of MD Route 4, a 38 mile-long four-lane highway begun in 1964 and completed in 1987 that runs the length of the county, and the Thomas Johnson Bridge connecting the southern tip of the county to St. Mary's County. These changes fueled the remarkable growth that Calvert County has experienced over time.

FORM OF GOVERNMENT

Calvert County has the Commissioner form of government, in which the commissioners serve executive and legislative functions, operating under a Code of Public Local Laws of Calvert County (revised in 1985), and are subject to legislation adopted by the State Legislature.

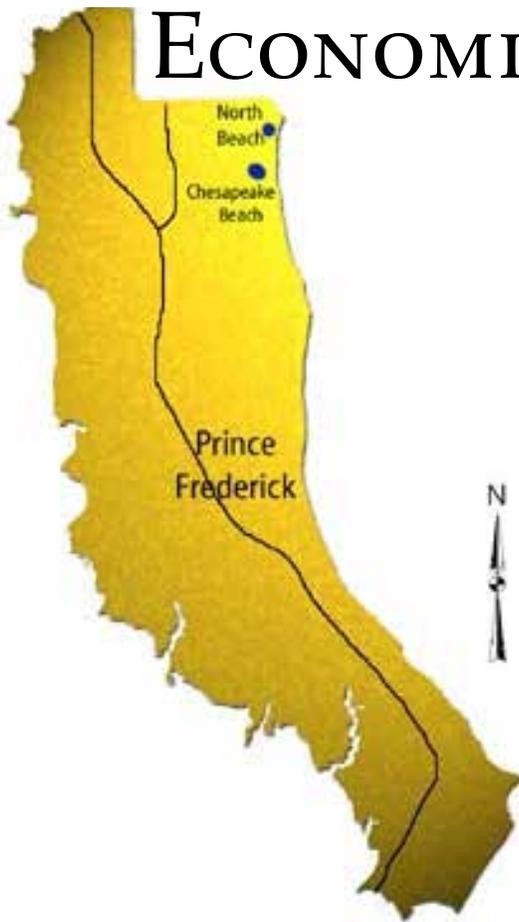
From the Code of Public Local Laws of Calvert County, Section 2-102:

“Beginning with the general election to be held in Calvert County in November 1978, five county commissioners shall be elected by countywide vote. Beginning with the general election to be held in Calvert County in November 2014, one county commissioner shall be a resident of and shall represent the first election district of the county; one county commissioner shall be a resident of and shall represent the second election district of the county; and one county commissioner shall be a resident of and shall represent the third election district of the county. Of the remaining candidates, the two receiving the highest number of votes shall be selected; and two county commissioners shall be residents of the county and shall represent the county at large. Each candidate for the office of county commissioner shall specify at the time of filing a certificate of candidacy whether the candidate is seeking to represent the county at large. Commissioners who are elected and qualify shall take office the third Tuesday of December following the election. Each commissioner shall hold office for four years or until a successor is elected and qualified. (Code 1981, § 4-102; 1985, chapter 715, § 2; 2013, chapter 310, § 1)”

The Commissioners appoint a County Administrator who is responsible for the day-to-day administration of the County government. The Commissioners establish policy, enact ordinances, review and approve annual budgets, conduct public hearings and make decisions on land use matters. The Commissioners also appoint all department heads, members of boards and commissions and represent the county in dealings with other municipalities, the state and federal government.

The Board of County Commissioners meet on Tuesday of each week beginning at 10:00 a.m. in the Commissioners Hearing Room located in the County Courthouse. Evening meetings are scheduled when necessary. All regular or special meetings are open to the public. The Commissioners also meet in Executive Session, as allowed by law.

ECONOMIC HIGHLIGHTS



Drum Point Lighthouse

Total Population ¹		Labor Force ²	
1900	10,223		
1970	20,682		
1990	51,372	Total	48,115
2000	74,563		
2010	88,737		
2016	94,400		
Income ³		School Enrollment ⁴	
Median Household Income		Pre-K	410 *
\$ 95,110		Kindergarten	981
Average single family home sold price		Elementary	5,683
\$ 310,726		Middle	3,791
Median single family home sold price		High	5,114
\$ 285,000		Total	15,569

1 Source: U.S. Department of Commerce, U.S. Census Bureau, Official Population County 1950-2010

Source: Calvert County Department of Community Planning & Building, Population Estimates and Projections, November 2014

2 Source: Maryland Department of Labor, Licensing and Regulation, Office of Workforce Information and Performance, 2015 Annual Average

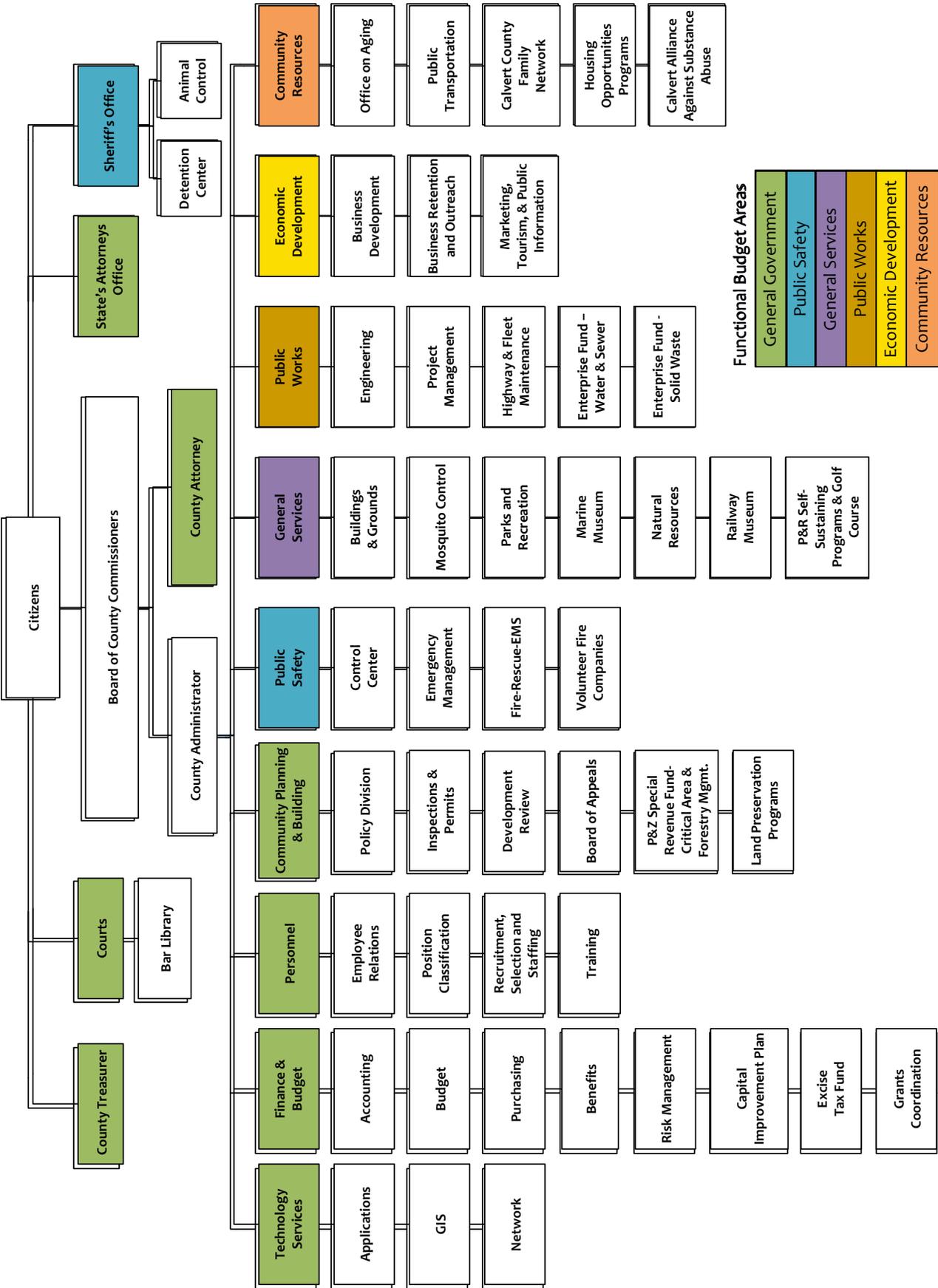
3 Source: American Community Survey, 2014 (released 2015)

Source: Real Estate Business Intelligence, LLC, 2015 Year End Market Statistics

4 Source: Calvert County Public Schools, 2015-2016 school year – *Pre-K figures are not included in FTE

Additional economic data is located in the Economic Factors section of the Appendix on pages 449-456.

CALVERT COUNTY GOVERNMENT ORGANIZATION CHART



Functional Budget Areas

- General Government
- Public Safety
- General Services
- Public Works
- Economic Development
- Community Resources

BOARD OF COUNTY COMMISSIONERS

12/16/2014 thru 12/19/2018

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CALVERT COUNTY ELECTED & APPOINTED OFFICIALS

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Gail I. Hatfield
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 Email: hatfiegl@co.cal.md.us

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 Email: mphipps@registers.maryland.gov

Thomas Pelagatti
 Chief Judge, Orphan's Court
 (410) 535-1600 ext. 2254
 Email: tom@tompel.com

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THE BOARD OF COUNTY COMMISSIONERS GOALS

BE RESPONSIBLE and ACCOUNTABLE

	Fiscal Responsibility	Exercise conservative financial management with the majority of resources directed to the most important services that our government provides, while seeking viable new sources of revenue.
	Culture of Engagement	Promote an environment where residents feel they can make a difference and work in partnership with others to understand and address pressing public issues. Continue to work on making county offices more citizen- and business-friendly and providing ample opportunities for citizen involvement.
	Public Stewardship and Accountability	Act responsibly with the planning and management of our County resources.

PROVIDE ESSENTIAL SERVICES and SUPPORT

	Services	Provide high quality, effective and efficient services to all stakeholders. Explore alternative approaches that would allow the county organization to operate in a more business-like fashion.
	Education	Provide educational resources, learning opportunities and training.
	Public Safety	Maintain Calvert County as a safe and healthy place to live, work and play.
	Roads & Infrastructure	Maintain our roads, bridges, water and sewerage infrastructure as well as other long-term physical assets and facilities.
	Parks & Recreation	Provide opportunities for leisure activities, including making the best possible use of the golf course and the indoor pool.

WORK TO PRESERVE CALVERT COUNTY

	Environment, Heritage and Rural Character	Create a sense of place, reflect the character, history and natural environment of the community.
	Growth Management & Land Preservation	Maintain the rural character through effective growth management with a proactive and consistent planning approach. Look at ordinances that impact growth outside of the town centers.

PROVIDE OPPORTUNITIES for RESIDENTIAL GROWTH and ECONOMIC DEVELOPMENT

	Homeownership	Promote homeownership by providing assistance to our citizens through Homestead and Homeowner Tax Credit programs as well as our House Keys 4 Employees program.
	Economic Development	Pursue many avenues of economic development to incentivize sustainable development while remaining a business-friendly community to small businesses, the farm and forestry community and corporations alike.

SUMMARY OF OBJECTIVES TO ACHIEVE BOCC GOALS

BOCC Goals

Department / Division Objectives:	<i>Fiscal Responsibility</i>	<i>Culture of Engagement</i>	<i>Public Stewardship & Accountability</i>	<i>Services</i>	<i>Education</i>	<i>Public Safety</i>
General Government						
County Administrator	✓	✓	✓	✓		
County Attorney	✓	✓	✓			
Technology Services	✓			✓	✓	
State's Attorney				✓	✓	✓
County Treasurer	✓	✓	✓	✓	✓	
Finance & Budget	✓	✓	✓	✓	✓	
Personnel				✓	✓	
Community Planning & Building		✓	✓	✓		
Inspections & Permits		✓		✓	✓	✓
Public Safety						
Director of Public Safety	✓		✓	✓	✓	✓
Control Center	✓			✓	✓	✓
Emergency Management	✓		✓	✓	✓	✓
Fire-Rescue-EMS	✓			✓		✓
Sheriff's Office	✓		✓	✓	✓	✓
Detention Center	✓	✓			✓	✓
Animal Control			✓	✓	✓	✓
General Services						
General Services	✓	✓	✓	✓	✓	
Buildings & Grounds	✓	✓		✓		✓
Mosquito Control	✓	✓	✓	✓	✓	✓
Parks & Recreation		✓		✓	✓	
Calvert Marine Museum	✓	✓		✓	✓	
Natural Resources	✓	✓		✓	✓	
Railway Museum	✓		✓	✓	✓	
Public Works						
Engineering		✓		✓		
Project Management			✓	✓		
Highway Maintenance				✓		✓
Fleet Maintenance			✓	✓		✓
Other Organizations						
Economic Development		✓		✓	✓	
Community Resources	✓	✓		✓		✓
Office on Aging	✓			✓	✓	✓
Transportation	✓		✓	✓	✓	✓
Substance Abuse	✓	✓	✓	✓	✓	✓
Library	✓	✓	✓	✓	✓	
Soil Conservation District				✓	✓	
Enterprise Funds						
Water & Sewer	✓		✓	✓		✓
Solid Waste & Recycling	✓			✓	✓	✓

BOCC Goals

						Department / Division Objectives
						General Government
						County Administrator
						County Attorney
✓						Technology Services
						State's Attorney
				✓		County Treasurer
						Finance & Budget
						Personnel
		✓	✓			Community Planning & Building
						Inspections & Permits
						Public Safety
						Director of Public Safety
						Control Center
						Emergency Management
						Fire-Rescue-EMS
						Sheriff's Office
✓						Detention Center
						Animal Control
						General Services
	✓	✓				General Services
	✓	✓				Buildings & Grounds
		✓				Mosquito Control
	✓					Parks & Recreation
	✓	✓			✓	Calvert Marine Museum
	✓	✓				Natural Resources
	✓	✓				Railway Museum
						Public Works
✓						Engineering
✓						Project Management
✓						Highway Maintenance
						Fleet Maintenance
						Other Organizations
		✓			✓	Economic Development
				✓		Community Resources
	✓					Office on Aging
						Transportation
						Substance Abuse
					✓	Library
		✓				Soil Conservation District
						Enterprise Funds
✓						Water & Sewer
✓						Solid Waste & Recycling

FY 2017 BUDGET CALENDAR

Graphic Key:

Board of County Commissioners



Planning Commission



Finance & Budget



County Departments

Outside Agencies

2015

Public comment is welcomed beginning in August through the June budget adoption.

July

- July 1, 2015 Current approved fiscal year budget is implemented by Finance & Budget and placed into County Cost Centers

August

- Maintenance and repair project requests due to General Services

September

- Capital project requests due to Finance & Budget
- Vehicle requests due to Fleet Maintenance
- Revenue projections prepared
- Staff presentation of high level overview of the projected FY 2017 budget to County Commissioners

October

- Expenditure strategy developed for FY 2017
- Budget packets distributed to departments
- Legislative requests due to County Attorney
- Initial CIP work session with County Commissioners on FY 2017 CIP
- Departmental budget requests due to Finance & Budget (General Fund)

November

- Remaining Funds budget requests due
- Outside agency requests due to Finance & Budget

December

- Meeting with delegation on legislative requests
- Budget work sessions with Department Heads begin

2016

January

- Budget work sessions conclude
- FY 2017 land use projects reviewed by the Planning Commission

February

- Finalize Staff budget numbers
- 6 Year CIP work session with the Board of County Commissioners

March

- Public Hearing – Staff Recommended Budget
- Staff/Board receives public comment
- Budget work sessions with the Board of County Commissioners as required

April

- The Board of County Commissioners finalizes unresolved operating and capital project budget issues; Finance & Budget finalize Commissioners' budget numbers
- The Board of County Commissioners approves semi-annual payment option service charge rate
- County Commissioners meet with Town Mayors to approve tax differential
- Finance & Budget publish constant yield notice (if required)

May

- Public Hearing – Commissioners' Budget
- Board receives public comment

June

- The Board of County Commissioners adopt FY 2017 Budget

FY 2017 BUDGET PROCESS CHART

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
STRATEGIC PLANNING													
Revenues Projections and Forecasts													
Develop Expenditure Strategy													
Develop Goals and Strategic Objectives													
Water & Sewer rates evaluated for sufficiency													
Citizens are informed of budget process and start providing input													
CAPITAL IMPROVEMENT PLAN													
CIP Packages Distributed													
CIP Meetings													
CIP Work Sessions with County Commissioners													
CIP Requests Due and Reviewed by Finance & Budget													
Present CIP to the Planning Commission for land use projects													
Six-Year CIP work session with the County Commissioners													
BUDGET PROCESS													
Maintenance & Repair Projects													
Replacement Vehicles Requests													
Budget packets distributed to departments & outside agencies													
User Training: Budget Database													
Legislative requests due to County Attorney													
Meet with delegation to review legislative requests													
Department / Division budget development													
Non-county agency budget development													
Budget work sessions													
Finalize Staff Recommended budget													
Line item review of all county budgets													
Receive Public Comment on Budget													
County Commissioners finalize unresolved budget issues													
County Commissioners approve semi-annual payment service charge rate													
County Commissioners meet with Town Mayors to approve tax differential													
Publish constant yield notice (if required)													
County Commissioners adopt budget													
Post adopted budget in financial system													

BUDGETARY ACCOUNTING AND THE BUDGET PROCESS

The County budget consists of the current operating budget, the capital improvements program budget, and the budget message. It represents a complete financial plan of the County and reflects all receipts and disbursements from all sources. Formal budgetary integration is employed as a management control device during the year for the General Fund, Capital Projects Fund, and Enterprise Funds. Enterprise fund budgets and, generally, special revenue fund budgets are for management control only. Definitions for the acronyms and accounting terms used in this section can be found in the Glossary starting on page 511.

Budgetary Accounting

The budgets of the General Fund are prepared on a modified accrual basis. This means that the obligations of the County (for example, outstanding purchase orders) are budgeted as expenditures, but revenues are recognized only when they become measurable and available. Income and property taxes are the primary source of revenues susceptible to accrual. All other revenue is recognized when received. The County's annual financial statements are prepared on the basis of "generally accepted accounting principles" (GAAP), which conform to the way the budget is prepared except that encumbrances are recorded as a reservation of fund balance for financial reporting rather than as an expenditure.

The budget of the Capital Projects Fund is prepared on a project length basis, and encompasses six years. Only the first year of the six is adopted. This fund's annual financial statements are prepared using the modified accrual basis of accounting. The Special Revenue Funds budgets and annual financial statements are prepared on a modified accrual basis. The budgets of the Enterprise Funds (Water & Sewer, and Solid Waste & Recycling) are prepared on a cash basis but the annual financial statements are prepared on the full accrual method. Full accrual means all revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The Budget Process

The budget process spans approximately ten months, beginning with revenue projections in August through the formal budget adoption in June. This process is repeated annually. Generally, each County department, agency or board receiving County funds submits a budget request to the County Commissioners at a public hearing; additional public hearings are conducted to obtain taxpayer comments, and the budget is legally enacted through passage of a resolution by the County Commissioners. The budget calendars located on pages 16-17 encompass the process for both the operating and capital budgets.

Budget Adjustments

The Director of Finance & Budget is authorized to make administrative transfers of expenditure budgets in amounts up to \$10,000. The County Administrator is authorized to transfer budgeted amounts up to \$25,000. Budget adjustments exceeding \$25,000 but less than \$100,000 must be approved by the Board of County Commissioners (without passage of a resolution). Any change totaling more than \$100,000 may be made only by resolution approved by the Commissioners after compliance with certain public hearing requirements. In order to meet a public emergency affecting life, health or property, the Board of County Commissioners may, by resolution, make emergency appropriations from contingent or surplus funds. The budget policy is shown in the Appendix on pages 462-466 and 469-470, and the budget amendment policy is provided on pages 499-500.

DESCRIPTION OF FUNDS

The accounts of the County are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance/retained earnings, revenue and expenditures.

GOVERNMENTAL FUNDS

General Fund

The General Fund is the general operating fund of the County Commissioners. All financial resources are accounted for in this fund except those required to be accounted for in another fund.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects or expendable trusts) that are legally restricted or committed to expenditures for specified purposes. These funds consist of: Planning & Zoning Special Revenue Fund, Housing Fund, Parks & Recreation Fund, Chesapeake Hills Golf Course Fund, Bar Library Fund, Economic Development Authority Revolving Loan Fund, Calvert Family Network Fund, Revolving Loan Fund, Grants Fund, Excise Tax Fund, Land Preservation Fund and Economic Development Incentive Fund. The county's fund structure chart on page 20 contains a comprehensive list of funds by size and type.

Calvert Library and Calvert Marine Museum are budgeted within the General Fund, but due to other outside funding sources are presented as Special Revenue Funds in the Comprehensive Annual Financial Report (CAFR). The Housing Fund is presented as a Special Revenue Fund in the budget, but is combined with the General Fund in the CAFR as it does not meet GASB 54 standards for a special revenue fund. For more information on special revenue funds, see the Glossary on page 520.

Capital Projects Fund

The Capital Projects Fund is used to account for financial resources that are restricted, committed, or assigned to be used for the acquisition or construction of major capital facilities of the Board of Commissioners of Calvert County and the Board of Education of Calvert County Public Schools.

PROPRIETARY FUNDS

Enterprise Funds

Enterprise Funds are used to support any activity for which a fee is charged to external users for goods or services. These funds are used to account for the operations of the Water & Sewer Fund and the Solid Waste & Recycling Fund.

FIDUCIARY FUNDS

The County's trust funds (Length of Service Award Program for Volunteer Fire Department and Rescue Squads, the Calvert County Sheriff's Department Pension Plan, the Calvert County Employees Retirement Savings Plan and the Calvert County Maryland Other Post-Employment Benefits (OPEB) Trust Fund) are accounted for in essentially the same manner as a proprietary fund type. These funds serve as repositories of trust monies, and accordingly are not included in this budget.

COUNTY FUND STRUCTURE

<u>GOVERNMENTAL FUNDS</u>	<u>PROPRIETARY FUNDS</u>	<u>Budget Pages</u>	<u>Notes</u>
Major Funds			
Capital Projects Fund		217-410	
General Fund (includes funding for State Agencies and Independent Boards, shown on pages 125-136)		31-140	1
	Solid Waste Fund	149-152	2
	Water and Sewer Fund	143-148	2
Nonmajor Funds			
Bar Library Fund		212	
Calvert County Family Network Fund		214	
Calvert Marine Museum		96-97	3
Economic Development Incentive Fund		215	
Economic Development Revolving Loan Fund		215	
Excise Tax Fund		209	
Golf Course Fund		208	4
Grants Fund		153-202	
Housing Fund		215	5
Land Preservation Fund		210-211	
Parks and Recreation Fund		206-207	
Planning & Zoning Fund		213	
Revolving Loan Fund		215	

Notes:

- 1 All of the organizations shown in the State Agencies and Independent Boards are not county organizations and each has its own board. They are presented in this document to the extent that the county's general funds are expended on them. The Calvert County Housing Authority is also not a part of County government, but is presented in the budget as the county acts as the pay agent for this organization. All but \$103k of their expenses are reimbursed to the county.
- 2 The Water & Sewer and Solid Waste funds function as enterprise funds.
- 3 The Calvert Marine Museum falls under General Services and is presented as such in this book. All expenses shown in this section relate to their activities as funded by the General Fund. However, the County's financial statements reflect the combined activity of the Calvert Marine Museum Society, Calvert Marine Museum Board of Governors, and the County-funded portion as a special revenue fund in the the Comprehensive Annual Financial Report.
- 4 The Golf Course fund was considered an enterprise fund from FY 2009 (inception) to FY 2012, but the fund's status was changed to special revenue fund for FY 2013 and future years.
- 5 The Housing Fund is rolled into General Fund for presentation in the county's financial statements because it does not qualify as a special revenue fund per GASB 54, but is budgeted separately.

Governor Thomas Johnson Bridge



Solomons, Maryland

BUDGET SUMMARY

[EXPENDITURE BUDGET SUMMARIES](#)

[WHERE THE MONEY COMES FROM](#)

[WHERE THE MONEY GOES](#)

[SOURCES AND USES OF FUNDS](#)

TOTAL EXPENDITURE BUDGET SUMMARY

(INCLUDING TRANSFERS)

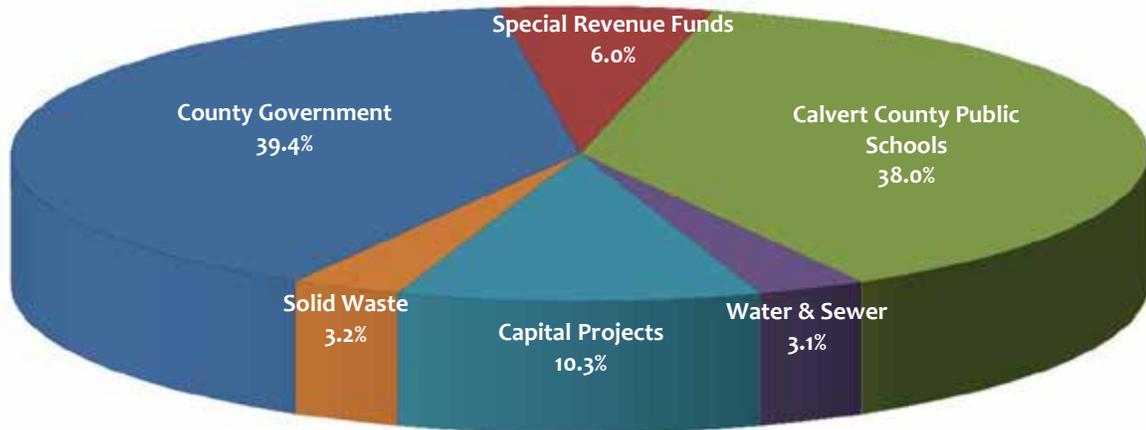
FUND DESCRIPTION	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget
General Fund:			
County Government	\$ 114,517,154	\$ 116,112,942	\$ 125,545,528
Calvert County Public Schools	125,023,626	122,734,335	121,229,445
Enterprise Funds:¹			
Water & Sewer Fund	8,907,088	9,316,231	9,969,836
Solid Waste & Recycling Fund	9,919,346	9,675,524	10,070,223
Special Revenue Funds:			
Grants Fund	5,869,273	6,847,751	6,813,778
Parks & Recreation Fund	2,517,219	3,341,636	2,995,007
Golf Course Fund	1,046,597	1,022,208	992,102
Excise Tax Fund	4,460,528	2,687,844	2,682,011
Land Preservation Fund	975,416	3,166,911	5,061,351
Bar Library Fund	88,867	82,141	89,581
Planning & Zoning Fund	61,417	89,875	97,550
Calvert Family Network Fund	509,332	510,202	505,490
Housing Fund ²	10,000	50,000	25,000
Total Operating Funds	\$ 273,905,863	\$ 275,637,600	\$ 286,076,902
Total Capital Projects Fund	\$ 15,816,466	\$ 35,455,200	\$29,333,900
Total Capital Projects-Enterprise Funds ³	-	1,412,700	3,408,000
Total Capital Improvement Program	\$ 15,816,466	\$ 36,867,900	\$ 32,741,900
Total All Funds	\$ 289,722,329	\$ 312,505,500	\$ 318,818,802

¹Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis.

²The Housing Fund is included in the General Fund for the financial statements, as required by GASB.

³Actual reflects full accrual accounting, which requires that expenses for capital projects be moved to the balance sheet at year end.

FY 2017 BUDGETED EXPENDITURES - ALL FUNDS
OPERATING & CAPITAL (INCLUDING TRANSFERS)



General Fund:

County Government	\$ 125,545,528
Calvert County Public Schools	121,229,445

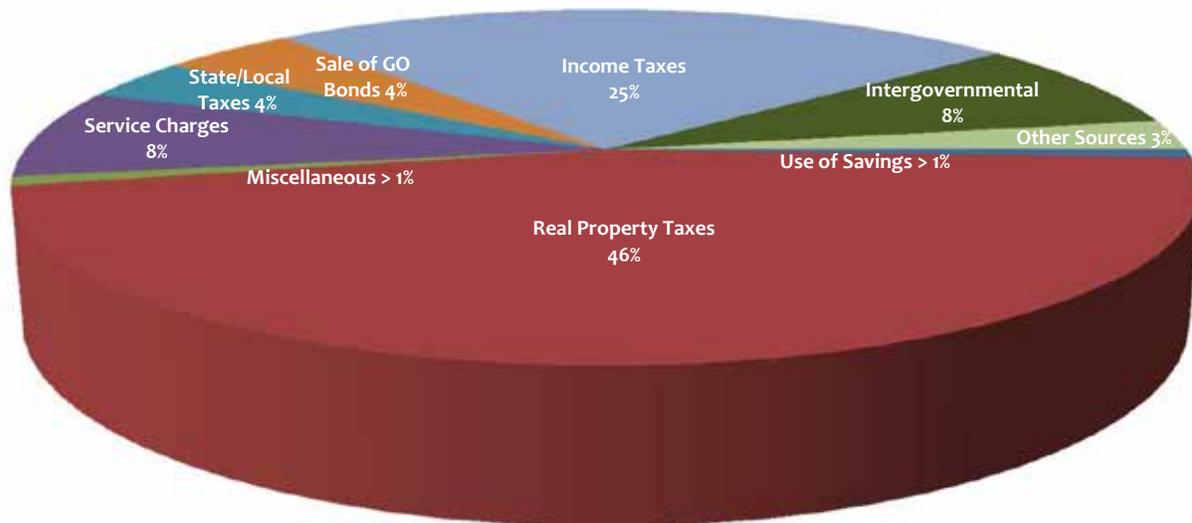
Other Funds:

Water & Sewer Fund	9,969,836
Solid Waste Fund	10,070,223
Special Revenue Governmental Funds	19,261,870
Capital Projects-Enterprise Funds	3,408,000
Capital Projects Fund	29,333,900
	<u>29,333,900</u>

Total Budget - All Funds

\$ 318,818,802

WHERE THE MONEY COMES FROM



Real Property Taxes	\$ 146,707,103
Income Taxes	80,000,000
Service Charges ¹	25,513,145
Intergovernmental ²	26,496,187
Sale of General Obligation Bonds	14,498,250
Other State/Local Taxes	11,823,593
Other Financing Sources	8,900,321
Miscellaneous Revenues	2,532,227
Use of Prior Year Balances (Savings) ³	2,347,976

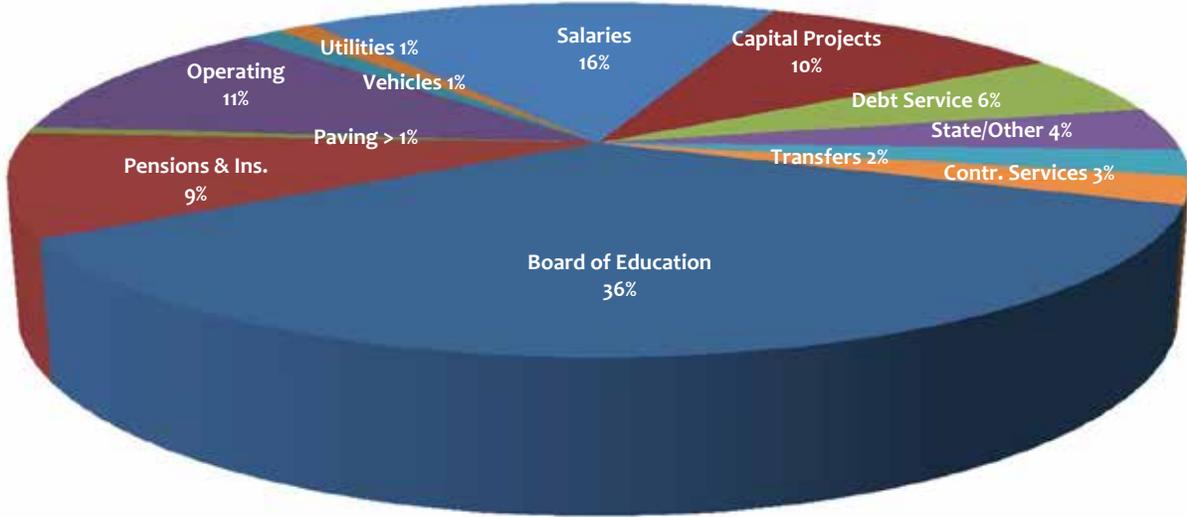
Total Revenue Budgets - All Funds \$ 318,818,802

¹The majority of the service charges are Water & Sewer and Solid Waste user fees.

²Intergovernmental revenues are mostly made up of federal and state payments to the county, some of which are restricted grant revenues.

³The planned use of prior year balances are from Special Revenue Funds, not the General Fund. \$2.1 million of this funding is unspent grant and other accumulated funding in the Land Preservation Fund.

WHERE THE MONEY GOES



Board of Education	\$ 114,693,838
Salaries	50,405,991
Capital Projects	32,741,900
Pensions & Insurance	29,909,360
Operating	35,187,301
Debt Service	17,639,942
State Agencies & Other	12,351,773
Transfers	7,713,263
Contracted Services	8,039,163
Capital Outlays	4,271,870
Utilities	3,864,401
Paving	<u>2,000,000</u>
Total Expense Budgets - All Funds	<u>\$ 318,818,802</u>

SOURCES AND USES - GOVERNMENTAL FUNDS

Summary of Estimated Financial Sources and Uses and Changes in Fund Balance - Governmental Funds

Categories	General Fund			Special Revenue Funds		
	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Financial Sources:						
Property Taxes	\$ 138,193,759	\$ 138,857,103	\$ 146,707,103	\$ -	\$ -	\$ -
Income Tax	71,289,228	74,550,000	80,000,000	-	-	-
Other Local Taxes	8,591,595	8,550,000	8,576,000	3,168,187	2,687,844	2,682,011
State Shared Taxes	570,547	527,602	565,582	-	-	-
Licenses & Permits	288,914	299,400	299,400	-	-	-
Intergovernmental	4,034,445	4,139,649	4,337,497	4,769,511	5,348,272	7,897,940
Charges for Services	4,104,231	4,115,262	4,162,434	1,541,177	1,935,105	1,800,935
Fines, Fees & Forfeitures	573,086	415,551	397,250	107,731	136,875	104,550
Other Revenues	1,525,030	527,948	527,849	1,682,165	2,112,915	1,740,095
Other Financing Sources (Transfers)	177,434	225,000	201,858	-	-	-
Use of Prior Year Fund Balance	7,692,511	5,639,762	-	-	2,887,966	2,347,976
Total Financial Sources	\$ 237,040,780	\$ 237,847,277	\$ 245,774,973	\$ 11,268,771	\$ 15,108,977	\$ 16,573,507
Use of Resources:						
General Government	\$ 12,780,562	\$ 13,341,794	\$ 14,399,733	\$ 3,257,540	\$ 5,720,262	\$ 7,884,695
Public Safety	28,998,358	29,603,043	30,872,320	801,054	977,568	1,030,284
General Services	11,948,695	12,988,092	13,200,347	3,590,166	4,297,833	3,966,131
Economic Development	1,112,798	1,308,197	1,252,951	48,606	-	-
Public Works	7,269,528	6,149,102	9,556,745	-	-	-
Community Resources	1,863,257	2,150,196	2,033,936	3,429,361	4,017,564	3,635,070
Capital Projects	-	-	-	-	-	-
Pension & Insurance	23,367,038	21,058,249	22,154,155	-	-	-
Transfers	-	-	-	-	-	-
State & Other Agencies	14,673,031	15,300,173	15,628,443	-	-	-
Debt Service	17,295,573	17,085,245	17,639,942	-	-	-
Planned Surplus	-	-	-	-	776,341	374,990
Total Use of Resources	\$ 119,308,840	\$ 118,984,091	\$ 126,738,572	\$ 11,126,727	\$ 15,789,568	\$ 16,891,170
Other Financing Sources (Uses):						
Proceeds from Bond Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfers In (Out) - BOE	(115,808,239)	(114,875,742)	(114,693,838)	-	-	-
Operating Transfers In - Other	2,500,000	1,000,000	1,000,000	2,732,403	2,689,591	2,688,363
Operating Transfers Out - Other	(4,423,701)	(4,987,444)	(5,342,563)	(4,201,791)	(2,009,000)	(2,370,700)
Total Other Financing Sources (Uses)	\$ (117,731,940)	\$ (118,863,186)	\$ (119,036,401)	\$ (1,469,388)	\$ 680,591	\$ 317,663
Fund Balance						
Fund Balance - Beginning of Year	\$ 59,845,651	\$ 52,482,400	\$ 46,842,638	\$ 17,165,503	\$ 15,842,276	\$ 13,730,651
Net Budgetary Increase (Decrease) in Use of Fund Balance	(7,615,721)	(5,639,762)	-	(1,327,344)	(2,111,625)	(1,972,986)
Encumbrance Adjustment for GAAP ¹	252,470	-	-	-	-	-
Fund Balance - End of Year	\$ 52,482,400	\$ 46,842,638	\$ 46,842,638	\$ 15,838,159	\$ 13,730,651	\$ 11,757,665
Fund Balance by Type¹:						
Nonspendable	\$ 7,288,398	\$ 7,063,398	\$ 6,838,398	\$ 36,639	\$ 36,639	\$ 36,639
Restricted	-	-	-	7,728,710	7,553,806	5,387,561
Committed	21,764,820	21,764,820	21,764,820	8,103,427	6,173,326	6,432,864
Assigned	6,218,619	5,018,619	5,000,000	107,006	74,176	11,603
Unassigned	16,622,116	12,407,354	12,650,973	(137,623)	(107,296)	(111,002)
Total Fund Balance¹	\$ 51,893,953	\$ 46,254,191	\$ 46,254,191	\$ 15,838,159	\$ 13,730,651	\$ 11,757,665

¹The fund balance totals shown on this page differ because of the Encumbrance adjustment for GAAP of \$252,470.

SOURCES AND USES - GOVERNMENTAL FUNDS

Capital Projects Funds			Total Governmental Funds			Categories
FY 2015 Actual	FY 2016 Budget	FY 2017 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget	
\$ -	\$ -	\$ -	\$ 138,193,759	\$ 138,857,103	\$ 146,707,103	Financial Sources:
-	-	-	71,289,228	74,550,000	80,000,000	Property Taxes
-	-	-	11,759,782	11,237,844	11,258,011	Income Tax
-	-	-	570,547	527,602	565,582	Other Local Taxes
-	-	-	288,914	299,400	299,400	State Shared Taxes
2,591,219	3,162,600	14,260,750	11,395,175	12,650,521	26,496,187	Licenses & Permits
-	-	-	5,645,408	6,050,367	5,963,369	Intergovernmental
-	-	-	680,817	552,426	501,800	Charges for Services
356,488	-	-	3,563,683	2,640,863	2,267,944	Fines, Fees & Forfeitures
-	-	-	177,434	225,000	201,858	Other Revenues
-	-	-	7,692,511	8,527,728	2,347,976	Other Financing Sources (Transfers)
<u>\$ 2,947,707</u>	<u>\$ 3,162,600</u>	<u>\$ 14,260,750</u>	<u>\$ 251,257,258</u>	<u>\$ 256,118,854</u>	<u>\$ 276,609,230</u>	Use of Prior Year Fund Balance
						Total Financial Sources
\$ -	\$ -	\$ -	\$ 16,038,102	\$ 19,062,056	\$ 22,284,428	Use of Resources:
-	-	-	29,799,412	30,580,611	31,902,604	General Government
-	-	-	15,538,861	17,285,925	17,166,478	Public Safety
-	-	-	1,161,404	1,308,197	1,252,951	General Services
-	-	-	7,269,528	6,149,102	9,556,745	Economic Development
-	-	-	5,292,618	6,167,760	5,669,006	Public Works
15,816,466	32,288,900	16,793,900	15,816,466	32,288,900	16,793,900	Community Resources
-	-	-	23,367,038	21,058,249	22,154,155	Capital Projects
-	-	-	-	-	-	Pension & Insurance
-	-	-	14,673,031	15,300,173	15,628,443	Transfers
-	-	-	17,295,573	17,085,245	17,639,942	State & Other Agencies
-	-	-	-	776,341	374,990	Debt Service - Other
<u>\$ 15,816,466</u>	<u>\$ 32,288,900</u>	<u>\$ 16,793,900</u>	<u>\$ 146,252,033</u>	<u>\$ 167,062,559</u>	<u>\$ 160,423,642</u>	Planned Surplus
						Total Use of Resources
\$ -	\$ 30,424,400	\$ 14,498,250	\$ -	\$ 30,424,400	\$ 14,498,250	Other financing sources (uses):
(258,737)	(4,579,000)	(15,948,000)	(116,066,976)	(119,454,742)	(130,641,838)	Proceeds from Bond Sales
3,480,317	3,280,900	3,982,900	8,712,720	6,970,491	7,671,263	Operating Transfers In (Out) - BOE
-	-	-	(8,625,492)	(6,996,444)	(7,713,263)	Operating Transfers In - Other
<u>\$ 3,221,580</u>	<u>\$ 29,126,300</u>	<u>\$ 2,533,150</u>	<u>\$ (115,979,748)</u>	<u>\$ (89,056,295)</u>	<u>\$ (116,185,588)</u>	Operating Transfers Out - Other
						Total Other Financing Sources (Uses)
\$ 27,048,689	\$ 17,401,510	\$ 17,401,510	\$ 104,059,843	\$ 85,722,069	\$ 77,974,799	Fund Balance - Beginning of Year
(9,647,179)	-	-	(18,590,244)	(7,751,387)	(1,972,986)	Net Budgetary Increase (Decrease) in Use of Fund Balance
-	-	-	252,470	-	-	Encumbrance Adjustment for GAAP ¹
<u>\$ 17,401,510</u>	<u>\$ 17,401,510</u>	<u>\$ 17,401,510</u>	<u>\$ 85,722,069</u>	<u>\$ 77,974,799</u>	<u>\$ 76,001,813</u>	Fund Balance - End of Year
						Fund Balance by Type¹:
\$ -	\$ -	\$ -	\$ 7,325,037	\$ 7,100,037	\$ 6,875,037	Nonspendable
-	-	-	7,728,710	7,553,806	5,387,561	Restricted
-	-	-	29,868,247	27,938,146	28,197,684	Committed
17,401,510	17,401,510	17,401,510	23,727,135	22,494,305	22,413,113	Assigned
-	-	-	16,484,493	15,072,321	15,466,203	Unassigned
<u>\$ 17,401,510</u>	<u>\$ 17,401,510</u>	<u>\$ 17,401,510</u>	<u>\$ 85,133,622</u>	<u>\$ 80,158,615</u>	<u>\$ 78,339,598</u>	Total Fund Balance¹

SOURCES AND USES - ENTERPRISE FUNDS

Summary of Estimated Financial Sources and Uses and Changes in Fund Balance - Enterprise Funds

Categories	Water & Sewer Fund			Solid Waste & Recycling Fund		
	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Financial Sources:						
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	-	-	-	-	-	-
State Shared Taxes	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-
Charges for Services	8,958,408	8,865,861	9,503,073	10,133,106	9,552,891	9,979,503
Prior Years Fund Balance	-	-	-	-	35,000	-
Prior Years Capital Connection	-	-	-	-	-	-
Capital Connection Charges	790,066	53,400	67,200	-	-	-
Other Revenue	244,566	170,970	173,563	103,640	87,633	90,720
Other Financing Sources	-	-	-	-	-	-
Total Financial Sources	\$ 9,993,040	\$ 9,090,231	\$ 9,743,836	\$ 10,236,746	\$ 9,675,524	\$ 10,070,223
Use of Resources:						
General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	-	-	-	-	-	-
General Services	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-
Public Works	8,370,008	7,573,590	8,060,024	9,883,441	9,550,262	9,926,488
Community Resources	-	-	-	-	-	-
Pension & Insurance	-	-	-	-	-	-
State / Other Agencies	-	-	-	-	-	-
Debt Service - Other	537,080	1,742,641	1,909,812	35,905	125,262	143,735
Planned Surplus	-	-	-	-	-	-
Total Use of Resources	\$ 8,907,088	\$ 9,316,231	\$ 9,969,836	\$ 9,919,346	\$ 9,675,524	\$ 10,070,223
Other Financing Sources (Uses):						
Capital Contributions	\$ 3,398,771	\$ 226,000	\$ 226,000	\$ -	\$ -	\$ -
Operating Transfers In (Out) - BOE	-	-	-	-	-	-
Operating Transfers In - Other	-	-	-	-	-	-
Operating Transfers Out - Other	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ 3,398,771	\$ 226,000	\$ 226,000	\$ -	\$ -	\$ -
Net Position						
Net Position - Beginning of Year	\$ 24,847,906	\$ 29,332,629	\$ 29,332,629	\$ 6,980,539	\$ 7,297,939	\$ 7,262,939
Change in Net Position	4,484,723	-	-	317,400	(35,000)	-
Net Position - End of Year	\$ 29,332,629	\$ 29,332,629	\$ 29,332,629	\$ 7,297,939	\$ 7,262,939	\$ 7,262,939

SOURCES AND USES - ENTERPRISE FUNDS

**Summary of Estimated Financial Sources and Uses
and Changes in Fund Balance - Enterprise Funds**

Total Enterprise Funds			
FY 2015 Actual	FY 2016 Budget	FY 2017 Budget	Categories
\$ -	\$ -	\$ -	Financial Sources:
-	-	-	Property Taxes
-	-	-	Other Local Taxes
-	-	-	State Shared Taxes
-	-	-	Licenses & Permits
-	-	-	Intergovernmental
19,091,514	18,418,752	19,482,576	Charges for Services
-	35,000	-	Prior Years Fund Balance
-	-	-	Prior Years Capital Connection
790,066	53,400	67,200	Capital Connection Charges
348,206	258,603	264,283	Miscellaneous
-	-	-	Other Financing Sources
<u>\$ 20,229,786</u>	<u>\$ 18,765,755</u>	<u>\$ 19,814,059</u>	Total Financial Sources
			Use of Resources
\$ -	\$ -	\$ -	General Government
-	-	-	Public Safety
-	-	-	General Services
-	-	-	Economic Development
18,253,449	17,123,852	17,986,512	Public Works
-	-	-	Community Resources
-	-	-	Pension & Insurance
-	-	-	St / Other Agencies
572,985	1,867,903	2,053,547	Debt Service - Other
-	-	-	Planned Surplus
<u>\$ 18,826,434</u>	<u>\$ 18,991,755</u>	<u>\$ 20,040,059</u>	Total Use of Resources
			Other Financing Sources (Uses)
\$ 3,398,771	\$ 226,000	\$ 226,000	Capital Contributions
-	-	-	Operating Transfers In (Out) - BOE
-	-	-	Operating Transfers In - Other
-	-	-	Operating Transfers Out - Other
<u>\$ 3,398,771</u>	<u>\$ 226,000</u>	<u>\$ 226,000</u>	Total Other Financing Sources (Uses)
			Net Position
\$ 31,828,445	\$ 36,630,568	\$ 36,595,568	Net Position - Beginning of Year
4,802,123	(35,000)	-	Change in Net Position
<u>\$ 36,630,568</u>	<u>\$ 36,595,568</u>	<u>\$ 36,595,568</u>	Net Position - End of Year

TOTAL SOURCES AND USES - ALL FUNDS

Summary of Estimated Financial Sources and Uses and Changes in Fund Balance - Combined

	Combined Governmental & Enterprise Funds		
	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Financial Sources:			
Property Taxes	\$ 138,193,759	\$ 138,857,103	\$ 146,707,103
Income Tax	71,289,228	74,550,000	80,000,000
Other Local Taxes	11,759,782	11,237,844	11,258,011
State Shared Taxes	570,547	527,602	565,582
Licenses & Permits	288,914	299,400	299,400
Intergovernmental	11,395,175	12,650,521	26,496,187
Charges for Services	24,736,922	24,469,119	25,445,945
Prior Years Fund Balance	7,692,511	8,527,728	2,347,976
Prior Years Capital Connection	-	-	-
Capital Connection Charges	790,066	53,400	67,200
Fines & Forfeitures	680,817	552,426	501,800
Other Revenue	3,911,889	2,899,466	2,532,227
Other Financing Sources	177,434	225,000	201,858
Total Financial Sources	\$ 271,487,044	\$ 274,884,609	\$ 296,423,289
Use of Resources:			
General Government	\$ 16,038,102	\$ 19,062,056	\$ 22,284,428
Public Safety	29,799,412	30,580,611	31,902,604
General Services	15,538,861	17,285,925	17,166,478
Economic Development	1,161,404	1,308,197	1,252,951
Public Works	25,522,977	23,272,954	27,543,257
Community Resources	5,292,618	6,167,760	5,669,006
Capital Projects	15,816,466	32,288,900	16,793,900
Pension & Insurance	23,367,038	21,058,249	22,154,155
State / Other Agencies	14,673,031	15,300,173	15,628,443
Debt Service - Other	17,868,558	18,953,148	19,693,489
Planned Surplus	-	776,341	374,990
Total Use of Resources	\$ 165,078,467	\$ 186,054,314	\$ 180,463,701
Other Financing Sources (Uses):			
Capital Contributions	\$ 3,398,771	\$ 226,000	\$ 226,000
Proceeds from Bond Sales	-	30,424,400	14,498,250
Operating Transfers In (Out) - BOE	(116,066,976)	(119,454,742)	(130,641,838)
Operating Transfers In - Other	8,712,720	6,970,491	7,671,263
Operating Transfers Out - Other	(8,625,492)	(6,996,444)	(7,713,263)
Total Other Financing Sources (Uses)	\$ (112,580,977)	\$ (88,830,295)	\$ (115,959,588)
Fund Balance (General Government)			
Fund Balance - Beginning of Year	\$ 104,059,843	\$ 85,722,069	\$ 77,974,799
Net Budgetary Increase (Decrease) in Use of Fund Balance	(18,590,244)	(7,751,387)	(1,972,986)
Encumbrance Adjustment for GAAP	252,470	-	-
Fund Balance - End of Year	\$ 85,722,069	\$ 77,974,799	\$ 76,001,813
Net Position (Enterprise Funds)			
Net Position - Beginning of Year	\$ 31,828,445	\$ 36,630,568	\$ 36,595,568
Change in Net Position	4,802,123	(35,000)	-
Net Position - End of Year	\$ 36,630,568	\$ 36,595,568	\$ 36,595,568
Governmental Fund Balance by Type:			
Nonspendable	\$ 7,325,037	\$ 7,100,037	\$ 6,875,037
Restricted	7,728,710	7,553,806	5,387,561
Committed	29,868,247	27,938,146	28,197,684
Assigned	23,727,135	22,494,305	22,413,113
Unassigned	16,484,493	15,072,321	15,466,203
Total Fund Balance	\$ 85,133,622	\$ 80,158,615	\$ 78,339,598



GENERAL FUND SUMMARY

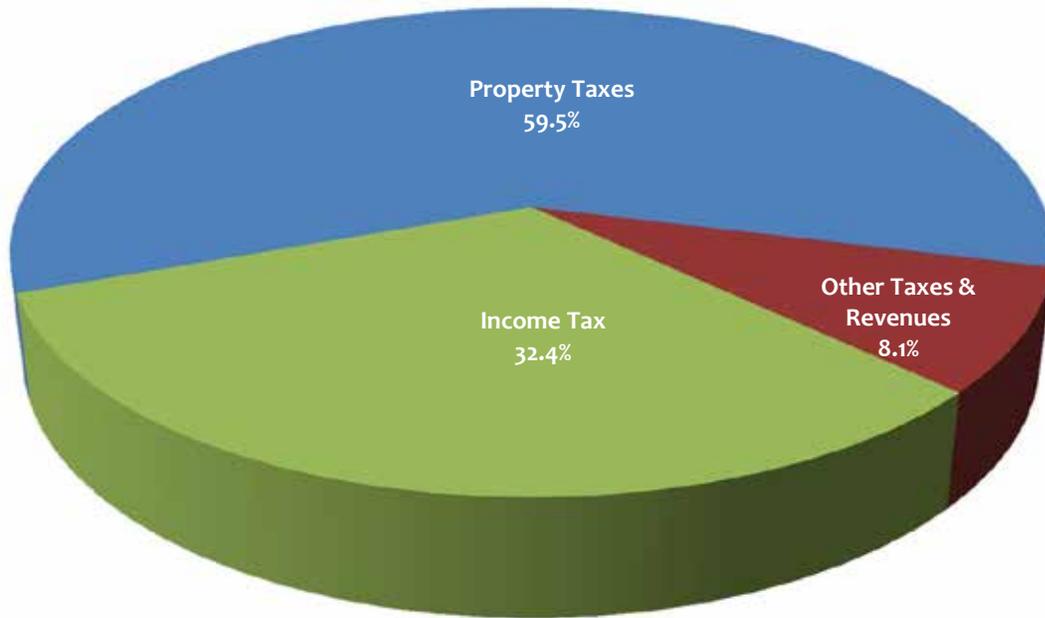
- [STATEMENT OF REVENUES & EXPENDITURES](#)
- [REVENUE & EXPENDITURE SUMMARIES](#)
- [REVENUE DETAIL](#)
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- [GENERAL FUND FORECAST](#)
- [REVENUE HIGHLIGHTS](#)
- [FUND BALANCE TRENDS](#)

STATEMENT OF REVENUES & EXPENDITURES

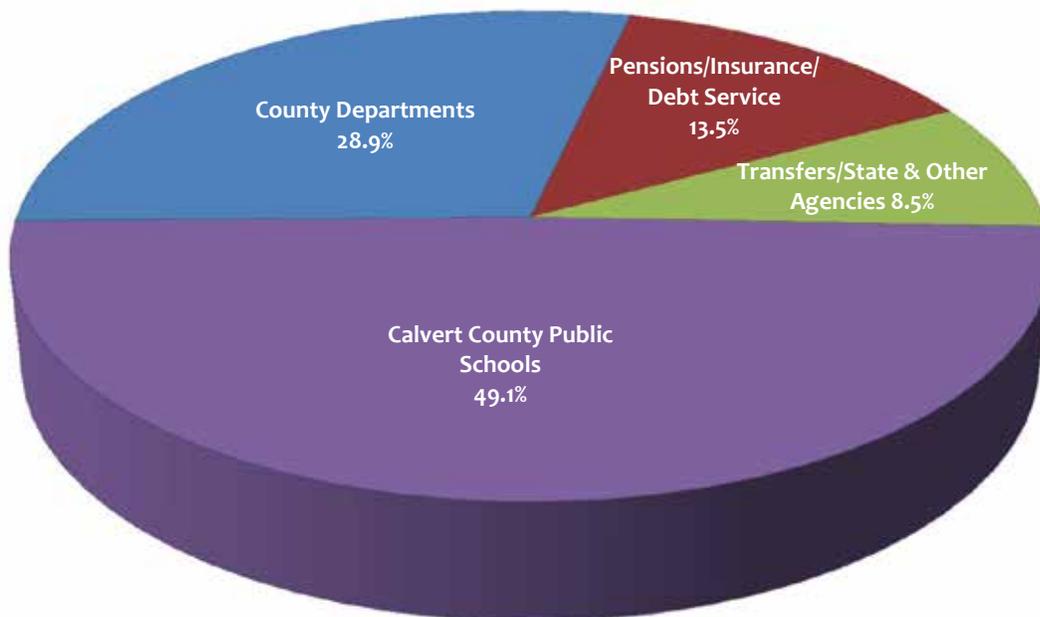
	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% Change from FY 2016 to FY 2017
Revenues				
Property Taxes	\$ 138,193,759	\$ 138,857,103	\$ 146,707,103	5.65%
Income Tax	71,289,228	74,550,000	80,000,000	7.31%
Other Local Taxes	8,591,595	8,550,000	8,576,000	0.30%
State Shared Taxes	570,547	527,602	565,582	7.20%
Licenses & Permits	288,914	299,400	299,400	0.00%
Intergovernmental	4,034,445	4,139,649	4,337,497	4.78%
Service Charges	4,104,231	4,115,262	4,162,434	1.15%
Fines, Fees & Forfeitures	573,086	415,551	397,250	-4.40%
Other Revenues	1,525,030	527,948	527,849	-0.02%
Other Financing Sources (Transfers)	2,677,434	1,225,000	1,201,858	-1.89%
Use of Prior Year Fund Balance	7,692,511	5,639,762	-	-100.00%
Total General Fund Revenues	\$ 239,540,780	\$ 238,847,277	\$ 246,774,973	3.32%
Expenditures				
General Government	\$ 12,780,562	\$ 13,341,794	\$ 14,399,733	7.93%
Public Safety	28,998,358	29,603,043	30,872,320	4.29%
General Services	11,948,695	12,988,092	13,200,347	1.63%
Economic Development	1,112,798	1,308,197	1,252,951	-4.22%
Public Works	7,269,528	6,149,102	9,556,745	55.42%
Community Resources	1,863,257	2,150,196	2,033,936	-5.41%
Pensions & Insurance	19,867,038	19,858,249	22,154,155	11.56%
Other Post Employment Benefits-County	770,000	264,000	-	0.00%
Transfers	4,423,701	4,987,444	5,342,563	7.12%
State/Other Agencies	14,673,031	15,300,173	15,628,443	2.15%
Debt Service - County	10,810,186	10,162,652	11,104,335	9.27%
Total County Government	\$ 114,517,154	\$ 116,112,942	\$ 125,545,528	8.12%
Calvert County Public Schools	\$ 111,737,239	\$ 110,121,742	\$ 109,367,835	-0.68%
Debt Service-Education	6,485,387	6,922,593	6,535,607	-5.59%
State Pension-Education	4,071,000	4,754,000	5,326,003	12.03%
Other Post Employment Benefits-Education	2,730,000	936,000	-	-100.00%
Total Calvert County Public Schools	\$ 125,023,626	\$ 122,734,335	\$ 121,229,445	-1.23%
Total General Fund Expenditures	\$ 239,540,780	\$ 238,847,277	\$ 246,774,973	3.32%
Fund Balances¹				
Nonspendable	\$ 7,288,398	\$ 7,063,398	\$ 6,838,398	-3.19%
Committed	21,764,820	21,764,820	21,764,820	0.00%
Assigned	6,218,619	5,018,619	5,000,000	-0.37%
Unassigned	16,622,116	12,407,354	12,650,973	1.96%
Total Fund Balances¹	\$ 51,893,953	\$ 46,254,191	\$ 46,254,191	0.00%

¹ General Fund Fund Balances only are shown here. In the Comprehensive Annual Financial Report (CAFR), the Housing Opportunities Fund is combined with the General Fund. FY 2016 and FY 2017 projections are shown using the FY 2015 actual results, adjusted by the budgeted use of fund balance.

GENERAL FUND - SUMMARY OF REVENUES



GENERAL FUND - SUMMARY OF EXPENDITURES



GENERAL FUND REVENUES

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% Change from FY 2016 to FY 2017
TAXES				
Real Estate & Personal Property Taxes				
Real Estate Tax	\$ 96,894,328	\$ 98,000,000	\$ 105,600,000	7.76%
Corporate and Personal Property Tax	2,481,783	2,420,000	2,570,000	6.20%
Payment In Lieu of Tax	19,646,574	19,646,574	19,646,574	0.00%
Public Utility Tax	19,740,321	19,200,000	19,300,000	0.52%
Additions and Abatements	(132,598)	200,000	200,000	0.00%
Penalties and Interest	462,172	500,000	500,000	0.00%
Tax Credits	(677,106)	(889,471)	(889,471)	0.00%
Land Preservation Credit	(221,715)	(220,000)	(220,000)	0.00%
Total Real Estate & Personal Property Taxes	\$ 138,193,759	\$ 138,857,103	\$ 146,707,103	5.65%
Other Local Taxes				
Income Tax	\$ 71,289,228	\$ 74,550,000	\$ 80,000,000	7.31%
Franchise Tax	1,404,676	1,300,000	1,250,000	-3.85%
Hotel Tax	718,807	800,000	750,000	-6.25%
Admissions & Amusements	17,598	30,000	30,000	0.00%
Recordations	6,308,065	6,300,000	6,426,000	2.00%
Trailer Parks	142,449	120,000	120,000	0.00%
Total Other Local Taxes	\$ 79,880,823	\$ 83,100,000	\$ 88,576,000	6.59%
State Shared Taxes				
Highway User	\$ 570,547	\$ 527,602	\$ 565,582	7.20%
Total State Shared Taxes	\$ 570,547	\$ 527,602	\$ 565,582	7.20%
TOTAL TAXES	\$ 218,645,129	\$ 222,484,705	\$ 235,848,685	6.01%
LICENSES & PERMITS				
Business Licenses and Permits				
Builder Licenses	\$ 26,718	\$ 25,000	\$ 25,000	0.00%
Beer, Wine, and Liquor Licenses	134,440	135,000	135,000	0.00%
Traders	98,082	95,000	95,000	0.00%
Hawkers and Peddlers	285	2,000	2,000	0.00%
Total Business Licenses and Permits	\$ 259,525	\$ 257,000	\$ 257,000	0.00%
Other Permits				
Animal	\$ 17,079	\$ 25,000	\$ 25,000	0.00%
Code Book Sales	675	700	700	0.00%
Marriage	3,495	3,700	3,700	0.00%
Gambling Permits	8,140	13,000	13,000	0.00%
Total Other Permits	\$ 29,389	\$ 42,400	\$ 42,400	0.00%
TOTAL LICENSES & PERMITS	\$ 288,914	\$ 299,400	\$ 299,400	0.00%

GENERAL FUND

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% Change from FY 2016 to FY 2017
INTERGOVERNMENTAL				
Federal Grants				
Federal Emergency Performance Grant (EMPG)	\$ 109,059	\$ 82,407	\$ 82,407	0.00%
Build America Bond Subsidy	93,608	102,376	100,000	-2.32%
Total Federal Grants	\$ 202,667	\$ 184,783	\$ 182,407	-1.29%
State Grants and Payroll Reimbursements				
Police Protection	\$ 706,441	\$ 740,000	\$ 775,000	4.73%
Library	385,427	409,632	425,036	3.76%
Soil Conservation	61,191	61,191	61,191	0.00%
State Prisoner Housing	78,300	100,000	100,000	0.00%
Jury Reimbursement	19,080	30,000	30,000	0.00%
State Reimbursements	20,053	28,000	8,255	-70.52%
Criminal Justice Academy Director Reimbursement	-	52,500	70,000	33.33%
Calvert Alliance Against Substance Abuse (CAASA) Reimbursement	22,418	54,710	-	-100.00%
Total State Grants and Payroll Reimbursements	\$ 1,292,910	\$ 1,476,033	\$ 1,469,482	-0.44%
Other Intergovernmental Grants and Reimbursements				
911 Fees	\$ 643,291	\$ 590,000	\$ 590,000	0.00%
Shore Erosion	20,395	21,000	21,000	0.00%
Bus Maintenance Payroll Reimbursement	73,143	-	82,501	N/A
Housing Authority Payroll Reimbursement	1,176,452	1,300,000	1,347,011	3.62%
Calvert Marine Museum Payroll Reimbursement - Board	247,515	240,000	229,898	-4.21%
Calvert Marine Museum Payroll Reimbursement - Society	362,239	312,000	399,365	28.00%
State Dept. of Assess.(SDAT) Costs paid by the Towns	15,833	15,833	15,833	0.00%
Total Other Intergovernmental Grants and Reimbursements	\$ 2,538,868	\$ 2,478,833	\$ 2,685,608	8.34%
TOTAL INTERGOVERNMENTAL	\$ 4,034,445	\$ 4,139,649	\$ 4,337,497	4.78%
CHARGES FOR SERVICES				
Public Safety				
Sheriff's Fees	\$ 97,379	\$ 75,000	\$ 75,000	0.00%
Chesapeake Beach Police Reimbursement	731,682	845,758	883,504	4.46%
North Beach Police Reimbursement	340,414	399,922	413,848	3.48%
Dominion Police Reimbursement	1,568,415	1,490,000	1,490,000	0.00%
Lab Fees	8,995	15,000	15,000	0.00%
Engineering Inspections	166,645	100,000	100,000	0.00%
Driving While Intoxicated (DWI) Facility	5,115	7,345	7,345	0.00%
Electronic Monitoring - Detention Center	16,547	16,000	16,000	0.00%
Telephone Commission - Detention Center	83,608	100,000	100,000	0.00%
Live In / Work Out - Detention Center	44,322	95,000	95,000	0.00%
Weekend Inmate Fees	-	55,000	55,000	0.00%
Sick Call - Detention Center	-	5,000	5,000	0.00%
False Alarm Fees	23,900	2,000	2,000	0.00%
False Alarm Registration	5,125	3,800	3,800	0.00%
Protective Inspections	356,166	300,000	300,000	0.00%
Public Safety Tower Revenue	100,778	70,000	70,000	0.00%
Total Public Safety	\$ 3,549,091	\$ 3,579,825	\$ 3,631,497	1.44%

GENERAL FUND REVENUES

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% Change from FY 2016 to FY 2017
General Services				
Watermen's Wharf	\$ 4,100	\$ 4,200	\$ 4,200	0.00%
Tennison Charters	34,589	50,000	50,000	0.00%
Kings Landing Camp Fees	21,646	10,000	10,000	0.00%
Flag Pond Entrance Fees	55,926	40,000	40,000	0.00%
Calvert Cliffs State Park	4,788	-	-	
Boat Ramp Fees	4,760	6,000	6,000	0.00%
Tower Revenue	2,400	9,600	9,600	0.00%
Total General Services	\$ 128,209	\$ 119,800	\$ 119,800	0.00%
Public Works				
Road Tax Districts	\$ 58,023	\$ 63,000	\$ 63,000	0.00%
Developer Street Signs	934	600	600	0.00%
Utility Permit Fee	64,320	25,000	25,000	0.00%
Waterway Improvements	6,299	6,837	6,837	0.00%
Total Public Works	\$ 129,576	\$ 95,437	\$ 95,437	0.00%
Community Resources				
Library - Copying and Miscellaneous	\$ 46,085	\$ 39,000	\$ 39,000	0.00%
Library - Other Sources	29,309	10,500	2,000	-80.95%
Library - E-Rate	5,549	-	4,000	N/A
Office on Aging Program Fees	60,818	78,000	78,000	0.00%
Total Community Resources	\$ 141,761	\$ 127,500	\$ 123,000	-3.53%
Other Charges for Services				
Administration Fees - Semi-annual Taxes	\$ 18,700	\$ 45,000	\$ 45,000	0.00%
Rents and Concessions	129,905	140,000	140,000	0.00%
Rent - Health Department to Genoa	6,948	7,200	7,200	0.00%
Map Sales	41	500	500	0.00%
Total Other Charges for Services	\$ 155,594	\$ 192,700	\$ 192,700	0.00%
TOTAL SERVICE CHARGES	\$ 4,104,231	\$ 4,115,262	\$ 4,162,434	1.15%
FINES, FEES & FORFEITURES				
General Government				
Soil Conservation Grading Fees	\$ 51,500	\$ 30,000	\$ 30,000	0.00%
Administration Planting Bond - C P & B	2,485	4,500	4,500	0.00%
Replatting Fees - Community Planning & Building	7,320	4,000	4,000	0.00%
Board of Appeals Application Fees	7,525	20,000	20,000	0.00%
Community Planning & Building Tower Fees	4,350	500	500	0.00%
Total General Government	\$ 73,180	\$ 59,000	\$ 59,000	0.00%
Public Safety				
Domestic Master Fees	\$ 1,988	\$ 800	\$ 800	0.00%
Community Service Programs	37,377	25,000	25,000	0.00%
Criminal Court Fines	9,561	9,000	9,000	0.00%
Home Study / Department of Social Services	8,693	2,000	2,000	0.00%
Animal Citation Fines	3,394	7,000	7,000	0.00%
State's Attorney Fees	8,084	-	-	N/A
Forfeiture Sheriff	111,210	-	-	N/A
Forfeiture State's Attorney	17,866	-	-	N/A
Total Public Safety	\$ 198,173	\$ 43,800	\$ 43,800	0.00%

GENERAL FUND

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% Change from FY 2016 to FY 2017
<u>Other Fines, Fees, and Forfeitures</u>				
Administration Fee - Grant Coordinator	\$ 161,014	\$ 160,000	\$ 160,000	0.00%
Auto License Fees	2,281	2,600	2,600	0.00%
Library Fines	122,638	130,000	111,600	-14.15%
Zoning Fees	14,907	20,000	20,000	0.00%
Small lot clearing fees	-	-	100	N/A
Filing Fees Elected Officials	893	151	150	-0.66%
Total Other Fines, Fees, and Forfeitures	\$ 301,733	\$ 312,751	\$ 294,450	-5.85%
TOTAL FINES, FEES & FORFEITURES	\$ 573,086	\$ 415,551	\$ 397,250	-4.40%
<u>OTHER REVENUE SOURCES</u>				
<u>Investment Revenue</u>				
Interest and Dividends	\$ 25,550	\$ 200,000	\$ 200,000	0.00%
Interest on Notes	7,802	-	-	N/A
Total Investment Revenue	\$ 33,352	\$ 200,000	\$ 200,000	0.00%
<u>Reimbursements</u>				
Salary Reimbursements	\$ 32,285	\$ 35,000	\$ 35,000	0.00%
Battle Creek Payroll Reimbursement	6,530	7,418	7,418	0.00%
Insurance Reimbursements	1,236,592	-	-	
Circuit Court Clerks Office Reimbursement	4,351	4,351	4,351	0.00%
Total Reimbursements	\$ 1,279,758	\$ 46,769	\$ 46,769	0.00%
<u>Other Revenues</u>				
Mosquito Control	\$ 14,820	\$ 31,080	\$ 31,080	0.00%
Private Contributions	9,400	-	-	
Miscellaneous Income	187,700	250,099	250,000	-0.04%
Total Other Revenues	\$ 211,920	\$ 281,179	\$ 281,080	-0.04%
TOTAL OTHER REVENUE SOURCES	\$ 1,525,030	\$ 527,948	\$ 527,849	-0.02%
<u>OTHER FINANCING SOURCES</u>				
Board of Education Transfers:				
Sheriff Deputy	\$ 177,434	\$ 195,000	\$ 201,858	3.52%
Wireless	-	30,000	-	-100.00%
Transfer from Excise Tax Fund	2,500,000	1,000,000	1,000,000	0.00%
TOTAL OTHER FINANCING SOURCES	\$ 2,677,434	\$ 1,225,000	\$ 1,201,858	-1.89%
<u>USE OF PRIOR YEAR FUND BALANCE</u>				
Use of Fund Balance for OPEB funding	\$ 3,500,000	\$ 1,200,000	\$ -	-100.00%
Use of Unassigned Fund Balance for operations	2,654,844	2,167,862	-	-100.00%
Use of Unassigned Fund Balance-Capital Project pay-go	1,537,667	2,271,900	-	-100.00%
TOTAL USE OF PRIOR YEAR FUND BALANCE	\$ 7,692,511	\$ 5,639,762	\$ -	-100.00%
TOTAL REVENUE AND OTHER FINANCING SOURCES	\$ 239,540,780	\$ 238,847,277	\$ 246,774,973	3.32%

GENERAL FUND EXPENDITURES BY ORGANIZATION

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% of FY 2017 General Fund Budget
General Government				
Board of County Commissioners	\$ 303,780	\$ 299,010	\$ 303,960	0.12%
Clerk to County Commissioners	63,703	65,582	66,492	0.03%
Maryland Association of Counties	16,987	17,000	17,000	0.01%
Paupers Burial	-	1,000	1,000	>.01%
Contingency Reserve	-	300,000	600,000	0.24%
County Administrator	253,795	243,282	338,435	0.14%
County Attorney	407,569	409,875	491,998	0.20%
Technology Services	3,113,812	3,084,156	3,415,992	1.38%
Circuit Court	787,617	815,095	827,384	0.34%
Judge of Orphan's Court	27,743	28,430	28,430	0.01%
Grand Jury	5,120	5,000	5,000	>.01%
State's Attorney	1,827,618	1,880,703	1,872,542	0.76%
County Treasurer	330,904	355,870	357,491	0.14%
Finance & Budget	1,703,283	1,771,004	1,795,445	0.73%
Auditing & Related Services	61,480	66,575	60,750	0.02%
Personnel	757,683	718,913	882,573	0.36%
Community Planning & Building	2,086,521	2,191,526	2,206,241	0.89%
Planning Commission: Devel. Review	81,617	143,244	144,444	0.06%
Board of Appeals: Appeals, Variances & Exceptions	30,885	56,100	55,475	0.02%
Inspections & Permits	920,445	889,429	929,081	0.38%
	\$ 12,780,562	\$ 13,341,794	\$ 14,399,733	5.84%
Public Safety				
Director of Public Safety	\$ 240,964	\$ 346,718	\$ 300,638	0.12%
Control Center	2,096,939	2,497,875	2,526,677	1.02%
Emergency Management	297,375	341,518	249,992	0.10%
Fire-Rescue-EMS Division	462,133	552,258	562,964	0.23%
Volunteer Fire-Rescue-EMS Departments	3,971,153	4,183,573	4,481,026	1.82%
Sheriff's Office	14,454,051	13,849,218	14,578,943	5.91%
Detention Center	6,871,195	7,112,552	7,382,658	2.99%
Animal Control	604,548	719,331	789,422	0.32%
	\$ 28,998,358	\$ 29,603,043	\$ 30,872,320	12.51%
General Services				
Director of General Services	\$ 376,663	\$ 366,149	\$ 390,325	0.16%
Buildings & Grounds	4,431,019	4,844,670	5,136,290	2.08%
Mosquito Control	176,878	218,732	222,315	0.09%
Parks & Recreation	3,456,468	3,925,009	3,858,746	1.56%
Calvert Marine Museum	2,569,860	2,680,383	2,601,960	1.05%
Natural Resources	784,003	799,139	833,744	0.34%
Railway Museum	153,804	154,010	156,967	0.06%
	\$ 11,948,695	\$ 12,988,092	\$ 13,200,347	5.35%

GENERAL FUND

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% of FY 2017 General Fund Budget
Public Works				
Director of Engineering/Public Works	\$ 1,040,737	\$ 1,253,685	\$ 1,271,397	0.52%
Project Management	533,562	493,495	472,493	0.19%
Highway Maintenance	4,968,406	3,548,202	6,921,716	2.80%
Highway Lighting	268,066	261,250	275,000	0.11%
Fleet Maintenance	458,757	592,470	616,139	0.25%
	\$ 7,269,528	\$ 6,149,102	\$ 9,556,745	3.87%
Economic Development				
	\$ 1,112,798	\$ 1,308,197	\$ 1,252,951	0.51%
Community Resources				
Director - Community Resources	\$ 370,392	\$ 394,254	\$ 344,204	0.14%
Office on Aging	1,191,000	1,410,602	1,341,913	0.54%
Transportation	301,865	345,340	347,819	0.14%
	\$ 1,863,257	\$ 2,150,196	\$ 2,033,936	0.82%
Other Education				
College of Southern Maryland	\$ 4,238,219	\$ 4,542,192	\$ 4,542,192	1.84%
Calvert Library	3,833,306	3,965,242	4,128,872	1.67%
	\$ 8,071,525	\$ 8,507,434	\$ 8,671,064	3.51%
State/Other Agencies				
Health Department	\$ 2,517,197	\$ 2,499,741	\$ 2,494,258	1.01%
Residential Substance Abuse Treatment	125,499	159,200	159,200	0.06%
State Dept. of Assessments & Taxation	377,847	413,452	430,089	0.17%
Soil Conservation District	319,347	335,005	341,333	0.14%
University of Maryland Extension	86,945	91,888	91,688	0.04%
Department of Social Services	76,392	76,392	76,392	0.03%
Housing Authority	1,339,357	1,404,819	1,450,757	0.59%
Election Board	551,419	560,714	650,469	0.26%
Forestry Service	20,965	20,965	20,965	0.01%
Liquor Board	38,846	50,420	50,420	0.02%
Ethics Commission	1,232	8,750	8,000	>.01%
Environmental Commission	2,489	3,986	4,019	>.01%
Historic District Commission	15,504	14,196	9,693	>.01%
Commission for Women	3,895	3,895	3,895	>.01%
Non-County Agencies	1,124,572	1,149,316	1,166,201	0.47%
	\$ 6,601,506	\$ 6,792,739	\$ 6,957,379	2.82%
Pensions & Insurance				
Pension Contributions	\$ 9,438,669	\$ 9,476,075	\$ 10,677,004	4.33%
Worker's Compensation	1,289,897	1,222,143	1,123,771	0.46%
Health Insurance	8,315,973	8,452,031	9,424,756	3.82%
Other Post Employee Benefits County	770,000	264,000	-	0.00%
Other Post Employee Benefits BOE	2,730,000	936,000	-	0.00%
General Insurance	822,499	708,000	928,624	0.38%
	\$ 23,367,038	\$ 21,058,249	\$ 22,154,155	8.98%
Debt Service				
	\$ 17,295,573	\$ 17,085,245	\$ 17,639,942	7.15%
	\$ 17,295,573	\$ 17,085,245	\$ 17,639,942	7.15%

GENERAL FUND EXPENDITURES BY ORGANIZATION

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Commissioners Budget	% of FY 2017 General Fund Budget
Transfers				0.00%
Transfer to Capital Projects Fund	\$ 1,537,667	\$ 2,271,900	\$ 2,612,200	1.06%
Transfer to Land Preservation Fund	303,945	403,945	403,945	0.16%
Transfer to Solid Waste & Recycl. Fund	53,630	42,000	42,000	0.02%
Transfer to Grants Fund	1,669,234	1,766,203	1,683,582	0.68%
Transfer to P & R Self-Sustaining Fund	302,249	302,055	402,055	0.16%
Transfer to Golf Course Fund	221,920	166,200	166,200	0.07%
Transfer to Bar Library Fund	35,056	35,141	32,581	0.01%
Transfer to Revolving Loan Fund	300,000	-	-	0.00%
	\$ 4,423,701	\$ 4,987,444	\$ 5,342,563	2.16%
Board of Education	\$ 115,808,239	\$ 114,875,742	\$ 114,693,838	46.48%
Total General Fund Expenditures	\$ 239,540,780	\$ 238,847,277	\$ 246,774,973	100.00%

GENERAL FUND EXPENDITURE HIGHLIGHTS

The General Fund is the primary operating fund of the County and accounts for most of the primary functions of local government. The General Fund has had to adjust to the contracting economy and for the past seven years has had to implement strategies to minimize growth in the budget while maintaining county services. Below is a list of expense strategies we've employed from the FY 2010 through the FY 2017 budget. In FY 2017, the capital outlay cap used in prior years has been removed to help deal with the cumulative needs for replacements. This year the requested budgets reflect base funding plus requests for new staff and equipment.

- Flat or reduced operating budgets for county departments starting in FY 2010: cuts of 5% in FY 2011 and FY 2012, 2% cuts in FY 2013 and FY 2015;
- Extended the useful life of vehicles and equipment past recommended replacement intervals;
- Delayed many projects in the Capital Improvement Plan, focused largely on those that are service-level critical;
- The County reduced paving by \$2.2m in FY 2015, developed a plan to bond paving costs in FY 2016 to help balance the operating budget, and restored \$2 million in paving funding in FY 2017;
- Limited the growth in the salary budget: three step increases within an eight year period (FY 2010 to FY 2017), four small cost of living increases (one percent or less) and two incentive payments for merit staff (FY 2012 was \$750 and FY 2013 was \$1,000);
- Taken back General Fund revenues from or reduced transfers to the Capital Project, Revolving Loan, Land Preservation and Housing Funds;
- Used additional Excise Tax fund money to pay down debt on qualifying projects;
- Restricted staffing growth, even though there have been many worthy budget requests made by management; and maintained a soft hiring freeze for all General Fund organizations;
- Used Reserves for one-time items (FY 2014 and FY 2015) in order to balance the budget, used reserves for one-time and operating expenses in FY 2016;
- Limited Board of Education increases; funded the public schools at Maintenance of Effort (MOE) levels in FY 2013, FY 2016 and FY 2017.

GENERAL FUND FORECAST

Long Term General Fund Forecast										
	FY 2017 Adopted Budget	% Inc/Dec	FY 2018 Projection	% Inc/Dec	FY 2019 Projection	% Inc/Dec	FY 2020 Projection	% Inc/Dec	FY 2021 Projection	% Inc/Dec
General Fund Projections										
Revenues										
Real Property Tax	\$ 105,440,539	8.39%	\$ 107,302,539	1.77%	\$ 109,456,769	2.01%	\$ 111,654,094	2.01%	\$ 113,895,365	2.01%
Corporate & Personal Property Tax	2,570,000	-4.81%	2,570,000	0.00%	2,570,000	0.00%	2,600,000	1.17%	2,600,000	0.00%
Public Utility Tax	19,300,000	-1.43%	3,800,000	-80.31%	3,850,000	1.32%	3,900,000	1.30%	3,950,000	1.28%
Constellation PILOT	19,646,574	0.00%	19,646,574	0.00%	19,646,574	0.00%	19,646,574	0.00%	19,646,574	0.00%
Dominion PILOT	-	Not Mngfl	40,100,000	Not Mngfl	50,905,000	26.95%	60,200,000	18.26%	63,995,000	6.30%
Income Tax	80,000,000	7.31%	87,500,000	9.38%	91,000,000	4.00%	94,640,000	4.00%	98,425,600	4.00%
Other Sources	19,817,870	-2.85%	20,187,565	1.87%	20,283,945	0.48%	20,197,437	-0.43%	20,563,824	1.81%
Total Revenues	\$ 246,774,973	5.39%	\$ 281,106,668	13.91%	\$ 297,712,288	5.91%	\$ 312,838,105	5.08%	\$ 323,076,363	3.27%
Expenditures										
County Government										
Salaries	\$ 47,040,000	2.26%	\$ 48,263,040	2.60%	\$ 49,517,879	2.60%	\$ 50,805,344	2.60%	\$ 52,126,283	2.60%
County Step	1,223,040	Not Mngfl	1,254,839	2.60%	1,287,465	2.60%	1,320,939	2.60%	1,355,283	2.60%
County COLA	-	Not Mngfl	-	Not Mngfl	-	Not Mngfl	-	Not Mngfl	-	Not Mngfl
Operating	41,630,698	15.64%	42,463,312	2.00%	43,737,211	3.00%	45,049,328	3.00%	46,400,807	3.00%
Insurances, Pensions, Other	21,937,096	-1.63%	22,967,515	4.70%	24,115,891	5.00%	25,321,685	5.00%	26,587,769	5.00%
Calvert County Schools (operating)	109,365,994	-0.69%	112,113,360	2.51%	114,928,207	2.51%	114,601,305	-0.28%	114,601,305	0.00%
CCPS Step	-	Not Mngfl	3,176,060	Not Mngfl	3,255,462	2.50%	3,336,849	2.50%	3,375,000	1.14%
State Pension Expense	5,326,003	12.03%	6,000,000	12.65%	6,500,000	8.33%	7,000,000	7.69%	7,300,000	4.29%
Other Post Employment Benefits	-	-100.00%	22,511,217	Not Mngfl	25,000,000	11.06%	25,000,000	0.00%	25,000,000	0.00%
Debt Service	17,639,942	3.25%	19,001,226	7.72%	21,015,678	10.60%	19,148,791	-8.88%	19,639,808	2.56%
Capital Projects (General Fund Transfer)	2,612,200	13.01%	3,356,100	28.48%	2,298,200	-31.52%	2,314,000	0.69%	2,986,100	29.04%
Total Expenditures	\$ 246,774,973	2.92%	\$ 281,106,669	13.91%	\$ 291,655,992	3.75%	\$ 293,898,241	0.77%	\$ 299,372,356	1.86%
Projected Surplus/(Deficit)	\$ (o)		\$ (o)		\$ 6,056,296		\$ 18,939,865		\$ 23,704,007	

Revenue Assumptions:

Real Property revenues increase in FY 2017 based on a tax rate increase from .892 to .952. We forecast slight growth in the near term of assessments and new construction.
Income Tax revenues increase in FY 2017 based on tax rate increase from 2.8% to 3.0%. Near term growth of base is projected at about 4.0%.
Other Revenue assumptions: Dominion's LNG exporting facility will be in service by 06/30/2018.

About this forecast:

Numerous assumptions are required in order to map out four years of revenues and expenditures. Financial forecasts can and will have many factors that affect the estimates. Few economists can accurately predict when the next recession or recovery will occur, and yet changes in the economy must be measured along with the growth in businesses, value of real and personal property, employment and the population of the county.

Revenue forecasts are generally based on recent historical data mixed with any known facts that mainly affect future revenues. If future rate or fee changes are not known or planned, it is assumed they remain at the current level. Revenue estimates are extremely important, especially those for real property and income taxes as they make up 90% of the county's general revenues.

Expenditures are estimated by applying inflationary factors to base year budgets. Future salary and fringe benefits are expected to increase as shown, and debt service is estimated based on what is required to fund the current six year Capital Project Budget during the forecasted four year period.

These estimates are current as of the adoption of the FY 2017 budget, but are subject to change at any time.

REVENUE HIGHLIGHTS

This section provides descriptions of some of the more significant revenue line items recorded in the funds and the assumptions used for the budget estimates. Many of these revenue types are recorded in the General Fund and are detailed on the General Fund Revenue pages 34-37.

Real Estate Tax – Real property tax is our largest revenue line item. These revenues are generated by both residential and commercial real property assessments. This budget includes a proposed real property tax increase of \$0.06 per \$100 of assessed value taking the current rate of \$0.892 to \$0.952. Residents of the two incorporated towns, North Beach and Chesapeake Beach, are granted a differential of \$0.336 lowering their rate to \$0.616 to recognize the services provided by the towns. Real property tax revenues less tax credits are projected to increase by more than \$7.8 million (\$7.8m) from the FY 2016 adopted budget based upon the latest State Department of Assessments assessable base projections and the County’s historical experience. This amount, \$105.4 m, represents 42.7% of General Fund revenues.

After six years of assessment declines, FY 2017 is the second consecutive year of increasing assessment values. The reassessments of the middle third of the County increased on average by 3.9%.

Personal, Corporate, Payments in Lieu of Tax and Public Utilities Taxes – Payments in lieu of tax are currently the largest item in this group at just over \$19.6m. This amount represents an agreed upon payment from our nuclear power plant.

Public Utility assessments are prepared by the State Department of Assessments and Taxation using a unit cost method which considers the income generation capabilities as well as the operating and real assets which are owned and operated by utilities. Calvert County’s personal, corporate, and public utility tax rate was set when the law required the amount be 2.5 times the local real estate tax rate or \$2.23 per \$100 of assessed value (\$0.892 x 2.5). Note that the state recently changed the law which now reads that the personal, corporate, and public utility tax rate cannot be more than 2.5 times the real property rate.

Public utility revenues are primarily generated by Dominion Cove Point, one of the nation’s largest liquefied natural gas (LNG) import facilities. Dominion is under construction to become an exportation facility. This action is expected to provide significant revenues to the County starting in FY 2018. Combined personal and corporate property taxes are estimated with a slight increase from the FY 2016 adopted budget level. There are ongoing discussions to eliminate personal and corporate property tax. That revenue line is shown in the forecast as phasing out.

Income Taxes – Income tax revenue is our second largest source of revenue. Local subdivisions in Maryland levy a percent of tax based upon State taxable income. An income tax increase is proposed in the FY 2017 budget. The current local rate is 2.8% and the proposed rate is 3.0%. Income tax amounts to 32.4% of General Fund revenues.

Income tax revenues are projected to total \$75.5m in FY 2016. The FY 2017 budget totals \$80.0m. The forecasted increase includes the impact of the tax increase and the expectation that Income Tax will follow historical norm and increase about 4.5%.

REVENUE HIGHLIGHTS

Income tax is not very predictable. Along with economic forecasts used by the State of Maryland, Gross Domestic Product results and expectations, inflation expectations and prior year actual variances are considered in this projection.

Other Taxes – Other tax revenue primarily includes cable television franchise fees and Recordation Taxes. Recordation taxes are established by the local governing body with prior approval from the state legislature. Tax revenue is generated from the recording of real property financing transactions upon settlement. Recordation tax is estimated at \$6.4m in the FY 2017 budget, a \$0.1m increase over the FY 2016 budget.

Intergovernmental Revenue – Revenues are received from the State and Federal governments, reimbursements from the Housing Authority, Calvert Marine Museum Board of Governors and Calvert Marine Museum Society for payroll processed on their behalf (the related payroll is included in the County's expenditures), and 911 fees collected through the telephone company. State and Federal grants may take the form of a general formula aid (e.g., Police Protection Aid) or a specific program grant (e.g., Aging – Title III – Congregate Meals) and may also fund capital projects.

Charges for Services – Fees and charges are assessed by the County to offset the costs of various services provided. Revenue is collected for zoning fees, inspection fees, protective inspections, reimbursements from Chesapeake Beach and North Beach for sheriff's deputies assigned to those jurisdictions, and fees collected from inmates at the Detention Center who are in the work release program.

Miscellaneous Other Revenues – Other miscellaneous sources of income are from investments, rents and concessions, donations, park entrance fees, and fees for recreation. This source of revenue fluctuates over the years.

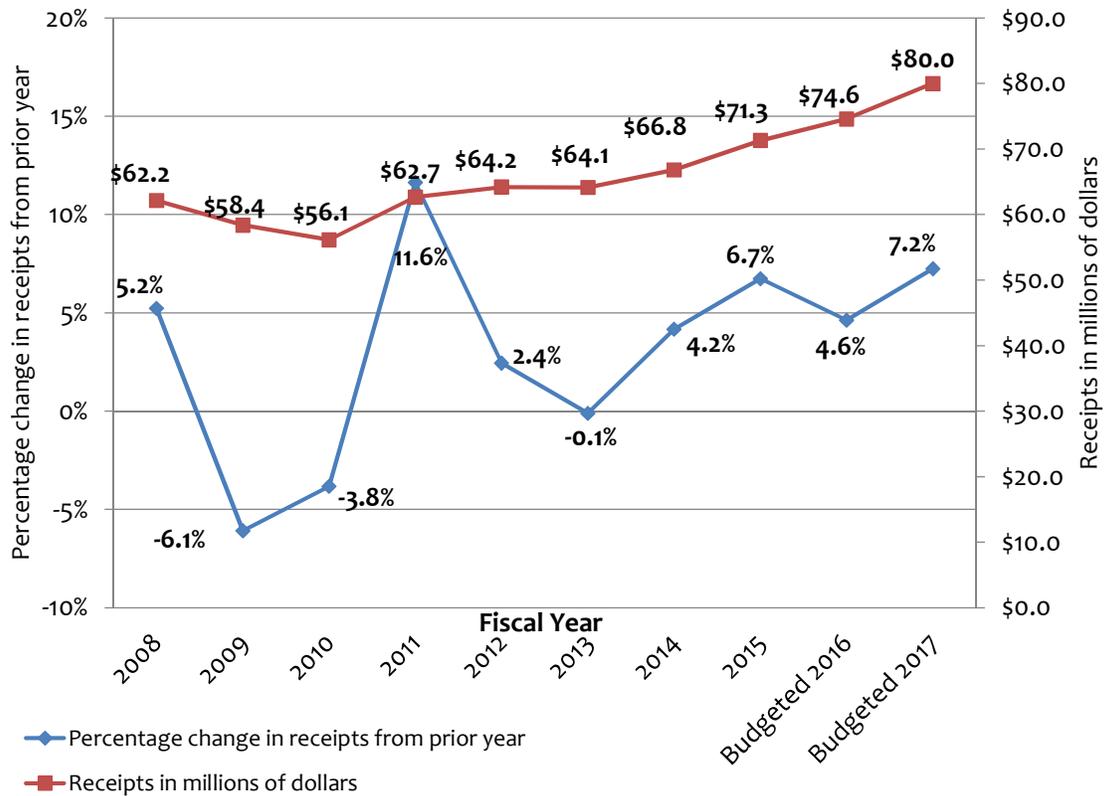
Other Financing Sources - Transfers In – Transfers between funds occur throughout the year. Transfers in are shown as a revenue source for the receiving fund. The corresponding transfers out are shown as expenditures of the paying fund.

Excise Tax and Other Fees – Excise taxes are collected from the property owners when a new home or building is constructed and provide a source of revenue to build schools, parks, roads and landfills/solid waste disposal centers necessitated by the growth associated with the new construction.

Revenue from excise taxes is recorded in a separate fund. However, when funds are available, a transfer to the General Fund is recorded to reimburse the General Fund for a portion of the debt service related to the borrowings to pay for the schools, parks, etc. mentioned above. The appendix provides a summary of the excise tax structure. In FY 2017 the transfer amounts to \$1.0m.

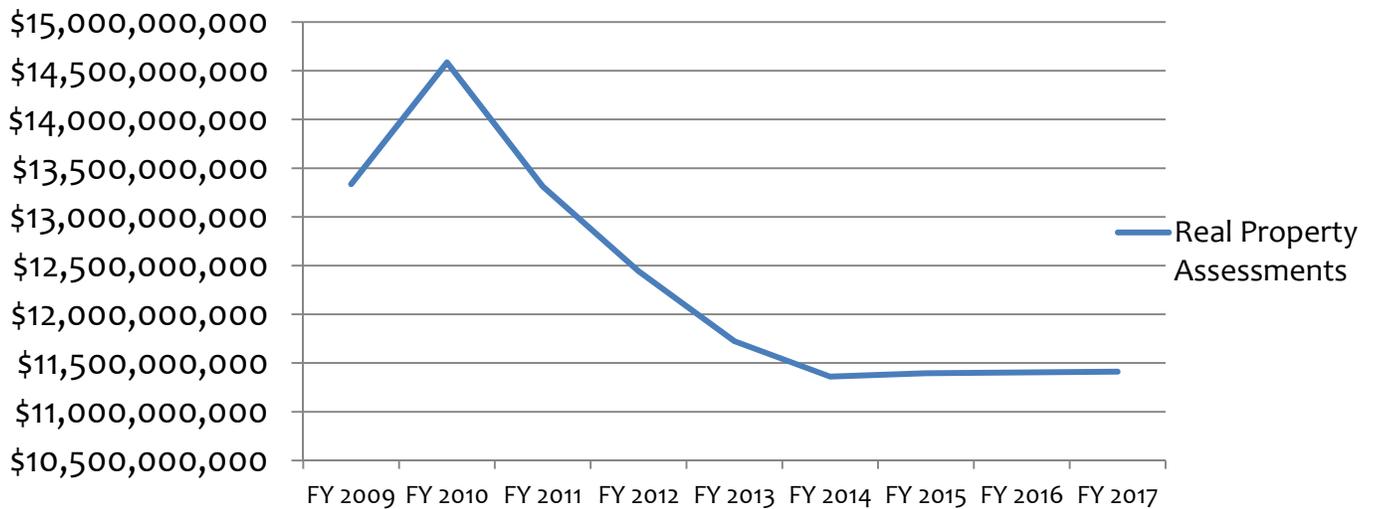
REVENUE HIGHLIGHTS

INCOME TAX TRENDS



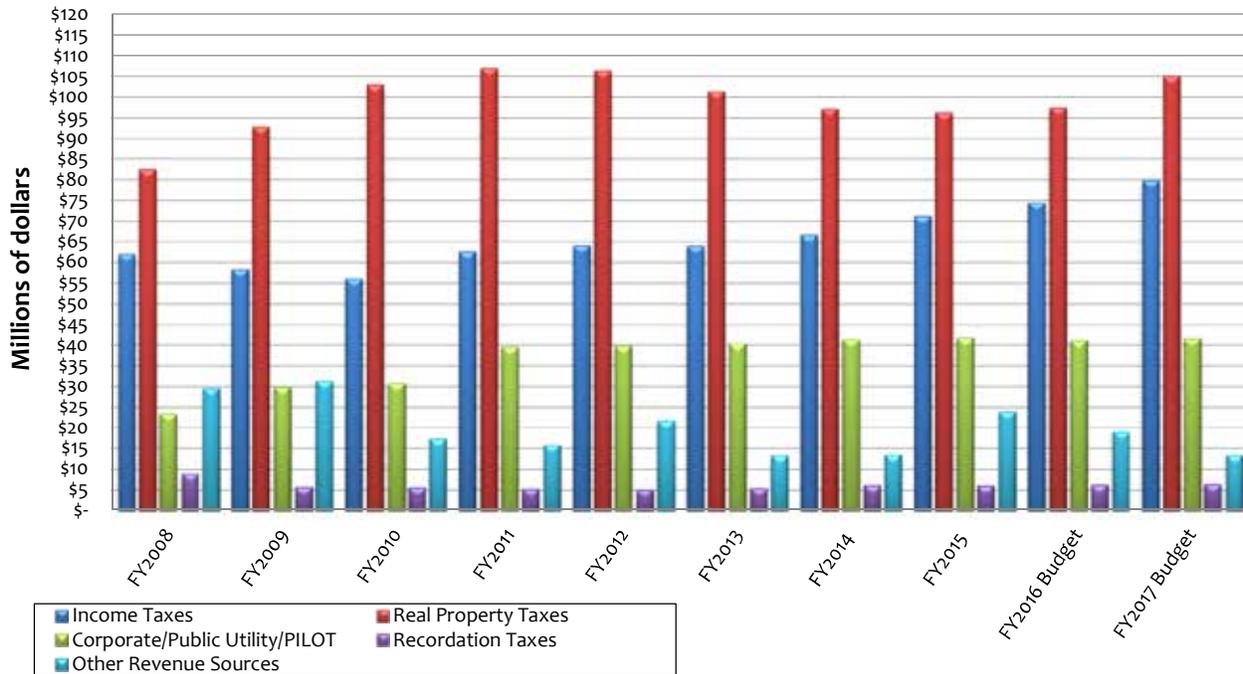
REAL PROPERTY ASSESSMENT TRENDS

Real Property Assessments



REVENUE HIGHLIGHTS

MAJOR COMPONENTS OF GENERAL FUND REVENUES

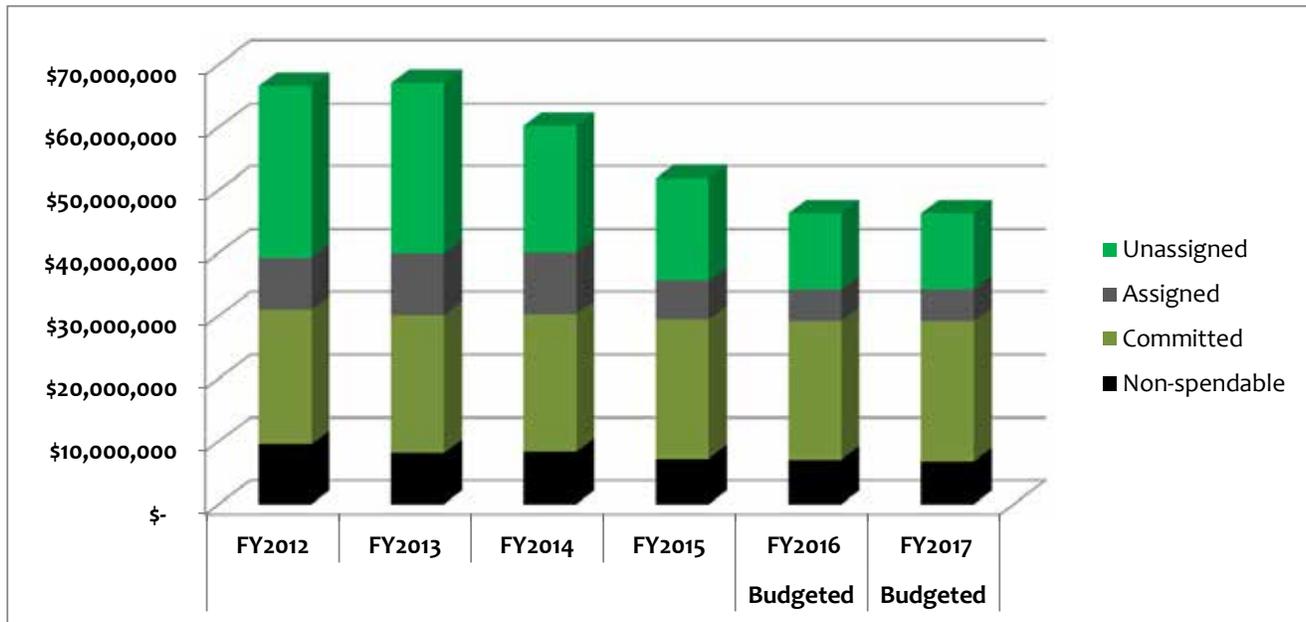


The general fund takes in all of the taxes and many other revenue sources which fund local government services. In the FY 2017 budget, General Fund revenues total \$246.8m. These revenue flows are not constants, and in fact change from year to year. This chart reflects the changes in the Calvert County revenue “mix” over the past ten years.

The blue bars (first in each FY group) represent income taxes. FY 2017 shows the impact of the proposed income tax rate increase from 2.8% to 3.0%. The red bars (second from the left in each FY group) represent real property tax revenues, which had a huge ramp up from FY 2008 for FY 2011 (more details on the charts on the previous page). Real property tax revenues will increase in FY 2017 as a result of the proposed rate increase from \$0.892 to \$0.952 per \$100 of assessed value. The green bars (third in each FY group) include corporate personal property taxes, payments in lieu of taxes, and public utility taxes. The addition of the Dominion liquid gas import facility is responsible for the uptick between FY 2010 and FY 2011. The purple bars (fourth in each FY group) are recordation taxes which have remained relatively flat in recent years. All of the remaining revenues include state revenues and investment earnings, and are shown with the turquoise sections (fifth in each FY group). An additional \$1.5m transfer from the excise tax fund accounts for most of the increase in other revenues in FY 2015.

Real property taxes may be our only revenue where reliable information is available early in the budget process. In November of the prior year, we can predict what we will be receiving in the next year based on a report provided by the state assessment office. This is important, as these revenues make up about 40% of our General Fund budget. Income taxes, conversely, are much less predictable.

FUND BALANCE TRENDS



	FY2012	FY2013	FY2014	FY2015	Budgeted FY2016	Budgeted FY2017
Non-spendable	\$ 9,545,194	\$ 8,098,274	\$ 8,317,376	\$ 7,288,398	\$ 7,113,398	\$ 6,838,398
Committed	21,430,248	21,983,132	21,943,607	22,100,797	22,000,797	22,300,797
Assigned	8,218,619	9,718,619	9,718,619	6,218,619	5,018,619	5,018,619
Unassigned	27,321,625	27,228,179	20,212,026	16,286,139	12,121,377	12,096,377
Total	\$ 66,515,686	\$ 67,028,204	\$ 60,191,628	\$ 51,893,953	\$ 46,254,191	\$ 46,254,191

Note: Fund Balances shown above are for the General Fund only, whereas the Comprehensive Annual Financial Report includes the Housing Fund as part of the General Fund per GASB requirements.

Fund Balance Trends

The fund balance schedule and the chart above present a recent history and a near-term projection of the County’s General Fund fund balance. Committed fund balance is comprised mostly of the County’s stabilization arrangement established by resolution at 8% of the General Fund expenditures (recorded as \$19.4m in FY 2015).

The FY 2017 General Fund budget is a balanced budget and does not impact fund balance. The tax increases proposed in this budget will end the downward trend in fund balance that is evident in the graph above.

Provides leadership in the coordination, implementation, and administration of County policy.



Calvert County Courthouse

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GENERAL GOVERNMENT

BOARD OF COUNTY COMMISSIONERS

DESCRIPTION

To serve the citizens of Calvert County by setting policy; provide effective efficient services; foster responsible, sustainable growth and economic development; and support the County’s essential institutions to keep them strong.

OBJECTIVES

- ◆ Preserve the County’s excellent financial position by maintaining a strong bond rating.
- ◆ Continue to provide financial assistance to eligible citizens through the Homeowner’s Tax Credit Program.
- ◆ Increase the commercial tax base.
- ◆ Increase transparency in the budget building process.
- ◆ Work toward having the Golf Course and Aquatic Center become enterprise operations and self-sustainable.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
BOCC Meetings	38	42	38	38
Public Hearings Conducted	36	39	35	36
Resolutions Passed	44	56	33	44
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Preserve the County's excellent financial position by maintaining a strong Bond Rating	Fitch AAA Moody's Aa1 S&P AAA			
Continue to provide financial assistance to eligible citizens through the Homeowner's Tax Credit Program	\$416,330	\$438,872	\$440,000	\$440,000
Increase commercial tax base (includes public utility taxes)	17.42%	17.62%	17.65%	17.70%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Board of County Commissioners					
Salaries	\$ 260,019	\$ 257,654	\$ 257,654	\$ 258,801	\$ 258,801
Operating	42,066	38,416	42,259	42,259	42,259
Contracted Services	1,695	2,940	2,900	2,900	2,900
Total	<u>\$ 303,780</u>	<u>\$ 299,010</u>	<u>\$ 302,813</u>	<u>\$ 303,960</u>	<u>\$ 303,960</u>
Total Expenditures as a percent of Total Operating Budget	0.13%	0.13%	0.12%	0.12%	0.12%
Clerk to County Commissioners					
Salaries	\$ 63,633	\$ 63,573	\$ 63,573	\$ 64,483	\$ 64,483
Operating	70	1,548	2,009	2,009	2,009
Contracted Services	-	461	-	-	-
Total	<u>\$ 63,703</u>	<u>\$ 65,582</u>	<u>\$ 65,582</u>	<u>\$ 66,492</u>	<u>\$ 66,492</u>
Total Expenditures as a percent of Total Operating Budget	0.03%	0.03%	0.03%	0.03%	0.03%
Maryland Association of Counties					
Operating	\$ 16,987	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
Total	<u>\$ 16,987</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>
Total Expenditures as a percent of Total Operating Budget	0.01%	0.01%	0.01%	0.01%	0.01%
Paupers Burial					
Operating	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Total	<u>\$ -</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%
Contingency					
Contingency Reserve	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 600,000
Total	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 600,000</u>
Total Expenditures as a percent of Total Operating Budget	0.00%	0.13%	0.12%	0.12%	0.24%

STAFFING

Board of County Commissioners	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Commissioner	E	5.0	5.0	5.0	5.0	5.0
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
TOTAL		6.0	6.0	6.0	6.0	6.0
Clerk to County Commissioners	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Clerk to County Commissioners	A	1.0	1.0	1.0	1.0	1.0
TOTAL		1.0	1.0	1.0	1.0	1.0

COUNTY ADMINISTRATOR

DESCRIPTION

Direct and oversee the implementation of the Board of County Commissioners' (BOCC) policies to all County departments and divisions, as prescribed by the BOCC and Administrative Codes. Direct and oversee the day-to-day operations of County Government.

BOCC GOALS



OBJECTIVES

- ◆ Ensure implementation of BOCC goals, directives, and policies.
- ◆ Provide regular communication via weekly Department Head meetings.
- ◆ Practice open communication with employees via effective problem resolution and promotion of equal opportunity and affirmative action.
- ◆ Continue to enhance working relationships with other local and state governmental actions.
- ◆ Continue to ensure the general public's needs are met and all inquiries are responded to in a timely manner.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
BOCC Directives and Policies Issued & Completed	100%	100%	100%	100%
Administrative Referrals & Administrative Assignments Completed	100%	100%	100%	100%
Number of Board & Staff Meetings	38	40	40	40
Number of Department Head Meetings	38	40	40	40
Number of Online Form Submittals (Website "Contact Us")	372	351	375	375
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Correspondence Assigned for Action (TRIM)	374	292	315	350
Correspondence Assigned for Action (Due Dates Met)	80%	80%	90%	90%
Directives Assigned for Action (TRIM)	168	173	183	193
Trim Directives Assigned for Action (Due Dates Met)	75%	75%	80%	85%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
County Administrator					
Salaries	\$ 237,052	\$ 233,747	\$ 316,549	\$ 234,638	\$ 319,096
Operating	16,743	9,535	14,972	9,535	14,972
Contracted Services	-	-	4,367	-	-
Capital Outlay	-	-	-	-	4,367
Total	\$ 253,795	\$ 243,282	\$ 335,888	\$ 244,173	\$ 338,435
Total Expenditures as a percent of					
Total Operating Budget	0.11%	0.10%	0.13%	0.10%	0.14%

STAFFING

County Administrator	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
County Administrator	C	1.0	1.0	1.0	1.0	1.0
Deputy County Administrator	C	0.0	0.0	1.0	0.0	1.0
Executive Administrative Assistant	23	1.0	1.0	1.0	1.0	1.0
TOTAL		2.0	2.0	3.0	2.0	3.0

COUNTY ATTORNEY

DESCRIPTION

Provides legal services to the Board of County Commissioners, County Administrator and various County departments, offices, agencies, boards, committees and commissions. Collects past due accounts. Represents the County in enforcement actions brought to enforce local laws. Researches legal issues and provides legal opinions; monitors and oversees independent counsel; drafts major resolutions and ordinances; acquires title to real property purchased by the County at tax sales; and defends the County in court cases.

BOCC GOALS



OBJECTIVES

- ◆ Prioritize workload within the Office of the County Attorney in order to provide timely and sound legal advice to all clients while maintaining the approved budget in a fiscally conservative manner.
- ◆ Attend meetings of Board of County Commissioners and other departments and agencies boards and commissions confronted by occasional legal issues at public meetings and public hearings.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Review of documents and provide advice and legal opinions	4,722	7,065	5,200	7,500
Bankruptcy cases processed	336	985	300	400
Foreclosure notices processed	156	284	150	100
Zoning enforcement - New cases	14	14	15	15
Notice of Tort Claims received	16	16	15	15
Public Information Act Requests received and processed (Calendar year)	15	32	40	40
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Bankruptcy cases collection (amount collected)	\$1,917	\$4,059	\$2,000	\$2,000
Collection cases (amount collected)	\$192,799	\$28,672	\$100,000	\$100,000
Water and Sewer Liens applied	32	24	10	10
Water and Sewer Liens collected (amount collected)	\$36,029	\$14,095	\$20,000	\$10,000

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
County Attorney					
Salaries	\$ 304,802	\$ 309,640	\$ 356,833	\$ 339,035	\$ 386,518
Operating	16,738	25,235	25,965	25,315	25,965
Contracted Services	85,338	75,000	75,000	75,000	75,000
Capital Outlay	691	-	4,515	885	4,515
Total	\$ 407,569	\$ 409,875	\$ 462,313	\$ 440,235	\$ 491,998
Total Expenditures as a percent of					
Total Operating Budget	0.17%	0.17%	0.18%	0.18%	0.20%

STAFFING

County Attorney	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
County Attorney	C	1.0	1.0	1.0	1.0	1.0
Associate County Attorney	C	1.0	1.0	1.0	1.0	1.0
Senior Paralegal	24	0.0	1.0	1.0	1.0	1.0
Paralegal	23	1.0	0.0	1.0	0.0	1.0
Office Specialist II	19	0.0	1.0	1.0	1.0	1.0
Office Assistant III	17	1.0	0.0	0.0	0.0	0.0
TOTAL		4.0	4.0	5.0	4.0	5.0

TECHNOLOGY SERVICES

DESCRIPTION

Enable County departments to accomplish their goals through the provision of dependable and secure computer systems and technological solutions.

BOCC GOALS



OBJECTIVES

- ◆ Complete implementation of the county’s enterprise asset management system in the Water and Sewerage division.
- ◆ Begin implementation of the county’s enterprise asset management system in the Highway Maintenance division. Work in this phase includes completing field verification, mapping of highway infrastructure and creating updated maps for field staff.
- ◆ Begin the installation of Microsoft Enterprise Agreement (MSEA) and the county-wide installation of Office 2016.
- ◆ Complete the phone upgrade of Office on Aging and Calvert Marine Museum by switching over to Voice Over Internet Protocol (VOIP) phones.
- ◆ Complete the upgrade of all enterprise-wide Storage Area Network (SAN) controllers.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Countywide support to managed desktops and laptop computers	899	929	988	975
Work Orders completed	4,732	4,015	5,250	4,216
Mobile Data terminals supported	223	238	245	250
Number of servers	194	215	225	230
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Meet Milestones of Implementation for EDMS/ERMS	Yes	Yes	Yes	Yes
Meet Milestones for Implementation of Public Safety System	N/A	Yes	Yes	Yes
Meet Milestones of Upgrade of Public Safety System	Yes	Yes	Yes	Yes
Meet Milestones of Improvement to Wireless Network	Yes	Yes	N/A	Yes
Meet milestones of website content management system replacement	N/A	Yes	N/A	N/A

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Technology Services					
Salaries	\$ 1,526,555	\$ 1,470,733	\$ 1,537,454	\$ 1,542,294	\$ 1,595,564
Operating	112,853	123,196	134,916	126,696	130,876
Contracted Services	1,158,640	1,262,752	1,261,108	1,173,188	1,173,188
Capital Outlay	315,764	227,475	520,649	508,629	516,364
Total	\$ 3,113,812	\$ 3,084,156	\$ 3,454,127	\$ 3,350,807	\$ 3,415,992
Total Expenditures as a percent of Total Operating Budget	1.30%	1.29%	1.36%	1.36%	1.38%

STAFFING

Technology Services	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Technology Services Director	C	1.0	1.0	1.0	1.0	1.0
Technology Services Infrastructure Manager	28	1.0	1.0	1.0	1.0	1.0
Technology Services Program Manager	28	1.0	1.0	1.0	1.0	1.0
Network Administrator Supervisor	26	0.0	0.0	1.0	1.0	1.0
Systems Analyst Supervisor	26	1.0	1.0	1.0	1.0	1.0
GIS Administrator	25	1.0	1.0	1.0	1.0	1.0
Network Administrator II / I	25/24	4.6	4.0	4.0	4.0	4.0
Systems Analyst II / I	25/24	5.0	5.0	6.0	5.0	5.0
Computer Services Supervisor	24	1.0	1.0	1.0	1.0	1.0
GIS Analyst	24	1.0	1.0	1.0	1.0	2.0
GIS Technician	23	0.0	0.0	1.0	0.0	0.0
Computer Services Technician II / I	22/20	4.0	4.0	4.0	4.0	4.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
Audio Visual Technician	21	1.0	1.0	1.0	1.0	1.0
Office Assistant III	17	1.0	1.0	1.0	1.0	1.0
TOTAL		23.6	23.0	26.0	24.0	25.0

CIRCUIT COURT

DESCRIPTION

A court of general jurisdiction that serves the citizens of Calvert County by resolving issues in civil and criminal cases.

BOCC GOALS

Although the court is heavily funded by the County Commissioners, the court is a part of the judicial branch of government and does not conduct its business under the direction or supervision of the county government.

OBJECTIVES

- ◆ The major objective of the Circuit Court is to resolve the cases before it in a timely and equitable fashion so that the disruption in the lives of the litigants can be minimized as much as possible.

PERFORMANCE MEASURES

The Maryland Judiciary has adopted time periods within which cases should be completed. Different standards have been established for different types of cases. Below is a table showing the performance of the Circuit Court in meeting those standards in the most common cases over the past four years. The key column is the one entitled “time standard”. This column shows the percentage of the number of cases that have to be completed within the number of days listed in order for the court to have met the state standard. For instance, 98% percent of all criminal cases should be completed within 180 days of the time they commence. In FY 2012, the court completed 88.5% of the criminal cases within the prescribed number of days.

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Actual FY 2015	Projected FY 2016
Civil Cases Filed (New & Reopened)	3,013	2,830	2,878	3,000
Juvenile Cases (New)	180	154	145	150
Criminal Cases Filed (New)	475	544	474	500
Domestic Violence Cases (New)	76	55	58	60
Program/Service Outcomes: (based on objectives)				
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015
Criminal (state standard: 98% of all cases completed within 180 days)	88.5%	89.6%	85.5%	84.2%
Civil, non-domestic (state standard: 98% of all cases completed within 548 days)	89.7%	90.7%	88.8%	89.4%
Juvenile (state standard: 98% of all cases completed within 90 days)	94.1%	94.2%	94.9%	92.5%
Family Law (state standard: 98% of all cases completed within 365 days)	88.8%	91.2%	87.5%	92.0%
Limited Divorce (state standard: 98% of all cases completed within 730 days)	99.0%	98.8%	94.3%	93.3%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Circuit Court					
Salaries	\$ 672,605	\$ 655,995	\$ 655,995	\$ 666,902	\$ 668,284
Operating	78,821	95,000	98,000	98,000	98,000
Contracted Services	24,776	64,100	61,100	61,100	61,100
Capital Outlay	11,415	-	20,251	6,780	-
Total	<u>\$ 787,617</u>	<u>\$ 815,095</u>	<u>\$ 835,346</u>	<u>\$ 832,782</u>	<u>\$ 827,384</u>
Total Expenditures as a percent of Total Operating Budget	0.33%	0.34%	0.33%	0.34%	0.34%
Orphan's Court					
Salaries	\$ 26,845	\$ 26,980	\$ 26,980	\$ 26,980	\$ 26,980
Operating	898	1,450	1,450	1,450	1,450
Total	<u>\$ 27,743</u>	<u>\$ 28,430</u>	<u>\$ 28,430</u>	<u>\$ 28,430</u>	<u>\$ 28,430</u>
Total Expenditures as a percent of Total Operating Budget	0.01%	0.01%	0.01%	0.01%	0.01%
Grand Jury					
Operating	\$ 5,120	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total	<u>\$ 5,120</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%

STAFFING

Circuit Court	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Court Administrator	A	1.0	1.0	1.0	1.0	1.0
Court Reporter	A	2.0	2.0	2.0	2.0	2.0
Assistant Court Administrator	CC04	0.3	0.3	0.3	0.3	0.3
Judicial Secretary	CC04	3.4	3.4	3.4	3.4	3.4
Assignment Clerk	CC03	3.0	3.0	3.0	3.0	3.0
Legal Secretary	CC02	0.4	0.4	0.4	0.4	0.4
Bailiff	A	3.8	3.8	3.8	3.8	3.8
TOTAL		13.9	13.9	13.9	13.9	13.9
Orphan's Court	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Chief Judge of Orphans Court	E	1.0	1.0	1.0	1.0	1.0
Associate Judge of Orphans Court	E	2.0	2.0	2.0	2.0	2.0
TOTAL		3.0	3.0	3.0	3.0	3.0

STATE'S ATTORNEY

DESCRIPTION

Fulfills a State Legislative mandate to prosecute all felony and misdemeanor offenses that occur in the County, including homicide, assault, sexual assault, child abuse and neglect, elder abuse, burglary, narcotics, domestic violence, economic crimes, DWI/DUI, incarcerable traffic violations and more. Handles certain civil proceedings, such as asset forfeiture and child support enforcement. Provides outreach services and education to the community through lectures and forums to community groups, schools and law enforcement agencies.

BOCC GOALS



OBJECTIVES

- ◆ Continue to strengthen the Domestic Violence Unit by providing training to current members and an additional administrative aid to ensure well documented and investigated cases for evidence-based prosecutions and swifter completion through the criminal justice system.
- ◆ Strengthen the prosecution of narcotic cases by the addition of an attorney to the unit and providing additional training. This attorney will prosecute felony level narcotic cases to ensure felony drug distributors within our county borders are incarcerated and removed from the community.
- ◆ Continue to actively participate and support the Circuit Court Recovery Program by providing an experienced attorney to evaluate, screen and recommend low-level, non-violent offenders for entrance in the program as well as aid in monitoring of their progress in this educational and rehabilitative program.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Domestic Violence Unit - cases closed	375	377	385	390
Narcotic Cases - Circuit Court	135	109	120	125
Recovery Court Participants	N/A	43	50	55
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Domestic Violence-Invocation of Spousal Privilege	24	24	22	20
Percentage of Successful Prosecutions (Circuit Court)	93%	95%	95%	98%
Successful Completion of the Recovery Court Program	N/A	0	10	15

GENERAL FUND
GENERAL GOVERNMENT

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
State's Attorney					
Salaries	\$ 1,689,162	\$ 1,745,928	\$ 1,745,928	\$ 1,740,974	\$ 1,740,864
Operating	85,058	109,104	111,336	110,436	110,436
Contracted Services	24,533	20,242	20,242	20,242	20,242
Capital Outlay	28,865	5,429	1,000	1,000	1,000
Total	\$ 1,827,618	\$ 1,880,703	\$ 1,878,506	\$ 1,872,652	\$ 1,872,542
Total Expenditures as a percent of Total Operating Budget	0.76%	0.79%	0.74%	0.76%	0.76%

STAFFING

State's Attorney	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
State's Attorney	E	1.0	1.0	1.0	1.0	1.0
Deputy State's Attorney	A	1.0	1.0	1.0	1.0	1.0
Senior Assistant State's Attorney	A	5.0	5.0	5.0	5.0	5.0
Assistant State's Attorney	A	4.0	4.0	4.0	4.0	4.0
Investigator	A	1.0	2.0	2.0	2.0	2.0
Legal Office Specialist	23	0.0	1.0	1.0	1.0	1.0
Community Service Coordinator	22	1.0	1.0	1.0	1.0	1.0
Legal Office Specialist	22	1.0	0.0	0.0	0.0	0.0
Victim Witness Advocate	20	4.0	5.0	5.0	5.0	5.0
Legal Secretary II	19	1.0	1.0	1.0	1.0	1.0
Legal Secretary I	18	4.0	3.0	3.0	3.0	3.0
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Office Assistant III	17	2.0	2.0	2.0	2.0	2.0
TOTAL		26.0	27.0	27.0	27.0	27.0

COUNTY TREASURER

DESCRIPTION

Receive and disburse funds for the Calvert County Government. Responsible for the initiation of the enforcement of tax collection.

BOCC GOALS



OBJECTIVES

- ◆ Continue to increase public awareness of the Treasurer’s Office billing process and credits offered by the State of Maryland Department of Assessments and Calvert County Government via newspaper advertisements and Comcast Cable Channel 6 slides.
- ◆ Utilize innovative software programs to locate property owners with insufficient addresses.
- ◆ Look at the feasibility of accepting credit card payments for transactions associated with walk-in payments.
- ◆ Continue with enhancements to the Munis Tax System: tax sale, audit letters, credits to better meet the needs of the customers and the Treasurer’s Office.
- ◆ Increase the number of Homeowner Tax Credits approved for homeowners in Calvert County.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Real Estate Tax Bills	42,896	42,804	42,830	42,860
Personal/Corporate Tax Bills	2,253	1,738	1,750	1,760
Tax Bill Credits Issued				
Barn	575	580	582	584
Land Preservation	523	550	552	554
Commissioner	550	569	571	573
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Percentage of tax sale buyers registered in Munis Tax System	85%	87%	88%	89%
Number of returned mail pieces for insufficient address	1,100	1,053	1,000	950
Increase the number of credit card and e-check transactions by 10%				
Number of transactions	450	520	572	629
Dollar amount	\$ 652,583	\$ 703,951	\$ 754,000	\$ 804,000

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
County Treasurer					
Salaries	\$ 296,935	\$ 318,960	\$ 318,960	\$ 320,052	\$ 320,581
Operating	31,302	24,410	27,410	27,410	27,410
Contracted Services	2,667	12,500	9,500	9,500	9,500
Capital Outlay	-	-	-	-	-
Total	\$ 330,904	\$ 355,870	\$ 355,870	\$ 356,962	\$ 357,491
Total Expenditures as a percent of Total Operating Budget	0.14%	0.15%	0.14%	0.14%	0.14%

STAFFING

County Treasurer	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Treasurer	E	1.0	1.0	1.0	1.0	1.0
Deputy Treasurer	A	1.0	1.0	1.0	1.0	1.0
Treasurer Clerk II	19	1.0	1.0	1.0	1.0	1.0
Treasurer Clerk I	18	2.0	2.0	2.0	2.0	2.0
Office Aide	13	2.0	2.0	2.0	2.0	2.0
Office Clerk (Temporary)	n/a	0.4	0.4	0.4	0.4	0.4
TOTAL		7.4	7.4	7.4	7.4	7.4

FINANCE & BUDGET

DESCRIPTION

Provides County management with accurate fiscal information to make informed decisions, maintains a standard of excellence in financial reporting and budgeting, safeguards assets, and adds value to accounting data through financial analysis. Includes budget, general accounting and auditing, purchasing, health & retirement benefits, payroll, tax and utility billing, risk management, capital projects, grants coordination, debt management and oversight of county funds and investments.

BOCC GOALS



OBJECTIVES

- ◆ Implement the changes required by the Federal Affordable Care Act (ACA) as the mandates are due, and implement the annual changes to the new state minimum wage.
- ◆ Work with the Board to examine and propose improvements to the County’s purchasing requirements, including a review of formal bidding, vendor preferences, and newspaper advertising. Seek legislative support for these changes.
- ◆ Manage software upgrades to the five major applications maintained by Finance & Budget.
- ◆ Continue with our three-year plan to implement improvements to the budget document as part of the overall initiative to add greater transparency to budget development and reporting.
- ◆ Continue work on telephone audit to analyze all county land lines, long distance and wireless communication contracts, telephone locations, and related billing.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Average number of employees per pay	1,085	1,075	1,100	1,085
Employee health care benefits managed	845	890	890	890
Retiree health care benefits managed	205	210	215	220
Number of formal bids between \$15,000 and \$100,000	82	86	90	95
Number of software application upgrades in planning phases	1	2	2	1
Budget document improvements (% of completion)	0	50%	80%	90%
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
ACA changes including changes to annual W-2s, reporting, and eligibility tracking for employees	1	3	2	0
Percentage of purchasing requirements reviewed for improvements; changes recommended to governing body	N/A	30%	60%	80%
Software upgrades to major applications completed	2	2	3	0
Measure improvements in the Budget Document by the number of outstanding ratings received from the GFOA Distinguished Budget Award program	7 of 27	9 of 27	15 of 27	18 of 27
Manage the telephone audit process.	0	15%	75%	100%

GENERAL FUND
GENERAL GOVERNMENT

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Expenditures					
Finance & Budget					
Salaries	\$ 1,463,827	\$ 1,522,404	\$ 1,612,440	\$ 1,561,971	\$ 1,534,981
Operating	92,971	103,600	104,940	103,900	104,940
Contracted Services	141,794	145,000	145,000	146,264	151,264
Capital Outlay	4,691	-	4,260	-	4,260
Total	\$ 1,703,283	\$ 1,771,004	\$ 1,866,640	\$ 1,812,135	\$ 1,795,445
Total Expenditures as a percent of Total Operating Budget	0.71%	0.74%	0.74%	0.73%	0.73%
Auditing & Related Services					
Contracted Services	\$ 61,480	\$ 66,575	\$ 60,750	\$ 60,750	\$ 60,750
Total	\$ 61,480	\$ 66,575	\$ 60,750	\$ 60,750	\$ 60,750
Total Expenditures as a percent of Total Operating Budget	0.03%	0.03%	0.02%	0.02%	0.02%

STAFFING

		FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Finance & Budget						
	Level					
Director - Finance & Budget	C	1.0	1.0	1.0	1.0	1.0
Deputy Director	C	1.0	1.0	1.0	1.0	1.0
Accounting Supervisor	27	1.0	1.0	1.0	1.0	1.0
Benefits & Risk Manager	26	1.0	1.0	1.0	1.0	0.0
Capital Projects Analyst	26	1.0	1.0	1.0	1.0	1.0
Purchasing Officer	26	1.0	1.0	1.0	1.0	1.0
Accountant III	25	1.5	1.5	1.5	1.5	1.5
Budget Analyst	25	0.0	1.0	1.0	1.0	1.0
Benefits Supervisor	24	0.0	0.0	0.0	0.0	1.0
Budget Analyst	24	1.0	0.0	1.0	0.0	0.0
Budget Analyst	23	0.0	0.0	0.0	0.0	1.0
Accountant I	23	1.0	1.0	1.0	1.0	1.0
Grants Coordinator	23	1.0	1.0	1.0	1.0	1.0
Benefits Coordinator	22	1.0	1.0	1.0	1.0	0.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
Purchasing Specialist	22	3.0	3.0	3.0	3.0	3.0
Payroll Specialist	21	1.0	1.0	1.0	1.0	1.0
Accounts Receivable Technician II	21	0.0	1.0	1.0	1.0	1.0
Benefits Specialist	21	0.0	0.0	0.0	0.0	1.0
Accounts Payable Technician	20	2.0	2.0	2.0	2.0	2.0
Accounts Receivable Technician I	20	2.0	1.0	1.0	1.0	1.0
Benefits Assistant	20	1.0	1.0	1.0	1.0	0.0
Fixed Asset/Purchasing Assistant	20	0.0	1.0	1.0	1.0	1.0
Purchasing Assistant	20	1.0	1.0	1.0	1.0	1.0
Risk Management Assistant	20	1.0	1.0	1.0	1.0	0.0
Fixed Asset/Purchasing Assistant	18	1.0	0.0	0.0	0.0	0.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
Office Assistant I - Floater	15	0.0	0.0	1.0	0.0	0.0
Office Aide	13	0.0	0.0	0.0	0.0	1.0
TOTAL		25.5	25.5	27.5	25.5	25.5

PERSONNEL

DESCRIPTION

Provides employment related services to the Calvert County Government as well as to its employees and managers so that they may achieve their operational goals. Administers programs for recruitment, examination, and selection; position classification; pay and leave; performance evaluation; training and development; and employee relations.

BOCC GOALS



OBJECTIVES

- ◆ To provide employee development services.
- ◆ To provide an effective recruitment program.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Offer trainings on various topics	23	26	25	26
Offer tuition assistance	Yes	Yes	Yes	Yes
Employment applications received and reviewed	8,954	5,849	5,557	5,279
Employment interviews scheduled	653	588	617	648
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Number of employees trained on various topics	497	536	500	520
Number of tuition assistance applications received	70	83	44	48
Number of hires	267	274	287	302

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Personnel					
Salaries	\$ 569,090	\$ 523,512	\$ 536,443	\$ 578,956	\$ 656,757
Operating	32,558	52,419	35,119	54,834	54,834
Tuition Program	60,722	40,000	61,000	40,000	40,000
Contracted Services	94,842	102,982	120,982	130,982	130,982
Capital Outlay	471	-	4,260	-	-
Total	\$ 757,683	\$ 718,913	\$ 757,804	\$ 804,772	\$ 882,573
Total Expenditures as a percent of Total Operating Budget	0.32%	0.30%	0.30%	0.33%	0.36%

STAFFING

Personnel	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director - Personnel	C	1.0	1.0	1.0	1.0	1.0
Personnel Manager	28	1.0	1.0	0.0	0.0	0.0
Senior Personnel Analyst	26	1.0	1.0	2.0	2.0	2.0
Personnel Analyst II	24	0.0	1.0	1.0	1.0	1.0
Safety Officer	24	0.0	0.0	1.0	1.0	1.0
Personnel Administrative Specialist	23	1.0	1.0	0.0	0.0	0.0
Personnel Analyst I	22	0.0	1.0	1.0	1.0	1.0
Personnel Analyst	22	2.0	0.0	0.0	0.0	0.0
Risk Management Specialist	22	0.0	0.0	0.0	0.0	1.0
Executive Administrative Aide	21	0.0	0.0	1.0	1.0	1.0
Personnel Aide	19	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	0.0	0.0	0.0	0.0	1.0
Office Assistant I	15	0.6	0.6	2.0	1.0	1.0
TOTAL DIRECT STAFF		7.6	7.6	10.0	9.0	11.0
Office Assistant I	15	1.0	1.0	1.0	1.0	1.0
TOTAL ASSOCIATE STAFF		1.0	1.0	1.0	1.0	1.0
TOTAL		8.6	8.6	11.0	10.0	12.0

COMMUNITY PLANNING & BUILDING

DESCRIPTION

Coordinate all planning activities within Calvert County Government, including Development Review, Appeals, Variances, and Exceptions, as well as other Boards and Commissions. Administers the Zoning Ordinance, Subdivision Regulations and the Building Code. Advises the Board of County Commissioners about growth and development in Calvert County.

BOCC GOALS



OBJECTIVES

- ◆ Initiate and prepare the draft Comprehensive Plan and Zoning Ordinance within two and a half years.
- ◆ Support and apply the Calvert County Zoning Ordinance and all plans and regulations as adopted by the Board of County Commissioners through review, permitting and enforcement.
- ◆ Adopt and advocate for funding the Watershed Implementation Plan.
- ◆ Obtain useable land management software (Hansen) for all department sections and work towards providing all services through Hansen.
- ◆ Work toward providing adequate department staffing to improve the level of service provided to customers and to efficiently manage the workload as required by State and County regulations.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Subdivision applications - 3 months after certification of complete application in accordance with calendar schedule.	100%	100%	100%	100%
Site plan applications receive technical evaluation within calendar schedule	100%	100%	100%	100%
Non-critical area residential and commercial building permits receive CPB review within 2 business days.	95%	97%	95%	95%
Board of Appeals applications scheduled for 1st possible hearing date	100%	100%	100%	100%
Conducts site inspections within 2 business days of zoning violation	100%	100%	100%	100%
Agricultural Preservation applications reviewed within 45 days by Agricultural Board.	N/A	100%	N/A	N/A
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
New Major and Minor Subdivision Applications	4	21	25	30
Replatting	108	67	75	83
New Site Plan Applications	14	8	15	15
New Board of Appeals Cases Heard	44	29	40	40
Service Requests Generated	413	367	395	400
New Zoning Violations - CASE Generated	224	212	207	230
Service Requests / Inspections without CASE	189	93	190	170
New Agricultural Preservation Applications	N/A	2	N/A	N/A
New Historic District Applications	1	1	2	1

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Community Planning & Building					
Salaries	\$ 1,937,914	\$ 2,025,401	\$ 2,123,572	\$ 2,049,750	\$ 2,052,116
Operating	54,597	64,175	72,590	62,675	62,675
Contracted Services	73,900	52,850	66,350	52,850	52,850
Capital Outlay	20,110	49,100	55,284	38,600	38,600
Total	\$ 2,086,521	\$ 2,191,526	\$ 2,317,796	\$ 2,203,875	\$ 2,206,241
Total Expenditures as a percent of Total Operating Budget	0.87%	0.92%	0.91%	0.89%	0.89%
Planning Commission: Devel. Review					
Operating	\$ 14,047	\$ 20,367	\$ 21,837	\$ 20,367	\$ 20,367
Contracted Services	20,870	50,877	50,877	50,877	50,877
Honorarium	46,700	72,000	72,000	72,000	72,000
Capital Outlay	-	-	4,200	1,200	1,200
Total	\$ 81,617	\$ 143,244	\$ 148,914	\$ 144,444	\$ 144,444
Total Expenditures as a percent of Total Operating Budget	0.03%	0.06%	0.06%	0.06%	0.06%
Board of Appeals: Appeals, Variances & Exceptions					
Operating	\$ 4,717	\$ 8,100	\$ 7,475	\$ 7,475	\$ 7,475
Contracted Services	8,568	24,000	24,000	24,000	24,000
Honorarium	17,600	24,000	24,000	24,000	24,000
Capital Outlay	-	-	600	-	-
Total	\$ 30,885	\$ 56,100	\$ 56,075	\$ 55,475	\$ 55,475
Total Expenditures as a percent of Total Operating Budget	0.01%	0.02%	0.02%	0.02%	0.02%

STAFFING

Community Planning & Building	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director	C	1.0	1.0	1.0	1.0	1.0
Deputy Director	29	1.0	1.0	1.0	1.0	1.0
Planning Commission Administrator	28	0.0	0.0	1.0	1.0	1.0
Board of Appeals Administrator	27	0.0	1.0	1.0	1.0	1.0
Environmental Principal Planner	27	0.0	1.0	1.0	1.0	1.0
Long Range Planner	27	0.0	1.0	1.0	1.0	1.0
Planning Commission Administrator	27	1.0	1.0	0.0	0.0	0.0
Board of Appeals Administrator	26	1.0	0.0	0.0	0.0	0.0
Community Designer	26	1.0	1.0	1.0	1.0	1.0
Principal Planner	26	5.0	3.0	3.0	3.0	3.0
Zoning Code Enforcement Chief	26	0.0	1.0	1.0	1.0	1.0
Planner III	25	4.0	6.0	6.0	6.0	6.0
Zoning Code Enforcement Chief	25	1.0	0.0	0.0	0.0	0.0
Manager Administrative Services	24	0.0	1.0	1.0	1.0	1.0
Planner II	24	3.4	2.0	3.5	2.5	2.5
Zoning Code Enforcer	24	0.0	1.0	1.0	1.0	1.0
GIS Mapping Technician	23	1.0	1.0	1.0	1.0	1.0
Zoning Code Enforcer	23	1.0	0.0	0.0	0.0	0.0
Executive Administrative Assistant I	22	1.0	0.0	0.0	0.0	0.0
Administrative Aide	20	0.0	1.0	1.0	1.0	1.0
Development Navigator	20	1.0	1.0	1.0	1.0	1.0
Planning Assistant	20	0.0	0.0	2.0	1.0	1.0
Office Specialist II	19	4.0	3.0	1.0	1.0	1.0
GIS / Planning Assistant	18	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	1.0	1.0	2.0	2.0	2.0
Office Assistant II	16	0.4	0.4	0.0	0.0	0.0
TOTAL		28.8	29.4	31.5	29.5	29.5

INSPECTIONS & PERMITS

DESCRIPTION

Prevents and corrects hazards attributed to the built environment. Provides effective, efficient and equitable administration and enforcement of the International Building Codes, National Electric Code, the National Standard Plumbing Code and all other applicable local ordinances. Acts as a liaison between local government agencies and the construction community to ensure that a service oriented, professional atmosphere is always present. Maintains effective working relationships with our customers, that includes property owners, developers, contractors, sub-contractors, engineers, architects and coworkers, through effective communication skills.

BOCC GOALS



OBJECTIVES

- ◆ Provide citizens with timely inspections (within 24 hours of scheduling) for all Calvert County construction projects.
- ◆ Provide at least two (2) educational seminars for staff and public regarding code updates/compliance within the next fiscal year.
- ◆ Create public outreach and educational materials for citizens regarding code adoptions and permitting processes within the next two (2) years.
- ◆ Provide “real-time” results and information of inspections performed for all Calvert County construction projects.

PERFORMANCE MEASURES

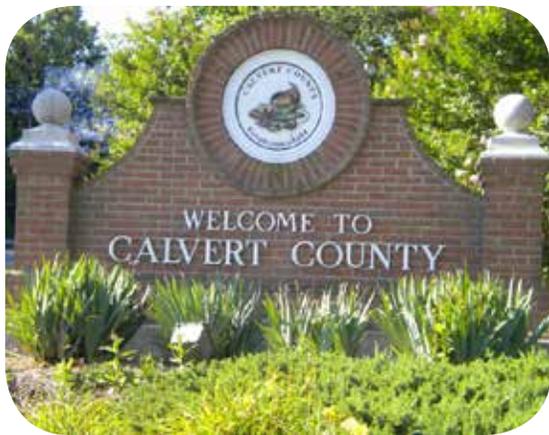
Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Building/Home Occupation/Signs/Demo/Use:				
Permits Processed	1,526	1,552	2,700	2,400
Permits Issued	1,455	1,583	2,400	2,100
Inspections Performed	5,693	5,841	8,500	7,500
Grading:				
Permits Processed	574	602	1,100	1,100
Permits Issued	687	735	900	900
Plumbing:				
Permits Processed	836	835	1,200	1,200
Permits Issued	834	834	1,200	1,200
Inspections Performed	4,896	4,547	6,600	6,600
Electrical:				
Permits Processed	1,500	1,526	2,300	2,000
Permits Issued	1,489	1,490	2,300	2,000
Inspections Performed	3,608	3,486	5,300	4,600
Revenue:				
Licensing Fees	\$36,330	\$27,009	\$20,000	\$25,000
Permitting Fees	\$310,747	\$354,327	\$440,000	\$400,000
Excise Tax	\$1,682,177	\$1,925,917	\$1,800,000	\$1,600,000
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Inspections performed within 24 hours of scheduling	98%	98%	98%	98%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Inspections & Permits					
Salaries	\$ 770,033	\$ 824,904	\$ 877,211	\$ 867,956	\$ 867,956
Operating	44,933	54,400	62,975	52,625	52,625
Contracted Services	51,390	8,500	-	-	-
Capital Outlay	54,089	1,625	13,332	8,500	8,500
Total	\$ 920,445	\$ 889,429	\$ 953,518	\$ 929,081	\$ 929,081
Total Expenditures as a percent of Total Operating Budget	0.38%	0.37%	0.38%	0.38%	0.38%

STAFFING

Inspections & Permits	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Inspections & Permits Division Chief	27	0.0	1.0	1.0	1.0	1.0
Inspections & Permits Division Chief	26	1.0	0.0	0.0	0.0	0.0
Land Management Systems Coordinator	25	0.0	1.0	1.0	1.0	1.0
Permit Coordinator	25	0.0	1.0	1.0	1.0	1.0
Land Management Systems Coordinator	24	1.0	0.0	0.0	0.0	0.0
Permit Coordinator	24	1.0	0.0	0.0	0.0	0.0
Plan Reviewer	23	0.0	0.0	1.0	0.0	0.0
Building Inspector	23	0.0	2.0	2.0	2.0	2.0
Electrical Inspector	23	2.0	2.0	2.0	2.0	2.0
Plumbing Inspector	23	0.0	2.0	2.0	2.0	2.0
Building Inspector	22	2.0	0.0	0.0	0.0	0.0
Permit Technician II	22	0.0	1.0	1.0	1.0	1.0
Plumbing Inspector	22	2.0	0.0	0.0	0.0	0.0
Permit Technician II	21	1.0	0.0	0.0	0.0	0.0
Permit Technician I	20	0.0	3.5	3.5	3.5	3.5
Permit Technician I	19	3.5	0.0	0.0	0.0	0.0
Temporary Inspectors	n/a	0.7	0.7	0.7	0.7	0.7
TOTAL		14.2	14.2	15.2	14.2	14.2



PUBLIC SAFETY

Responds efficiently to emergency fire, rescue, and medical needs within the County; assists in the enforcement of State and County laws.



Calvert County Detention Center



Calvert County Sheriff's Office



Prince Frederick Volunteer Fire Department



Control Center

[DIRECTOR OF PUBLIC SAFETY](#)
[CONTROL CENTER](#)
[EMERGENCY MANAGEMENT](#)
[FIRE-RESCUE-EMS DIVISION](#)
[SHERIFF'S OFFICE](#)
[DETENTION CENTER](#)
[ANIMAL CONTROL](#)

DIRECTOR OF PUBLIC SAFETY

DESCRIPTION

Enhances safety and preparedness in Calvert County through strong leadership, collaboration, and meaningful partnerships. Manages efficiently daily calls that requires emergency responders; mitigates proactively man-made, technological and/or natural disasters; responds effectively to emergency, fire, rescue and medical service needs within the County; reduces assertively the number of false alarm dispatches; serves as the representative for Homeland Security issues and our Hazardous Materials Response Team; and assists the Calvert County Sheriff's Office, as well as the Maryland State Police to protect and serve the citizens of Calvert County.

BOCC GOALS



OBJECTIVES

- ◆ Protect lives and property by effectively preparing for, preventing, responding to, and recovering from natural disasters or storms in Calvert County with partial or full activation of the Emergency Operations Center in Fiscal Year 2017.
- ◆ Collaborate with internal and external agencies to contain, supervise, enforce, and mitigate events that have the potential of attracting large crowds in Calvert County during Fiscal Year 2017.
- ◆ Create and disseminate 250 False Alarm Reduction Unit brochures to citizens and business owners in Calvert County in Fiscal Year 2017 to educate the public on the purpose of the False Alarm Reduction Unit.
- ◆ To ensure that initial and/or recertification training that is required for Hazardous Materials/Weapons of Mass Destruction Incidents as described in NFPA 472 is provided to the members of the HazMat Responses Team in Fiscal Year 2017.
- ◆ In Fiscal Year 2017, replace the Multi Rae Pro Meters and the Miran Sapphire Meter to maintain working and functional equipment to operate at an Immediately Dangerous to Life or Health (IDLH) incident.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Integrated Disaster Drills and Exercises	7	7	7	9
Countywide Employee Safety Training Classes	8	9	9	10
False Alarm Reduction Unit - Business and Residential Registrations	1,067	1,100	1,150	1,200
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Disaster Assistance to citizens of Calvert County	2	2	2	2
Contain, supervise, enforce, and mitigate events that can potentially attract large crowds.	2	2	2	2
False Alarm Reduction Unit Flyers disseminated	N/A	N/A	200	250
Replace piece of equipment which allow HMRT to operate in IDLH environment	N/A	N/A	2	2
HazMat Technician level classes for HMRT	N/A	N/A	2	2

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director of Public Safety					
Salaries	\$ 146,586	\$ 142,878	\$ 142,878	\$ 146,063	\$ 147,044
Operating	73,306	182,840	182,840	139,694	139,694
Contracted Services	21,022	21,000	21,000	13,900	13,900
Capital Outlay	50	-	700	-	-
Total	\$ 240,964	\$ 346,718	\$ 347,418	\$ 299,657	\$ 300,638
Total Expenditures as a percent of Total Operating Budget	0.10%	0.15%	0.14%	0.12%	0.12%

STAFFING

Director of Public Safety	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director - Public Safety	C	1.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
TOTAL		2.0	2.0	2.0	2.0	2.0

CONTROL CENTER

DESCRIPTION

Provides answers or direction to help save lives, protect property and assist the public during times of emergencies or crisis. Handles requests for services by phone or radio. Works collaboratively with Police, Fire and Emergency Medical personnel to provide police, fire and EMS services to County citizens and visitors.

BOCC GOALS



OBJECTIVES

- ◆ Continue to submit to the Emergency Number Systems Board which meet guidelines for reimbursement to Calvert County for projects, including the design for a new 9-1-1 training room.
- ◆ Complete the installation of Side B of our 9-1-1 phone system to the back-up center.
- ◆ Secure a Quality Assurance (QA) Technician position in order to provide the necessary reports to the State of Maryland and to provide adequate feedback to call takers in order to improve service to callers.
- ◆ Continue to deploy the Public Education and Awareness (PEAR) Team to as many events as possible to teach the citizens about 9-1-1.
- ◆ Complete the selection process of a radio vendor and begin detailed design of the new radio system with the assistance of Altairis consultants.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Total Administrative Calls Received	68,094	74,960*	80,207	85,454
Total 9-1-1 Calls Received	35,961	35,181*	42,000	43,500
Total Calls Dispatched	89,492	73,018*	90,436	104,758
Increase Staffing Level to to Complement of Staff	28 of 34	30 of 34	34 of 34	34 of 34
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Emergency Number Systems Board Reimbursement	\$ 910,757	\$ 660,648	Yes	Yes
Complete Side B installation of our 911 phone system to the back-up center.	N/A	N/A	In Progress	Complete
Critique and score EMD calls for quality assurance to meet Maryland State Law and requirements under MIEMSS	0**	669**	Yes	Yes
Critique and score EPD and EFD calls for quality assurance to meet State requirements (QA reports sent monthly to ENSB) reporting implemented January 1, 2011	0**	887**	Yes	Yes
Continue to deploy the PEAR Team to as many events as possible to teach the citizens about 9-1-1	8 events	6 events	10 events	10 events
Complete the selection process of a radio vendor for the new radio system with the assistance of Altairis consultants	N/A	N/A	In Progress	Complete

* not a full year (stats through 10/29/2015)

** number of actual calls QA'd is below standard due to staffing

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Control Center					
Salaries	\$ 1,668,091	\$ 1,831,525	\$ 1,872,439	\$ 1,838,329	\$ 1,840,564
Operating	137,612	161,023	167,775	166,950	166,950
Radio Maintenance	238,390	432,160	458,160	458,160	458,160
Contracted Services	51,270	61,003	61,003	61,003	61,003
Capital Outlay	1,576	12,164	40,620	-	-
Total	\$ 2,096,939	\$ 2,497,875	\$ 2,599,997	\$ 2,524,442	\$ 2,526,677
Total Expenditures as a percent of Total Operating Budget	0.88%	1.05%	1.03%	1.02%	1.02%

STAFFING

Control Center	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Communications Chief	814	1.0	1.0	1.0	1.0	1.0
Communications Assistant Chief	812	1.0	1.0	1.0	1.0	1.0
Communications Supervisor	810	1.0	1.0	1.0	1.0	1.0
Public Safety Dispatcher II	809	5.0	5.0	5.0	5.0	5.0
Public Safety Dispatcher I/Trainee	807/805	23.0	23.0	23.0	23.0	23.0
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
Quality Assurance Coordinator	719	0.0	0.0	1.0	0.0	0.0
Audio & Data Entry Clerk	17	0.0	1.0	1.0	1.0	1.0
Records Clerk	17	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	0.0	0.0	0.0	0.0
TOTAL		34.0	34.0	35.0	34.0	34.0

EMERGENCY MANAGEMENT

DESCRIPTION

Minimizes the effects of disasters to citizens through planning, training, mitigation, and response efforts; coordinates the response agencies, fosters public education and awareness. Assesses risks and provides oversight of injuries sustained by County workers and provides training and recommendations to minimize injury to our workforce.

BOCC GOALS



OBJECTIVES

- ◆ Continue to develop and enhance the Occupational Safety Program to ensure a safe work environment for County workers.
- ◆ Enhance the ability to communicate during an emergency or disaster, both within County Government and to the citizens and visitors of Calvert County.
- ◆ Continue to work with County and State agencies and departments to ensure preparedness for emergencies.
- ◆ Continue to ensure staff is trained to the Professional Development Series standard.
- ◆ Continue to enhance the ability of Calvert County Government to provide emergency messages to citizens and visitors.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Provide WebEOC Training to EOC partners	N/A	N/A	50	50
Maintain County Emergency Operations Plan	N/A	N/A	review / update as needed	
Review and update all emergency plans	N/A	N/A	1	all plans
Emergency Preparedness Exercises	7	7	7	7
Staff Training to Professional Development Series	3	3	3	4
Train and support the CERT program	N/A	N/A	50	50
Maintain LEPC information	N/A	N/A	maintain list of all Tier 2	
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Provide WebEOC Training to EOC Partners	N/A	N/A	100% of 50	100% of 50
Maintain County Emergency Operations Plan	N/A	N/A	11/12/2015	11/15/2016
Review and update all emergency plans	N/A	N/A	100%	100%
Train and support CERT	N/A	N/A	0% of 50	100% of 50
Maintain LEPC Information	N/A	N/A	100%	100%
Emergency preparedness exercises (minimum of 5)	140% of min	140% of min	140% of min	140% of min
Staff Training	100% for 3 personnel	100% for 3 personnel	100% for 3 personnel	100% for 4 personnel 3 personnel

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Emergency Management					
Salaries	\$ 192,248	\$ 211,648	\$ 211,648	\$ 158,267	\$ 158,267
Operating	49,692	69,370	58,520	41,725	41,725
Contracted Services	54,710	60,500	50,500	50,000	50,000
Capital Outlay	725	-	-	-	-
Total	\$ 297,375	\$ 341,518	\$ 320,668	\$ 249,992	\$ 249,992
Total Expenditures as a percent of Total Operating Budget	0.12%	0.14%	0.13%	0.10%	0.10%

STAFFING

Emergency Management	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Emergency Management Division Chief	C	0.0	0.0	0.0	0.0	1.0
Emergency Management Division Chief	26	1.0	1.0	1.0	1.0	1.0
Emergency Management Specialist	23	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	0.0	0.0	1.0	1.0	1.0
Office Assistant I	15	1.0	1.0	0.0	0.0	0.0
TOTAL		3.0	3.0	3.0	3.0	3.0

FIRE-RESCUE-EMS DIVISION

DESCRIPTION

Serves as a liaison between the County Government and our all-volunteer Fire-Rescue-EMS Departments. Protects and preserves our 100 percent volunteer fire-rescue-EMS system, supports their delivery of high quality services to the citizens of Calvert County in the most effective, professional and efficient manner possible, while upholding the County’s policies, procedures and directives. Promotes partnerships within the public safety community as well as recruitment and retention of volunteer personnel by providing education, training and benefit opportunities.

BOCC GOALS



OBJECTIVES

- ◆ Continue to collaborate with our Volunteer Fire-Rescue-EMS departments to revise the Infectious Control policies and procedures to include designation and training of each departments Infection Control Officer(s).
- ◆ Increase participation by 25% in community events to promote recruitment and recognition of our Volunteer Fire-Rescue-EMS services.
- ◆ Provide comments to the commercial and planned residential site plan review requests received through the Technical Evaluation Group in a timely manner.
- ◆ Conduct exit interviews with volunteers separating from our system in an effort to identify trends or issues that may be corrected or modified to retain our volunteers.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual CY 2013	Actual CY 2014	Projected CY 2015	Projected FY 2016
Average Number of Volunteer Members	950	975	975	975
Number of Responses	20,306	20,000	22,000	21,000
High School Vo-Tech Recruit Program	15	15	6	15
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Reorganize volunteer departments infection control programs	N/A	N/A	N/A	9
Participation in community events promoting our services	3	3	4	5
Site plan review comments provided within 3 weeks	N/A	85%	85%	90%
Conduct volunteer exit interviews	N/A	N/A	25%	50%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Fire-Rescue-EMS Division					
Salaries	\$ 272,598	\$ 300,896	\$ 305,896	\$ 312,102	\$ 312,102
Operating	133,371	189,362	189,362	188,862	188,862
Contracted Services	56,164	62,000	62,000	62,000	62,000
Capital Outlay	-	-	-	-	-
Total	\$ 462,133	\$ 552,258	\$ 557,258	\$ 562,964	\$ 562,964
Total Expenditures as a percent of Total Operating Budget	0.19%	0.23%	0.22%	0.23%	0.23%
Volunteer Fire-Rescue-EMS Departments					
Operating	\$ 2,462,019	\$ 2,522,235	\$ 2,642,405	\$ 2,642,405	\$ 2,642,405
Insurance	1,063,669	1,141,838	1,256,021	1,256,021	1,256,021
Capital Outlay	445,465	519,500	605,600	582,600	582,600
Total	\$ 3,971,153	\$ 4,183,573	\$ 4,504,026	\$ 4,481,026	\$ 4,481,026
Total Expenditures as a percent of Total Operating Budget	1.66%	1.75%	1.78%	1.81%	1.82%

STAFFING

Fire-Rescue-EMS Division	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Fire-Rescue-EMS Coordinator	26	1.0	1.0	1.0	1.0	1.0
Assistant Fire-Rescue-EMS Coordinator	23	1.0	1.0	1.0	1.0	1.0
Emergency Medical Services Specialist	23	1.0	1.0	1.0	1.0	1.0
Recruitment & Retention Specialist	21	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
EMS Medical Director	C	1.0	1.0	1.0	1.0	1.0
Nurses (Temporary)	n/a	0.5	0.5	0.5	0.5	0.5
TOTAL		6.5	6.5	6.5	6.5	6.5

SHERIFF'S OFFICE

DESCRIPTION

Provides exceptional law enforcement services to the citizens of the County. Prevents crime and the fear of crime through innovative law enforcement efforts. Serves as the primary law enforcement agency for the County.

BOCC GOALS



OBJECTIVES

- ◆ Reduce illegal drug use and its affects.
- ◆ Reduce crashes on our roadways.
- ◆ Remove impaired drivers from our roadways.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2016
Illegal Drug Investigations Initiated	182	131		
Crash Prevention Initiatives	23	34		
DUI/Impaired Driver Initiatives	17	22		
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Actual FY 2016	Actual FY 2017
Illegal Drug Arrest Outcomes	3,992.00	3,600.00		
Crash Prevention Outcomes Citations Issued	2,013	1,995		
DUI/Impaired Driver Arrest Outcomes	514	400		

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Sheriff's Office					
Salaries	\$ 11,255,623	\$ 10,873,170	\$ 12,717,796	\$ 11,153,163	\$ 11,218,886
Operating	1,056,563	1,295,348	1,464,044	1,090,607	1,093,702
Vehicle Related	961,735	874,000	1,621,803	919,363	1,102,363
Contracted Services	143,209	107,500	174,298	107,500	163,598
Capital Outlay	1,036,921	699,200	2,441,084	1,210,394	1,000,394
Total	\$ 14,454,051	\$ 13,849,218	\$ 18,419,025	\$ 14,481,027	\$ 14,578,943
Total Expenditures as a percent of Total Operating Budget	6.03%	5.80%	7.27%	5.86%	5.91%

STAFFING

Sheriff's Office	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Sheriff	E	1.0	1.0	1.0	1.0	1.0
Assistant Sheriff Major	A	1.0	1.0	1.0	1.0	1.0
Deputy Sheriff Captain	SCPS	4.0	4.0	4.0	4.0	5.0
Deputy Sheriff Lieutenant	SLS	3.0	3.0	3.0	3.0	3.0
Deputy Sheriff First Sergeant	SSF	6.0	6.0	5.0	5.0	5.0
Deputy Sheriff Sergeant	SSS	12.7	12.7	12.7	12.7	12.7
Internal Affairs Investigator - Sergeant	SSS	1.0	1.0	1.0	1.0	1.0
Deputy Sheriff Corporal	SCS	15.0	15.0	15.0	15.0	15.0
Deputy Sheriff	SFS/SDS	82.0	82.0	103.0	83.0	82.0
Crime Scene Technician	809	2.0	2.0	3.0	2.0	2.0
Crime Analyst	809	0.0	0.0	1.0	0.0	0.0
Fleet Technician	801	1.0	1.0	1.0	1.0	1.0
Special Deputy	C	10.4	10.5	12.5	10.5	10.5
Civilian Academy Director	C	0.0	1.0	1.0	1.0	1.0
Evidence Property Manager	C	1.0	1.0	1.0	1.0	1.0
Criminal Intelligence Analyst	C	0.2	0.2	0.2	0.2	0.2
Property Room Assistant	C	0.4	0.4	0.4	0.4	0.4
Systems Analyst II	25	0.0	0.0	1.0	0.0	0.0
Civilian Public Information Officer	24	0.0	0.0	1.0	0.0	0.0
Executive Administrative Assistant I	22	0.0	1.0	1.0	1.0	1.0
Grants Manager	22	0.0	0.0	1.0	0.0	0.0
Executive Administrative Aide	21	1.0	0.0	0.0	0.0	0.0
Special Projects Coordinator	21	1.0	1.0	1.0	1.0	1.0
Communication Operator Supervisor	21	0.0	1.0	1.0	1.0	1.0
Civilian Duty Officer Supervisor	21	1.0	0.0	0.0	0.0	0.0
Civil Process Specialist	20	0.7	0.7	0.7	0.7	0.7
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
Victim Witness Advocate	20	0.0	0.0	1.0	0.0	0.0
Quartermaster (Civilian)	20	0.0	0.0	0.5	0.0	0.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	2.0	2.0	2.0	2.0	2.0
Office Assistant III	17	1.4	2.4	3.4	2.4	2.4
Office Assistant II	16	3.1	3.1	4.6	3.1	3.6
Communication Operator	16	0.0	5.0	7.0	5.0	5.0
Sheriff's Cadet	16	0.0	0.0	0.5	0.0	0.0
Civilian Duty Office Aide	16	5.0	0.0	0.0	0.0	0.0
Office Assistant I	15	1.0	1.0	1.0	1.0	1.0
Office Aide	13	2.0	1.0	1.0	1.0	1.0
TOTAL		160.9	161.9	195.4	161.9	162.4

DETENTION CENTER

DESCRIPTION

Protects the community through the safe and efficient housing of incarcerated individuals. Conducts daily security operations while demanding the highest level of professionalism and integrity from our staff.

BOCC GOALS



OBJECTIVES

- ◆ Manage and control the Detention Center in a cost efficient manner.
- ◆ Continue with the two-year plan to reduce the amount of court transports.
- ◆ Continue with the two-year plan by expanding programs with local courts and the State Attorney's Office to reduce recidivism rate of incarcerated individuals by providing educational opportunities and programs.
- ◆ Continue with the two-year plan to increase work release programs and improve screening processes and acceptance to reduce the tax burden on County taxpayers.
- ◆ Continue to develop and improve rehabilitative services (educational, substance abuse, self-help and mental health).

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Average Daily Population	249	202	240	250
Inmates processed (Intakes and Releases)	9,470	10,524	11,090	12,000
Inmate Transports (to include both ways)	5,753	5,564	5,720	5,940
Staff Initiated Maintenance Requests	624	633	645	650
Indigent Inmates	208	101	140	165
Incidents	1,788	2,137	2,420	2,560
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Work Release	84	78	82	88
Pre-trial and Home Detention Inmates	17	30	50	65
Volunteers	95	114	115	120
Jail Substance Abuse Program (JSAP)	211	168	175	185
Work Detail Inmates	215	210	210	210

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Detention Center					
Salaries	\$ 5,182,358	\$ 5,087,708	\$ 6,110,128	\$ 5,359,986	\$ 5,364,185
Operating	212,404	247,675	261,216	245,300	245,300
Utilities	349,868	445,000	461,000	461,000	461,000
Inmate Care	93,613	114,100	86,775	86,775	86,775
Food	351,152	360,000	358,000	358,000	358,000
Contracted Services	670,987	774,344	787,998	787,998	787,998
Capital Outlay	10,813	83,725	79,400	79,400	79,400
Total	\$ 6,871,195	\$ 7,112,552	\$ 8,144,517	\$ 7,378,459	\$ 7,382,658
Total Expenditures as a percent of Total Operating Budget	2.87%	2.98%	3.21%	2.99%	2.99%

STAFFING

Detention Center	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Detention Center Administrator	C	1.0	1.0	1.0	1.0	1.0
Captain Deputy Administrator	814	1.0	1.0	1.0	1.0	1.0
Correctional Lieutenant	CO5	2.0	2.0	2.0	2.0	2.0
Classification Supervisor	24	1.0	1.0	1.0	1.0	1.0
Correctional Sergeant	CO4	7.0	7.0	7.0	7.0	7.0
Correctional Corporal	CO3	11.0	11.0	11.0	11.0	11.0
Correctional Officer	CO2/CO1	51.0	51.0	69.0	53.0	53.0
Building Maintenance Mechanic	808	2.0	2.0	2.0	2.0	2.0
Work Release Supervisor	23	2.0	2.0	1.0	1.0	1.0
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Office Assistant III	17	2.0	2.0	2.0	2.0	2.0
Office Aide	13	2.0	2.0	1.0	1.0	1.0
Cook I	804	1.0	1.0	1.0	1.0	1.0
Custodian II	803	1.0	1.0	1.0	1.0	1.0
Custodian	11	0.6	0.5	0.5	0.5	0.5
TOTAL		87.6	87.5	103.5	87.5	87.5

ANIMAL CONTROL

DESCRIPTION

Enforces fairly and humanely the Animal Control laws, regulations and ordinances as set forth by the State of Maryland and the Board of County Commissioners for Calvert County.

BOCC GOALS



OBJECTIVES

- ◆ To reduce the number of animal bites in Calvert County by 10% within two years.
- ◆ Implement Animal Matters Hearing Board to hear violations of the County Ordinance and be in place within FY 2017.
- ◆ Create a County Animal Response Team (CART) and fully train volunteer citizens within three years to assist at times of disasters, both natural and man-made.
- ◆ Further expand participation in community events to provide instructional material about rabies, animal welfare and bite prevention.

PERFORMANCE MEASURES

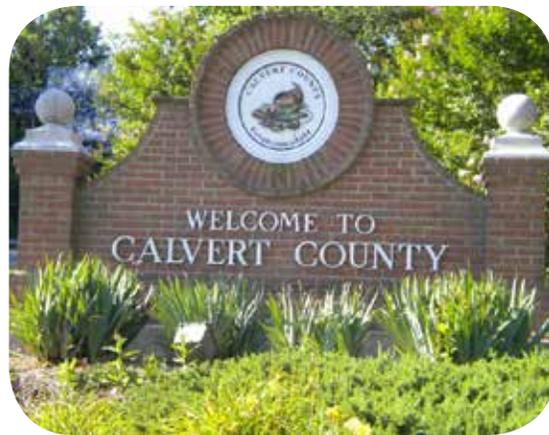
Program/Service Outputs: (services, units produced)				
	Actual CY 2014	Actual CY 2015	Projected CY 2016	Projected CY 2017
Number of animal bites	475	493	485	475
Sale of County Pet Licenses	3,000	3,050	3,100	3,150
Fees collected from County Pet Licenses and Citations	\$25,300	\$23,000	\$23,000	\$23,000
Number of calls for assistance	5,400	4,850	4,800	4,800
Number of animals running at large	800	765	750	735
Program/Service Outcomes: (based on objectives)				
	Actual CY 2014	Actual CY 2015	Projected CY 2016	Projected CY 2017
Create a bite prevention program to reduce the number of animal bites in the county.	N/A	N/A	25%	25%
Implement Animal Matters Hearing Board	N/A	N/A	50%	100%
Create training for a CART Team to assist at times of disasters.	N/A	N/A	5%	20%
Community events attended providing instructional information.	25	30	30	30

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Animal Control					
Salaries	\$ 325,133	\$ 354,481	\$ 399,101	\$ 363,572	\$ 363,572
Operating	17,428	29,600	50,564	29,600	29,600
Vehicle Related	42,855	46,500	53,700	38,250	38,250
Contracted Services	175,599	230,750	210,000	210,000	242,000
Capital Outlay	43,533	58,000	234,266	116,000	116,000
Total	\$ 604,548	\$ 719,331	\$ 947,631	\$ 757,422	\$ 789,422
Total Expenditures as a percent of Total Operating Budget	0.25%	0.30%	0.37%	0.31%	0.32%

STAFFING

Animal Control	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Animal Control Chief	24	0.0	1.0	1.0	1.0	1.0
Animal Control Officer II	22	1.0	0.0	0.0	0.0	0.0
Animal Control Officer	19	0.0	5.0	6.0	5.0	5.0
Animal Control Officer I	18	5.0	0.0	0.0	0.0	0.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
TOTAL		7.0	7.0	8.0	7.0	7.0



Provides cultural and recreational opportunities in addition to providing efficient facility maintenance and management.

GENERAL SERVICES



Tom Wisner Hall at Kings Landing



Calvert Marine Museum



Edward T. Hall Aquatic Center



Chesapeake Beach Railway Museum

[DIRECTOR OF GENERAL SERVICES](#)
[BUILDINGS & GROUNDS](#)
[MOSQUITO CONTROL](#)
[PARKS & RECREATION](#)
[CALVERT MARINE MUSEUM](#)
[NATURAL RESOURCES](#)
[RAILWAY MUSEUM](#)

DIRECTOR OF GENERAL SERVICES

DESCRIPTION

Oversees the operations and maintenance of all County offices, libraries, senior centers, community centers, parks, recreation areas, museums, natural resource sites and the County mailroom. Provides oversight and direction to the following divisions: Buildings & Grounds, Calvert Marine Museum, Natural Resources, Parks & Recreation, Chesapeake Beach Railway Museum and the Johnson Grass Program. Provides oversight for the County’s building-based capital projects.

BOCC GOALS



OBJECTIVES

- ◆ Construct an enclosed patio off the dining area at Southern Community Center, senior wing.
- ◆ Complete renovations for the new Harriet Brown Community Center.
- ◆ Begin renovations at the Prince Frederick (Company 4) Rescue Squad.
- ◆ Advertise bids for construction of Solomons Island Public Board Ramp.
- ◆ Convert facilities to Natural Gas Heat Source.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Number of pieces of outgoing mail processed	166,077	247,976	250,000	250,000
Number of copies made	789,262	790,000	790,000	792,000
Number of new capital improvement projects	7	11	15	17
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Customers with mail needs met in a cost-effective and timely manner	95%	97%	98%	98%
Customers with printing needs met in a cost effective and timely manner	95%	97%	98%	98%
Number of capital improvement projects initiated	7	15	18	18

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director of General Services					
Salaries	\$ 335,725	\$ 330,223	\$ 344,370	\$ 339,360	\$ 341,153
Operating	9,623	13,099	15,599	15,599	15,599
Contracted Services	10,581	22,827	33,573	33,573	33,573
Capital Outlay	20,734	-	780	-	-
Total	\$ 376,663	\$ 366,149	\$ 394,322	\$ 388,532	\$ 390,325
Total Expenditures as a percent of					
Total Operating Budget	0.16%	0.15%	0.16%	0.16%	0.16%

STAFFING

Director of General Services	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
General Services Director	C	1.0	1.0	1.0	1.0	1.0
Project Inspector I	810	1.0	1.0	1.0	1.0	1.0
Capital Project Supervisor	25	1.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant II	23	1.0	1.0	1.0	1.0	1.0
Mailroom Clerk	14	1.0	1.0	1.0	1.0	1.0
Mailroom Clerk (Hourly)	H10	0.0	0.0	0.4	0.0	0.0
TOTAL		5.0	5.0	5.4	5.0	5.0

BUILDINGS & GROUNDS

DESCRIPTION

Responsible for the custodial care, buildings and grounds maintenance, repair and renovation of County-owned and leased facilities with its staff and contractors. Provides these services to all county departments, the county libraries, the Sheriff's department, the circuit court system, County community centers, aquatic facilities and senior centers.

BOCC GOALS



OBJECTIVES

- ◆ Monitor air quality in county occupied office facilities.
- ◆ Continue to retrofit existing lighting with energy efficient lighting.
- ◆ Complete requested maintenance projects in county occupied facilities requested by county departments.
- ◆ Continue to add street scape landscaping along Maryland Route 4 in Solomons in increments of \$10,000 over a four year period with completion in FY 2019.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Number of work orders completed	2,850	2,900	3,212	4,154
Total square footage of facilities maintained	635,979	693,880	697,320	704,320
Total work force to which facility maintenance is provided	797	800	1,027	1,027
Number of fixed asset transfers performed	400	154	250	250
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Budgeted planned maintenance projects completed	100%	100%	100%	100%
Budgeted retrofitting of energy efficient lighting completed	100%	100%	100%	100%
Budgeted HVAC replacement projects completed	100%	100%	100%	100%

OPERATING BUDGET

	FY 2015	FY 2016	FY 2017	FY 2017	FY 2017
Expenditures	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
Buildings & Grounds					
Salaries	\$ 1,273,834	\$ 1,285,022	\$ 1,285,022	\$ 1,301,326	\$ 1,298,090
Operating	582,985	744,399	770,568	757,568	769,918
Utilities	1,119,330	1,233,164	1,283,344	1,283,344	1,283,344
Rent	455,012	524,222	544,090	544,090	544,090
Maintenance and Repair Projects	314,116	382,400	412,320	412,320	417,320
Contracted Services	561,875	630,963	671,528	671,528	671,528
Capital Outlay	123,867	44,500	152,000	152,000	152,000
Total	\$ 4,431,019	\$ 4,844,670	\$ 5,118,872	\$ 5,122,176	\$ 5,136,290
Total Expenditures as a percent of					
Total Operating Budget	1.85%	2.03%	2.02%	2.07%	2.08%

STAFFING

		FY 2015	FY 2016	FY 2017	FY 2017	FY 2017
Buildings & Grounds	Level	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
Building & Grounds - Division Chief	26	1.0	1.0	1.0	1.0	1.0
Building Maintenance Supervisor	25	1.0	1.0	1.0	1.0	1.0
Custodial Supervisor	24	1.0	1.0	1.0	1.0	1.0
Grounds Maintenance Supervisor	22	1.0	1.0	1.0	1.0	1.0
HVAC Master Mechanic	22	3.0	3.0	3.0	3.0	3.0
Master Electrician	22	1.0	1.0	1.0	1.0	1.0
Building Maintenance Mechanic	20	2.0	2.0	2.0	2.0	2.0
Buildings & Grounds Maintenance Worker II	18	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Buildings & Grounds Maintenance Worker I	16	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
Buildings & Grounds Worker II	14	1.0	1.0	1.0	1.0	1.0
Fixed Asset Transfer Worker	14	1.0	1.0	1.0	1.0	1.0
Buildings & Grounds Worker I	13	3.0	3.0	3.0	3.0	3.0
Custodian	11	10.0	10.0	10.0	10.0	10.0
Custodian (Temporary)	n/a	0.4	0.4	0.4	0.4	0.4
Grounds Maintenance Worker (Hourly)	H05	0.6	0.6	0.6	0.6	0.6
TOTAL		30.0	30.0	30.0	30.0	30.0

MOSQUITO CONTROL

DESCRIPTION

Promotes effective and environmentally sound control of disease-transmitting and pestiferous mosquitoes. Enhances public interest, awareness, and support for the control of mosquitoes, through our meetings, training and education of the public as we provide services. Committed to an integrated approach that includes physical, biological and chemical control options to reduce the mosquito population throughout Calvert County.

BOCC GOALS



OBJECTIVES

- ◆ Continue community outreach presentations to educate homeowners on the habits and biology of the Asian tiger mosquito and West Nile Virus.
- ◆ Complete all scheduled spray routes.
- ◆ Reduction of chemical usage by continuous testing via light traps and landing rate counts.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual CY 2014	Actual CY 2015	Projected CY 2016	Projected CY 2017
Number of citizen inquiries received with increased community education	241	208	250	250
Number of spray routes scheduled	1,045	1,266	1,200	1,200
Number of light trap and landing rate testing counts	622	1,162	1,200	1,200
Program/Service Outcomes: (based on objectives)				
	Actual CY 2014	Actual CY 2015	Projected CY 2016	Projected CY 2017
Citizen inquiries responded to within one (1) business day	100%	100%	100%	100%
Community spraying completed as scheduled	94%	98%	100%	100%
Test counts under action threshold	62%	20%	35%	35%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Mosquito Control					
Salaries	\$ 117,062	\$ 144,895	\$ 144,895	\$ 144,338	\$ 144,338
Operating	18,522	27,056	27,056	23,796	23,796
Chemicals	16,620	24,156	24,156	24,156	24,156
Contracted Services	2,778	625	2,925	2,925	2,925
Capital Outlay	21,896	22,000	27,100	27,100	27,100
Total	\$ 176,878	\$ 218,732	\$ 226,132	\$ 222,315	\$ 222,315
Total Expenditures as a percent of Total Operating Budget	0.07%	0.09%	0.09%	0.09%	0.09%

STAFFING

Mosquito Control	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Supervisor of Mosquito Control	21	1.0	1.0	1.0	1.0	1.0
Office Assistant III	17	1.0	1.0	1.0	1.0	1.0
Lead Truck Driver (Seasonal)	H10	0.4	0.4	0.4	0.4	0.4
Pest Management Technician (Seasonal)	H07	0.3	0.2	0.2	0.2	0.2
Truck Driver Operator II/I (Seasonal)	H07/05	1.4	1.5	1.5	1.5	1.5
TOTAL		4.1	4.1	4.1	4.1	4.1

PARKS & RECREATION

DESCRIPTION

Provides healthful, enjoyable and lifetime leisure activities to our entire community through a comprehensive program of recreational activities in the community centers, the public schools and the County parks. Manages the County’s five community centers; and manages, maintains, and develops the County’s active recreation parks, pools, beach and campground, as well as an 18-hole golf course, driving range and clubhouse facility.

BOCC GOALS



OBJECTIVES

- ◆ Provide a wide variety of recreational programs.
- ◆ Provide a high level of customer service to the public.
- ◆ Provide high quality recreational facilities including the Indoor Aquatic Center and Chesapeake Hills Golf Course.
- ◆ Participate in community events.
- ◆ Golf Course: Increase the number of golf rounds played annually and provide quality golf instructional programs

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Provide quality recreation programs for the citizens of Calvert County	3,395	3,569	3,650	3,700
Increase the number of enrollments in recreation programs	18,572	18,216	19,000	19,500
Increase the number of participants in open and drop-in programs	25,598	36,448	38,000	39,000
Number of staff trained in customer service	N/A	17	75	75
Completed capital projects	5	2	6	5
Increase number of community events Parks & Recreation participation from previous years	N/A	52	65	80
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Implement a customer service program for staff	N/A	10%	90%	100%
Complete capital budget projects as approved by Commissioners	80%	100%	100%	100%
Implement a diverse program of recreational activities	100%	100%	100%	100%
Implement community involvement programs	N/A	40%	65%	80%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Parks & Recreation					
Salaries	\$ 2,666,931	\$ 3,033,521	\$ 3,227,392	\$ 2,989,676	\$ 2,994,503
Operating	447,793	447,788	462,850	453,539	453,539
Utilities	180,845	180,191	194,604	194,604	194,604
Maintenance and Repair Projects	64,536	85,000	85,000	85,000	85,000
Contracted Services	50,524	104,357	76,000	76,000	76,000
Capital Outlay	45,839	74,152	98,937	55,100	55,100
Total	\$ 3,456,468	\$ 3,925,009	\$ 4,144,783	\$ 3,853,919	\$ 3,858,746
Total Expenditures as a percent of Total Operating Budget	1.44%	1.64%	1.64%	1.56%	1.56%

STAFFING

Parks & Recreation	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Division Chief - Parks & Recreation	29	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	26	1.0	1.0	1.0	1.0	1.0
Business Manager	25	0.6	0.6	0.6	0.6	0.6
Park Supervisor	26	0.0	0.0	0.0	0.0	1.0
Park Supervisor	25	1.0	1.0	1.0	1.0	0.0
Aquatics Supervisor	24	1.0	1.0	1.0	1.0	1.0
Park Maintenance Coordinator	23	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	23	3.0	3.0	3.0	3.0	3.0
Sports Coordinator	23	1.0	1.0	1.0	1.0	1.0
Therapeutic Recreational Specialist	23	1.0	1.0	1.0	1.0	1.0
Assistant Therapeutic Recreational Specialist	21	1.0	1.0	1.0	1.0	1.0
Executive Administrative Aide	21	1.0	1.0	1.0	1.0	1.0
Recreation Assistant Coordinator	21	3.0	3.0	3.0	3.0	3.0
Sports Assistant Coordinator	21	1.0	1.0	1.0	1.0	1.0
Recreation Automation Specialist	21	1.0	1.0	1.0	1.0	1.0
Building Maintenance Mechanic	20	1.0	1.0	1.0	1.0	1.0
Account Technician I	19	1.0	1.0	1.0	1.0	1.0
Buildings & Grounds Lead Worker	16	3.0	3.0	3.0	3.0	3.0
Buildings Maintenance Worker I	16	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	3.0	3.0	3.0	3.0	3.0
Recreation Facility Coordinator	16	6.0	6.0	4.1	4.1	4.1
Turf Management Specialist	16	0.0	0.0	1.0	0.0	0.0
Buildings & Grounds Worker II	14	5.0	5.0	5.0	5.0	5.0
Facility Coordinator II	14	1.0	1.0	1.0	1.0	1.0
Front Desk Attendant (Part-time)	14	2.4	3.1	2.9	2.9	2.9
Building Coordinator (Hourly)	12	0.0	0.0	4.0	4.0	4.0
Building Supervisor (Part-time)	12	9.7	8.5	8.5	8.5	8.5
Custodian	11	2.8	3.2	3.2	3.2	3.2
Customer Service Attendant III (Hourly)	H09	0.5	0.5	2.5	2.5	2.5
Recreation Aide (Hourly)	H07	1.2	1.2	1.2	1.2	1.2
Facility Coordinator I (Hourly / Seasonal)	H05	5.2	5.4	6.8	5.4	5.4
Grounds Maintenance Worker (Seasonal)	H05	8.8	8.7	8.6	8.6	8.6
TOTAL		69.2	69.2	75.4	73.0	73.0

CALVERT MARINE MUSEUM

DESCRIPTION

Collect, preserve, research and interpret the cultural and natural history of Southern Maryland. Dedicated to the presentation of our three themes: regional paleontology, estuarine life of the tidal Patuxent River and adjacent Chesapeake Bay, as well as the maritime history of these waters.

BOCC GOALS



OBJECTIVES

- ◆ Work to maintain all county Calvert Marine Museum facilities, including our historic sites while using grants and private funding to leverage investment.
- ◆ Encourage cultural engagement by scheduling adult PEM Talks, which create an opportunity for people to learn about relevant issues from experts in the field.
- ◆ Provide ongoing service by creating opportunities for families to learn and enjoy themselves through the programs, exhibits and events we offer year-round.
- ◆ Provide important educational opportunities to students, visitors, and citizens of all ages through our programs, the Chesapeake Bay Field Lab, pre-school programs, Road Scholar programs and more.
- ◆ Provide the public with ample opportunities for recreation and leisure through our public sails and cruises on the Patuxent River using the *Wm. B. Tennison* and *Dee of St. Marys*.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Annual utility costs in Exhibition Building	\$ 132,509	\$ 140,941	\$ 121,000	\$ 120,000
Museum Memberships	2,738	2,706	2,875	2,875
Participation in educational programs and events	46,515	45,916	45,500	45,500
Number of Active Volunteers	318	360	420	420
Museum Attendance	58,326	77,132	77,000	77,000
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Increase recycling, and provide demonstration projects	N/A	90%	95%	95%
Visitors become more actively engaged as members, visit more often, and take advantage of programs more often	70%	75%	80%	80%
Students learn about their history and become better stewards of the environment	95%	95%	95%	95%
Volunteers invest hours, talent, energy in the museum, enhancing and expanding our offerings	95%	95%	95%	95%
Use social media, events, programs to bring in target audience	15%	25%	35%	35%

OPERATING BUDGET

	FY 2015	FY 2016	FY 2017	FY 2017	FY 2017
Expenditures	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
Calvert Marine Museum					
Salaries	\$ 2,089,265	\$ 2,173,349	\$ 2,173,349	\$ 2,049,943	\$ 2,113,560
Operating	182,358	211,160	209,550	207,800	207,800
Utilities	177,467	195,567	194,750	194,750	194,750
Maintenance and Repair Projects	33,765	25,237	31,200	31,200	31,200
Contracted Services	59,125	50,070	49,650	49,650	49,650
Capital Outlay	27,880	25,000	20,710	5,000	5,000
Total	\$ 2,569,860	\$ 2,680,383	\$ 2,679,209	\$ 2,538,343	\$ 2,601,960
Total Expenditures as a percent of					
Total Operating Budget	1.07%	1.12%	1.06%	1.03%	1.05%

STAFFING

		FY 2015	FY 2016	FY 2017	FY 2017	FY 2017
Calvert Marine Museum	Level	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
COUNTY EMPLOYEES:						
Marine Museum Director	C	1.0	1.0	1.0	1.0	1.0
Deputy Director Education & Special Programs	27	1.0	1.0	1.0	1.0	1.0
Curator Estuarine Biology	26	1.0	1.0	1.0	1.0	1.0
Business Manager	25	1.0	1.0	1.0	1.0	1.0
Curator Paleontology	25	1.0	1.0	1.0	1.0	1.0
Physical Plant Supervisor	25	1.0	1.0	1.0	1.0	1.0
Curator Exhibitions	24	1.0	1.0	1.0	1.0	1.0
Curator Maritime History	24	1.0	1.0	1.0	1.0	1.0
Aquarist	22	3.0	3.0	3.0	3.0	3.0
Group & Visitor Services Coordinator	22	0.0	1.0	1.0	1.0	1.0
Museum Carpenter Preparator	22	0.0	0.0	1.0	1.0	1.0
Model Maker	22	1.0	1.0	0.0	0.0	0.0
Exhibit & Special Programs Interpreter	21	0.0	1.0	1.0	1.0	1.0
Group Services Coordinator	21	1.0	0.0	0.0	0.0	0.0
Museum Registrar	21	1.0	1.0	1.0	1.0	1.0
Exhibit Interpreter II	20	3.0	2.0	2.0	2.0	2.0
Exhibit Technician I	19	1.0	1.0	1.0	1.0	1.0
Exhibit Interpreter I (Full-Time)	18	1.0	1.0	0.0	0.0	0.0
Exhibit Interpreter I (Part Time)	18	1.5	1.2	1.2	1.2	1.2
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Office Assistant III	17	1.0	1.0	1.0	1.0	1.0
Buildings & Grounds Lead Worker	16	1.0	1.0	1.0	1.0	1.0
Model Shop Attendant/Weekend Curator	13	0.6	0.6	0.6	0.6	0.6
Custodian	11	2.4	2.4	2.4	2.4	2.4
Captain, Tennison (Seasonal)	n/a	0.5	0.6	0.5	0.5	0.5
Mate, Tennison (Seasonal)	n/a	0.5	0.6	0.5	0.5	0.5
COUNTY EMPLOYEES:		27.5	27.3	26.1	26.1	26.1
BOARD OF GOVERNORS EMPLOYEES:		7.6	8.4	7.3	7.3	7.3
SOCIETY EMPLOYEES:		7.4	6.6	7.0	7.0	7.0
TOTAL		42.5	42.3	40.4	40.4	40.4

NATURAL RESOURCES

DESCRIPTION

Preserves, manages and operates the natural resource areas. Provides compatible outdoor recreation and educational opportunities for the public. Areas/Sites managed: Battle Creek Cypress Swamp Sanctuary, Flag Ponds Nature Park, Kings Landing Park, Biscoe Gray Heritage Farm, Nan’s Cove, Solomons Boat Ramp and Fishing Pier, Hughes Tree Farm, Hutchins Pond and Ward Farm Recreation and Nature Park.

BOCC GOALS



OBJECTIVES

- ◆ Provide curriculum-based educational field experiences for all 1st, 3rd, & 5th grade classes in Calvert County Public Schools throughout the school-year.
- ◆ Schedule at least 100 outdoor recreation and environmental education programs at each nature park for the general public (ages 18 months through adult) throughout the year.
- ◆ Offer a comprehensive volunteer program to include job descriptions, recruitment, training, evaluation, and recognition objectives to expand volunteer opportunities throughout the Natural Resources Division. For FY 2017, coordinate at least 50 volunteer opportunities to engage 80 volunteers in park stewardship, ecological monitoring, and educational programs providing over 2500 hours of service throughout the year. The goal is by 2020 to engage over 100 volunteers in 5,000 hours of service.
- ◆ Implement Year One of the six-year plan of the Natural Resources components of the Ward Farm Recreation and Nature Park Master Plan including budget requirements (CIP & Operating) and identifying support (funding & in-kind) opportunities from other organizations.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Percentage of Calvert County 1st, 3rd and 5th grade classes	100%	100%	100%	100%
Number of Public Programs	140	164	130	130
Number of Volunteers	N/A	60	72	80
Number of Volunteer Hours	N/A	2,000	2,200	2,500
Number of Volunteer Workshops and Activities	N/A	40	45	50
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Students will achieve the curriculum standard indicators established for each field trip	yes	yes	yes	yes
Citizens will learn about the ecology of Calvert County via naturalist-led activities that explore the different nature parks	yes	yes	yes	yes
Volunteers will be engaged in a variety of projects to promote and protect the natural and cultural heritage of Calvert County	N/A	N/A	yes	yes
Natural Resources components of the Ward Farm Recreation and Nature Park will be developed.	N/A	N/A	yes	15%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Natural Resources					
Salaries	\$ 637,505	\$ 628,106	\$ 635,862	\$ 654,414	\$ 655,819
Operating	7,396	78,825	78,625	75,675	75,675
Utilities	44,202	46,050	49,250	49,250	49,250
Maintenance and Repair Projects	8,453	7,500	12,500	12,500	12,500
Contracted Services	65,555	7,500	7,500	7,500	7,500
Capital Outlay	20,892	31,158	33,000	33,000	33,000
Total	\$ 784,003	\$ 799,139	\$ 816,737	\$ 832,339	\$ 833,744
Total Expenditures as a percent of Total Operating Budget	0.33%	0.33%	0.32%	0.34%	0.34%

STAFFING

Natural Resources	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Natural Resources - Division Chief	27	1.0	1.0	1.0	1.0	1.0
Naturalist II	24	1.0	1.0	1.0	1.0	1.0
Naturalist I	22	3.0	3.0	3.0	3.0	3.0
Park Manager	22	2.0	2.0	2.0	2.0	2.0
Building & Grounds Worker II	18	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
Nature Center Aide	14	0.2	0.2	0.6	0.6	0.6
Naturalist (Hourly)	H13	1.0	1.0	0.8	0.8	0.8
Park Ranger (Hourly)	H07	0.5	0.8	1.2	1.2	1.2
Grounds Maintenance Worker (Hourly)	H05	0.8	0.8	0.8	0.8	0.8
Park Technician (Hourly)	H05	0.5	0.5	1.8	1.8	1.8
Park Aide I (Hourly)	H04	1.0	1.2	0.0	0.0	0.0
Summer Co-Op Students	n/a	0.5	0.5	0.5	0.5	0.5
TOTAL		13.4	13.9	14.6	14.6	14.6

RAILWAY MUSEUM

DESCRIPTION

A public educational locally-oriented museum which collects, preserves, interprets and exhibits objects that relate to the culture and technological history of northern Calvert County. Interpretive emphasis is placed on the history of the Chesapeake Beach Railway, the towns and resorts of Chesapeake Beach and North Beach as well as general topics of railroad and local history. The museum is also dedicated to the preservation of the historic structures and grounds of the Chesapeake Beach Railway depot/station building which include Dolores, the historic railcar.

BOCC GOALS



OBJECTIVES

- ◆ Continue the conservation and preservation of the Chesapeake Beach Railway Museum historic building and grounds along with the passenger railcar, Dolores.
- ◆ Continue to improve and expand children’s programs and special events.
- ◆ Expand adult program series and outreach programs to include cooperative efforts.
- ◆ Continue the Collections Management Program with acquisitions of artifacts and conservation best practices.
- ◆ Continue to expand and improve the administrative and operational functions of the Museum to include the collections process and recordation, along with maintenance requirements and procedures.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Visitors	11,570	13,833	1,400	1,400
Number of Special Programs	50	53	50	50
Participants in Programs	6,822	8,778	5,000	5,000
Number of States Represented by Visitors	37	38	42	35
Number of Countries Represented by Visitors	9	13	16	10
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Annual Theme Events	16	16	16	16
Hospitality Tours	7	5	5	5
Website Hits (Average visit to site per day everytime)	16,505	19,254	25,000	25,000
Website Hits (Average visit to site per day per person)	10,094	12,046	1,000	1,000
Outreach Programs	18	21	12	12

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Railway Museum					
Salaries	\$ 108,055	\$ 106,834	\$ 106,834	\$ 108,891	\$ 108,891
Operating	12,193	13,130	13,830	13,830	13,830
Utilities	4,031	7,000	6,000	6,000	6,000
Contracted Services	29,525	27,046	28,246	28,246	28,246
Capital Outlay	-	-	-	-	-
Total	\$ 153,804	\$ 154,010	\$ 154,910	\$ 156,967	\$ 156,967
Total Expenditures as a percent of Total Operating Budget	0.06%	0.06%	0.06%	0.06%	0.06%

STAFFING

Railway Museum	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Curator Railway Museum	23	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
TOTAL		2.0	2.0	2.0	2.0	2.0



Manages capital construction projects and maintains the public infrastructure and transportation system.

PUBLIC WORKS



Calvert County Highway Maintenance

[ENGINEERING](#)
[PROJECT MANAGEMENT](#)
[HIGHWAY MAINTENANCE](#)
[FLEET MAINTENANCE](#)

ENGINEERING

DESCRIPTION

Provides Calvert County citizens with cost-effective, safe, quality, and environmentally friendly facilities, infrastructure and services through creative planning, quality design, efficient construction, and proper maintenance in a team oriented environment.

BOCC GOALS



OBJECTIVES

- ◆ Process road Public Works Agreements (PWA) within 30 days.
- ◆ Continue to provide professional review of subdivision and site plans.
- ◆ Continue to supervise all public facilities construction and maintenance projects.
- ◆ Review road plans within 90 days.
- ◆ Continue to design and construct county roadways.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Public Works / Maintenance Agreements submitted for review	10	9	18	15
Minor subdivisions submitted for development review	21	16	20	20
Major subdivisions submitted for development review	4	1	2	2
Commercial site plans submitted for review	23	19	23	23
Residential / Commercial Grading Permits submitted for review	558	684	710	745
Road Plans submitted for review	2	3	8	6
As-Builts Road Completion Certifications	16	9	11	13
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Road PWA's processed within 30 days	4	2	8	10
Review of major and minor subdivision plans within 45 days	25	31	22	25
Initial review of revised commercial site plans	8	3	5	5
Additional review of revised commercial site plans	10	2	5	5
Initial review of road plans within 90 days	8	15	25	30
Additional review of road plans	173	171	150	165
Initial review of As-Built Plans within 14 days	10	4	6	8
Additional review of revised As-Built Plans	4	0	1	1

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director of Engineering/Public Works					
Salaries	\$ 945,646	\$ 1,121,498	\$ 1,117,809	\$ 1,220,056	\$ 1,120,349
Operating	73,405	71,749	67,158	66,158	66,158
Contracted Services	19,721	52,497	52,400	52,400	52,400
Capital Outlay	1,965	7,941	32,490	32,490	32,490
Total	\$ 1,040,737	\$ 1,253,685	\$ 1,269,857	\$ 1,371,104	\$ 1,271,397
Total Expenditures as a percent of					
Total Operating Budget	0.43%	0.52%	0.50%	0.56%	0.52%

STAFFING

Engineering	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Public Works - Director	C	1.0	1.0	1.0	1.0	1.0
Engineering Deputy Director	C	1.0	1.0	1.0	1.0	1.0
Enterprise Fund Deputy Director	C	1.0	1.0	1.0	1.0	1.0
Environment Deputy Director	C	0.0	0.0	1.0	1.0	0.0
Engineering Division Chief	C	0.0	0.0	1.0	1.0	1.0
Engineering Division Chief	28	1.0	1.0	0.0	0.0	0.0
Project Engineer II	27	4.0	5.0	5.0	5.0	5.0
Project Engineer I	25	1.0	1.0	1.0	1.0	1.0
Traffic Engineering Technician	22	1.0	1.0	1.0	1.0	1.0
Site Engineering Technician	22	1.0	0.0	0.0	0.0	0.0
Executive Administrative Assistant	22	1.0	1.0	1.0	1.0	1.0
Executive Administrative Aide	21	1.0	1.0	1.0	1.0	1.0
Road Construction Agree Coordinator	20	1.0	1.0	1.0	1.0	1.0
Road Inventory Clerk (Seasonal)	n/a	0.6	0.6	0.6	0.6	0.6
TOTAL		14.6	14.6	15.6	15.6	14.6

PROJECT MANAGEMENT

DESCRIPTION

Reviews and approves all grading and utility permit applications for single family dwellings, commercial sites, mass grading plans, road construction, and County right-of-way utility cuts. Inspectors provide assurance to the citizens of Calvert County that construction and County contracted work related to this Division meets the highest standards and complies with the County's Department of Public Works Road Ordinance, the Erosion and Sediment Control Ordinance, and the Storm Water Management Guidelines.

BOCC GOALS



OBJECTIVES

- ◆ Provide excellent customer service to all citizens of Calvert County.
- ◆ Ensure the highest quality standards and specifications are met with contractors.
- ◆ Ensure specifications and design standards for new subdivision streets are met.
- ◆ Ensure that all grading and storm water inspections are in compliance with the Erosion and Sediment Control and Storm Water Management Ordinances.
- ◆ Ensure that the Rental Service and other contracts to include paving, guardrail, and tree trimming are performed with quality, quantity and in a safe and cost effective manner.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Approved Grading Permits	591	735	700	750
Utility Permits Issued	231	208	275	250
Grading Inspections	3,328	2,688	3,000	3,300
Utility Inspections	605	614	650	660
Inspector Response to Complaints	525	312	320	325
Inspections performed of final stage roadway inspections outside of daily site visits	46	48	50	53
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Manage and inspect resurfacing of County roadways (in miles)	19	20	25	25
Final stage roadway inspections in addition to daily site visits to new subdivisions	102	107	110	120
New subdivision roads receiving final approval and accepted into County's Road inventory system	6	7	17	12

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Project Management					
Salaries	\$ 471,740	\$ 435,275	\$ 435,275	\$ 436,493	\$ 437,777
Operating	7,797	11,860	14,596	14,596	14,596
Vehicle Related	26,482	24,360	24,360	20,120	20,120
Capital Outlay	27,543	22,000	-	-	-
Total	\$ 533,562	\$ 493,495	\$ 474,231	\$ 471,209	\$ 472,493
Total Expenditures as a percent of					
Total Operating Budget	0.22%	0.21%	0.19%	0.19%	0.19%

STAFFING

Project Management	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Construction Project Division Chief	26	1.0	1.0	0.0	0.0	0.0
Construction Project Supervisor	25	0.0	0.0	1.0	1.0	1.0
Public Works Inspector II	22	6.0	6.0	6.0	6.0	6.0
TOTAL		7.0	7.0	7.0	7.0	7.0

HIGHWAY MAINTENANCE

DESCRIPTION

Oversees the maintenance and care of the County's road network. Maintains over 900 lane miles as follows: improves drainage, repairs pot holes, maintains roadside shoulders, performs roadside mowing, maintains roadway guardrails, roadway line stripping, maintains road signage, litter pickup, and cuts back roadside trees. Responds to all emergency weather related situations such as snow removal, fallen trees and roadway flooding to name a few.

BOCC GOALS



OBJECTIVES

- ◆ Continue to maintain all roads in a safe, reliable condition by debris removal, road patching and paving, as well as proper and adequate signage.
- ◆ Maintain grassy areas by mowing in a timely manner to assure good sight distance for visibility.
- ◆ Install and maintain new drainage systems to assist with proper stormwater management.
- ◆ Keep trees trimmed and cut back on all County roadways.
- ◆ Ensure all signage throughout the County meets required standards.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Tree Removal Trimming (work orders)	811	860	1,000	750
Road Side Mowing (acres)	4,020	4,300	4,020	4,300
Drainage Repairs and Installations (work orders)	407	804	400	500
Signage Installation and Maintenance (work orders)	606	748	350	600
Asphalt Repairs (work orders)	370	540	520	450
Roadside Trash Removal (acres)	1,040	1,295	2,000	1,040
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Citizens request completed	4,020	1,285	1,500	1,500
In-house maintenance projects	4,020	4,672	4,000	3,700
Average work orders per month	335	389	333	308
Pending work orders	250	190	100	100

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Highway Maintenance					
Salaries	\$ 1,616,846	\$ 1,681,387	\$ 1,681,387	\$ 1,723,808	\$ 1,726,840
Operating	214,176	58,784	58,784	58,784	63,784
Vehicle Related	401,528	352,154	372,154	332,154	332,154
Utilities	17,242	23,030	23,030	23,030	23,030
Road Maintenance and Repairs	1,009,502	478,717	478,717	478,717	478,717
Paving	485,526	-	2,682,006	2,682,006	2,000,000
Snow Removal Supplies & Contractors	744,063	412,250	412,250	638,450	1,059,054
Rental Service Contract	179,915	180,000	180,000	180,000	180,000
Contracted Services	143,253	201,400	201,400	201,400	201,400
Capital Outlay	156,355	160,480	812,737	812,737	856,737
Total	\$ 4,968,406	\$ 3,548,202	\$ 6,902,465	\$ 7,131,086	\$ 6,921,716
Total Expenditures as a percent of					
Total Operating Budget	2.07%	1.49%	2.72%	2.89%	2.80%
Highway Lighting					
Utilities	\$ 268,066	\$ 261,250	\$ 275,000	\$ 275,000	\$ 275,000
Total	\$ 268,066	\$ 261,250	\$ 275,000	\$ 275,000	\$ 275,000
Total Expenditures as a percent of					
Total Operating Budget	0.11%	0.11%	0.11%	0.11%	0.11%

STAFFING

Highway Maintenance	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Highway Maintenance Division Chief	813	1.0	1.0	1.0	1.0	1.0
Highway Maintenance Supervisor	810	2.0	2.0	2.0	2.0	2.0
Sign Shop Supervisor	807	1.0	1.0	1.0	1.0	1.0
Highway Maintenance Crew Leader I	806	4.0	4.0	4.0	4.0	4.0
Highway Equipment Operator	804	5.0	5.0	5.0	5.0	5.0
Litter Control Coordinator	804	1.0	1.0	1.0	1.0	1.0
Highway Laborer/Operator	803	12.0	12.0	12.0	12.0	12.0
Highway Maintenance Worker	802	7.0	7.0	7.0	7.0	7.0
Highway Maintenance Service Coordinator	19	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
TOTAL		35.0	35.0	35.0	35.0	35.0

FLEET MAINTENANCE

DESCRIPTION

Provides premium quality repair and service on over 400 vehicles to assure customer safety and satisfaction. Encourage regular checks on the vehicle and performs safety inspections on our customers' vehicles during each service, which occurs every 5,000 miles. Ensures that fuel is available at all times for county vehicles and works with all of the vehicle end users to ensure that the proper vehicle is purchased for the intended purpose.

BOCC GOALS



OBJECTIVES

- ◆ Maintain an effective preventative maintenance program to ensure safety in all County vehicles.
- ◆ Ensure that fuel is available for all County vehicles at all times.
- ◆ Limit the number of repairs sent to outside vendors to a 10% increase from the previous fiscal year.
- ◆ Increase the number of in-house work orders completed from the previous fiscal year.
- ◆ Assist other divisions with vehicle specifications to ensure the proper vehicle is purchased for its use.

PERFORMANCE MEASURES

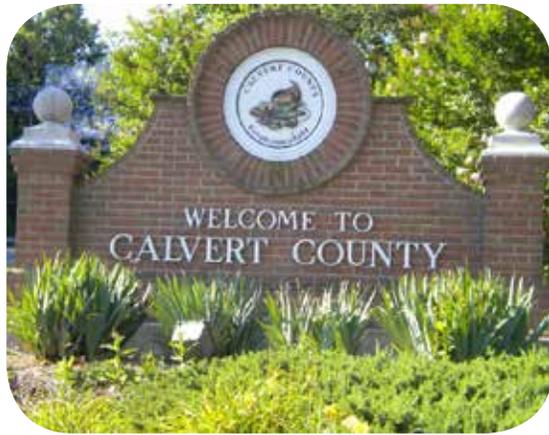
Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Preventative services performed	957	967	1,010	1,050
Gallons of fuel purchased	473,273	487,211	490,000	500,000
Jobs sent to outside vendors	271	328	384	400
Work orders completed	2,042	2,245	2,300	2,400
Vehicles purchased in fiscal year	25	35	26	40
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Safety related motor vehicle accidents	0	0	0	0
Fuel shortages at any dispenser	0	0	0	0
Increase or decrease in jobs sent to outside vendors	35%	21%	17%	4%
Increase or decrease in work orders completed	-2%	10%	3%	3%
Vehicles matched to jobs	21	35	26	40

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Fleet Maintenance					
Salaries	\$ 497,552	\$ 499,130	\$ 501,480	\$ 515,186	\$ 517,078
Operating	21,055	19,030	28,376	27,101	27,101
Vehicle Related	(117,090)	27,450	25,100	25,100	25,100
Utilities	29,343	29,360	29,360	29,360	29,360
Contracted Services	19,431	17,500	17,500	17,500	17,500
Capital Outlay	8,466	-	-	-	-
Total	\$ 458,757	\$ 592,470	\$ 601,816	\$ 614,247	\$ 616,139
Total Expenditures as a percent of Total Operating Budget	0.19%	0.25%	0.24%	0.25%	0.25%

STAFFING

Fleet Maintenance	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Fleet Maintenance - Division Chief	C	0.0	0.0	1.0	1.0	1.0
Fleet Maintenance - Division Chief	813	1.0	1.0	0.0	0.0	0.0
Equipment Repair Supervisor	810	1.0	1.0	1.0	1.0	1.0
Equipment Mechanic II	808	2.0	2.0	2.0	2.0	2.0
Equipment Mechanic I	806	2.0	2.0	2.0	2.0	2.0
Fleet Maintenance Service Specialist	21	1.0	1.0	1.0	1.0	1.0
Inventory Control Clerk	18	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
TOTAL		9.0	9.0	9.0	9.0	9.0



Oversees the County's economic development, marketing, business retention and tourism programs.

Calvert Cliffs Nuclear Power Plant



Dominion Cove Point LNG



Patuxent Business Park

ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT

DESCRIPTION

Enhances and diversifies the economy of Calvert County. Promotes quality economic development and tourism, increases the commercial tax base and provides new employment opportunities for residents. Administers the county's economic development, marketing, business retention, tourism and public information programs.

BOCC GOALS



OBJECTIVES

- ◆ Conduct strategic outreach to secure new business and capital investment to Calvert County.
- ◆ Increase in-county jobs.
- ◆ Execute the 11th Annual Business Appreciation Week.
- ◆ Continue to expand outreach efforts for county government activities through electronic media.
- ◆ Evaluate marketing mix to continue to foster business growth and increase tourism visitation.

PERFORMANCE MEASURES

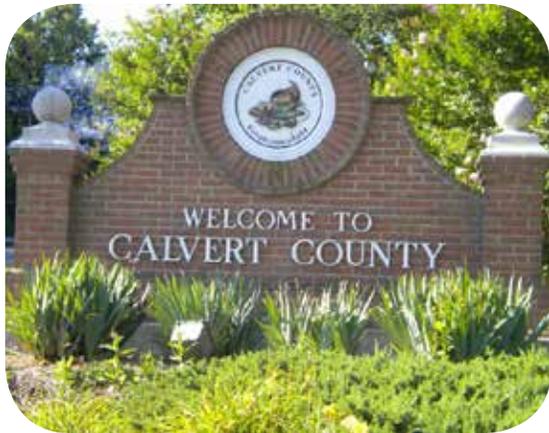
Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Tourism visitors to the County	393,635	418,503	422,688	426,915
Electronic newsletters	21	20	20	20
Visitors Guide distributed	176,000	150,000	150,000	150,000
Business seminars held	Yes	Yes	Yes	Yes
Business assistance provided	216	255	200	200
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Capital investment	\$38,472,895	\$46,943,250	\$49,290,413	\$51,754,933
New business growth (maintain business growth rate)	4,550	4,766	4,791	4,816
Commercial Real Property Tax base (maintain steady growth)	\$1,306.4M	\$1,296.2M	\$1,309.1M	\$1,322.2M
Increase SBDC referrals to strengthen existing businesses and assist start-ups	39	43	50	50
Re-evaluate marketing mix to increase visitor counts	393,635	418,503	422,688	426,915

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Economic Development					
Salaries	\$ 771,487	\$ 815,131	\$ 890,653	\$ 835,164	\$ 858,966
Operating	126,615	258,116	313,000	261,000	261,000
Advertising	31,763	52,500	171,000	46,000	46,000
Chamber of Commerce	96,566	99,284	-	-	-
Small Business Development Center	20,900	21,000	38,900	21,000	21,000
Contracted Services	58,968	50,000	60,000	55,000	55,000
Capital Outlay	6,499	12,166	20,985	10,985	10,985
Total	\$ 1,112,798	\$ 1,308,197	\$ 1,494,538	\$ 1,229,149	\$ 1,252,951
Total Expenditures as a percent of					
Total Operating Budget	0.46%	0.55%	0.59%	0.50%	0.51%

STAFFING

Economic Development	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Economic Development - Director	C	1.0	1.0	1.0	1.0	1.0
Business Development Manager	28	1.0	1.0	1.0	1.0	1.0
Marketing Communication Specialist	27	1.0	1.0	1.0	1.0	1.0
Business Retention Specialist	25	1.0	1.0	1.0	1.0	1.0
Tourism Program Specialist	25	1.0	1.0	1.0	1.0	1.0
Public Information Specialist	24	1.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant	22	1.0	1.0	1.0	1.0	1.0
Economic Development Program Specialist	22	1.0	1.0	1.0	1.0	1.0
Audio Visual Technician	21	0.4	0.0	0.0	0.0	0.0
Media Specialist	21	0.0	0.9	1.0	0.8	0.8
Business Retention Assistant	20	1.0	1.0	1.0	1.0	1.0
Tourism Program Assistant	19	1.0	1.0	1.0	1.0	1.0
Tourism Program Assistant	18	0.5	0.0	0.0	0.0	0.0
Office Specialist I	18	1.0	1.0	2.0	1.0	1.0
Office Assistant III	17	0.5	0.5	1.0	0.5	1.0
Customer Service Attendants (Hourly)	Ho7	0.0	0.0	0.8	0.8	0.8
TOTAL		12.4	12.4	14.8	13.1	13.6



Fosters a coordinated and collaborative delivery of human services to the citizens of Calvert County.

Public Transportation



Calvert Pines Senior Center



North Beach Senior Center



Community Resources Building

[DIRECTOR OF COMMUNITY RESOURCES](#)
[OFFICE ON AGING](#)
[TRANSPORTATION](#)

COMMUNITY RESOURCES

DIRECTOR - COMMUNITY RESOURCES

DESCRIPTION

Fosters a coordinated and collaborative delivery of human services to the citizens of Calvert County.

BOCC GOALS



OBJECTIVES

- ◆ Provide information, referrals and advocacy in response to citizen inquiries.
- ◆ Facilitate and monitor federal and state grants passed through county to local agencies and providers for homelessness prevention, emergency food and shelter, and public transportation.
- ◆ Oversee safe, effective and efficient operation of public transportation and senior citizen programs.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Clients served OOA/Maryland Access Point	1,406	1,323	1,500	1,550
Total On e-way Buss Passenger Trips	110,120	114,135	115,000	117,000
Pass through grants for homelessness prevention, emergency food and shelter	255,000	289,648	250,000	250,000
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Seniors receiving nutritious meals in social setting	1,048	1,044	1,125	1,165
Farebox Recovery Ratio-Minimum 7% (per MTA performance measures)	84%	81%	90%	90%
Number of households that avoided evictions, utility terminations, and food shortage	N/A	176	180	190

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director - Community Resources					
Salaries	\$ 331,452	\$ 341,523	\$ 349,846	\$ 309,719	\$ 310,758
Operating	36,090	50,865	31,980	31,580	31,580
Contracted Services	2,850	1,866	1,866	1,866	1,866
Capital Outlay		-	4,260	-	-
Total	\$ 370,392	\$ 394,254	\$ 387,952	\$ 343,165	\$ 344,204
Total Expenditures as a percent of Total Operating Budget	0.15%	0.17%	0.15%	0.14%	0.14%

STAFFING

Director - Community Resources	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Community Resources - Director	C	1.0	1.0	1.0	1.0	1.0
Substance Abuse Prevention Coordinator	24	1.0	1.0	1.0	1.0	1.0
Community Resources Specialist	23	1.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
Grant Monitor	21	0.0	0.0	1.0	0.0	0.0
Program Monitor	18	1.0	0.0	0.0	0.0	0.0
Office Assistant II (CAASA)	16	0.5	0.5	1.0	0.5	0.5
TOTAL		5.5	4.5	6.0	4.5	4.5

OFFICE ON AGING

DESCRIPTION

Provides programs and services to Calvert County older adults and their families, thereby enabling them to live with dignity and independence. Offers educational, nutritional, physical fitness and recreational activities at the three senior centers, plus volunteer opportunities. Provides information and assistance, benefits counseling, long term care options counseling and supports planning.

BOCC GOALS



OBJECTIVES

- ◆ Maintain or increase the number of nutritious congregate meals and home delivered meals provided to eligible participants.
- ◆ Increase fitness activities and use of fitness rooms for older adults at the three senior centers.
- ◆ Continue to develop Maryland Access Point (MAP) program utilizing the approved electronic Level One Screening Tool to determine eligibility for long-term care support services.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Number of Congregate and Home Delivered Meals served	49,127	46,574	49,000	50,000
Fitness programs offered (including fitness room use)	21	29	30	32
Number of clients served under MAP	1,406	1,323	1,500	1,550
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Number of eligible participants served	1,048	1,044	1,125	1,165
Number of older adults participating in fitness programs	647	773	780	800
Number of level one screens successfully completed	5	46	94	100

*Numbers lower in FY 2015 due to inclement weather, centers closed.

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Office on Aging					
Salaries	\$ 1,048,560	\$ 1,238,999	\$ 1,326,287	\$ 1,120,756	\$ 1,161,747
Operating	78,937	103,603	105,003	103,603	104,303
Contracted Services	63,287	68,000	68,000	68,000	68,000
Capital Outlay	216	-	33,714	3,756	7,863
Total	\$ 1,191,000	\$ 1,410,602	\$ 1,533,004	\$ 1,296,115	\$ 1,341,913
Total Expenditures as a percent of Total Operating Budget	0.50%	0.59%	0.60%	0.52%	0.54%

STAFFING

Office on Aging	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Aging Services Division Chief	27	1.0	1.0	1.0	1.0	1.0
Aging Client Services Manager	26	1.0	1.0	1.0	1.0	1.0
Aging Services Fiscal Manager	26	0.0	1.0	0.0	1.0	1.0
Aging Services Program Manager	26	0.0	1.0	0.0	1.0	1.0
Aging Services Fiscal Manager	25	1.0	0.0	1.0	0.0	0.0
Aging Services Program Manager	25	1.0	0.0	1.0	0.0	0.0
Aging Services Special Project/Database Admin	23	0.0	0.0	1.0	0.0	0.0
Aging Social Services Map Coordinator	22	3.0	3.0	3.0	3.0	3.0
Long Term Care Coordinator	22	1.0	1.0	1.0	1.0	1.0
Aging Services Case Manager	21	0.0	0.0	1.0	0.0	1.0
Program Specialist II	21	1.0	1.0	1.0	1.0	1.0
Program Specialist I	20	2.0	2.0	2.0	2.0	2.0
Account Technician I	19	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
Food Services Coordinator	18	2.0	2.0	2.0	2.0	2.0
Office Assistant II	16	2.5	2.5	2.5	2.5	2.5
Program Assistant (Part-time)	15	1.8	1.8	1.8	1.8	1.8
Buildings & Grounds Maintenance Worker I	13	2.0	2.0	2.0	2.0	2.0
Custodian	11	1.0	1.0	1.0	1.0	1.0
Ceramics Instructor (Temporary)	n/a	0.1	0.1	0.1	0.1	0.1
Food Services Coordinator (Temporary)	n/a	0.5	0.5	0.4	0.4	0.4
Program Assistant (Temporary)	n/a	0.1	0.1	0.1	0.1	0.1
Custodian (Temporary)	n/a	0.1	0.1	0.1	0.1	0.1
Nutrition Van Driver (Temporary)	n/a	0.2	0.2	0.3	0.3	0.3
TOTAL		23.3	23.3	25.3	23.3	24.3

TRANSPORTATION

DESCRIPTION

Provides safe and dependable Transportation services to the citizens of Calvert County through seven (7) fixed routes, five (5) demand response routes and one (1) Americans with Disabilities Act (ADA) route. Provides public bus transportation through Federal, State and local funding to link residents with major shopping, medical and employment areas, as well as with public services available in Prince Frederick.

BOCC GOALS



OBJECTIVES

- ◆ Provide information on and promote the use of Calvert County Public Transportation through public outreach, such as travel training and informational seminars.
- ◆ Maintain an acceptable compliance rate with the Maryland Transit Administration (MTA) through predetermined performance measures developed by MTA.
- ◆ Work with the MTA to develop and complete our Transportation Development Plan, which will identify and suggest any needed system improvements.
- ◆ Coordinate with Charles County Transportation to develop a direct transfer between the two transportation systems.
- ◆ Continue to secure Federal and State funding through annual grant submission requests.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Total One-way Passenger trips	110,120	114,135	115,000	117,000
Total Service Miles	531,472	551,478	551,500	550,000
Total Service Hours	32,315	30,068	30,068	30,068
Total Farebox Revenue	\$98,856	\$117,131	\$118,000	\$120,000
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Farebox Recovery Ratio-Minimum 7% (per MTA performance measures)	84%	81%	90%	90%
Cost Per Operating Trip-Maximum \$13.00 (per MTA performance measures)	50%	63%	63%	72%
Operating Cost Per Mile-Maximum \$2.50 (per MTA performance measures)	50%	81%	81%	81%
Local Operating Revenue Ratio-Minimum 30% (per MTA performance measures)	84%	90%	90%	90%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Transportation					
Salaries	\$ 183,638	\$ 193,845	\$ 173,272	\$ 198,320	\$ 198,320
Operating	44,852	66,725	65,500	65,000	65,000
Transportation Subsidy	42,816	50,000	50,000	50,000	50,000
Contracted Services	30,559	34,770	34,499	34,499	34,499
Total	\$ 301,865	\$ 345,340	\$ 323,271	\$ 347,819	\$ 347,819
Total Expenditures as a percent of Total Operating Budget	0.13%	0.14%	0.13%	0.14%	0.14%

STAFFING

Transportation	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Transportation Division Chief	27	0.0	1.0	1.0	1.0	1.0
Transportation Services Supervisor	25	1.0	0.0	0.0	0.0	0.0
Driver Dispatch/Supervisor	19	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Equipment Mechanic II (paid by Grant)	808	1.0	1.0	1.0	1.0	1.0
TOTAL		4.0	4.0	4.0	4.0	4.0





Annmarie Garden on St. John's Creek

STATE AGENCIES & INDEPENDENT BOARDS

- [BOARD OF EDUCATION](#)
- [COLLEGE OF SOUTHERN MARYLAND](#)
- [HEALTH DEPARTMENT](#)
- [SUBSTANCE ABUSE TREATMENT](#)
- [CALVERT LIBRARY](#)
- [SOIL CONSERVATION DISTRICT](#)
- [INDEPENDENT BOARDS](#)
- [COMMISSIONS](#)
- [STATE AGENCIES](#)
- [NON-COUNTY AGENCIES](#)

BOARD OF EDUCATION

DESCRIPTION

The Calvert County Board of Education provides a school environment and culture that creates enthusiasm for learning, where all students embrace the value of learning for its own sake. The system serves over 15,000 students in thirteen elementary schools, six middle schools and four high schools. Calvert County Public Schools strive for partnerships with families, government, businesses, churches and community organizations to promote superior academic and extra-curricular activities. The goal is to always place children first.

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Board of Education					
Operating	\$ 111,737,129	\$ 110,121,742	\$ 108,668,228	\$ 109,367,835	\$ 109,367,835
State Pension Costs	4,071,110	4,754,000	6,025,610	5,326,003	5,326,003
Total	\$ 115,808,239	\$ 114,875,742	\$ 114,693,838	\$ 114,693,838	\$ 114,693,838
Total Expenditures as a percent of Total Operating Budget	48.35%	48.10%	45.25%	46.44%	46.48%



Full-time Equivalents (FTE) September Official Count

	ACTUAL					PROJECTED
	2011	2012	2013	2014	2015	2016
FTE Enrollment	16,136	15,886	15,823	15,594	15,569	15,511
% Increase	-1.47%	-1.57%	-0.40%	-1.47%	-0.16%	-0.37%

COLLEGE OF SOUTHERN MARYLAND

DESCRIPTION

The College of Southern Maryland prepares its students and community to meet the challenges of individual, social and global changes. As a public two-year open-door institution, the college carries out its mission by promoting intellectual challenges, cultural exploration and social and environmental awareness; providing associate degree and certificate programs, job training opportunities, cultural enrichment, leadership development, community and economic development initiatives, customized workforce training, and wellness and fitness opportunities; and encouraging educational excellence, innovative approaches to instruction, problem solving, resource development, system design, and service delivery, collaboration with business, educational, community, and cultural organizations, and teamwork to foster constructive change.

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
College of Southern Maryland					
Operating	\$ 4,238,219	\$ 4,542,192	\$ 4,582,192	\$ 4,542,192	\$ 4,542,192
Total	\$ 4,238,219	\$ 4,542,192	\$ 4,582,192	\$ 4,542,192	\$ 4,542,192
Total Expenditures as a percent of					
Total Operating Budget	1.77%	1.90%	1.81%	1.84%	1.84%



Full-time Equivalents (FTE) January 2016

Locations	ACTUAL FY 2015	BUDGET FY 2016	Projected FY 2017
La Plata Campus	3,508	3,748	3,474
Leonardtown Campus	1,175	1,327	1,343
Prince Frederick Campus	1,070	1,166	1,120
Waldorf Campus	226	299	250
Hughesville Campus	0	0	128
Total	5,979	6,540	6,315

HEALTH DEPARTMENT

DESCRIPTION

Providing basic public health services in the areas of community health, mental health and environmental health. Community health includes communicable disease, maternal and child health, reproductive health, health promotion and health choice. Mental health, provides evaluations, therapy, medication management, counseling on domestic violence/sexual assault and substance abuse. In environmental health, the department handles septic systems, food program, water sampling, animal rabies investigation and disaster responses.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Expenditures					
Health Department					
Salaries/Stipends	\$ 14,289	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000
Operating	2,201,756	2,201,756	2,201,756	2,201,756	2,201,756
Womens Shelter	301,152	277,985	301,360	277,502	277,502
Total	\$ 2,517,197	\$ 2,499,741	\$ 2,523,116	\$ 2,494,258	\$ 2,494,258
Total Expenditures as a percent of Total Operating Budget	1.05%	1.05%	1.00%	1.01%	1.01%



Calvert County Health Department, Prince Frederick

SUBSTANCE ABUSE TREATMENT

DESCRIPTION

Reduce the negative consequences of substance use disorders in general as well as to specifically reduce prescription drug and other opioid use overdose rates by purchasing beds at residential treatment facilities for those in need of a higher level of care than available at Calvert Substance Abuse Services.

BOCC GOALS



OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Residential Substance Abuse Treatment					
Contracted Services	\$ 125,499	\$ 159,200	\$ 300,000	\$ 159,200	\$ 159,200
Total	\$ 125,499	\$ 159,200	\$ 300,000	\$ 159,200	\$ 159,200
Total Expenditures as a percent of					
Total Operating Budget	0.05%	0.07%	0.12%	0.06%	0.06%

Note: The Outpatient Substance Abuse Grant is shown on page 185 in the Grants Section.

OBJECTIVES

- ◆ Fund 92 residential placements in fiscal year 2017.
- ◆ Collaborate actively with residential facilities in fiscal year 2017 to promote a 10% increase in clients returning from residential programs to Calvert Substance Abuse Services to complete their care.
- ◆ Enhance transition back to the community in fiscal year 2017 by enrolling funded residential referrals in care coordination.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Residential placements	73	92	92	125
Completed residential treatment placements who return to Substance Abuse for Outpatient Aftercare	N/A	54	65	65
Calvert County residential treatment recipients enrolled in Care Coordination	147	148	148	148
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Clients who complete residential and aftercare treatment who show decreased substance use	74%	74%	74%	74%

CALVERT LIBRARY

DESCRIPTION

Provides county residents with access to information, entertainment and lifelong learning opportunities. We are the 6th busiest, per capita, library system in Maryland and provide a return on investment of \$4.58 for every \$1 in our budget. Services include early literacy story times, events and classes for all ages, computer and technology access, STEM learning, community building, small business and non-profit support, workforce development, accurate and timely responses to questions, as well as print, audio, visual and digital materials for borrowing.

BOCC GOALS



OBJECTIVES

- ◆ Deliver high quality technology classes, events and individual trainings that develop the workforce utilizing staff and community expertise and partnerships.
- ◆ Teach the foundations of literacy via storytime classes, and other events and classes for children.
- ◆ Expand service to teens in Calvert County by engaging teenagers in planning events, supporting individual creativity, empowerment, innovation, and self-initiative.
- ◆ Expand the virtual branch collection to serve customers when and where they are 24/7.
- ◆ Expand the volunteer opportunities at Calvert Library to engage community members in meaningful service and utilize community expertise.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Number of classes, events, or sessions offered	240	339	360	375
Preschool attendance at storytime classes/events	20,983	21,431	22,075	22,600
Classes, events and volunteer opportunities for teens	34	40	47	56
Checkout of digital materials: ebooks, audio books, movies, comic books, mag	36,616	51,239	76,860	115,300
Number of Calvert Library Volunteers	101	124	134	145
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Attendees report that they learned something new	96%	89%	95%	95%
Children and their caregivers are taught early literacy elements and age-appropriate school readiness skills; caregivers report that their child's skills are developed during the class series. (scale of 1-5)	Changed survey tool	changed survey tool	4	4.3
Teens rate their experience at library events as "I'd come back and bring a friend."	no data	no data	70%	75%
Satisfaction with digital services increases	no data	no data	baseline	up 10%
Volunteers rate their experience giving back as "meaningful."	no data	no data	1	90%

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Calvert Library					
Salaries	\$ 2,500,225	\$ 2,601,895	\$ 2,805,395	\$ 2,644,415	\$ 2,675,101
Benefits	761,739	802,570	802,570	854,323	864,538
Operating	466,845	438,122	460,190	452,330	452,330
Contracted Services	75,098	96,665	110,913	110,913	110,913
Capital Outlay	29,399	25,990	25,990	25,990	25,990
Total	\$ 3,833,306	\$ 3,965,242	\$ 4,205,058	\$ 4,087,971	\$ 4,128,872
Total Expenditures as a percent of Total Operating Budget	1.60%	1.66%	1.66%	1.66%	1.67%

STAFFING

Calvert Library	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Director	30	1.0	1.0	1.0	1.0	1.0
Assistant Director	28	0.0	0.0	1.0	0.0	0.0
Branch Manager III	26	1.0	1.0	1.0	1.0	1.0
Youth Services Coordinator	26	0.0	1.0	1.0	1.0	1.0
Public Relations Coordinator	26	0.0	1.0	1.0	1.0	1.0
Information Services Coordinator	25	1.0	1.0	1.0	1.0	1.0
Branch Manager II	24	3.0	2.0	2.0	2.0	2.0
Children's Coordinator	24	1.0	0.0	0.0	0.0	0.0
Network Administrator I	24	1.0	1.0	1.0	1.0	1.0
Public Relations Coordinator	24	1.0	0.0	0.0	0.0	0.0
Branch Manager I	23	0.0	1.0	1.0	1.0	1.0
Children's Supervisor	23	0.0	0.0	1.0	0.0	1.0
Circulation Supervisor	23	0.0	0.0	1.0	0.0	1.0
Reference Supervisor	23	0.0	0.0	1.0	0.0	1.0
Assistant Branch Manager	22	3.0	3.0	3.0	3.0	3.0
Children's Supervisor	22	1.0	1.0	0.0	1.0	0.0
Circulation Supervisor	22	1.0	1.0	0.0	1.0	0.0
Reference Supervisor	22	1.0	1.0	0.0	1.0	0.0
Children's Librarian II	21	4.8	4.2	4.2	4.2	4.2
Public Services Librarian II / I	20/19	27.6	28.2	28.2	28.2	28.2
Computer Services Technician	20	0.0	1.0	1.0	1.0	1.0
Computer Services Technician	18	1.0	0.0	0.0	0.0	0.0
Library Office Assistant	17	1.0	1.0	1.0	1.0	1.0
Library Assistant I - Children's	16	0.0	0.0	0.9	0.0	0.0
Circulation Assistant II / I	14/13	1.0	1.0	1.0	1.0	1.0
Library Assistant I	13	0.0	0.0	0.9	0.0	0.0
Custodian	11	0.7	0.7	0.7	0.7	0.7
Student Page	n/a	3.3	3.3	3.3	3.3	3.3
Substitute Librarian	n/a	0.4	0.4	0.9	0.9	0.9
TOTAL		54.8	54.8	58.0	55.3	55.3

SOIL CONSERVATION DISTRICT

DESCRIPTION

Promotes practical and effective soil, water, and related natural resources programs to all county citizens. Services such as development of Soil Conservation and Water Quality Plans and implementation of Best Management Practices are provided on a voluntary basis, through leadership, education, cooperation and locally-led direction. Reviews single-lot and commercial erosion and sediment control plans.

BOCC GOALS



OBJECTIVES

- ◆ Review commercial erosion and sediment control plans within a thirty-day period.
- ◆ Review single lot erosion and sediment control plans within a three-day period.
- ◆ Develop Soil Conservation and Water Quality (SCWQ) Plans for county landowners.
- ◆ Provide engineering and design assistance to county landowners for the installation of structural and nonstructural Best Management Practices.
- ◆ Provide information to county citizens, landowners, and farmers regarding conservation of natural resources through Patuxent River Appreciation Day, County Fair, Envirothon Competition and informational meetings, dinners and tours.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Commercial E&S site plan reviews (each)	71	63	67	67
Single Lot E&S site plan reviews (each)	543	449	496	496
Soil and Water Quality Plans developed (acres)	3,571	1,996	400	400
Assistance for structural and nonstructural BMPs	32	21	12	12
Participation in ag events, dinners, tours & meetings	7	7	7	7
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Reviewed commercial E&S site plans within 30 days	98%	98%	100%	100%
Reviewed single lot E&S site plans within 3 days	98%	98%	100%	100%
Soil and Water Quality Plans developed (acres)*	3,571	1,996	400	400
Assistance for structureal and nonstructural BMSP	32	21	12	12
Participation in county ag events	7	7	7	7

*Projection changed due to state staff reduction

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Soil Conservation District					
Salaries	\$ 300,975	\$ 296,223	\$ 296,223	\$ 300,846	\$ 301,488
Operating	18,372	38,782	39,845	39,845	39,845
Total	\$ 319,347	\$ 335,005	\$ 336,068	\$ 340,691	\$ 341,333
Total Expenditures as a percent of Total Operating Budget	0.13%	0.14%	0.13%	0.14%	0.14%

STAFFING

Soil Conservation District	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Soil Conservation - District Manager	26	1.0	1.0	1.0	1.0	1.0
Erosion and Sediment Control Specialist	22	2.0	2.0	2.0	2.0	2.0
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
TOTAL		5.0	5.0	5.0	5.0	5.0



Prouty Farm, Huntingtown

INDEPENDENT BOARDS

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Housing Authority					
Salaries	\$ 893,618	\$ 912,220	\$ 897,397	\$ 906,723	\$ 906,723
Benefits	445,739	492,599	538,438	544,034	544,034
Total	\$ 1,339,357	\$ 1,404,819	\$ 1,435,835	\$ 1,450,757	\$ 1,450,757
Total Expenditures as a percent of Total Operating Budget	0.56%	0.59%	0.57%	0.59%	0.59%
Election Board					
Salaries	\$ 314,206	\$ 318,042	\$ 319,742	\$ 326,275	\$ 326,275
Operating	56,100	58,906	61,346	61,346	61,346
Contracted Services	122,462	120,216	199,298	199,298	199,298
Election Judges	58,651	63,550	63,550	63,550	63,550
Capital Outlay	-	-	-	-	-
Total	\$ 551,419	\$ 560,714	\$ 643,936	\$ 650,469	\$ 650,469
Total Expenditures as a percent of Total Operating Budget	0.23%	0.23%	0.25%	0.26%	0.26%
Forestry Service					
Operating	\$ 20,965	\$ 20,965	\$ 20,965	\$ 20,965	\$ 20,965
Total	\$ 20,965	\$ 20,965	\$ 20,965	\$ 20,965	\$ 20,965
Total Expenditures as a percent of Total Operating Budget	0.01%	0.01%	0.01%	0.01%	0.01%
Liquor Board					
Salaries	\$ 23,330	\$ 24,720	\$ 24,720	\$ 24,720	\$ 24,720
Operating	1,173	700	700	700	700
Contracted Services	14,343	25,000	25,000	25,000	25,000
Total	\$ 38,846	\$ 50,420	\$ 50,420	\$ 50,420	\$ 50,420
Total Expenditures as a percent of Total Operating Budget	0.02%	0.02%	0.02%	0.02%	0.02%

STAFFING

Election Board	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Elections Administrator	27	1.0	1.0	1.0	1.0	1.0
Election Systems Automation Coordinator	19	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
Elections Registrar	18	2.0	2.0	2.0	2.0	2.0
Office Assistant I	15	1.0	1.0	1.0	1.0	1.0
Election Board Member	A	3.0	3.0	3.0	3.0	3.0
TOTAL		9.0	9.0	9.0	9.0	9.0
Liquor Board	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Liquor Board Member	A	3.0	3.0	3.0	3.0	3.0
Clerk	A	0.2	0.2	0.2	0.2	0.2
TOTAL		3.2	3.2	3.2	3.2	3.2

Note: Calvert County acts as the pay agent for the Housing Authority; therefore, there is no Staffing Chart for that organization.

COMMISSIONS

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Ethics Commission					
Operating	\$ 1,232	\$ 8,750	\$ 8,000	\$ 8,000	\$ 8,000
Total	\$ 1,232	\$ 8,750	\$ 8,000	\$ 8,000	\$ 8,000
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%
Environmental Commission					
Salaries	\$ 2,204	\$ 2,376	\$ 2,376	\$ 2,409	\$ 2,409
Operating	35	1,250	650	650	650
Contracted Services	250	360	960	960	960
Total	\$ 2,489	\$ 3,986	\$ 3,986	\$ 4,019	\$ 4,019
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%
Historic District Commission					
Salaries	\$ 4,899	\$ 4,953	\$ 4,953	\$ -	\$ -
Operating	1,775	2,643	3,093	3,093	3,093
Contracted Services	8,100	6,600	6,600	6,600	6,600
Capital Outlay	730	-	-	-	-
Total	\$ 15,504	\$ 14,196	\$ 14,646	\$ 9,693	\$ 9,693
Total Expenditures as a percent of Total Operating Budget	0.01%	0.01%	0.01%	0.00%	0.00%
Commission for Women					
Operating	\$ 3,895	\$ 3,895	\$ 3,895	\$ 3,895	\$ 3,895
Total	\$ 3,895	\$ 3,895	\$ 3,895	\$ 3,895	\$ 3,895
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%

STAFFING

Environmental Commission	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Office Assistant II	16	0.1	0.1	0.1	0.1	0.1
TOTAL		0.1	0.1	0.1	0.1	0.1
Historic District Commission						
Historic District Commission	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Office Assistant II	16	0.1	0.1	0.0	0.0	0.0
TOTAL		0.1	0.1	0.0	0.0	0.0

STATE AGENCIES

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
State Dept. of Assessments & Taxation					
Operating	\$ 377,847	\$ 413,452	\$ 413,452	\$ 430,089	\$ 430,089
Total	\$ 377,847	\$ 413,452	\$ 413,452	\$ 430,089	\$ 430,089
Total Expenditures as a percent of Total Operating Budget	0.16%	0.17%	0.16%	0.17%	0.17%
University of Maryland Extension					
Operating	\$ 86,825	\$ 88,588	\$ 131,761	\$ 88,388	\$ 88,388
Contracted Services	120	3,300	3,300	3,300	3,300
Total	\$ 86,945	\$ 91,888	\$ 135,061	\$ 91,688	\$ 91,688
Total Expenditures as a percent of Total Operating Budget	0.04%	0.04%	0.05%	0.04%	0.04%
Department of Social Services					
Operating	\$ 76,392	\$ 76,392	\$ 76,392	\$ 76,392	\$ 76,392
Total	\$ 76,392	\$ 76,392	\$ 76,392	\$ 76,392	\$ 76,392
Total Expenditures as a percent of Total Operating Budget	0.03%	0.03%	0.03%	0.03%	0.03%

NON-COUNTY AGENCIES

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Non-County Agencies					
African American Family Day	\$ 1,895	\$ 1,895	\$ 2,225	\$ 1,895	\$ 1,895
Agriculture Committee	1,298	2,256	7,256	2,256	2,256
Annamarie Garden	320,166	345,850	352,850	352,850	352,850
ARC of Southern Maryland	332,222	332,222	332,222	332,222	332,222
Arts Council of Calvert County	9,630	9,630	9,630	9,630	9,630
Calvert Hospice	14,794	14,794	14,794	14,794	14,794
Children's Day/Jefferson Patterson Park	3,150	3,150	3,150	3,150	3,150
Christmas in April	10,505	10,505	10,505	10,505	10,505
East John Youth Center	3,800	3,800	5,000	3,800	3,800
Project ECHO	70,660	70,665	70,660	70,660	70,660
Employees' Recognition Committee	13,234	11,810	20,700	20,700	20,700
Cal. Employees' Representative Comm.	18	361	500	361	361
Fair Board	32,490	32,490	33,000	32,490	32,490
Farmer's Market Association	2,458	2,708	2,708	2,708	2,708
Heritage Committee	2,807	2,807	2,807	2,807	2,807
Historical Society	21,523	21,523	21,523	21,523	21,523
Jefferson Patterson Park	54,150	54,150	54,150	54,150	54,150
Patuxent River Appreciation Day	14,072	14,000	14,000	14,000	14,000
The Promise Resource Center	8,973	8,973	8,973	8,973	8,973
Ruth's Miracle Group Home	-	-	60,000	-	-
Solomons Annual Events	9,630	9,630	16,000	9,630	9,630
Southern MD Ctr. For Family Advocacy	35,902	35,902	35,902	35,902	35,902
Southern MD Higher Education Center	31,588	31,588	35,000	31,588	31,588
Southern MD Resource Cons./Develop.	7,807	7,807	12,470	7,807	7,807
St. Mary's College	7,000	6,000	10,000	7,000	7,000
Calvert Garden Club	1,000	1,000	1,000	1,000	1,000
Tri County Council	94,200	94,200	96,084	94,200	94,200
Tri County Youth Services Bureau	19,000	19,000	20,000	19,000	19,000
Washington Ear	600	600	600	600	600
Total	\$ 1,124,572	\$ 1,149,316	\$ 1,253,709	\$ 1,166,201	\$ 1,166,201
Total Expenditures as a percent of Total Operating Budget	0.47%	0.48%	0.49%	0.47%	0.47%

ENTITY-WIDE BUDGETS



Maryland Blue Crab

[PENSION CONTRIBUTIONS](#)

[INSURANCE](#)

[TRANSFERS](#)

[DEBT SERVICE](#)

PENSIONS & INSURANCE

DESCRIPTION

The County contributes to four pension plans: the Calvert County Sheriff's Department Pension Plan, the Calvert County Employees' Retirement Plan (this plan is closed to new employees), the Calvert County Employees Retirement Savings Plan (a 401A plan to which the County contributes 5% of eligible employees salary) and the Volunteer Fire Departments' and Rescue Squads' Retirement Plan. In addition to pension benefits, the County contributes to employees' health insurance benefits as well as the required employer related benefits, such as worker's compensation, unemployment insurance and social security. Employee benefits are administered by the Department of Finance & Budget.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Expenditures					
Pension Contributions					
Total	\$ 9,438,669	\$ 9,476,075	\$ 10,554,096	\$ 10,554,096	\$ 10,677,004
Total Expenditures as a percent of Total Operating Budget	3.94%	3.97%	4.16%	4.27%	4.33%
Worker's Compensation					
Total	\$ 1,289,897	\$ 1,222,143	\$ 1,110,000	\$ 1,110,000	\$ 1,123,771
Total Expenditures as a percent of Total Operating Budget	0.54%	0.51%	0.44%	0.45%	0.46%
Health Insurance					
Total	\$ 8,315,973	\$ 8,452,031	\$ 9,345,000	\$ 9,345,000	\$ 9,424,756
Total Expenditures as a percent of Total Operating Budget	3.47%	3.54%	3.69%	3.78%	3.82%
Other Post Employee Benefits (OPEB)					
County Contribution	\$ 770,000	\$ 264,000	\$ 220,000	\$ 220,000	\$ -
Public Schools Contribuion	2,730,000	936,000	780,000	780,000	-
Total	\$ 3,500,000	\$ 1,200,000	\$ 1,000,000	\$ 1,000,000	\$ -
Total Expenditures as a percent of Total Operating Budget	1.46%	0.50%	0.39%	0.40%	0.00%
General Insurance					
Total	\$ 822,499	\$ 708,000	\$ 928,000	\$ 928,000	\$ 928,624
Total Expenditures as a percent of Total Operating Budget	0.34%	0.30%	0.37%	0.38%	0.38%

TRANSFERS

(OTHER FINANCING USES)

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Transfers (Other Financing Uses)					
To Capital Projects Fund	\$ 1,537,667	\$ 2,271,900	\$ 2,299,600	\$ 2,609,200	\$ 2,612,200
To Land Preservation Fund	303,945	403,945	403,945	403,945	403,945
To Solid Waste & Recycling Fund	53,630	42,000	42,000	42,000	42,000
To Grants Fund	1,669,234	1,766,203	1,818,846	1,678,852	1,683,582
To Parks & Rec. Self-Sustaining Fund	302,249	302,055	564,133	402,055	402,055
To Golf Course Fund	221,920	166,200	195,608	166,200	166,200
To Bar Library Fund	35,056	35,141	31,154	32,581	32,581
To Revolving Loan Fund	300,000	-	-	-	-
Total	\$ 4,423,701	\$ 4,987,444	\$ 5,355,286	\$ 5,334,833	\$ 5,342,563
Total Expenditures as a percent of					
Total Operating Budget	1.85%	2.09%	2.11%	2.16%	2.16%

DEBT SERVICE

OPERATING BUDGET

Expenditures	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Debt Service					
Principal	\$ 12,910,722	\$ 13,127,374	\$ 13,561,101	\$ 13,561,101	\$ 13,561,101
Interest	4,384,851	3,957,871	4,078,841	4,078,841	4,078,841
Total	\$ 17,295,573	\$ 17,085,245	\$ 17,639,942	\$ 17,639,942	\$ 17,639,942
Total Expenditures as a percent of					
Total Operating Budget	7.22%	7.15%	6.96%	7.14%	7.15%



ENTERPRISE FUNDS

*Solomons Standpipe and
Lusby Water Pumping Station*



Patuxent Business Park Tower



Transfer Station at Appeal



Commingled Recycling Boxes

REVENUE HIGHLIGHTS
WATER & SEWER
SOLID WASTE

REVENUE HIGHLIGHTS

WATER & SEWER FUND

Charges for Services - Calvert County assesses service charges to those residents and businesses connected to the county-operated water and sewer infrastructure. These charges are meant to cover the costs of general operations and maintenance plus equipment and debt service for water and/or sewer service. They are billed on a quarterly basis. The Board of County Commissioners began the current base plus variable rate structure on January 1, 2006, with county-wide rates designed to cover the necessary cost of operations and infrastructure maintenance. As of January 1, 2017, the variable rate for both water and sewer will be adjusted to continue to cover the necessary cost of operations and infrastructure maintenance. (Specific rates are addressed on page 447 in the Appendix section of this document).

Capital Connection Fees - Capital Connection fees are one-time fees assessed by the County when new customers connect to the water and sewer infrastructure or existing customers have a substantial change in usage. They are assessed to cover the cost of capacity for new usage. A county-wide water and sewer capital connection fee of \$3,000 per water connection and \$5,400 per sewer connection was adopted in FY 2009.

Other Revenue Sources - Additional miscellaneous revenues include meter sales, cell tower rentals, bulk water sales, leachate treatment charges and interest on investments.

Prior Year Results - The Water and Sewer Fund ended FY2015 with a positive change in net position of \$296K from operations as well as \$4.2M from capital connections and developer contributions, which are reserved for the funding of current and future capital projects.

SOLID WASTE FUND

Charges for Services - Tipping Fees are assessed by the County based on the weight of refuse disposed of at the Appeal transfer station. This fee is primarily applicable to commercial haulers and others disposing of large quantities of waste. The FY 2017 revenues generated by tipping fees are anticipated to increase by 9.4% or \$468,912 due to the increase of refuse disposed of at the transfer station. The tip fee charge per ton will increase slightly for FY 2017 based on the CPI index (specific rates are addressed on page 447 in the Appendix section of this document).

Another major component of revenue is the Solid Waste Fee. It is assessed by the County on all residential and commercial property tax bills annually, at a set amount. This amount is proposed to increase by two dollars, raising the rate from \$121 to \$123 effective July 1, 2016. Solid Waste Fees collected are used to support the general operations of Solid Waste, especially financing the convenience centers used by county citizens and recycling efforts.

Operates and maintains Calvert County's public water and sewer systems.

WATER & SEWER

East Prince Frederick Water Tower



Solomons Headworks



Tobacco Ridge Wastewater Treatment Plant

WATER & SEWER

DESCRIPTION

Provides award-winning water (healthy, safe and clean), environmentally responsible wastewater treatment and friendly customer service (reliable, responsive, timely and efficient) 24 hours a day, at a cost effective price. Currently serves approximately 5,335 County customers. Responsible for the operation and maintenance of 19 water supply systems, 43 wastewater pumping stations and 5 wastewater treatment plants.

BOCC GOALS



OBJECTIVES

- ◆ Fully implement a meter replacement program with the Infrastructure Group to increase FY2016 revenue by 2.0% for FY 2017.
- ◆ Achieve 100% compliance with regulatory discharge permit requirements at all wastewater treatment plants operated and maintained by the Water & Sewerage Division for FY 2017.
- ◆ Improve effectiveness and efficiency by completing Phase II of the approved reorganization in FY 2017.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Meters Replacements	239	260	260	260
Number of Regulatory Permit Requirements	599	526	457	457
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Percent Revenue Increase	6.25%	11.53%	2.00%	2.00%
Percent Compliance with Regulatory Permit Requirements	99.24%	99.24%	100%	100%
Reorganization progress	N/A	33%	66%	100%

OPERATING BUDGET - TOTAL BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Charges for Services	\$ 8,958,408	\$ 8,865,861	\$ 9,324,484	\$ 9,403,695	\$ 9,503,073
Other Revenue	244,566	170,970	172,785	173,558	173,563
Capital Connections - Current	790,066	53,400	67,200	67,200	67,200
Capital Contributions	3,398,771	226,000	226,000	226,000	226,000
Deficit (to be determined)*	-	-	338,488	45,501	-
Total Revenue	\$ 13,391,811	\$ 9,316,231	\$ 10,128,957	\$ 9,915,954	\$ 9,969,836
Expenses					
Salaries	\$ 1,688,254	\$ 1,834,366	\$ 1,907,690	\$ 1,917,836	\$ 1,918,960
Benefits	788,641	934,860	1,062,145	1,063,434	1,064,108
Operating	2,656,362	2,562,069	2,667,193	2,642,693	2,625,203
Capital Outlay	34,183	280,025	661,760	375,060	395,050
Debt Service	21,361	1,742,641	1,755,068	1,909,812	1,909,812
Intrasystem Allocation	1,366,493	1,622,574	1,907,614	1,841,741	1,847,860
Depreciation	2,351,794	-	-	-	-
Equipment Reserve	-	194,099	-	-	-
Maintenance Reserve	-	92,197	100,287	98,178	141,643
Reserve for Capital Improvement Projects	-	53,400	67,200	67,200	67,200
Total Expenses	\$ 8,907,088	\$ 9,316,231	\$ 10,128,957	\$ 9,915,954	\$ 9,969,836
*Source of funding yet to be determined.					
Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis.					

STAFFING

STAFFING	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
W&S Division Chief	28	1.0	1.0	1.0	1.0	1.0
Project Engineer II	27	1.7	1.7	1.7	1.7	1.7
Accountant III	25	0.3	0.3	0.3	0.3	0.3
Business Manager	25	0.7	0.7	0.7	0.7	0.7
W&S Infrastructure Superintendent	25	0.0	1.0	1.0	1.0	1.0
W&S Operations Superintendent	25	1.0	1.0	1.0	1.0	1.0
W&S Infrastructure Supervisor	24	0.0	1.0	1.0	1.0	1.0
W&S Maintenance Supervisor	24	1.0	1.0	1.0	1.0	1.0
Systems & Maintenance Superintendent	24	1.0	0.0	0.0	0.0	0.0
System Supervisor	24	1.0	0.0	0.0	0.0	0.0
W&S Plant Supervisor	23	4.0	4.0	4.0	4.0	4.0
W&S Laboratory Supervisor	23	1.0	1.0	1.0	1.0	1.0
Master Electrician	22	1.0	1.0	1.0	1.0	1.0
Executive Administrative Aide	21	0.0	1.0	1.0	1.0	1.0
W&S Maintenance Crew Leader	21	1.0	1.0	1.0	1.0	1.0
Administrative Aide	20	2.0	1.0	1.0	1.0	1.0
W&S Mechanical Maintenance Technician	19	2.0	2.0	2.0	2.0	2.0
W&S Plant Operator / Operator Trainee	19/15	12.0	11.0	0.0	0.0	0.0
W&S Plant Operator	19	0.0	0.0	6.0	6.0	6.0
W&S Technician	19	0.0	2.0	2.0	2.0	2.0
W&S Plant Laboratory Assistant Technician	18	0.0	1.0	1.0	1.0	1.0
Sampler/Lab Assistant	18	1.0	0.0	0.0	0.0	0.0
Septage Receiving Attendant	15	1.0	1.0	1.0	1.0	1.0
W&S Maintenance Worker	15	0.0	0.0	2.0	2.0	2.0
W&S Trainee	15	0.0	0.0	5.0	5.0	5.0
Office Aide (Part-Time)	13	0.0	0.0	0.5	0.5	0.5
TOTAL		32.7	33.7	36.2	36.2	36.2

OPERATING BUDGET - WATER SYSTEMS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Charges for Services	\$ 2,354,194	\$ 2,572,849	\$ 2,641,240	\$ 2,641,240	\$ 2,655,025
Other Revenue	181,386	126,342	128,242	128,242	128,242
Capital Connections - Current	177,308	21,000	24,000	24,000	24,000
Capital Contributions	1,167,680	-	-	-	-
Deficit (to be determined)*	-	-	181,763	7,329	-
Total Revenue	\$ 3,880,568	\$ 2,720,191	\$ 2,975,245	\$ 2,800,811	\$ 2,807,267
Expenses					
Salaries	\$ 410,005	\$ 317,330	\$ 359,606	\$ 344,180	\$ 344,614
Benefits	190,079	152,509	190,883	180,108	180,368
Operating	662,150	741,921	760,165	735,665	727,665
Capital Outlay	2,441	150,000	282,300	193,900	201,900
Debt Service	-	401,429	329,612	477,956	477,956
Intrasystem Allocation	824,551	843,805	928,392	746,824	749,305
Depreciation	850,723	-	-	-	-
Equipment Reserve	-	-	-	-	-
Maintenance Reserve	-	92,197	100,287	98,178	101,459
Reserve for Capital Improvement Projects	-	21,000	24,000	24,000	24,000
Total Expenses	\$ 2,939,949	\$ 2,720,191	\$ 2,975,245	\$ 2,800,811	\$ 2,807,267
*Source of funding yet to be determined.					
Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis.					

OPERATING BUDGET - SEWER SYSTEMS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Charges for Services	\$ 5,097,193	\$ 4,551,550	\$ 4,655,070	\$ 4,801,682	\$ 4,881,034
Other Revenue	50,124	44,628	44,543	45,316	45,321
Capital Connections - Current	612,758	32,400	43,200	43,200	43,200
Capital Contributions	2,231,091	226,000	226,000	226,000	226,000
Deficit (to be determined)*	-	-	156,725	38,172	-
Total Revenue	\$ 7,991,166	\$ 4,854,578	\$ 5,125,538	\$ 5,154,370	\$ 5,195,555
Expenses					
Salaries	\$ 472,625	\$ 617,074	\$ 582,091	\$ 589,395	\$ 589,443
Benefits	224,184	310,340	319,521	322,463	322,492
Operating	1,749,887	1,525,352	1,655,286	1,655,286	1,640,625
Capital Outlay	25,070	67,325	132,450	30,250	42,240
Debt Service	21,361	1,341,212	1,425,456	1,431,856	1,431,856
Intrasystem Allocation	533,927	766,776	967,534	1,081,920	1,085,515
Depreciation	1,420,008	-	-	-	-
Equipment Reserve	-	194,099	-	-	-
Maintenance Reserve	-	-	-	-	40,184
Reserve for Capital Improvement Projects	-	32,400	43,200	43,200	43,200
Total Expenses	\$ 4,447,062	\$ 4,854,578	\$ 5,125,538	\$ 5,154,370	\$ 5,195,555
*Source of funding yet to be determined.					
Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis.					

OPERATING BUDGET - CONTRACTED SYSTEMS

Northern High School WWTP, Tapestry North Water & Sewer

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Charges for Services	\$ 140,528	\$ 118,888	\$ 120,559	\$ 119,032	\$ 119,153
Other Revenue	-	-	-	-	-
Capital Connections - Current	-	-	-	-	-
Capital Contributions	-	-	-	-	-
Deficit (to be determined)*	-	-	-	-	-
Total Revenue	\$ 140,528	\$ 118,888	\$ 120,559	\$ 119,032	\$ 119,153
Expenses					
Salaries	\$ 83,048	\$ 58,712	\$ 58,406	\$ 56,803	\$ 56,851
Benefits	37,481	29,773	32,235	31,002	31,031
Operating	11,889	18,410	18,230	18,230	18,231
Capital Outlay	95	-	-	-	-
Debt Service	-	-	-	-	-
Intrasystem Allocation	8,015	11,993	11,688	12,997	13,040
Depreciation	-	-	-	-	-
Equipment Reserve	-	-	-	-	-
Maintenance Reserve	-	-	-	-	-
Reserve for Capital Improvement Projects	-	-	-	-	-
Total Expenses	\$ 140,528	\$ 118,888	\$ 120,559	\$ 119,032	\$ 119,153
*Source of funding yet to be determined.					
Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis.					

OPERATING BUDGET - ADMINISTRATION

Administration, Laboratory Services, System Maintenance & Infrastructure Group

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Charges for Services	\$ 1,366,493	\$ 1,622,574	\$ 1,907,615	\$ 1,841,741	\$ 1,847,861
Other Revenue	13,056	-	-	-	-
Capital Connections - Current	-	-	-	-	-
Capital Contributions	-	-	-	-	-
Deficit (to be determined)*	-	-	-	-	-
Total Revenue	\$ 1,379,549	\$ 1,622,574	\$ 1,907,615	\$ 1,841,741	\$ 1,847,861
Expenses					
Salaries	\$ 722,576	\$ 841,250	\$ 907,587	\$ 927,458	\$ 928,052
Benefits	336,897	442,238	519,506	529,861	530,217
Operating	232,436	276,386	233,512	233,512	238,682
Capital Outlay	6,577	62,700	247,010	150,910	150,910
Debt Service	-	-	-	-	-
Intrasystem Allocation	-	-	-	-	-
Depreciation	81,063	-	-	-	-
Equipment Reserve	-	-	-	-	-
Maintenance Reserve	-	-	-	-	-
Reserve for Capital Improvement Projects	-	-	-	-	-
Total Expenses	\$ 1,379,549	\$ 1,622,574	\$ 1,907,615	\$ 1,841,741	\$ 1,847,861
*Source of funding yet to be determined.					
Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis.					



Manages Calvert County's solid waste activities.

SOLID WASTE

Landfill Administration Building



Propane Tank Recycling

SOLID WASTE

DESCRIPTION

Provides all customers with efficient, reliable, and safe management of Calvert County's solid waste activities. Management activities include the operation of six resident convenience centers, recycling activities, a bulk pick-up program, and environmental monitoring. Oversees the County's waste transfer to an out-of-state facility and maintains an active landfill at the County's Appeal site. Also responsible for ensuring compliance with federal and state disposal and environmental laws and regulations.

BOCC GOALS



OBJECTIVES

- ◆ Work on the relocation and construction of Customer Convenience Centers. Start the bidding process and move to the construction phase of the Mt. Hope Convenience Center in the spring. This construction project will take approximately one year to complete. Design of the Lusby Convenience Center will begin late spring. The design will take approximately 12 months.
- ◆ Research new and profitable methods of handling recyclables for local businesses and county residents. Elevate business and county resident recycling tonnages. Perform material audits. Have outreach programs and meetings to discuss material types and values.
- ◆ Research new ways to increase the recycling rate by two (2) percentage points. Provide outreach programs about materials that are recyclable and identify materials lost in the trash. Hold quarterly outreach meetings at various locations throughout the county.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Total trash handled/transferred by the County:				
Total tons of solid waste from Customer Convenience Centers	21,291	20,912	21,000	21,000
Total tons of solid waste transferred	84,752	92,735	92,750	92,750
Total tons of solid waste landfilled	506	433	450	450
Total tons recycled by the County	6,780	6,456	6,500	6,500
Total tons of materials collected and transferred (includes landfill)	92,038	99,627	99,700	99,700
Program/Service Outcomes: (based on objectives)				
	Actual FY 2014	Actual FY 2015	Projected FY 2016	Projected FY 2017
Design of convenience centers and landfill improvements	1	1	3	2
Construction of convenience centers and landfill improvements	0	1	2	1
Maintenance projects, new facilities and major improvements	2	4	5	7

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Charges for Services	\$ 10,133,106	\$ 9,552,891	\$ 10,141,748	\$ 9,979,503	\$ 9,979,503
Other Revenue	103,640	87,633	90,720	90,720	90,720
Use of Equipment Reserve	-	35,000	-	-	-
Total Revenue	\$ 10,236,746	\$ 9,675,524	\$ 10,232,468	\$ 10,070,223	\$ 10,070,223
Expenses					
Salaries	\$ 1,743,521	\$ 1,892,417	\$ 1,887,796	\$ 1,931,987	\$ 1,940,637
Benefits	691,377	813,674	887,515	905,041	904,951
Operating	6,871,667	6,495,948	6,953,759	6,791,212	6,830,212
Capital Outlay	245,505	96,582	91,268	97,659	97,664
Debt Service	-	125,262	143,735	143,735	156,602
Depreciation	367,276	-	-	-	-
Equipment Reserve	-	51,350	-	-	132,344
Closure/Post Closure Reserve	-	200,291	268,395	200,589	7,813
Total Expenses	\$ 9,919,346	\$ 9,675,524	\$ 10,232,468	\$ 10,070,223	\$ 10,070,223
Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis.					

STAFFING

		FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
STAFFING	Level					
Solid Waste Division Chief	27	1.0	1.0	1.0	1.0	1.0
Project Engineer II	27	0.3	0.3	0.3	0.3	0.3
Solid Waste Division Chief	25	0.0	0.0	0.0	0.0	0.0
Accountant III	25	0.2	0.2	0.2	0.2	0.2
Business Manager	25	0.3	0.3	0.3	0.3	0.3
Recycling Operations Manager	25	0.0	0.0	1.0	0.0	0.0
Recycling Coordinator	24	1.0	1.0	0.0	1.0	1.0
Operations Supervisor	23	1.0	1.0	1.0	1.0	1.0
Compactor Operator Supervisor	21	1.0	1.0	1.0	1.0	1.0
Recycling Program Specialist	21	1.0	1.0	1.0	1.0	1.0
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	0.0	1.0	1.0	1.0	1.0
Landfill Equipment Operator II	18	1.0	1.0	1.0	1.0	1.0
Landfill Maintenance Worker III	18	1.0	1.0	1.0	1.0	1.0
Recycling Operations Technician	18	1.0	1.0	1.0	1.0	1.0
Landfill Maintenance Worker II	17	2.0	2.0	2.0	2.0	2.0
Solid Waste Truck Driver	16	4.0	5.0	5.0	5.0	5.0
Weigh Clerk	16	3.5	3.5	3.5	3.5	3.5
Landfill Maintenance Worker I	15	3.0	3.0	3.0	3.0	3.0
Solid Waste Compactor Operator	13	19.3	19.3	20.2	20.2	20.2
Landfill Attendant	11	0.5	0.5	0.5	0.5	0.5
Grounds Maintenance (Seasonal)	H05	0.5	0.5	0.5	0.5	0.5
TOTAL		42.6	44.6	45.5	45.5	45.5



Uses Federal and State funds to enhance Local Government's ability to respond to citizen's needs and implement special programs.

GRANTS FUND



Public Safety



Public Transportation



Senior Programs



Community Outreach

- [GRANTS SUMMARY](#)
- [REVENUE HIGHLIGHTS](#)
- [SCHEDULE OF GRANT REVENUES](#)
- [GRANTS BY PROGRAM AREAS](#)
- GRANT AREAS:
- [GENERAL GOVERNMENT](#)
- [GENERAL SERVICES](#)
- [HUMAN SERVICES](#)
- [PUBLIC SAFETY](#)



SUMMARY

The Grants fund is used for special projects that are supported in full or in part by state and/or federal dollars granted with specific criteria for how the funding may be used. In many cases, the County must also provide a match to support these projects.

Grants are typically awarded on a competitive basis. Factors considered in determining grant awards include: the need, the quality and creativity of the proposed project, and how well the project meets the grant criteria.

Once awarded, grants generally set out specific requirements mandating that grant funded programs adhere to strict financial stipulations and are monitored for effectiveness. Additionally, a separate audit of federal grants is required each year.

In Calvert County, grant funding helps the local government address a variety of needs. Due to the competitive nature of grants, budgets for each of the proposed projects listed here should be considered preliminary. Budgets for grant programs are not finalized until state or federal funds have actually been awarded. Typically, these awards are not made until after the County fiscal year has begun.

REVENUE HIGHLIGHTS

Grants Fund – The primary sources of grant revenue are Federal and State grants along with a County General Fund match and fees collected for services (e.g., bus fares and other types of treatment fees).

The **Federal** grant revenues are projected to decrease by \$217,124, or 9.89%, in FY 2017. An unusually large number of transportation buses were budgeted in FY 2016, but FY 2017 will return to more normal levels. This decrease to transportation costs was partially offset by an \$19,727 increase to the Metropolitan Planning Organization (MPO) and an \$24,700 increase to the Emergency Solutions Grant (ESG).

State grant revenues are projected to increase by \$217,947, or 8.74% overall in FY 2017. The largest change was to the Adult Drug Court, which increased by \$220,006.

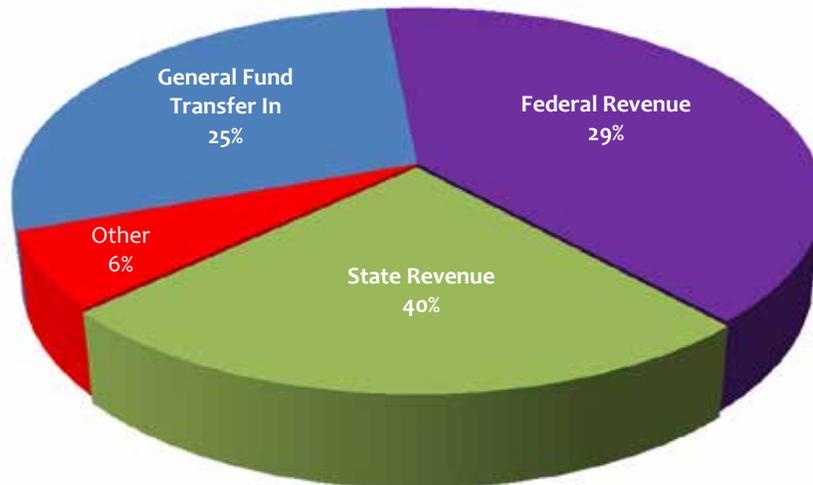
Charges for services are projected to decrease by \$5,779, or 2.29%. This is a result of a decrease level of participation in the Senior Meal Programs.

County contributions to support grant funded initiatives will decrease \$99,152, or 5.56%, in FY 2017 as compared to the FY 2016 adopted budget.

Other revenues are projected to increase by \$68,227 or 54.68% in FY 2017 due to a change in budget presentation in prior budget years.

GRANTS - SUMMARY OF REVENUES

REVENUE TOTALS - ALL GRANTS



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Federal	\$ 1,802,722	\$ 2,195,855	\$ 2,111,708	\$ 2,037,543	\$ 1,980,102
State	2,183,721	2,492,451	2,579,751	2,518,839	2,710,398
General Fund Transfer In	1,669,233	1,782,250	1,808,152	1,741,609	1,683,582
Other	316,519	377,195	400,447	390,804	439,696
Total Revenue	<u>\$ 5,972,195</u>	<u>\$ 6,847,751</u>	<u>\$ 6,900,058</u>	<u>\$ 6,688,795</u>	<u>\$ 6,813,778</u>

SCHEDULE OF GRANT REVENUES

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Federal Grant Revenue					
General Government					
Child Support - State's Attorney	\$ 263,838	\$ 319,474	\$ 323,776	\$ 336,389	\$ 317,070
Child Support - Domestic Master	87,554	91,218	92,906	94,550	92,245
Critical Area Grant	-	10,000	-	-	-
Metropolitan Planning Organizational (MPO)	17,644	72,000	91,727	91,727	91,727
Total General Government	\$ 369,036	\$ 492,692	\$ 508,409	\$ 522,666	\$ 501,042
Human Services					
Community First Choice Supports Planner	\$ 82,064	\$ -	\$ -	\$ -	\$ -
Department of Housing and Urban Development (HUD) Supportive Housing	17,965	-	-	-	-
Early Education Grant	18,323	-	-	-	-
Emergency Solutions Grant (ESG)	41,705	90,000	90,000	114,700	114,700
Library Staff Development	3,972	-	-	-	-
Ombudsman and Elder Abuse	2,805	4,271	4,024	4,669	4,669
Outpatient Substance Abuse	103,345	-	-	-	-
Senior Health Insurance Assistance Program (SHIP)	11,054	11,068	12,000	12,113	12,113
Title III B - Supportive Services (Personal Care, Transportation, Legal Aid)	56,814	46,231	57,535	57,820	57,820
Title III C - 1 - Congregate Meal (Eating Together) Program	95,841	95,808	90,018	90,018	90,018
Title III C-2 - Home Delivered Meal (Meals on Wheels) Program	54,879	59,341	50,513	50,513	50,513
Title III D - Health Promotion & Disease Prevention Program	1,469	9,000	9,000	9,000	9,000
Title III E - National Family Caregivers Support Program	22,553	24,061	23,482	23,482	23,482
Transportation Grants	434,418	741,048	659,164	546,798	514,798
Total Human Services	\$ 947,206	\$ 1,080,828	\$ 995,736	\$ 909,113	\$ 877,113
Public Safety					
Bullet Proof Vests	\$ 9,865	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Highway Safety - Calvert County Sheriff's Office	54,078	64,960	50,000	51,227	51,227
Child Support - Sheriff's Office	316,364	365,393	394,145	400,285	395,097
COPS Technology Grant	7,850	-	-	-	-
Domestic Violence Protective Order Entry & Service Project	-	4,800	4,800	-	-
High Intensity Drug Trafficking Area (HIDTA)	6,875	7,500	7,500	7,500	7,500
Homeland Security	47,706	83,542	84,075	84,075	84,075
Justice Assistance Grant	10,322	19,000	-	-	-
Sex Offender and Compliance Enforcement Grant	-	14,000	-	-	-
Violence Against Women Act (VAWA)	33,420	48,140	52,043	47,677	47,677
Total Public Safety	\$ 486,480	\$ 622,335	\$ 607,563	\$ 605,764	\$ 600,576
Total Federal Grant Revenue	\$ 1,802,722	\$ 2,195,855	\$ 2,111,708	\$ 2,037,543	\$ 1,978,731

Grants shown in **bold** above are either one-time grants, non-recurring grants or grants that no longer exist.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
State Grant Revenue					
General Government					
Adult Treatment Court	\$ 53,002	\$ 60,260	\$ 82,954	\$ 84,707	\$ 280,266
Bay Restoration Fund Grant	1,165,468	1,299,500	1,251,967	1,254,845	1,254,845
Certified Local Government (CLG) Maryland Historical Trust (MHT) Virtual Tour Grant	-	10,000	20,000	20,000	20,000
Certified Local Government (CLG) Maryland Historical Trust (MHT) Training Grant	-	-	1,000	1,000	1,000
Coastal Communities	45,125	46,328	74,936	48,439	48,439
Community Services Caseworker	5,873	6,200	5,873	5,873	5,873
Courthouse Security Camera	20,000	-	-	-	-
Critical Area Grant	10,000	-	10,000	10,000	10,000
Family Services	164,545	168,073	175,775	181,394	181,394
Farmers Market Grant	1,500	-	-	-	-
Lower Marlboro Freedom Day	1,069	-	1,100	1,100	1,100
Maryland Tourism Development Board (MTDB)	28,952	20,000	20,000	20,000	20,000
Metropolitan Planning Organizatoin (MPO)	4,411	18,000	11,466	11,466	11,466
Star Spangled Banner	10,000	-	-	-	-
Total General Government	\$ 1,509,945	\$ 1,628,361	\$ 1,655,071	\$ 1,638,824	\$ 1,834,383
General Services					
Camp Calvert (Special Education Program)	\$ 6,198	\$ 6,198	\$ 6,198	\$ 6,198	\$ 6,198
Johnson Grass	-	2,991	2,991	2,991	2,991
NRD Pilot Project	-	-	5,000	-	-
Total General Services	\$ 6,198	\$ 9,189	\$ 14,189	\$ 9,189	\$ 9,189
Human Services					
Community First Choice Supports Planner	\$ -	\$ 126,042	\$ 114,596	\$ 118,608	\$ 118,608
Developmental Disabilities Administration Grant (DDA)	103,448	162,098	161,711	137,227	137,227
Emergency Solutions Grant (ESG)	20,787	-	-	-	-
Emergency & Transitional Housing & Services (ETHS)	22,036	27,169	27,169	27,169	27,169
Guardianship Grant	4,666	4,856	3,501	3,621	3,621
Maryland Access Point (MAP) Grant	30,906	22,397	20,356	20,356	20,356
Medicare Improvements of Patients and Providers Act Grant (MIPPA)	16,514	12,452	-	6,567	6,567
Money Follows Grant	3,138	7,500	5,000	5,000	5,000
Ombudsman and Elder Abuse	15,734	15,734	14,773	15,777	15,777
Senior Center Operating Fund Grant (SCOF)	9,808	4,000	6,000	6,000	6,000
Senior Care Grant	99,043	100,803	100,000	100,000	100,000
Senior Information & Assistance (I&A) Grant	3,935	3,935	4,661	4,805	4,805
Senior Medicare Patrol (SMP) Grant	7,500	7,927	2,442	2,442	2,442
Senior Nutrition Grant	14,606	14,606	15,826	15,826	15,826
Transportation Grants	240,538	289,395	363,446	331,618	327,618
Total Human Services	\$ 592,659	\$ 798,914	\$ 839,481	\$ 795,016	\$ 791,016
Public Safety					
Controlled Dispersal					
Domestic Violence Protective Order Entry & Service Project	\$ 9,595	\$ -	\$ -	\$ -	\$ -
Emergency Medical Dispatcher (EMD) Training Grant	2,285	-	-	4,800	4,800
Juvenile Transportation	2,683	2,687	3,410	3,410	3,410
Motor Carrier Safety	14,280	30,300	30,000	30,000	30,000
School Bus Safety	9,351	15,000	15,000	15,000	15,000
School Bus Safety	6,977	8,000	10,000	10,000	10,000
Sex Offender and Compliance Enforcement Grant	17,650	-	12,600	12,600	12,600
Tobacco Prevention Grant	12,098	-	-	-	-
Total Public Safety	\$ 74,919	\$ 55,987	\$ 71,010	\$ 75,810	\$ 75,810
Total State Grant Revenue	\$ 2,183,721	\$ 2,492,451	\$ 2,579,751	\$ 2,518,839	\$ 2,710,398

Grants shown in **bold** above are either one-time grants, non-recurring grants or grants that no longer exist.

SCHEDULE OF GRANT REVENUES (CONTINUED)

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Charges for Services					
General Government					
Family Services	\$ 2,146	\$ -	\$ -	\$ -	\$ -
Total General Government	\$ 2,146	\$ -	\$ -	\$ -	\$ -
Human Services					
Developmental Disabilities Administration Grant (DDA)	\$ 200	\$ -	\$ -	\$ -	\$ -
Title III B - Supportive Services (Personal Care, Transportation, Legal Aid)	4,574	4,700	4,525	4,525	4,525
Title III C - 1 - Congregate Meal (Eating Together) Program	45,188	50,670	47,388	47,388	47,388
Title III C-2 - Home Delivered Meal (Meals on Wheels) Program	71,493	78,661	74,439	74,439	74,439
Transportation Contracts and Fees	123,722	118,400	146,994	120,300	120,300
Total Human Services	\$ 245,177	\$ 252,431	\$ 273,346	\$ 246,652	\$ 246,652
Total Charges for Services	\$ 247,323	\$ 252,431	\$ 273,346	\$ 246,652	\$ 246,652
Other Revenue Sources					
General Government					
Child Support - State's Attorney	\$ 2,354	\$ -	\$ -	\$ -	\$ 19,304
Child Support - Domestic Master					5,601
Cove Point Natural Heritage	9,467	8,000	14,234	14,382	14,382
Metropolitan Planning Organizatoin (MPO)	-	-	5,733	5,733	5,733
Total General Government	\$ 11,821	\$ 8,000	\$ 19,967	\$ 20,115	\$ 45,020
General Services					
Camp Calvert (Special Education Program)	\$ 16,446	\$ 18,297	\$ 3,212	\$ 17,000	\$ 17,000
Adaptive Swim	3,204	4,000	4,000	4,000	4,000
Total General Services	\$ 19,650	\$ 22,297	\$ 7,212	\$ 21,000	\$ 21,000
Human Services					
Project Lifesaver - Office on Aging	\$ 187	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500
Library Staff Development	-	10,500	-	-	-
SMRLA Staff Development	7,549	-	-	-	-
Total Human Services	\$ 7,736	\$ 14,500	\$ 4,500	\$ 4,500	\$ 4,500
Public Safety					
Body Cameras	\$ 2,500	\$ -	\$ -	\$ -	\$ -
Child Support - Sheriff's Office	-	-	-	-	23,987
Constellation Planner	25,619	72,677	88,132	91,247	91,247
Local Government Insurance Trust (LGIT) Training Grant	1,870	7,290	7,290	7,290	7,290
Total Public Safety	\$ 29,989	\$ 79,967	\$ 95,422	\$ 98,537	\$ 122,524
General Fund Transfer In	\$ 1,669,233	\$ 1,782,250	\$ 1,808,152	\$ 1,741,609	\$ 1,683,582
Total Other Revenue Sources	\$ 1,738,429	\$ 1,907,014	\$ 1,935,253	\$ 1,885,761	\$ 1,876,626
Total Grants Fund Revenue	\$ 5,972,195	\$ 6,847,751	\$ 6,900,058	\$ 6,688,795	\$ 6,813,778

Grants shown in **bold** above are either one-time grants, non-recurring grants or grants that no longer exist.

GRANTS - SUMMARY OF EXPENDITURES

EXPENDITURE TOTALS - ALL GRANTS



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Salaries	\$ 1,946,498	\$ 2,136,018	\$ 2,174,834	\$ 2,149,519	\$ 2,200,200
Benefits	768,507	933,056	1,064,191	1,040,843	1,067,912
Operating	3,052,496	3,359,505	3,400,671	3,364,252	3,406,570
Capital Outlay	101,772	419,172	260,362	134,181	139,096
Total Expenses	\$ 5,869,273	\$ 6,847,751	\$ 6,900,058	\$ 6,688,795	\$ 6,813,778

GRANT PROGRAM AREAS

More than half of the grant funds included in the proposed FY 2017 budget will be devoted to human services including public transportation, programs for senior citizens, the homeless, those in need of emergency food and shelter, and substance abuse treatment.

Grant funds are proposed for general government to fund family services programs in Circuit Court, child support prosecution, marketing activities to enhance economic development, and programs to protect the critical area surrounding the Chesapeake Bay.

Public safety also benefits from grant funds in this budget. Grant dollars are used for such programs as child support enforcement, transportation of juvenile offenders, training of emergency services personnel, and to provide protective equipment for police officers.

Grant funding used in the Department of General Services helps to support summer special education programs through the County's Parks and Recreation Division.

PROGRAM TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
General Government	\$ 2,121,840	\$ 2,331,335	\$ 2,561,025	\$ 2,488,552	\$ 2,611,213
General Services	26,350	31,486	46,225	42,701	42,701
Human Services	2,920,029	3,507,362	3,309,682	3,165,276	3,129,580
Public Safety	801,054	977,568	983,126	992,266	1,030,284
Total	\$ 5,869,273	\$ 6,847,751	\$ 6,900,058	\$ 6,688,795	\$ 6,813,778

GRANT PROGRAM AREAS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
General Government					
Adult Treatment Court	\$ 53,002	\$ 60,260	\$ 248,881	\$ 172,969	\$ 280,266
Bay Restoration Fund Grant	1,165,468	1,299,500	1,251,967	1,254,845	1,254,845
Certified Local Government (CLG) Maryland Historical Trust (MHT) Training Grant 0819333	-	-	1,000	1,000	1,000
Certified Local Government (CLG) Maryland Historical Trust (MHT) Virtual Tour Grant	-	10,000	20,000	20,000	20,000
Child Support - Domestic Master	140,100	136,147	139,353	141,818	148,252
Child Support - State's Attorney	424,939	476,827	483,247	502,073	511,003
Coastal Communities	45,125	46,328	74,936	48,439	48,439
Community Services Caseworker	5,873	6,200	5,873	5,873	5,873
Courthouse Security Camera	37,599	-	-	-	-
Cove Point Natural Heritage	9,467	8,000	14,234	14,382	14,382
Critical Area Grant	10,000	10,000	10,000	10,000	10,000
Family Services	166,691	168,073	175,775	181,394	181,394
Farmers Market Grant	1,500	-	-	-	-
Lower Marlboro Freedom Day	1,069	-	1,100	1,100	1,100
Star Spangled Banner	10,000	-	-	-	-
Maryland Tourism Development Board (MTDB) Marketing Grant	28,952	20,000	20,000	20,000	20,000
Metropolitan Planning Organizatoin (MPO)	22,055	90,000	114,659	114,659	114,659
Total General Government	\$ 2,121,840	\$ 2,241,335	\$ 2,561,025	\$ 2,488,552	\$ 2,611,213

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
General Services					
Adaptive Swim (Special Education Program)	\$ 3,204	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Camp Calvert (Special Education Program)	23,146	24,495	21,410	35,710	35,710
Johnson Grass	-	2,991	2,991	2,991	2,991
NRD Pilot Project	-	-	17,824	-	-
Total General Services	\$ 26,350	\$ 31,486	\$ 46,225	\$ 42,701	\$ 42,701

Grants shown in **bold** above are either one-time grants, non-recurring grants or grants that no longer exist.

GRANT PROGRAM AREAS (CONTINUED)

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Human Services					
Community First Choice Supports Planner	\$ 82,064	\$ 126,042	\$ 114,596	\$ 118,608	\$ 118,608
Department of Housing and Urban Development (HUD) Supportive Housing	17,965	-	-	-	-
Developmental Disabilities Administration Grant (DDA)	103,648	162,098	179,211	137,227	137,227
Early Education Grant	18,323	-	-	-	-
Emergency & Transitional Housing & Services (ETHS)	22,036	27,169	27,169	27,169	27,169
Emergency Solutions Grant (ESG)	62,492	90,000	90,000	114,700	114,700
Guardianship Grant	4,666	4,856	3,501	3,621	3,621
Jail Substance Abuse Program (JSAP)	56,290	56,290	56,290	56,290	56,290
Library Staff Development	3,972	10,500	-	-	-
Maryland Access Point (MAP) Grant	30,906	22,397	20,356	20,356	20,356
Medicare Improvements of Patients and Providers Act Grant (MIPPA)	16,514	12,452	-	6,567	6,567
Money Follows Grant	3,138	7,500	5,000	5,000	5,000
Ombudsman and Elder Abuse	18,539	20,005	18,797	20,446	20,446
Outpatient Substance Abuse	675,963	568,509	577,114	583,840	583,840
Project Lifesaver - Office on Aging	187	4,000	4,500	4,500	4,500
Senior Center Operating Fund Grant (SCOF)	9,808	4,000	6,000	6,000	6,000
Senior Care Grant	99,043	100,803	100,000	100,000	100,000
Senior Health Insurance Assistance Program (SHIP)	11,054	11,068	12,000	12,113	12,113
Senior Information & Assistance (I&A) Grant	3,935	3,935	4,661	4,805	4,805
Senior Medicare Patrol (SMP) Grant	7,500	7,927	2,442	2,442	2,442
Senior Nutrition Grant	36,474	36,474	37,694	37,694	37,694
SMRLA Staff Development	7,549	-	-	-	-
Title III B - Supportive Services (Personal Care, Transportation, Legal Aid)	61,388	50,931	62,060	62,345	62,345
Title III C - 1 - Congregate Meal (Eating Together) Program	193,415	237,029	227,643	229,944	229,944
Title III C-2 - Home Delivered Meal (Meals on Wheels) Program	138,328	150,558	138,708	139,233	139,233
Title III D - Health Promotion & Disease Prevention Program	1,469	9,000	9,000	9,000	9,000
Title III E - National Family Caregivers Support Program	22,553	24,061	23,482	23,482	23,482
Transportation Grants	1,210,810	1,759,758	1,589,458	1,439,894	1,404,198
Total Human Services	\$ 2,920,029	\$ 3,507,362	\$ 3,309,682	\$ 3,165,276	\$ 3,129,580

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Public Safety					
Body Camera	\$ 5,426	\$ -	\$ -	\$ -	\$ -
Bullet Proof Vests	18,423	30,000	30,000	30,000	30,000
Highway Safety - Calvert County Sheriff's Office	54,078	64,960	50,000	51,227	51,227
Child Support - Sheriff's Office	506,821	553,625	588,276	597,440	634,975
COPS Technology Grant	7,850	-	-	-	-
Controlled Dispersal	9,595	-	-	-	-
Domestic Violence Protective Order Entry & Service Project	2,285	4,800	4,800	4,800	4,800
Emergency Medical Dispatcher (EMD) Training Grant	2,683	2,687	3,410	3,410	3,410
Constellation Planner	25,619	72,677	88,132	91,247	91,247
High Intensity Drug Trafficking Area (HIDTA)	6,875	7,500	7,500	7,500	7,500
Homeland Security	47,780	83,542	84,075	84,075	84,075
Justice Assistance Grant	10,322	19,000	-	-	-
Juvenile Transportation	21,930	30,300	30,000	30,000	30,000
Local Government Insurance Trust (LGIT) Training Grant	1,870	7,290	7,290	7,290	7,290
Motor Carrier Safety	9,350	15,000	15,000	15,000	15,000
School Bus Safety	6,977	8,000	10,000	10,000	10,000
Sex Offender and Compliance Enforcement Grant	17,650	14,000	12,600	12,600	12,600
Tobacco Prevention	12,098	-	-	-	-
Violence Against Women Act (VAWA)	33,420	64,187	52,043	47,677	48,160
Total Public Safety	\$ 801,054	\$ 977,568	\$ 983,126	\$ 992,266	\$ 1,030,284
Total Grant Programs	\$ 5,869,273	\$ 6,757,751	\$ 6,900,058	\$ 6,688,795	\$ 6,813,778

Grants shown in **bold** above are either one-time grants, non-recurring grants or grants that no longer exist.



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GRANTS: GENERAL GOVERNMENT

REVENUE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Federal	\$ 369,036	\$ 492,692	\$ 508,409	\$ 522,666	\$ 501,930
State	1,509,945	1,628,361	1,655,071	1,638,824	1,834,383
General Fund Transfer In	248,193	202,282	377,578	306,947	229,880
Other	13,967	8,000	19,967	20,115	45,020
Total	\$ 2,141,140	\$ 2,331,335	\$ 2,561,025	\$ 2,488,552	\$ 2,611,213

EXPENDITURE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Salaries	\$ 531,689	\$ 527,715	\$ 648,854	\$ 620,499	\$ 667,985
Benefits	242,947	264,361	359,593	336,475	360,711
Operating	1,304,875	1,539,259	1,552,578	1,531,578	1,582,517
Capital Outlay	42,328	-	-	-	-
Total	\$ 2,121,840	\$ 2,331,335	\$ 2,561,025	\$ 2,488,552	\$ 2,611,213

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

STAFFING

	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Circuit Court						
Drug Court Coordinator	CC5	0.0	1.0	1.0	1.0	1.0
Family Services Coordinator	CC5	1.0	1.0	1.0	1.0	1.0
Case Manager	CC4	0.0	0.0	2.0	2.0	2.0
Judicial Secretary	CC4	0.6	0.6	0.6	0.6	0.6
Legal Secretary	CC2	1.0	0.6	0.6	0.6	0.6
Administrative Aide	CC1	0.6	1.0	1.0	1.0	1.0
TOTAL		3.2	4.2	6.2	6.2	6.2
State's Attorney						
Senior Assistant State's Attorney	A	1.0	1.0	1.0	1.0	1.0
Paralegal	23	1.0	1.0	1.0	1.0	1.0
Legal Secretary II	19	1.0	1.0	1.0	1.0	1.0
Legal Secretary I	18	1.0	1.0	1.0	1.0	1.0
TOTAL		4.0	4.0	4.0	4.0	4.0
Community Planning and Building						
Planner II	24	1.0	1.5	1.5	1.5	1.5
Intern	24	0.0	0.3	0.3	0.3	0.3
TOTAL		1.0	1.8	1.8	1.8	1.8
GRANTS TOTAL GENERAL GOVERNMENT		8.2	10.0	12.0	12.0	12.0

ADULT TREATMENT COURT

DESCRIPTION

This is an eighteen month minimum specialty court where participants plead guilty to their crime and as a condition of probation they voluntarily enter this court. It entails intensive treatment, weekly case management meetings and monthly judicial reviews. Treatment courts have been statistically proven to be the most cost effective way to combat substance abuse problems and therefore positively impact the criminal justice system.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 53,002	\$ 60,260	\$ 82,954	\$ 84,707	\$ 280,266
General Fund Transfer In	-	-	165,927	88,262	-
Total Revenue	\$ 53,002	\$ 60,260	\$ 248,881	\$ 172,969	\$ 280,266
Expense					
Salaries	\$ 37,083	\$ 51,948	\$ 163,964	\$ 116,935	\$ 159,887
Benefits	5,933	8,312	71,865	42,982	68,753
Operating	9,985	-	13,052	13,052	51,626
Total Expense	\$ 53,002	\$ 60,260	\$ 248,881	\$ 172,969	\$ 280,266



Adult Treatment Courtroom

BAY RESTORATION FUND

DESCRIPTION

The goal of this program is to reduce nutrients getting into the Chesapeake Bay and to upgrade onsite sewage disposal systems (septic systems) with the Best Available Technology (BAT) for nitrogen removal. The upgraded systems are Orenco Advantex AX20 Nitrogen reducing, Advanced Treatment.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 1,165,468	\$ 1,299,500	\$ 1,251,967	\$ 1,254,845	\$ 1,254,845
Total Revenue	\$ 1,165,468	\$ 1,299,500	\$ 1,251,967	\$ 1,254,845	\$ 1,254,845
Expense					
Salaries	\$ 47,454	\$ 51,718	\$ 51,718	\$ 53,517	\$ 53,517
Benefits	24,201	27,928	31,031	32,110	32,110
Operating	1,093,370	1,219,854	1,169,218	1,169,218	1,169,218
Capital Outlay	443	-	-	-	-
Total Expense	\$ 1,165,468	\$ 1,299,500	\$ 1,251,967	\$ 1,254,845	\$ 1,254,845



One of over 500 homes that have received an Orenco Advantex AX20 Nitrogen reducing, Advanced Treatment, septic system through the Bay Restoration Fund grant.

CERTIFIED LOCAL GOVERNMENT MARYLAND HISTORICAL TRUST TRAINING

DESCRIPTION

Required education for members of the Historic District Commission.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Total Revenue	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Expense					
Operating	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Total Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000

CERTIFIED LOCAL GOVERNMENT (CLG) MARYLAND HISTORICAL TRUST VIRTUAL TOUR

DESCRIPTION

Produce multimedia tours of agricultural landscapes in Calvert County based on products from earlier CLG funded projects.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ -	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000
Total Revenue	\$ -	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000
Expense					
Operating	\$ -	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000
Total Expense	\$ -	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000

CHILD SUPPORT - DOMESTIC MASTER

DESCRIPTION

Provides financial support to operate a program designed to provide child support enforcement services, including hearings and court orders, in accordance with the federal Department of Health and Human Services (HHS) approved State Plan under Title IV-D of the Social Security Act and the Cooperative Reimbursement Agreement Application.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 87,554	\$ 91,218	\$ 92,906	\$ 94,550	\$ 92,245
General Fund Transfer In	60,607	44,929	46,447	47,268	50,406
Other	-	-	-	-	5,601
Total Revenue	\$ 148,160	\$ 136,147	\$ 139,353	\$ 141,818	\$ 148,252
Expense					
Salaries	\$ 58,786	\$ 53,453	\$ 53,452	\$ 54,993	\$ 59,547
Benefits	27,887	28,865	32,072	32,996	29,975
Operating	53,428	53,829	53,829	53,829	58,730
Capital Outlay	-	-	-	-	-
Total Expense	\$ 140,100	\$ 136,147	\$ 139,353	\$ 141,818	\$ 148,252

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

CHILD SUPPORT - STATE'S ATTORNEY

DESCRIPTION

Provides legal representation and enforcement of child support orders; prepares and reviews all pleadings for factual and legal sufficiency; files civil, contempt, and criminal pleadings with the Clerk's Office; meets with parties to negotiate an agreement for child support obligations; interviews customers; coordinates paternity testing and keeps a database list; prepares child support liens, garnishments, and other documentation to facilitate child support payment collection.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 263,838	\$ 319,474	\$ 323,776	\$ 336,389	\$ 317,958
General Fund Transfer In	169,987	157,353	159,471	165,684	173,741
Other	2,354	-	-	-	19,304
Total Revenue	\$ 436,179	\$ 476,827	\$ 483,247	\$ 502,073	\$ 511,003
Expense					
Salaries	\$ 238,331	\$ 231,577	\$ 234,763	\$ 250,039	\$ 250,019
Benefits	118,693	125,052	140,857	144,407	145,893
Operating	67,914	120,198	107,627	107,627	115,091
Capital Outlay	-	-	-	-	-
Total Expense	\$ 424,939	\$ 476,827	\$ 483,247	\$ 502,073	\$ 511,003

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

COASTAL COMMUNITIES

DESCRIPTION

Targets projects that reduce the vulnerability of the built environment to the effects of flooding and other coastal hazards that result from storms, erosion and sea level rise through the modification of ordinances, codes, plans and programs.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 45,125	\$ 46,328	\$ 74,936	\$ 48,439	\$ 48,439
Total Revenue	\$ 45,125	\$ 46,328	\$ 74,936	\$ 48,439	\$ 48,439
Expense					
Salaries	\$ 35,128	\$ 28,880	\$ 30,784	\$ 27,238	\$ 27,238
Benefits	7,916	14,728	17,502	15,551	15,551
Operating	2,082	2,720	26,650	5,650	5,650
Total Expense	\$ 45,125	\$ 46,328	\$ 74,936	\$ 48,439	\$ 48,439

COMMUNITY SERVICES CASEWORKER

DESCRIPTION

Supports the Community Service Litter Control program and will defray county equipment costs for this program.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 5,873	\$ 6,200	\$ 5,873	\$ 5,873	\$ 5,873
Total Revenue	\$ 5,873	\$ 6,200	\$ 5,873	\$ 5,873	\$ 5,873
Expense					
Operating	\$ 5,873	\$ 6,200	\$ 5,873	\$ 5,873	\$ 5,873
Total Expense	\$ 5,873	\$ 6,200	\$ 5,873	\$ 5,873	\$ 5,873

COVE POINT NATURAL HERITAGE TRUST

DESCRIPTION

Covers a summer intern and continued work on quarterly water monitoring efforts.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Other	\$ 9,467	\$ 8,000	\$ 14,234	\$ 14,382	\$ 14,382
Total Revenue	\$ 9,467	\$ 8,000	\$ 14,234	\$ 14,382	\$ 14,382
Expense					
Salaries	\$ 5,510	\$ 1,326	\$ 6,852	\$ 6,944	\$ 6,944
Benefits	2,524	716	2,262	2,318	2,318
Operating	1,433	5,958	5,120	5,120	5,120
Total Expense	\$ 9,467	\$ 8,000	\$ 14,234	\$ 14,382	\$ 14,382

CRITICAL AREA

DESCRIPTION

Partially funds two staff positions to review the impact of proposed development on the Chesapeake Bay Critical Area and enforce the Critical Area regulations.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ -	\$ 10,000	\$ -	\$ -	\$ -
State	10,000	-	10,000	10,000	10,000
Total Revenue	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Expense					
Salaries	\$ 6,623	\$ 6,493	\$ 6,493	\$ 6,493	\$ 6,493
Benefits	3,377	3,507	3,507	3,507	3,507
Total Expense	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

FAMILY SERVICES

DESCRIPTION

Enhances the Court's ability to provide fair and efficient forum for resolving domestic and juvenile matters.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 164,545	\$ 168,073	\$ 175,775	\$ 181,394	\$ 181,394
Other	2,146	-	-	-	-
Total Revenue	\$ 166,691	\$ 168,073	\$ 175,775	\$ 181,394	\$ 181,394
Expense					
Salaries	\$ 102,775	\$ 102,320	\$ 100,828	\$ 104,340	\$ 104,340
Benefits	52,415	55,253	60,497	62,604	62,604
Operating	7,215	10,500	14,450	14,450	14,450
Capital Outlay	4,286	-	-	-	-
Total Expense	\$ 166,691	\$ 168,073	\$ 175,775	\$ 181,394	\$ 181,394

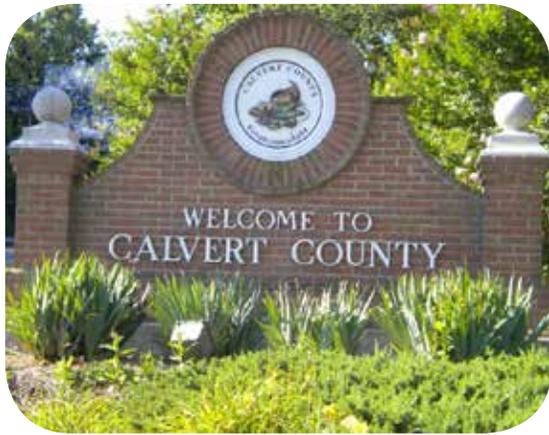
MARYLAND TOURISM DEVELOPMENT BOARD (MTDB)

DESCRIPTION

Supports the county's efforts to provide high visibility advertising and marketing of local tourist sites and attractions.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 28,952	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Total Revenue	\$ 28,952	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Expense					
Operating	\$ 28,952	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Total Expense	\$ 28,952	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000



GRANTS: GENERAL SERVICES

REVENUE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	6,198	9,189	14,189	9,189	9,189
General Fund Transfer In	11,245	-	24,824	12,512	12,512
Other	19,650	22,297	7,212	21,000	21,000
Total	\$ 37,092	\$ 31,486	\$ 46,225	\$ 42,701	\$ 42,701

EXPENDITURE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Salaries	\$ 19,953	\$ 21,116	\$ 25,977	\$ 30,784	\$ 30,784
Benefits	3,193	3,379	6,057	4,926	4,926
Operating	3,204	6,991	14,191	6,991	6,991
Capital Outlay	-	-	-	-	-
Total	\$ 26,350	\$ 31,486	\$ 46,225	\$ 42,701	\$ 42,701

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

STAFFING

		FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Parks & Recreation	Level					
Counselor II TRS (Seasonal)	H07	0.0	0.9	0.8	0.8	0.8
Counselor I TRS (Seasonal)	H06	0.0	0.5	0.5	0.5	0.5
Personal Care Attendant TRS (Seasonal)	H06	0.0	0.3	0.3	0.3	0.3
One-to-One Counselor TRS (Seasonal)	H04	0.0	1.0	1.0	1.0	1.0
GRANTS TOTAL GENERAL SERVICES		0.0	2.7	2.6	2.6	2.6

ADAPTIVE SWIM (SPECIAL EDUCATION PROGRAM)

DESCRIPTION

Scholarship money that is available for participants on the Autism Spectrum who demonstrate financial need. All classes follow the American Red Cross Water Safety Instruction. This grant is funded by the nonprofit organization, Autism Speaks.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Other	\$ 3,204	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Total Revenue	\$ 3,204	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Expense					
Operating	\$ 3,204	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Total Expense	\$ 3,204	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000



Edward T. Hall Aquatic Center, Leisure Pool

CAMP CALVERT (SPECIAL EDUCATION PROGRAM)

DESCRIPTION

A summer camp program that provides Therapeutic Recreation Services (TRS) for children with developmental disabilities and offers active and passive recreational activities that build social and physical skills.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 6,198	\$ 6,198	\$ 6,198	\$ 6,198	\$ 6,198
General Fund Transfer In	11,245	-	12,000	12,512	12,512
Other	16,446	18,297	3,212	17,000	17,000
Total Revenue	\$ 33,888	\$ 24,495	\$ 21,410	\$ 35,710	\$ 35,710
Expense					
Salaries	\$ 19,953	\$ 21,116	\$ 18,457	\$ 30,784	\$ 30,784
Benefits	3,193	3,379	2,953	4,926	4,926
Total Expense	\$ 23,146	\$ 24,495	\$ 21,410	\$ 35,710	\$ 35,710

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

JOHNSON GRASS

DESCRIPTION

Controls and eradicate noxious weeds (Johnsongrass, shattercane, thistles and multiflora rose).

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ -	\$ 2,991	\$ 2,991	\$ 2,991	\$ 2,991
Total Revenue	\$ -	\$ 2,991	\$ 2,991	\$ 2,991	\$ 2,991
Expense					
Operating	\$ -	\$ 2,991	\$ 2,991	\$ 2,991	\$ 2,991
Total Expense	\$ -	\$ 2,991	\$ 2,991	\$ 2,991	\$ 2,991



GRANTS: HUMAN SERVICES

REVENUE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Federal	\$ 947,206	\$ 1,080,828	\$ 995,736	\$ 909,113	\$ 877,113
State	592,659	798,914	839,481	795,016	791,016
General Fund Transfer In	1,174,758	1,360,689	1,196,619	1,209,995	1,210,299
Other	252,913	266,931	277,846	251,152	251,152
Total	\$ 2,967,536	\$ 3,507,362	\$ 3,309,682	\$ 3,165,276	\$ 3,129,580

EXPENDITURE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Salaries	\$ 979,584	\$ 1,068,058	\$ 1,034,285	\$ 1,025,015	\$ 1,023,817
Benefits	370,817	468,490	511,276	506,274	506,376
Operating	1,551,669	1,551,642	1,515,759	1,511,806	1,517,206
Capital Outlay	17,960	419,172	248,362	122,181	82,181
Total	\$ 2,920,029	\$ 3,507,362	\$ 3,309,682	\$ 3,165,276	\$ 3,129,580

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

STAFFING

		FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Transportation	Level					
Bus/Van Driver	14	16.4	16.4	17.6	16.6	16.6
Bus/Van Driver (Temporary)	n/a	1.4	1.4	1.3	1.3	1.3
TOTAL		17.8	17.8	18.9	17.9	17.9
Substance Abuse						
Substance Abuse Clinical Coordinator	26	2.0	2.0	2.0	2.0	2.0
Custodian	n/a	0.3	0.3	0.5	0.5	0.5
TOTAL		2.3	2.3	2.5	2.5	2.5
Office on Aging						
Developmental Disabilities Program Specialist	21	1.0	1.0	1.0	1.0	1.0
Long Term Care Advocate	20	0.6	0.6	0.6	0.6	0.6
Food Services Coordinator	18	1.0	1.0	1.0	1.0	1.0
Food Service Worker	14	1.0	1.0	1.0	1.0	1.0
Community First Choice Supports Planner	H19	2.0	2.0	2.0	2.0	2.0
Developmental Disabilities Aide	H13	0.5	0.5	0.6	0.6	0.6
TOTAL		6.1	6.1	6.1	6.1	6.1
GRANTS TOTAL HUMAN SERVICES		26.2	26.2	27.5	26.5	26.5

COMMUNITY FIRST CHOICE (CFC)

DESCRIPTION

Provides a Supports Planning Service for applicants and participants who are applying to or enrolled in Home and Community-Based Services (HCBS) Programs. Key Areas of Supports Planning Service: coordinate medical eligibility determinations and redeterminations, engage individuals in person-directed planning, facilitate the process for individuals who choose to self-direct, assist applicants residing in a nursing facility with developing a transition plan to live in the community, identify potential barriers in the community and coordinating available services and support. Assist with locating and applying for available housing options, including identifying and assisting with resolving housing barriers.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 82,064	\$ -	\$ -	\$ -	\$ -
State	-	126,042	114,596	118,608	118,608
Total Revenue	\$ 82,064	\$ 126,042	\$ 114,596	\$ 118,608	\$ 118,608
Expense					
Salaries	\$ 65,383	\$ 102,248	\$ 98,790	\$ 102,248	\$ 102,248
Benefits	10,461	16,360	15,806	16,360	16,360
Operating	6,220	7,434	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 82,064	\$ 126,042	\$ 114,596	\$ 118,608	\$ 118,608

DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)

DESCRIPTION

Provides a range of supportive services for older adults with developmental disabilities.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 103,448	\$ 162,098	\$ 161,711	\$ 137,227	\$ 137,227
General Fund Transfer In	-	-	17,500	-	-
Other	200	-	-	-	-
Total Revenue	\$ 103,648	\$ 162,098	\$ 179,211	\$ 137,227	\$ 137,227
Expense					
Salaries	\$ 55,280	\$ 57,812	\$ 59,799	\$ 61,847	\$ 61,847
Benefits	23,705	25,572	28,467	29,435	29,435
Operating	22,429	78,714	45,945	45,945	45,945
Capital Outlay	2,234	-	45,000	-	-
Total Expense	\$ 103,648	\$ 162,098	\$ 179,211	\$ 137,227	\$ 137,227

EMERGENCY SOLUTIONS GRANT (ESG)

DESCRIPTION

Funds emergency shelter and homeless prevention programs for local agencies, including Project ECHO, Community Ministry of Calvert County and SMILE Ecumenical Ministries.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 41,705	\$ 90,000	\$ 90,000	\$ 114,700	\$ 114,700
State	20,787	-	-	-	-
Total Revenue	\$ 41,705	\$ 90,000	\$ 90,000	\$ 114,700	\$ 114,700
Expense					
Operating	\$ 62,492	\$ 90,000	\$ 90,000	\$ 114,700	\$ 114,700
Total Expense	\$ 62,492	\$ 90,000	\$ 90,000	\$ 114,700	\$ 114,700

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

EMERGENCY & TRANSITIONAL HOUSING & SERVICES (ETHS)

DESCRIPTION

Funds emergency shelter for homeless and abused persons. Homelessness prevention programs at Project Echo and Catholic Charities.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 22,036	\$ 27,169	\$ 27,169	\$ 27,169	\$ 27,169
Total Revenue	\$ 22,036	\$ 27,169	\$ 27,169	\$ 27,169	\$ 27,169
Expense					
Operating	\$ 22,036	\$ 27,169	\$ 27,169	\$ 27,169	\$ 27,169
Total Expense	\$ 22,036	\$ 27,169	\$ 27,169	\$ 27,169	\$ 27,169

GUARDIANSHIP

DESCRIPTION

Serves individuals 65 years of age and older, who have been deemed by a court of law to lack the capacity to make or communicate responsible decisions concerning their daily living needs. The program provides protection and advocacy on behalf of the disabled older adult through case management provided by guardianship specialists of the program.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 4,666	\$ 4,856	\$ 3,501	\$ 3,621	\$ 3,621
Total Revenue	\$ 4,666	\$ 4,856	\$ 3,501	\$ 3,621	\$ 3,621
Expense					
Salaries	\$ 1,802	\$ 2,777	\$ 2,170	\$ 2,245	\$ 2,245
Benefits	642	1,499	1,302	1,347	1,347
Operating	2,222	580	29	29	29
Capital Outlay	-	-	-	-	-
Total Expense	\$ 4,666	\$ 4,856	\$ 3,501	\$ 3,621	\$ 3,621

JAIL SUBSTANCE ABUSE PROGRAM (JSAP)

DESCRIPTION

An intensive 60-day program for inmates suffering from addiction. Conducted at the Calvert County Detention Center and offers an alternative to conventional treatment programs for those individuals who are incarcerated due to substance abuse.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
General Fund Transfer In	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290
Total Revenue	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290
Expense					
Operating	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290
Total Expense	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290

LIBRARY STAFF DEVELOPMENT

DESCRIPTION

Developing leadership skills for library supervisors.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 3,972	\$ -	\$ -	\$ -	\$ -
Other	-	10,500	-	-	-
Total Revenue	\$ 3,972	\$ 10,500	\$ -	\$ -	\$ -
Expense					
Operating	\$ 3,972	\$ 10,500	\$ -	\$ -	\$ -
Total Expense	\$ 3,972	\$ 10,500	\$ -	\$ -	\$ -

MARYLAND ACCESS POINT (MAP)

DESCRIPTION

MAP is the gateway to long term services and supports in Maryland. MAP specialists work with caregivers, professionals, and all individuals with long term care needs to plan, identify, connect, and assist with accessing private and public resources for long term services and supports.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 30,906	\$ 22,397	\$ 20,356	\$ 20,356	\$ 20,356
Total Revenue	\$ 30,906	\$ 22,397	\$ 20,356	\$ 20,356	\$ 20,356
Expense					
Salaries	\$ 1,390	\$ 4,272	\$ -	\$ -	\$ -
Benefits	285	2,307	-	-	-
Operating	29,230	15,818	20,356	20,356	20,356
Capital Outlay	-	-	-	-	-
Total Expense	\$ 30,906	\$ 22,397	\$ 20,356	\$ 20,356	\$ 20,356

MEDICARE IMPROVEMENTS FOR PATIENTS & PROVIDERS ACT (MIPPA)

DESCRIPTION

MIPPA funding is used to promote enrollment in low income programs for Medicare beneficiaries, especially in rural areas and for populations with disabilities.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 16,514	\$ 12,452	\$ -	\$ 6,567	\$ 6,567
Total Revenue	\$ 16,514	\$ 12,452	\$ -	\$ 6,567	\$ 6,567
Expense					
Salaries	\$ 3,438	\$ -	\$ -	\$ 4,500	\$ 4,500
Benefits	550	-	-	720	720
Operating	9,574	12,452	-	1,347	1,347
Capital Outlay	2,950	-	-	-	-
Total Expense	\$ 16,514	\$ 12,452	\$ -	\$ 6,567	\$ 6,567

MONEY FOLLOWS THE PERSON

DESCRIPTION

Assist clients to transition out of nursing home and other institutions and back into the community through options counseling.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 3,138	\$ 7,500	\$ 5,000	\$ 5,000	\$ 5,000
Total Revenue	\$ 3,138	\$ 7,500	\$ 5,000	\$ 5,000	\$ 5,000
Expense					
Operating	\$ 3,138	\$ 7,500	\$ 5,000	\$ 5,000	\$ 5,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 3,138	\$ 7,500	\$ 5,000	\$ 5,000	\$ 5,000

OMBUDSMAN AND ELDER ABUSE

DESCRIPTION

Provides advocacy and investigates complaints of residents in long term care facilities in Calvert County. Also provides education to older adults and their caregivers about the various forms of abuse, how to prevent abuse, and what to do if someone becomes a victim of a crime. Funding also supports a statewide database/reporting system.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 2,805	\$ 4,271	\$ 4,024	\$ 4,669	\$ 4,669
State	15,734	15,734	14,773	15,777	15,777
Total Revenue	\$ 18,539	\$ 20,005	\$ 18,797	\$ 20,446	\$ 20,446
Expense					
Salaries	\$ 9,364	\$ 11,213	\$ 10,611	\$ 12,017	\$ 12,017
Benefits	3,702	6,055	6,966	7,209	7,209
Operating	5,473	2,737	1,220	1,220	1,220
Capital Outlay	-	-	-	-	-
Total Expense	\$ 18,539	\$ 20,005	\$ 18,797	\$ 20,446	\$ 20,446

OUTPATIENT SUBSTANCE ABUSE

DESCRIPTION

Improves public health and safety by providing substance abuse treatment and education to individuals and family members who are suffering from the effects of substance abuse and chemical dependency. The Residential Substance Abuse Budget is shown on page 129 of this document.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 103,345	\$ -	\$ -	\$ -	\$ -
General Fund Transfer In	580,554	568,509	577,114	583,840	583,840
Other	-	-	-	-	-
Total Revenue	\$ 683,898	\$ 568,509	\$ 577,114	\$ 583,840	\$ 583,840
Expense					
Salaries	\$ 156,560	\$ 152,714	\$ 148,221	\$ 152,425	\$ 152,425
Benefits	74,476	78,434	86,242	88,764	88,764
Operating	444,927	337,361	342,651	342,651	342,651
Total Expense	\$ 675,963	\$ 568,509	\$ 577,114	\$ 583,840	\$ 583,840

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

PROJECT LIFESAVER - OFFICE ON AGING

DESCRIPTION

Supports the purchase of electronic tracking equipment that can locate lost or wandering persons suffering from Alzheimer’s disease or other related disasters.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Other	\$ 187	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500
Total Revenue	\$ 187	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500
Expense					
Operating	\$ 187	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500
Capital Outlay	-	-	-	-	-
Total Expense	\$ 187	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500

SENIOR CENTER OPERATING FUND (SCOF)

DESCRIPTION

Focuses on innovative senior citizen activities center based programs for prevention and planning. Office on Aging uses SCOF funding to promote exercise and disease prevention with proven positive health outcomes for older adults.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 9,808	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000
Total Revenue	\$ 9,808	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000
Expense					
Operating	\$ 9,808	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 9,808	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000

SENIOR CARE

DESCRIPTION

Provides case management and funds for services for people 65 or older who may be at risk of nursing home placement; allows seniors to live with dignity and in the comfort of their own homes and at a lower cost than nursing facility care; provides a comprehensive assessment of an individual's needs, a case manager to secure and coordinate services, and a pool of gap filling funds to purchase services for individuals who meet program eligibility requirements. Services may include personal care, chore service, medications, medical supplies, adult day care, respite care, home delivered meals, transportation, and emergency response systems.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 99,043	\$ 100,803	\$ 100,000	\$ 100,000	\$ 100,000
Total Revenue	\$ 99,043	\$ 100,803	\$ 100,000	\$ 100,000	\$ 100,000
Expense					
Operating	\$ 99,043	\$ 100,803	\$ 100,000	\$ 100,000	\$ 100,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 99,043	\$ 100,803	\$ 100,000	\$ 100,000	\$ 100,000

STATE HEALTH INSURANCE PROGRAM (SHIP)

DESCRIPTION

Meets one of the most universal needs of Medicare beneficiaries, including those under 65 years of age; understanding their health insurance benefits, bills and rights. The Maryland SHIP program provides trained staff and volunteer counselors in all 24 counties. Counselors provide in-person and telephone assistance.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 11,054	\$ 11,068	\$ 12,000	\$ 12,113	\$ 12,113
Total Revenue	\$ 11,054	\$ 11,068	\$ 12,000	\$ 12,113	\$ 12,113
Expense					
Salaries	\$ 584	\$ 1,815	\$ 1,993	\$ 2,063	\$ 2,063
Benefits	120	980	1,196	1,239	1,239
Operating	10,351	8,273	8,811	8,811	8,811
Capital Outlay	-	-	-	-	-
Total Expense	\$ 11,054	\$ 11,068	\$ 12,000	\$ 12,113	\$ 12,113

SENIOR INFORMATION & ASSISTANCE (I&A)

DESCRIPTION

Provides seniors, individuals with disabilities, caregivers and families with long term care information and counseling so that informed decisions can be made.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 3,935	\$ 3,935	\$ 4,661	\$ 4,805	\$ 4,805
Total Revenue	\$ 3,935	\$ 3,935	\$ 4,661	\$ 4,805	\$ 4,805
Expense					
Salaries	\$ 463	\$ 1,281	\$ 2,580	\$ 2,670	\$ 2,670
Benefits	95	692	1,548	1,602	1,602
Operating	3,377	1,962	533	533	533
Capital Outlay	-	-	-	-	-
Total Expense	\$ 3,935	\$ 3,935	\$ 4,661	\$ 4,805	\$ 4,805

SENIOR MEDICARE PATROL (SMP)

DESCRIPTION

SMP is an anti-health care fraud project administered by the Maryland Department of Aging through the U.S. Department of Health and Human Services and the Administration on Aging. The mission of Maryland SMP is to develop a program that enlists senior volunteers to teach Medicare and Medicaid clients how to recognize and report health care fraud, waste, abuse, or error.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 7,500	\$ 7,927	\$ 2,442	\$ 2,442	\$ 2,442
Total Revenue	\$ 7,500	\$ 7,927	\$ 2,442	\$ 2,442	\$ 2,442
Expense					
Operating	\$ 7,500	\$ 7,927	\$ 2,442	\$ 2,442	\$ 2,442
Capital Outlay	-	-	-	-	-
Total Expense	\$ 7,500	\$ 7,927	\$ 2,442	\$ 2,442	\$ 2,442

SENIOR NUTRITION

DESCRIPTION

Provides supplemental funding for Nutrition Services, both Congregate and Home Delivered meals.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 14,606	\$ 14,606	\$ 15,826	\$ 15,826	\$ 15,826
General Fund Transfer In	21,868	21,868	21,868	21,868	21,868
Total Revenue	\$ 36,474	\$ 36,474	\$ 37,694	\$ 37,694	\$ 37,694
Expense					
Operating	\$ 36,474	\$ 36,474	\$ 37,694	\$ 37,694	\$ 37,694
Capital Outlay	-	-	-	-	-
Total Expense	\$ 36,474	\$ 36,474	\$ 37,694	\$ 37,694	\$ 37,694

TITLE III B - SUPPORTIVE SERVICES (PERSONAL CARE, TRANSPORTATION, LEGAL AID)

DESCRIPTION

Provides supportive services for senior citizens to include access services (transportation), legal assistance and in home care.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 56,814	\$ 46,231	\$ 57,535	\$ 57,820	\$ 57,820
Other	4,574	4,700	4,525	4,525	4,525
Total Revenue	\$ 61,388	\$ 50,931	\$ 62,060	\$ 62,345	\$ 62,345
Expense					
Salaries	\$ -	\$ -	\$ 5,102	\$ 5,280	\$ 5,280
Benefits	-	-	3,061	3,168	3,168
Operating	61,388	50,931	53,897	53,897	53,897
Capital Outlay	-	-	-	-	-
Total Expense	\$ 61,388	\$ 50,931	\$ 62,060	\$ 62,345	\$ 62,345

TITLE III C - 1 - NUTRITION, CONGREGATE (EATING TOGETHER) PROGRAM

DESCRIPTION

Improves the quality of life for older individuals through wholesome meals, nutrition education, counseling and assessment, improved socialization and referral to other appropriate services. County residents, age 60 and older, and their spouses of any age, are welcome to visit one of the three senior centers for a hot nutritious meal and fun with new friends.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 95,841	\$ 95,808	\$ 90,018	\$ 90,018	\$ 90,018
General Fund Transfer In	52,387	90,551	90,237	92,538	92,538
Other	45,188	50,670	47,388	47,388	47,388
Total Revenue	\$ 193,416	\$ 237,029	\$ 227,643	\$ 229,944	\$ 229,944
Expense					
Salaries	\$ 50,312	\$ 50,909	\$ 50,909	\$ 52,347	\$ 52,347
Benefits	25,659	33,345	30,545	31,408	31,408
Operating	117,444	152,775	146,189	146,189	146,189
Capital Outlay	-	-	-	-	-
Total Expense	\$ 193,415	\$ 237,029	\$ 227,643	\$ 229,944	\$ 229,944

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.



Food Service Worker Harry Markward loads coolers onto the nutrition van to begin daily delivery of congregate and home delivered meals to the three local senior centers and other drop off points.

TITLE III C - 2 - NUTRITION, HOME DELIVERED (MEALS ON WHEELS) PROGRAM

DESCRIPTION

Meals are delivered to homebound seniors to help them to remain in their own homes for as long as possible. In addition to nutrition services, regular contact with program volunteers and staff provides a senior with a link to additional services in his or her community.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 54,879	\$ 59,341	\$ 50,513	\$ 50,513	\$ 50,513
General Fund Transfer In	11,956	12,556	13,756	14,281	14,281
Other	71,493	78,661	74,439	74,439	74,439
Total Revenue	\$ 138,328	\$ 150,558	\$ 138,708	\$ 139,233	\$ 139,233
Expense					
Salaries	\$ 22,881	\$ 23,073	\$ 23,074	\$ 23,402	\$ 23,402
Benefits	11,669	12,460	13,844	14,041	14,041
Operating	103,777	115,025	101,790	101,790	101,790
Capital Outlay	-	-	-	-	-
Total Expense	\$ 138,328	\$ 150,558	\$ 138,708	\$ 139,233	\$ 139,233

TITLE III D - HEALTH PROMOTION & DISEASE PREVENTION PROGRAM

DESCRIPTION

Available for persons age 60 and over throughout the State of Maryland. Physical and mental health risk assessments, counseling and referral, physical fitness activities and wellness education are key components of this statewide program. Promotes preventive health, wellness, and physical fitness. A recent addition to health promotion in Maryland is Evidence-Based Programming.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 1,469	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Total Revenue	\$ 1,469	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Expense					
Operating	\$ 1,469	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 1,469	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000

TITLE III E - NATIONAL FAMILY CAREGIVERS SUPPORT PROGRAM

DESCRIPTION

Provides a broad array of services to families and caregivers. The program offers several types of services: information to caregivers about available services, assistance to caregivers in gaining access to the services, individual counseling, organization of support groups and caregiver training, respite care, and supplemental services on a limited basis.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 22,553	\$ 24,061	\$ 23,482	\$ 23,482	\$ 23,482
Total Revenue	\$ 22,553	\$ 24,061	\$ 23,482	\$ 23,482	\$ 23,482
Expense					
Operating	\$ 22,553	\$ 24,061	\$ 23,482	\$ 23,482	\$ 23,482
Capital Outlay	-	-	-	-	-
Total Expense	\$ 22,553	\$ 24,061	\$ 23,482	\$ 23,482	\$ 23,482

TRANSPORTATION

DESCRIPTION

Supports Calvert County's public transportation system. This grant provides funding for purchases of new buses, operation of special bus routes to improve access to local employment, and funds the operation and extension of existing bus routes and hours of service.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 434,418	\$ 741,048	\$ 659,164	\$ 546,798	\$ 514,798
State	240,538	289,395	363,446	331,618	327,618
General Fund Transfer In	451,703	610,915	419,854	441,178	441,482
Other	123,722	118,400	146,994	120,300	120,300
Total Revenue	\$ 1,250,381	\$ 1,759,758	\$ 1,589,458	\$ 1,439,894	\$ 1,404,198
Expense					
Salaries	\$ 612,126	\$ 659,944	\$ 631,036	\$ 603,971	\$ 602,773
Benefits	219,452	290,786	322,299	310,981	311,083
Operating	366,457	389,856	432,761	402,761	408,161
Capital Outlay	12,775	419,172	203,362	122,181	82,181
Total Expense	\$ 1,210,810	\$ 1,759,758	\$ 1,589,458	\$ 1,439,894	\$ 1,404,198

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

GRANTS: PUBLIC SAFETY

REVENUE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Federal	\$ 486,480	\$ 622,335	\$ 607,563	\$ 605,764	\$ 601,059
State	74,919	55,987	71,010	75,810	75,810
General Fund Transfer In	235,038	219,279	209,131	212,155	230,891
Other	29,989	79,967	95,422	98,537	122,524
Total	\$ 826,426	\$ 977,568	\$ 983,126	\$ 992,266	\$ 1,030,284

EXPENDITURE TOTALS

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Salaries	\$ 415,272	\$ 519,129	\$ 465,718	\$ 473,221	\$ 477,614
Benefits	151,551	196,826	187,265	193,168	195,899
Operating	192,748	261,613	318,143	313,877	299,856
Capital Outlay	41,484	-	12,000	12,000	56,915
Total	\$ 801,054	\$ 977,568	\$ 983,126	\$ 992,266	\$ 1,030,284

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

STAFFING

	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Sheriff's Office						
Deputy Sheriff Sergeant	SSS	0.3	0.3	0.3	0.3	0.3
Deputy Sheriff First Class	SFS	2.0	2.0	2.0	2.0	2.0
Special Deputy	C	1.8	1.8	1.8	1.8	1.8
Office Specialist (Civil Process)	20	0.4	0.4	0.4	0.4	0.4
Office Specialist I	18	0.5	0.0	0.0	0.0	0.0
Office Assistant III	17	0.0	0.4	0.4	0.4	0.4
Office Assistant II	16	0.0	0.4	0.4	0.4	0.4
TOTAL		5.0	5.3	5.3	5.3	5.3
Emergency Management						
Emergency Planning Specialist	23	1.0	1.0	1.0	1.0	1.0
Emergency Planner	22	1.0	1.0	0.0	0.0	0.0
TOTAL		2.0	2.0	1.0	1.0	1.0
GRANTS TOTAL PUBLIC SAFETY		7.0	7.3	6.3	6.3	6.3

BULLET PROOF VESTS

DESCRIPTION

Provides federal dollars to reimburse the county for 50 percent of the cost of body armor for law enforcement and correctional officers.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 9,865	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
General Fund Transfer In	13,338	15,000	15,000	15,000	15,000
Total Revenue	\$ 23,203	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Expense					
Operating	\$ 18,423	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Total Expense	\$ 18,423	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

HIGHWAY SAFETY - CALVERT COUNTY SHERIFF'S OFFICE

DESCRIPTION

Reduces the number and severity of crashes on Calvert County roadways through education programs and enforcement activities.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 54,078	\$ 64,960	\$ 50,000	\$ 51,227	\$ 51,227
Total Revenue	\$ 54,078	\$ 64,960	\$ 50,000	\$ 51,227	\$ 51,227
Expense					
Salaries	\$ 34,063	\$ 56,000	\$ 34,064	\$ 34,064	\$ 34,064
Benefits	4,223	8,960	4,223	5,450	5,450
Operating	5,829	-	11,713	11,713	11,713
Capital Outlay	9,963	-	-	-	-
Total Expense	\$ 54,078	\$ 64,960	\$ 50,000	\$ 51,227	\$ 51,227

CHILD SUPPORT - SHERIFF'S OFFICE

DESCRIPTION

The Sheriff's Office provides services in: Establishment of Paternity, Establishment of Support Obligations, Modifications of Support Obligations, Enforcement of Collections, and Location of Absent Parents. The Sheriff's Office also provides security support for the Magistrate's Court and during pre-trial hearings for the State's Attorney's Office.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 316,364	\$ 365,393	\$ 394,145	\$ 400,285	\$ 395,097
General Fund Transfer In	209,378	188,232	194,131	197,155	215,891
Other	-	-	-	-	23,987
Total Revenue	\$ 525,742	\$ 553,625	\$ 588,276	\$ 597,440	\$ 634,975
Expense					
Salaries	\$ 273,329	\$ 280,115	\$ 281,328	\$ 286,956	\$ 290,933
Benefits	117,945	126,545	131,007	134,443	137,107
Operating	84,025	146,965	163,941	164,041	204,895
Capital Outlay	31,522	-	12,000	12,000	2,040
Total Expense	\$ 506,821	\$ 553,625	\$ 588,276	\$ 597,440	\$ 634,975

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

DOMESTIC VIOLENCE PROTECTIVE ORDER ENTRY & SERVICE PROJECT

DESCRIPTION

Supports the Sheriff's Office with additional manpower through the funding of overtime to investigate and serve domestic violence orders on respondents who are difficult to locate.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ -	\$ 4,800	\$ 4,800	\$ -	\$ -
State	2,285	-	-	4,800	4,800
Total Revenue	\$ 2,285	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
Expense					
Salaries	\$ 1,970	\$ 4,138	\$ 4,138	\$ 4,138	\$ 4,138
Benefits	315	662	662	662	662
Total Expense	\$ 2,285	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800

EMERGENCY MEDICAL DISPATCHER (EMD) TRAINING

DESCRIPTION

Provides funding to support the ongoing training of Emergency Medical Dispatch personnel.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 2,683	\$ 2,687	\$ 3,410	\$ 3,410	\$ 3,410
Total Revenue	\$ 2,683	\$ 2,687	\$ 3,410	\$ 3,410	\$ 3,410
Expense					
Operating	\$ 2,683	\$ 2,687	\$ 3,410	\$ 3,410	\$ 3,410
Total Expense	\$ 2,683	\$ 2,687	\$ 3,410	\$ 3,410	\$ 3,410

EMERGENCY PLANNING SPECIALIST

DESCRIPTION

Funding from Calvert Cliffs Nuclear Power Plant will assist with the additional workload of planning current activities surrounding Calvert Cliffs Units 1 & 2.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Other	\$ 25,619	\$ 72,677	\$ 88,132	\$ 91,247	\$ 91,247
Total Revenue	\$ 25,619	\$ 72,677	\$ 88,132	\$ 91,247	\$ 91,247
Expense					
Salaries	\$ 17,220	\$ 47,193	\$ 55,645	\$ 57,520	\$ 57,520
Benefits	8,399	25,484	32,487	33,727	33,727
Total Expense	\$ 25,619	\$ 72,677	\$ 88,132	\$ 91,247	\$ 91,247

HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA)

DESCRIPTION

Provides reimbursement to the Sheriff's Office to offset the cost of supplying and operating vehicles used by personnel assigned to HIDTA law enforcement and intelligence initiatives on a full-time basis.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 6,875	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Total Revenue	\$ 6,875	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Expense					
Operating	\$ 6,875	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Total Expense	\$ 6,875	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500

HOMELAND SECURITY

DESCRIPTION

Provides funds to enhance the ability of the county to prevent, deter, respond to, and recover from threats and incidents of terrorism in a framework of regional cooperation and planning. This grant program integrates the State Homeland Security Program & Law Enforcement Terrorism Prevention Program.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 47,706	\$ 83,542	\$ 84,075	\$ 84,075	\$ 84,075
Total Revenue	\$ 47,706	\$ 83,542	\$ 84,075	\$ 84,075	\$ 84,075
Expense					
Salaries	\$ 12,203	\$ 27,124	\$ -	\$ -	\$ -
Benefits	6,112	14,647	-	-	-
Operating	29,464	41,771	84,075	84,075	29,200
Capital Outlay	-	-	-	-	54,875
Total Expense	\$ 47,780	\$ 83,542	\$ 84,075	\$ 84,075	\$ 84,075

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

JUSTICE ASSISTANCE

DESCRIPTION

Provides funding to cover the cost of a variety of law enforcement and security needs.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 10,322	\$ 19,000	\$ -	\$ -	\$ -
Total Revenue	\$ 10,322	\$ 19,000	\$ -	\$ -	\$ -
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	10,322	19,000	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 10,322	\$ 19,000	\$ -	\$ -	\$ -

JUVENILE TRANSPORTATION

DESCRIPTION

Provides funding to cover the cost of transporting juvenile offenders incarcerated to & from court.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 14,280	\$ 30,300	\$ 30,000	\$ 30,000	\$ 30,000
General Fund Transfer In	7,650	-	-	-	-
Total Revenue	\$ 21,930	\$ 30,300	\$ 30,000	\$ 30,000	\$ 30,000
Expense					
Salaries	\$ 6,624	\$ 17,328	\$ 17,028	\$ 17,028	\$ 17,028
Benefits	3,378	6,572	7,124	7,124	7,124
Operating	11,928	6,400	5,848	5,848	5,848
Total Expense	\$ 21,930	\$ 30,300	\$ 30,000	\$ 30,000	\$ 30,000

LOCAL GOVERNMENT INSURANCE TRUST (LGIT) TRAINING

DESCRIPTION

Provides personnel in the Calvert County's Sheriff's Office to attend annual training opportunities to teach new accreditation managers and staff members how to complete the very rigorous and time-consuming process of obtaining a Local Government Insurance Trust (LGIT) certification.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Other	\$ 1,870	\$ 7,290	\$ 7,290	\$ 7,290	\$ 7,290
Total Revenue	\$ 1,870	\$ 7,290	\$ 7,290	\$ 7,290	\$ 7,290
Expense					
Operating	\$ 1,870	\$ 7,290	\$ 7,290	\$ 7,290	\$ 7,290
Total Expense	\$ 1,870	\$ 7,290	\$ 7,290	\$ 7,290	\$ 7,290

MOTOR CARRIER SAFETY

DESCRIPTION

Funds from the Maryland State Highway Administration enables the County to patrol roads on an overtime status to perform routine commercial vehicle traffic enforcement and Standard commercial motor vehicle inspections.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 9,351	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Total Revenue	\$ 9,351	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Expense					
Salaries	\$ 8,061	\$ 12,931	\$ 12,931	\$ 12,931	\$ 12,931
Benefits	1,290	2,069	2,069	2,069	2,069
Total Expense	\$ 9,350	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000

FY 2015 Actual - Revenues and Expenditures do not agree due to use of prior year Fund Balance.

SCHOOL BUS SAFETY

DESCRIPTION

Provides funding for enforcement of school bus safety laws with motorists.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
State	\$ 6,977	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Revenue	\$ 6,977	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000
Expense					
Salaries	\$ 6,015	\$ 6,897	\$ 8,621	\$ 8,621	\$ 8,621
Benefits	962	1,103	1,379	1,379	1,379
Total Expense	\$ 6,977	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000

SEX OFFENDER AND COMPLIANCE ENFORCEMENT

DESCRIPTION

Funds the monitoring of local sex offenders who are required to participate in the Sex Offender Registry.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ -	\$ 14,000	\$ -	\$ -	\$ -
State	17,650	-	12,600	12,600	12,600
Total Revenue	\$ 17,650	\$ 14,000	\$ 12,600	\$ 12,600	\$ 12,600
Expense					
Salaries	\$ 15,216	\$ 12,069	\$ 10,862	\$ 10,862	\$ 10,862
Benefits	2,434	1,931	1,738	1,738	1,738
Total Expense	\$ 17,650	\$ 14,000	\$ 12,600	\$ 12,600	\$ 12,600

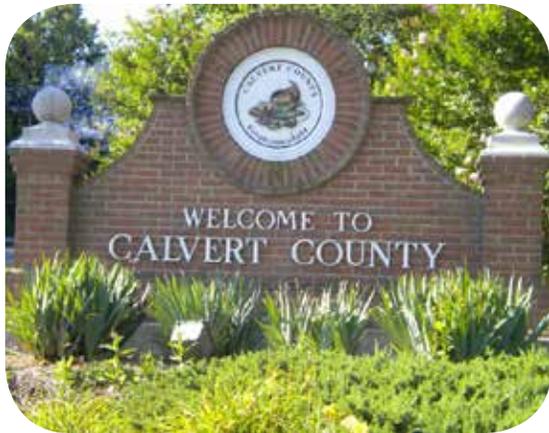
VIOLENCE AGAINST WOMEN ACT (VAWA)

DESCRIPTION

Provides a deputy sheriff for protective order hearings to interview respondents regarding access to firearms and other dangers. During the interviews of petitioners, the deputy conducts lethality assessment screenings in order to connect respondents with appropriate outreach services.

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Federal	\$ 33,420	\$ 48,140	\$ 52,043	\$ 47,677	\$ 48,160
General Fund Transfer In	-	16,047	-	-	-
Total Revenue	\$ 33,420	\$ 64,187	\$ 52,043	\$ 47,677	\$ 48,160
Expense					
Salaries	\$ 28,810	\$ 55,334	\$ 41,101	\$ 41,101	\$ 41,517
Benefits	4,610	8,853	6,576	6,576	6,643
Operating	-	-	4,366	-	-
Total Expense	\$ 33,420	\$ 64,187	\$ 52,043	\$ 47,677	\$ 48,160



SPECIAL REVENUE FUNDS

Breezy Point Beach & Campground



Preservation of Farmland



Cove Point Family Aquatic Center



Critical Area Reforestation

- [REVENUE HIGHLIGHTS](#)
- [PARKS & RECREATION FUND](#)
- [GOLF COURSE FUND](#)
- [EXCISE TAX FUND](#)
- [LAND PRESERVATION FUND](#)
- [BAR LIBRARY FUND](#)
- [PLANNING & ZONING FUND](#)
- [CALVERT FAMILY NETWORK FUND](#)
- [HOUSING FUND](#)
- [REVOLVING LOAN FUNDS](#)

REVENUE HIGHLIGHTS

Special Revenue Funds:

Parks & Recreation Fund – Revenues are collected in the form of program revenues, rents and concessions, camping, general admission, and miscellaneous income. Recreational opportunities are provided to the citizens of the County at Breezy Point Beach and Campground, Marley Run Park, the Cove Point Pool, the Edward T. Hall Aquatic Center and through a substantial number of programs. Fees are charged on a program or admission basis for those who utilize these recreational activities.

The FY 2017 total revenues, including the \$402,055 general fund contribution, are estimated to increase over FY 2015 actual revenues by 20%. Most of this increase is due to an uptick in program revenues and general admission fees. A \$124,476 use of prior year fund balance is planned to help support the operations of the pools.

Golf Course Fund - Revenues are collected in the form of charges for services, from Pro Shop and concession sales. The revenues are expected to increase in FY 2017 over FY 2015 actual revenues by 3%. The revenue projections are higher because of an increase in the number of golf rounds, higher concession revenue and a nominal increase to the cost per round of golf for FY 2017. The General Fund will contribute up to \$166,200 to the operations of the Golf Course.

Excise Tax Fund - The excise tax revenues assessed by the County are collected for the benefit of capital improvements to schools, recreation, roads, and solid waste. The solid waste portion of the excise tax is recorded in the Solid Waste Fund. The excise tax may be paid one-third annually over the course of three years.

The County has been experiencing a decrease in excise taxes due to a downturn in building permits since FY 2015. The County issued 328 building permits in FY 2015 as compared to 144 through March 2016 (192 annualized). The County projects a decrease of 18% in tax revenue in FY 2017 as compared to actual FY 2015 receipts. In FY 2015, the County increased its transfers out of the excise tax fund to make an additional \$1.5 million contribution to debt service payments. No additional transfers out of the Excise Tax Fund are planned for FY 2017.

Land Preservation Fund - The General Fund provides revenues to support land preservation goals by transferring funds for the County's successful Leveraging Program (LAR) to pay for land preservation interest. This year's revenues also include a use of prior years' fund balance including a \$702,000 Southern Maryland Agricultural Development Commission (SMADC) grant received in FY 2016, which will be used for the Purchase and Retirement (PAR) Program along with \$2.1 million in prior year fund balance. This fund will also receive an \$1.8 million Rural Legacy Grant expected to be received and spent in FY 2017. Additional revenues are received annually from the State Transfer Tax.

Bar Library Fund - Revenues are collected in the form of court fines and fees. The revenues from bail bond fees for this small fund are fairly flat. Because the fees have not reliably increased in

recent years, and fund balance has been depleted, a General Fund transfer continues to cover the costs that the fund that cannot cover with fee revenues.

Planning & Zoning Fund - Revenues are collected in the form of critical area fees to cover the cost to the County for replacing forest cover in appropriate areas. The revenues of this fund are estimated to remain flat in FY 2017. As with the Bar Library Fund, a General Fund transfer has been needed in the past to cover the costs of the fund that cannot be covered by fee revenues, but a transfer is not necessary for FY 2017.

Calvert Family Network Fund - Revenues are received primarily in the form of grants, with additional sources from private contributions and local management board funding. Funding is projected to slightly decrease in FY 2017.

Housing Fund - The current purpose of this small fund is primarily the program -- House Keys 4 Employees. The program is being financed through a draw down of prior years' fund balance.

Revolving Loan Fund - The purpose of this fund is to provide certain types of financing to non-profit land trusts. The fund balance was \$312,100 as of June 30, 2015.

Calvert Economic Development Loan Fund - The purpose of this fund is to aid economic development within the County. The fund balance was \$279,947 at the end of FY 2015, and other revenues include in interest income of \$432 on notes and investments in FY 2015.

Economic Development Incentive Fund - This fund serves to aid qualified companies who plan to expand or establish new operations within Calvert County. The fund balance was \$311,815 at the end of FY 2015 and there was also interest income of \$1,064 from notes receivable also in FY 2015.

PARKS & RECREATION FUND

DESCRIPTION

The Parks & Recreation Fund, operated by the Calvert County Division of Parks and Recreation, is comprised of four major components. These components are: recreational programs, Breezy Point Beach and Campground, Concession Stands, and three aquatics centers: two seasonal pools at Cove Point and Kings Landing, and an indoor facility at Prince Frederick. These programs operate primarily on monies from collected fees.

OPERATING BUDGET

Parks & Recreation Self-Sustaining Fund	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Program Revenue	\$ 775,610	\$ 1,092,097	\$ 988,033	\$ 988,033	\$ 988,033
Rents & Concessions	155,043	285,880	198,366	198,366	198,366
Camping	289,840	263,000	281,000	281,000	281,000
General Admission	591,314	804,406	644,000	644,000	644,000
Passes	186,906	414,300	256,427	256,427	256,427
Misc. Income	96,564	79,898	100,650	100,650	100,650
General Fund Contribution	302,249	302,055	564,133	402,055	402,055
Use of Prior Year Fund Balance	-	100,000	110,438	124,476	124,476
Total Revenue	\$ 2,397,526	\$ 3,341,636	\$ 3,143,047	\$ 2,995,007	\$ 2,995,007
Expenditures					
Salaries	\$ 891,760	\$ 1,282,073	\$ 1,339,144	\$ 1,246,248	\$ 1,246,248
Benefits	192,143	283,222	334,066	322,123	322,123
Operating	534,608	508,955	426,721	411,301	411,371
Utilities	334,679	483,200	356,900	338,065	338,065
Food	44,776	55,000	45,500	45,500	45,220
Capital Outlay	86,102	6,950	1,150	1,150	1,150
Self Sustained Programs	322,699	536,566	480,200	480,200	480,200
Contracted Services	110,452	118,500	110,500	108,500	108,500
Contingency	-	67,170	48,866	41,920	42,130
Total Expenditures	\$ 2,517,219	\$ 3,341,636	\$ 3,143,047	\$ 2,995,007	\$ 2,995,007

STAFFING

Parks & Recreation Self-Sustaining Fund		FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
	Level					
Business Manager	25	0.3	0.3	0.3	0.3	0.3
Park Manager	22	1.0	1.0	1.0	1.0	1.0
Aquatics Facility Manager	22	1.0	1.0	1.0	1.0	1.0
Aquatics Coordinator	20	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
Custodian	11	1.7	1.7	1.7	1.7	1.7
Summer League Swim Coach (Seasonal)	H13	0.3	0.3	0.3	0.3	0.3
Water Park Manager (Seasonal)	H12	0.3	0.3	0.3	0.3	0.3
Swimming Lesson Supervisor (Seasonal)	H12	0.0	0.1	0.1	0.1	0.1
Swimming Lesson Supervisor (Hourly)	H12	0.7	0.7	0.7	0.7	0.7
Lifeguard Instructor (Hourly)	H12	0.2	0.3	0.2	0.2	0.3
Facility Supervisor I/II (Hourly)	H10/H11	1.0	1.0	1.0	1.0	1.0
Concession Stand Manager (Seasonal)	H10	0.9	0.9	0.9	0.9	0.9
Pool Manager (Seasonal)	H10	0.5	0.5	0.5	0.5	0.5
Water Park Assistant Manager (Seasonal)	H10	0.9	0.9	0.9	0.9	0.9
Water Safety Instructor (Seasonal)	H10	1.2	1.2	1.2	1.2	1.2
Assistant Swim Coach I (Seasonal)	H10	0.3	0.3	0.3	0.3	0.3
Water Safety Instructor (Hourly)	H10	3.2	3.2	3.2	3.2	3.2
Pool Manager (Hourly)	H10	2.7	2.7	2.7	2.7	2.7
Assistant Swim Coach I (Hourly)	H10	1.0	1.0	1.0	1.0	1.0
Customer Service Attendant III (Hourly)	H09	1.0	1.0	1.0	1.0	1.0
Counselor II TRS (Seasonal)	H07	0.2	0.0	0.2	0.2	0.2
Park Ranger (Seasonal)	H07	1.5	1.5	1.5	1.5	1.5
Reservation Clerk (Seasonal)	H07	0.5	0.5	0.0	0.0	0.5
Assistant Pool Manager (Seasonal)	H07	0.2	0.2	0.2	0.2	0.2
Assistant Pool Manager (Hourly)	H07	2.1	2.1	2.1	2.1	2.1
Customer Service Attendants II (Hourly)	H07	2.9	2.9	3.5	3.5	2.9
Assistant Concession Stand Manager (Seasonal)	H06	0.1	0.1	0.1	0.1	0.1
Teen Camp Director (Seasonal)	H06	0.3	0.3	0.3	0.3	0.3
Camp Director (Seasonal)	H06	1.0	1.0	1.0	1.0	1.0
Grounds Maintenance Worker (Seasonal)	H05	1.2	1.3	1.3	1.3	1.3
Lifeguard I/II (Seasonal)	H03/H05	9.1	9.0	9.0	9.0	9.0
Lifeguard I/II (Hourly)	H03/H05	11.5	11.5	11.5	11.5	11.5
Camp Aide (Seasonal)	H02	1.5	1.5	1.5	1.5	1.5
Concession Stand Attendant (Seasonal)	H02	3.0	3.0	3.0	3.0	3.0
Pool Clerk/Gate Attendant (Seasonal)	H02	2.3	2.3	2.3	2.3	2.3
Pool Clerk/Gate Attendant (Hourly)	H02	0.9	0.9	0.9	0.9	0.9
TOTAL		59.5	59.5	59.7	59.7	59.7

GOLF COURSE FUND

DESCRIPTION

The Chesapeake Hills Golf Course, operated by the Calvert County Division of Parks and Recreation, is located in Lusby, Maryland. The course includes an 18-hole golf course, driving range and clubhouse facility. The golf course strives to operate as a self-sustaining operation, almost completely funded by user fees.

OPERATING BUDGET

Golf Course Fund	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Charges for Services	\$ 765,567	\$ 843,008	\$ 812,902	\$ 812,902	\$ 812,902
Other Revenue	-	13,000	13,000	13,000	13,000
General Fund Revenue	221,920	166,200	195,608	166,200	166,200
Total Revenue	\$ 987,487	\$ 1,022,208	\$ 1,021,510	\$ 992,102	\$ 992,102
Expenditures					
Salaries	\$ 438,167	\$ 402,608	\$ 431,851	\$ 401,957	\$ 401,957
Benefits	133,314	137,192	153,362	149,796	149,796
Operating	400,609	440,681	406,215	406,215	406,215
Capital Outlay	63,017	1,400	1,375	1,375	1,375
Contracted Services	11,490	10,000	11,000	11,000	11,000
Contingency	-	30,327	17,707	21,759	21,759
Total Expenditures	\$ 1,046,597	\$ 1,022,208	\$ 1,021,510	\$ 992,102	\$ 992,102

STAFFING

Golf Course Fund		FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
STAFFING	Level					
Golf Course General Manager	25	0.0	1.0	1.0	1.0	1.0
Golf Course General Manager	24	1.0	0.0	0.0	0.0	0.0
Golf Course Superintendent	23	1.0	1.0	1.0	1.0	1.0
Golf Course Club House Manager	20	1.0	1.0	1.0	1.0	1.0
Business Manager	25	0.1	0.1	0.1	0.1	0.1
Golf Course Maintenance Mechanic (Hourly)	H13	0.8	0.8	0.9	0.8	0.8
Golf Course Chemical Technician (Hourly)	H11	0.0	0.0	0.9	0.9	0.9
Golf Course Maintenance Foreman (Hourly)	H10	0.8	0.8	0.9	0.8	0.8
Golf Course Kitchen/Bar Manager (Hourly)	H10	0.5	0.5	0.0	0.0	0.0
Golf Course Kitchen Manager (Hourly)	H10	0.0	0.0	0.6	0.5	0.5
Golf Shop Attendant I (Hourly)	H06	0.8	0.8	2.2	0.8	0.8
Golf Course Maintenance Worker (Hourly)	1.6	1.6	1.6	0.0	0.0	0.0
Golf Course Maintenance Worker (Seasonal)	H05	2.3	2.3	2.9	2.9	2.9
Golf Course Starter/Ranger (Hourly)	H02	0.8	0.8	0.6	0.8	0.8
Outside Golf Services Attendant (Seasonal)	H02	0.2	0.3	0.2	0.3	0.3
Outside Golf Services Attendant (Hourly)	H02	0.8	0.7	0.7	0.8	0.8
Bartender (Hourly)	H02	0.8	0.8	0.6	0.8	0.8
Beverage Cart Attendant (Seasonal)	H01	0.8	0.8	0.8	0.8	0.8
TOTAL		13.3	13.3	14.4	13.3	13.3

EXCISE TAX

DESCRIPTION

The Excise Tax Fund provides a funding resource for construction financing and major maintenance costs associated with school facilities, parks & recreation, and roads. The Calvert County excise tax rate was established in 2001 and increased in 2003. The collection and use of excise tax is broken down for a single family dwelling as follows:

\$7,800 Schools
 \$1,300 Recreation
 \$3,500 Roads

These taxes have significantly enhanced the County’s ability to address capital needs in these areas without incurring new debt. Note: The \$350 (per dwelling) Solid Waste portion of excise tax collected is not included in the above breakdown as it is recorded in the Solid Waste Fund.

OPERATING BUDGET

Excise Tax	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Taxes	\$ 3,168,187	\$ 2,687,844	\$ 3,245,310	\$ 3,245,310	\$ 2,682,011
Miscellaneous	3,812	-	-	-	-
Use of Prior Year Fund Balance	-	-	816	816	-
Total Revenue	\$ 3,171,999	\$ 2,687,844	\$ 3,246,126	\$ 3,246,126	\$ 2,682,011
Expenditures					
Transfer to General Fund - Debt Serv	\$ 2,500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Transfer to Capital Projects	1,701,791	1,009,000	1,310,700	1,310,700	1,370,700
Transfer to Towns	-	-	-	-	-
Planned Surplus	-	678,844	935,426	935,426	311,311
Total Expenditures	\$ 4,201,791	\$ 2,687,844	\$ 3,246,126	\$ 3,246,126	\$ 2,682,011



Calvert Marine Museum - Boardwalk Replacement



Dowell Road Widening

LAND PRESERVATION

DESCRIPTION

Calvert County created one of the first land preservation programs in the State of Maryland. The Transferable Development Right (TDR) program is designed to help preserve the County’s agricultural land and rural character by shifting development away from our farms and directing it to residential areas. County Programs complement the state’s land preservation tools, which include the Maryland Agricultural Land Preservation Program, the Rural Legacy, and the Greenprint Programs. The County also uses taxes collected from the State Agriculture Transfer Taxes for land preservation purposes. Since the inception of the program 28,544 acres have been preserved.

This fund is used to account for all of the land preservation tools currently used by the County:

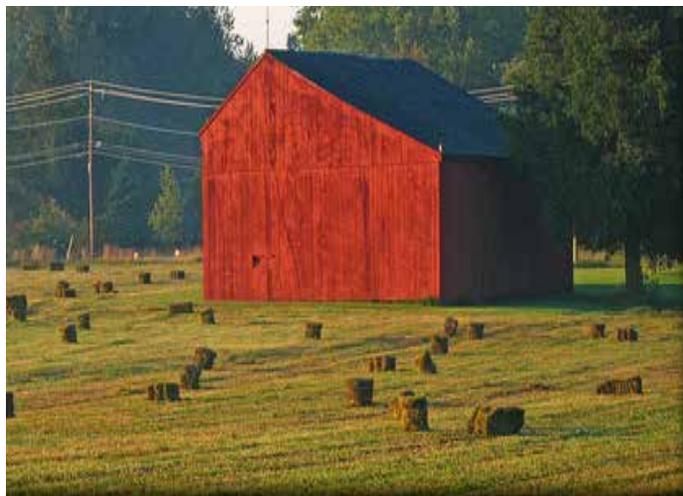
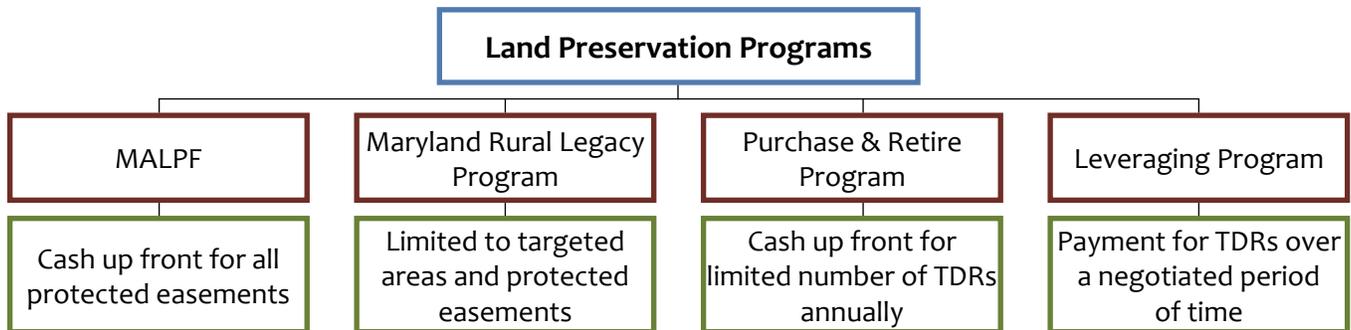
State Programs:

- Maryland Agricultural Land Preservation Foundation (MALPF)
- Maryland Rural Legacy Program

County Programs:

- Purchase and Retire Program (PAR)
- Leveraging Program (LAR)

The General Assembly granted authority up to \$17.8m for leveraging agreements. To date, the County has entered into agreements totaling \$11,245,305, with remaining authority of \$6,554,695.

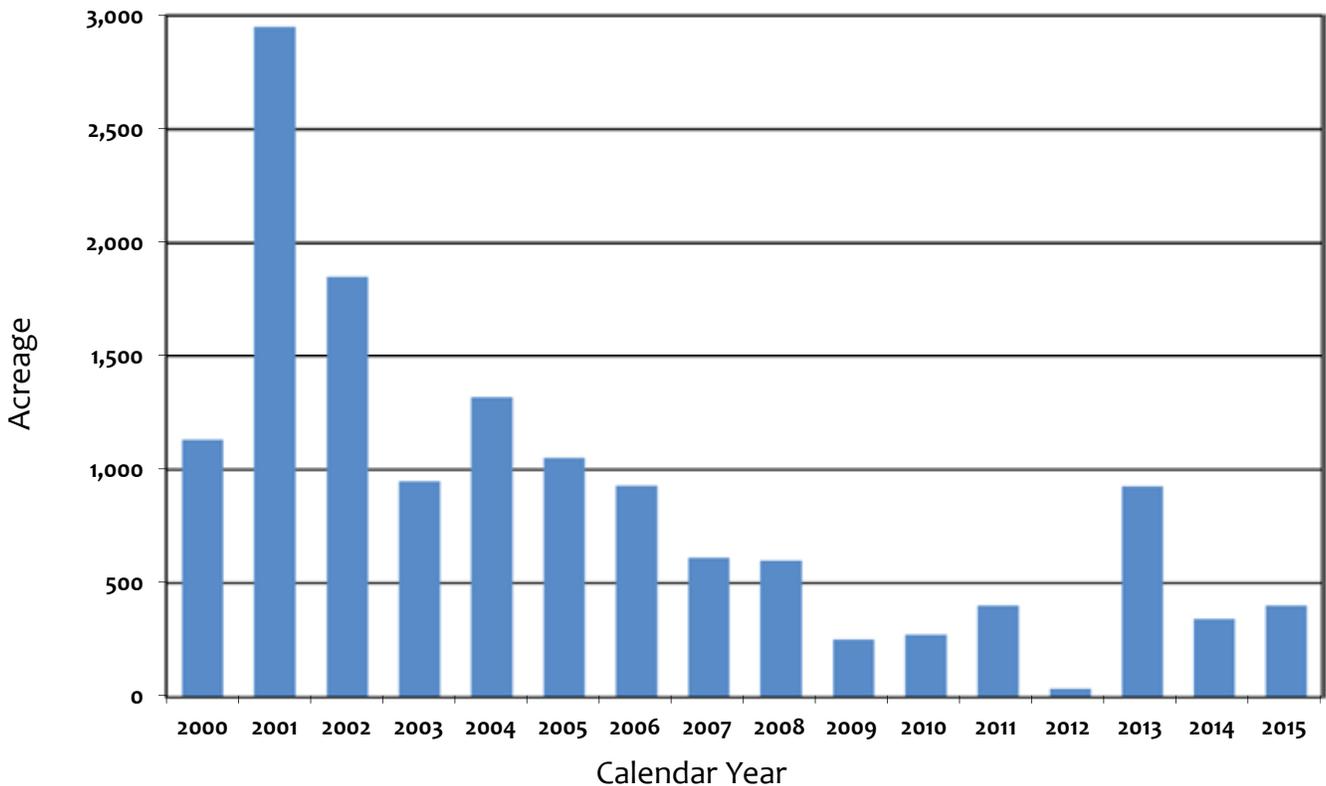


Farmland in Calvert County

OPERATING BUDGET

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Land Preservation					
Revenue					
Transfer from General Fund	\$ 303,945	\$ 403,945	\$ 403,945	\$ 403,945	\$ 403,945
Interest	178,464	-	-	-	-
State Transfer Tax	28,446	25,000	25,000	25,000	25,000
DNR - Rural Legacy	-	-	-	-	1,781,906
Tobacco/SMADC	-	-	-	-	-
Use of Prior Year Fund Balance	-	2,737,966	2,850,500	2,850,500	2,850,500
Total Revenue	\$ 510,855	\$ 3,166,911	\$ 3,279,445	\$ 3,279,445	\$ 5,061,351
Expenditures					
Purchase and Retirement	\$ 558,750	\$ 556,266	\$ 2,843,245	\$ 2,843,245	\$ 2,843,245
Leveraging	405,405	2,608,945	434,500	434,500	434,500
Rural Legacy	11,261	-	-	-	1,781,906
Interest/Administrative Fees	-	1,700	1,700	1,700	1,700
Total Expenditures	\$ 975,416	\$ 3,166,911	\$ 3,279,445	\$ 3,279,445	\$ 5,061,351

Land Preserved 2000-2015



BAR LIBRARY FUND

DESCRIPTION

The Calvert County Law Library is the local repository for numerous legal resources, which are available in book form and/or computerized data. The facility is used by the members of the Calvert County Bar Association, the staff of the Circuit Court, the State's Attorney's Office, various County agencies, visiting attorneys, and the public.

OPERATING BUDGET

Bar Library Fund	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Court Fines	\$ 30,848	\$ 25,000	\$ 35,000	\$ 35,000	\$ 35,000
Bail Bond Fees	22,908	22,000	22,000	22,000	22,000
Interest/Misc Income	55	-	-	-	-
General Fund Contribution	35,056	35,141	31,154	32,581	32,581
Use of Prior Year Fund Balance	-	-	-	-	-
Total Revenue	\$ 88,867	\$ 82,141	\$ 88,154	\$ 89,581	\$ 89,581
Expenditures					
Salaries	\$ 47,230	\$ 36,270	\$ 36,270	\$ 37,162	\$ 37,162
Benefits	17,883	19,586	21,762	22,297	22,297
Operating	22,190	25,285	25,200	25,200	25,200
Contracted Services	1,564	1,000	2,172	2,172	2,172
Capital Outlay	-	-	2,750	2,750	2,750
Total Expenditures	\$ 88,867	\$ 82,141	\$ 88,154	\$ 89,581	\$ 89,581

STAFFING

Bar Library Fund	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Assistant Circuit Court Administrator	CC04	0.7	0.7	0.7	0.7	0.7
Administrative Aide	CC01	0.0	0.0	0.0	0.0	0.0
TOTAL		0.7	0.7	0.7	0.7	0.7

PLANNING & ZONING FUND

DESCRIPTION

The Calvert County Critical Area Program, implemented in December 1988, requires the County to maintain 100% of existing forest cover within the Critical Area (land within 1,000 feet of tidal waters). When maintenance or replacement of forest cover on site is not possible, a fee is collected to cover the cost of replacement on another tract within the critical area. These fees-in-lieu of replanting are held in the Critical Area Reforestation Fund and subsequently used to plant appropriate sites. The Critical Area Reforestation Evaluation (CARE) Committee reviews all applications for reforestation or tree planting using the Critical Area Reforestation Fund.

OPERATING BUDGET

Planning and Zoning Fund	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Fees/Fines	\$ 61,417	\$ 89,875	\$ 47,550	\$ 47,550	\$ 47,550
Interest/Misc Income	-	-	-	-	-
Use of Prior Year Fund Balance	-	-	50,000	50,000	50,000
Total Revenue	\$ 61,417	\$ 89,875	\$ 97,550	\$ 97,550	\$ 97,550
Expenditures					
Salaries	\$ 37,091	\$ -	\$ -	\$ -	\$ -
Benefits	18,916	-	-	-	-
Operating	(2,077)	2,811	1,090	1,090	1,090
Contracted Services	7,487	87,064	96,460	96,460	96,460
Total Expenditures	\$ 61,417	\$ 89,875	\$ 97,550	\$ 97,550	\$ 97,550

STAFFING

Planning & Zoning	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Planner II	24	0.6	0.0	0.0	0.0	0.0
TOTAL		0.6	0.0	0.0	0.0	0.0

CALVERT FAMILY NETWORK

DESCRIPTION

The Calvert County Family Network (CCFN) is a Local Management Board (LMB). LMBs operate in each Maryland jurisdiction, partnering with county leadership, public and private agencies and businesses to build a community in which all children and families thrive.

OPERATING BUDGET

Calvert Family Network Fund	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Grants	\$ 509,332	\$ 510,202	\$ 503,202	\$ 505,490	\$ 505,490
Total Revenue	\$ 509,332	\$ 510,202	\$ 503,202	\$ 505,490	\$ 505,490
Expenditures					
Salaries	\$ 27,776	\$ 40,014	\$ 40,014	\$ 41,444	\$ 41,444
Benefits	14,068	21,608	24,008	24,866	24,866
Board of Education	246,780	246,780	246,780	246,780	246,780
Operating	3,130	1,140	2,450	2,450	2,450
Contracted Services	217,578	200,660	189,950	189,950	189,950
Total Expenditures	\$ 509,332	\$ 510,202	\$ 503,202	\$ 505,490	\$ 505,490

STAFFING

Calvert Family Network	Level	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Family Network Coordinator	25	1.0	0.7	0.7	0.7	0.7
TOTAL		1.0	0.7	0.7	0.7	0.7

HOUSING FUND

DESCRIPTION

This fund is used to record funds available for affordable housing loans and the House Keys for Employees program.

OPERATING BUDGET

Housing Fund	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Requested Budget	FY 2017 Recommended Budget	FY 2017 Commissioners Budget
Revenue					
Use of Fund Balance	\$ -	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000
Interest Income	-	-	-	-	-
Total Revenue	\$ -	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000
Expenditures					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Temporary Housing Assistance	-	-	-	-	-
House Keys for Employees/Misc.	10,000	50,000	50,000	25,000	25,000
Total Expenditures	\$ 10,000	\$ 50,000	\$ 50,000	\$ 25,000	\$ 25,000

REVOLVING LOAN FUNDS

Revenue details for all three of these funds can be found on page 205. Expenditure budgets are not established for this group of funds in the annual budget process, but on a case by case basis.

The Revolving Loan Fund was established in FY 1995 for the purpose of making funds available to non-profit land trusts as loans to preserve open space within the County. The money is to be repaid to supply future loans.

The Calvert Economic Development Loan Fund was established by the Board of County Commissioners in 2005 and is administered by the Department of Economic Development. The purpose of the fund is to aid economic development within the County by providing assistance through loans and/or grants to qualified companies to establish new operations or facilities or to significantly expand existing operations or facilities in Calvert County.

The Economic Development Incentive Fund was established to aid economic development within the County by providing assistance through loans or grants, or a combination of both, to qualified companies who plan to establish new operations or facilities in Calvert County or significantly expand existing operations or facilities in Calvert County.

