

**A RESOLUTION PERTAINING TO APPROVAL OF  
BUDGET ADJUSTMENTS #BA 000018 & 000038**

**WHEREAS**, Title 5 of the Code of Public Local Laws of Calvert County, Maryland, being Title 5 of Article 5 of the Code of Public Laws of Maryland (hereinafter, the “Code”), authorizes and empowers the Board of County Commissioners of Calvert County, Maryland (hereinafter, the “Board of County Commissioners”) to adopt the Annual Budget and Appropriation Act each year;

**WHEREAS**, the Board of County Commissioners has the authority pursuant to Section 5-103 of the Code to enact certain budgetary adjustments by Resolution;

**WHEREAS**, the Board of County Commissioners has been advised by the Department of Public Works Highway Maintenance and the Department of Finance and Budget that there is an opportunity to encumber funds to reduce the Highway Maintenance repair requests from customers;

**WHEREAS**, the Board of County Commissioners has been advised by the Department of Finance and Budget and the Department of Public Works Highway Maintenance that \$400,000 from Public Works Highway Maintenance-Snow Removal and \$366,000 from Public Works Highway Maintenance-Snow Removal Contractors to Public Works Highway Maintenance Contracted Services;

**WHEREAS**, a public hearing regarding this Budget Adjustment #BA000018 & #BA000038 was duly advertised in two County newspapers for two consecutive weeks before the public hearing as required by Section 5-103(c) of the Code and held on May 23, 2023 at which time the Board of County Commissioners received public comment; and

**WHEREAS**, the Board of County Commissioners finds that it is in the best interest of the public health, safety and welfare of the citizens of Calvert County, Maryland to adopt budget Adjustments #BA000018 and #BA000038 to transfer Public Works Highway Maintenance-Snow Removal funding of Four Hundred Thousand Dollars (\$400,000.00) and Public Works Highway Maintenance-Snow Removal Contracts funding Three Hundred Sixty-Six Thousand Dollars (\$366,000.00) to be transferred to Public Works Highway Maintenance Contracted Services as set forth in Exhibit A and Exhibit B, attached hereto and made a part hereof.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of County Commissioners hereby approves and enacts the appropriations and expenditures set forth in Budget Adjustment #BA000018 and #BA000038 in the amount of Four Hundred Thousand Dollars (\$400,000.00) and in the amount of Three Hundred Sixty-Six Thousand Dollars (\$366,000.00), respectively, a copy of which is attached hereto as Exhibit A and Exhibit B, attached hereto and made a part hereof;

**BE IT FURTHER RESOLVED AND ORDAINED**, by the Board of County Commissioners of Calvert County, Maryland that the Calvert County Operating Budget for FY 2023, as amended hereby, shall remain in full force and effect;

**BE IT FURTHER RESOLVED** by the Board of County Commissioners that, in the event any portion of this Resolution is found to be unconstitutional, illegal, null or void, it is the intent of the Board of County Commissioners to sever only the invalid portion of the provision, and that the remainder of the Resolution shall be enforceable and valid.

**BE IT FURTHER RESOLVED**, by the Board of County Commissioners that the foregoing recitals are adopted as if fully rewritten herein.

**BE IT FURTHER RESOLVED**, by the Board of County Commissioners that this Resolution shall be effective upon recordation and publication of a fair summary.

**DONE**, this 6<sup>th</sup> day of June, 2023, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

Aye: 5

Nay: 0

Absent/Abstain: 0

**ATTEST:**

**BOARD OF COUNTY COMMISSIONERS  
OF CALVERT COUNTY, MARYLAND**

Katie Brittain  
Katie Brittain, Clerk

Earl F Hance  
Earl F Hance, President

Mike Hart  
Mike Hart, Vice President

Approved for legal sufficiency:

Mark C. Cox Sr.  
Mark C. Cox Sr.

John B. Norris, III, on behalf of  
John B. Norris, III, County Attorney

Catherine M. Grasso  
Catherine M. Grasso

Todd Ireland  
Todd Ireland

Received for Record June 6, 2023  
412 o'clock P M. Same day  
Recorded in Liber KPS No. 71  
Folio 350 COUNTY COMMISSIONERS  
ORDINANCES AND RESOLUTION.

Garry P. Smith

Exhibit A  
BA-000018

0071PG0352

**Company** Calvert County Government  
**Plan Template** CCG Annual Budget Detail : FY23 Remaining Budget Detail  
**Plan** FY23 Remaining Budget Detail  
**Organizing Dimension Type**  
**Amendment ID** BA-000018  
**Amendment Date** 04/20/2023  
**Description** FY 2023 Transfer from Highway Maintenance Snow Removal Sand & Calcium (Salt) to Highway Maintenance Contracted Services to work with Project Management to reduce Highway Maintenance's Customer Service Ticket Queues.  
**Amendment Type** Budget Transfer  
**Balanced Amendment** Yes  
**Entry Type** Amended  
**Status** In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Revenue Category	Program	Grant	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2023 Year (FY23 Remaining Budget Detail)	50015:Contracted Services	10100 General Fund	PWHM - Highway Maintenance	Contracted Services					\$400,000.00	\$0.00		
FY2023 Year (FY23 Remaining Budget Detail)	50014:Maintenance, Repairs and Janitorial	10100 General Fund	PWHM - Snow Removal	Sand & Calcium Chloride					\$0.00	\$400,000.00		

FY 23 BA Highway Maintenance Snow Removal Sand & Calcium to Hwy Maint Contracted Services.pdf

**File Name** FY 23 BA Highway Maintenance Snow Removal Sand & Calcium to Hwy Maint Contracted Services.pdf  
**Content Type** application/pdf  
**Updated By** Kelly Gross  
**Upload Date** 04/20/2023 11:25:43 AM  
**Comment**

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)		All Persons	Comment
					Person (Up to 5)	All Persons		
Budget Amendment Event	Budget Amendment Event	Step Completed	04/20/2023 11:25:44 AM	04/21/2023	Kelly Gross			1
Budget Amendment Event	Approval by Budget Manager	Approved	04/20/2023 11:39:37 AM		Elizabeth Richmond (Budget Manager)			1
Budget Amendment Event	Approval by Accounting Operations Lead or Budget Manager	Not Required		04/21/2023				0

View Budget Amendment: Budget  
 Amendment: FY2023 - CCG Annual Budget  
 Detail on 04/20/2023 : BA-000018

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by County Administrator	Not Required		04/21/2023		0	
Budget Amendment Event	Approval by Fund Manager	Not Required		04/21/2023		0	
Budget Amendment Event	To Do: Budget Amendment for Commission Approval	Not Required		04/21/2023		0	
Budget Amendment Event	To Do: Budget Amendment for Commission Approval and Public Hearing	Awaiting Action			Elizabeth Richmond (Budget Manager)	2	
					Sharon Strand (Budget Manager)		

BK0071PG0353

**Exhibit B  
BA-000038**

<b>Company</b>	Calvert County Government
<b>Plan Template</b>	CCG Annual Budget Detail : FY23 Remaining Budget Detail
<b>Plan</b>	FY23 Remaining Budget Detail
<b>Organizing Dimension Type</b>	
<b>Amendment ID</b>	BA-000038
<b>Amendment Date</b>	04/27/2023
<b>Description</b>	FY 23 BA Transfer from Cost Center PWHM-Snow Removal's Spend Category Snow Removal Contractors to Cost Center PWHM-Highway Maintenance's Spend Category Contracted Services to assist in reducing the Highway Maintenance Customer Service Request Queues.
<b>Amendment Type</b>	Budget Transfer
<b>Balanced Amendment</b>	Yes
<b>Entry Type</b>	Amended
<b>Status</b>	In Progress

**Budget Amendment Entries**

Period	*Ledger Account/Summary	*Fund	*Cost Center	Spend Category	Revenue Category	Program	Grant	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2023 Year (FY23 Remaining Budget Detail)	50015:Contracted Services	10100 General Fund	PWHM - Highway Maintenance	Contracted Services					\$366,000.00	\$0.00		
FY2023 Year (FY23 Remaining Budget Detail)	50014:Maintenance, Repairs and Janitorial	10100 General Fund	PWHM - Snow Removal	Snow Removal Contractors					\$0.00	\$366,000.00		

FY 23 BA Transfer from Cost Center PWHM-Snow Removal's Spend Category Snow Removal Contractors to Cost Center PWHM-Highway Maintenance's Spend Category Contracted Services.pdf

**File Name** FY 23 BA Transfer from Cost Center PWHM-Snow Removal's Spend Category Snow Removal Contractors to Cost Center PWHM-Highway Maintenance's Spend Category Contracted Services.pdf  
**Content Type** application/pdf  
**Updated By** Kelly Gross  
**Upload Date** 04/27/2023 11:08:58 AM  
**Comment**

**Process History**

Process	Step	Status	Completed On	Due Date	Person		Comment
					Person (Up to 5)	All Persons	
Budget Amendment Event	Budget Amendment Event	Step Completed	04/27/2023 11:08:58 AM	04/28/2023	Kelly Gross		1
Budget Amendment Event	Approval by Budget Manager	Approved	04/27/2023 11:27:06 AM		Elizabeth Richmond (Budget Manager)		1 Elizabeth Richmond: BA-000018 covered the \$400k part of the attached memo

View Budget Amendment: Budget  
 Amendment: FY2023 - CCG Annual Budget  
 Detail on 04/27/2023 : BA-000038

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Accounting Operations Lead or Budget Manager	Not Required		04/28/2023		0	
Budget Amendment Event	Approval by County Administrator	Not Required		04/28/2023		0	
Budget Amendment Event	Approval by Fund Manager	Not Required		04/28/2023		0	
Budget Amendment Event	To Do: Budget Amendment for Commission Approval	Not Required		04/28/2023		0	
Budget Amendment Event	To Do: Budget Amendment for Commission Approval and Public Hearing	Awaiting Action			Elizabeth Richmond (Budget Manager)  Sharon Strand (Budget Manager)	2	

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