



BOARD OF COUNTY COMMISSIONERS
CALVERT COUNTY, MARYLAND



ADOPTED
OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2016
VOLUME I

PREPARED BY:

DEPARTMENT OF FINANCE & BUDGET

Director
Timothy Hayden

Deputy Director
Joan Thorp

Accounting Supervisor
Sharon Strand

Capital Projects Analyst
B. Julie Paluda

Budget Analyst
Dawn Leavell

Accountant III
Liz Lang

Grants Coordinator
Rachel Griffith



Calvert County, Maryland
Board of County Commissioners
Adopted Budget
Fiscal Year 2016

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

Terry L. Shannon
County Administrator

Calvert County Government
175 Main Street
Prince Frederick, Maryland 20678
410-535-1600 301-855-1243
Fax: 410-535-1787
www.co.cal.md.us



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Calvert County Government

Maryland

For the Fiscal Year Beginning

July 1, 2014

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, 2014.

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.

TABLE OF CONTENTS

VOLUME I

Budget Guide

Introduction

Board of County Commissioners Mission Statement	1
Transmittal Letter	2
County Officials	4
County Organizational Chart	6
The Board of County Commissioners Goals.....	7
Summary of Objectives to Achieve BOCC Goals.....	8
Quick Reference Guide	10
Calvert County Information.....	12
Economic Highlights	14
Budgetary Accounting and the Budget Process	15
Description of Funds.....	16
County Fund Structure.....	17
FY 2016 Budget Calendar	18
FY 2016 Budget Process Chart.....	19

Budget Summary

Total Expenditure Budget Summary (Including Transfers)	22
Where the Money Comes From	24
Where the Money Goes	25
Summary of Sources and Uses.....	26

General Fund Summary

Statement of Revenues and Expenditures.....	32
General Fund Revenue Detail	34
General Fund Expenditures by Organization.....	38
General Fund Expenditures Highlights	40
General Fund Forecast.....	41
Revenue Highlights.....	42
Fund Balance Trends.....	46

General Fund

General Government

Board of County Commissioners.....	48
Contingency	49

County Administrator	50
County Attorney.....	52
Technology Services.....	54
Circuit Court	56
Orphans Court.....	57
Grand Jury	57
State’s Attorney	58
County Treasurer.....	60
Finance & Budget.....	62
Personnel.....	64
Community Planning & Building.....	66
Inspections & Permits.....	68
Public Safety	
Director of Public Safety.....	72
Control Center.....	74
Emergency Management	76
Fire-Rescue-EMS Division.....	78
Sheriff’s Office	80
Detention Center	82
Animal Control	84
General Services	
Director of General Services.....	88
Buildings & Grounds	90
Mosquito Control.....	92
Parks & Recreation	94
Calvert Marine Museum	96
Natural Resources.....	98
Railway Museum.....	100
Public Works	
Engineering	104
Project Management	106
Highway Maintenance	108
Fleet Maintenance	110
Economic Development	
Economic Development	114
Community Resources	
Director - Community Resources	118
Office On Aging.....	120
Transportation	122

State Agencies & Independent Boards

Board of Education [126](#)
College of Southern Maryland [127](#)
Health Department [128](#)
Substance Abuse Treatment [129](#)
Calvert Library [130](#)
State Agencies [132](#)
Independent Boards [133](#)
Committees & Commissions..... [134](#)
Non-County Agencies [135](#)

Entity-Wide Budgets

Pensions & Insurance..... [138](#)
Other Financing Uses..... [139](#)
Debt Service [139](#)

Enterprise Funds

Revenue Highlights [142](#)
Water & Sewer [144](#)
Solid Waste..... [150](#)

Grants Fund

Summary [154](#)
Revenue Highlights [154](#)
Grant Program Areas [160](#)
 Grants: General Government [164](#)
 Grants: General Services..... [172](#)
 Grants: Human Services [175](#)
 Grants: Public Safety..... [189](#)

Special Revenue Funds

Revenue Highlights [200](#)
Parks & Recreation Fund [202](#)
Golf Course Fund..... [204](#)
Excise Tax [205](#)
Land Preservation [206](#)
Bar Library Fund [208](#)
Planning & Zoning Fund..... [209](#)
Calvert Family Network [210](#)
Housing Fund [211](#)
Revolving Loan Funds..... [211](#)

Capital Projects

Capital Improvement Plan	215
Components of CIP	217
Project Prioritization.....	217
Capital Improvement Summary	221
Capital Projects by Expense Category	222
Capital Projects by Funding Source.....	232

Appendix

Staffing	245
Pay Scales	267
Fees & Tax Rates	277
Economic Factors.....	283
Resolutions & Financial Policies	291
Glossary & Acronyms	339
Index.....	353

BUDGET GUIDE

This Budget Guide serves as a guide to, and a summary of, the information contained in the budget document.

NEW FEATURES

Several new features have been added to the FY 2016 budget document in an effort to increase budgetary transparency and make the document easier for the citizens of Calvert County to read and use.

The FY 2016 Adopted Budget document is presented for the first time in two volumes. The individual project worksheets for the Capital Improvement Plan are now presented in **Volume II**. To aid the reader a **Project List** has been added to enable the quick location of a particular project of interest to the user.

One new feature is a defined list (page 7) of the goals chosen by the Board of County Commissioners (BOCC), with an icon representing each goal. 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 8-9. The BOCC's list of goals is derived from the Board's Mission Statement on page 1 and the FY 2015 Adopted Budget letter from the prior Board of County Commissioners (shown on pages 294-295 of the Appendix).

To further increase transparency, icons have been added to the Budget Calendar (page 18) identifying who is responsible for each activity on the calendar. A Budget Process Chart is included (page 19), which provides a graphical timeline of the budget process based on the major milestones and activities that occur during the fiscal year. A Quick Reference guide has also been added (pages 10-11), allowing the reader to easily find the answers to many frequently asked questions.

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 three appendix sections. 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 from the Board of County Commissioners. Next is a list of county officials and a County government organizational chart. As mentioned above, a list of BOCC goals has been included as a new addition for this budget document. Following the list of goals is a snapshot of economic data for the County. The Quick Reference Guide follows to provide the reader with answers to some common questions concerning the budget. The next two pages provide general information about the County and its form of government, followed by the Budget Calendar and the new Budget Process chart.

The last few pages contain 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** section presents an overview of revenue and expenditures and budget trends, as well as expenditure highlights for the general fund, the main fund of Calvert County government.

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 the **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 systems: 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 and summary budget data for each. 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. 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 primary sections: Staffing, Fees & Tax Rates, Economic Factors, Resolutions & Financial Policies, and finally a section containing standard appendix information: the Glossary, Acronyms and Index.

INTRODUCTION



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

Courthouse, 175 Main Street
Prince Frederick, Maryland 20678
410-535-1600 • 301-855-1243
www.co.cal.md.us

Board of Commissioners
Mike Hart
Tom Hejl
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 2016 budget, which begins July 1, 2015. The General Fund budget totals \$238,847,277. This is a decrease of just over \$4 million from the fiscal year 2015 budget. Through this budget, we are planning to spend \$4 million less than the prior year.

As a group, we are working toward defining our goals and we believe a shift in emphasis from the direction of previous boards is needed. “Encouraging a Stable and Enduring Economic Base” is one of our primary goals, and additional goals include:

- Promoting Sustainable Development,
- Providing for Safety, Health and Education, and
- Preserving the Natural, Cultural, and Historic Assets of Calvert County

This budget does not increase your property or income taxes, the largest categories of taxes that most citizens pay. In the case of property tax, most County taxpayers are paying less or the same amount as last year.

More than 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. In addition to the \$110.1 million State-required “maintenance of effort” funding level (cost per student), the County is providing a \$4.8 million pension contribution to benefit teachers and staff, a \$936,000 contribution to the fund to provide health care for retired school employees, and \$6.9 million to cover the principal and interest on the debt incurred to build our newer schools. Schools are allocated \$122.7 million or 51.4% of your tax dollars.

The safety of our citizens is paramount. Our violent crime rate in calendar year 2013 was the lowest since 1976. 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-EMS membership that provides 100% effective emergency, medical, and fire response. Through innovative marketing and strategic actions, this remarkable tradition continues. Funding for public safety in fiscal year 2016 totals \$29.6 million, representing 12.3% of the General Fund budget.

As we focus on our economic base, we will not ignore the desire to maintain the County’s rural character. We will continue with a proactive and consistent planning approach. Through our land preservation programs, the County has preserved almost 30,000 acres of the 140,000 acre total.

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 Credits, with additional funds toward anticipated Homestead Credits in fiscal year 2016. The Homestead and Homeowner Tax Credit programs are in place to provide some relief to homeowners for their property tax bills. Additionally, the County has an established, 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.

We continue to exercise conservative financial management for the good of our citizens. As we worked through the preparation of this budget, we carefully considered the impact of three options on our citizens: furloughs for County employees, a reduction in force of County employees, and increases in property and/or income taxes. As noted previously, this budget is \$4.0 million less than the prior one. With the help of County management, we continue to balance our budget trying not to impact services and without having to raise taxes. This budget uses \$5.6 million of fund balance, as follows: \$2.3 million for the General Fund transfer to capital projects, \$1.2 million funding for the Other Post Employment (OPEB) Trust fund, and \$2.1 million for General Fund operations (the OPEB trust fund was established in FY 2008 to subsidize the cost of health insurance for both County and school retirees).

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 Public Safety (\$17.5 million) and Public Works (\$11.8 million) categories of our fiscal year 2016 CIP budget make up the vast majority of our \$36.9 million in planned capital improvement expenses. Most of the Public Safety funds will be used to upgrade the current 800 MHz analog trunked communications system to a digital 800 MHz P-25 compliant communications system. The current analog system is outdated and the equipment is becoming obsolete. The Public Works category includes \$8.0 million in funds for road paving. Bond funding of paving for fiscal year 2016 is a change in strategy for the County. This approach lowers our operating budget for the year and allows additional resources to be devoted to our paving program.

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

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

BOARD OF COUNTY COMMISSIONERS

12/16/2014 thru 12/19/2018

Steven R. Weems, President
(410) 535-1600 ext. 2207
Email: weemssr@co.cal.md.us

Evan K. Slaughenhaupt, Jr., Vice President
(410) 535-1600 ext. 2203
Email: slaughek@co.cal.md.us

Tom Hejl
(410) 535-1600 ext. 2205
Email: hejltc@co.cal.md.us

Mike Hart
(410) 535-1600 ext. 2206
Email: hartmr@co.cal.md.us

Pat Nutter
(410) 535-1600 ext. 2204
Email: nutterph@co.cal.md.us

CALVERT COUNTY DEPARTMENT DIRECTORS

Terry L. Shannon
County Administrator
(410) 535-1600 ext. 2200
Email: shannotl@co.ca.md.us

Thomas Barnett
Director, Community Planning & Building
(410) 535-1600 ext. 2332
Email: barnettp@co.cal.md.us

John B. Norris, III
County Attorney
(410) 535-1600 ext. 2291
Email: norrisjb@co.cal.md.us

Jacqueline K. Vaughan
Director, Public Safety
(410) 535-1600 ext. 2303
Email: VaughanJK@co.cal.md.us

Joseph E. Klausner
Director, Technology Services
(410) 535-1600 ext. 2208
Email: klausner@co.cal.md.us

V. Wilson Freeland
Director, General Services
(410) 535-1600 ext. 2326
Email: FreelaVW@co.cal.md.us

Timothy Hayden
Director, Finance & Budget
(410) 535-1600 ext. 2435
Email: haydent@co.cal.md.us

P. Rai Sharma
Director, Public Works
(410) 535-1600 ext. 2216
Email: sharmapr@co.cal.md.us

Paula G. Gray
Director, Personnel
(410) 535-1600 ext. 2367
Email: graypg@co.cal.md.us

Linda S. Vassallo
Director, Economic Development
(410) 535-1600 ext. 2483
Email: vassalls@co.cal.md.us

Maureen T. Hoffman
Director, Community Resources
(410) 535-1600 ext. 2330
Email: hoffmamt@co.cal.md.us

CALVERT COUNTY ELECTED & APPOINTED OFFICIALS

Mike Evans
 Sheriff, Calvert County
 (410) 535-1600 ext. 2654
 Email: evansem@co.cal.md.us

Laura Martin
 States' Attorney
 (410) 535-1600 ext. 2311
 Email: martinll@co.cal.md.us

Major Dave McDowell
 Assistant Sheriff, Calvert County
 (410) 535-1600 ext. 2459
 Email: mcdowepd@co.cal.md.us

Major T. D. Reece
 Detention Center Administrator
 (410) 535-4300
 Email: reecetd@co.cal.md.us

Novalea Soper-Tracy
 Treasurer
 (410) 535-1600 ext 2278
 Email: tracynf@co.cal.md.us

Gail I. Hatfield
 Elections Administrator
 (410) 535-1600 ext. 8830
 Email: hatfiegl@co.cal.md.us

Margaret H. Phipps
 Register of Wills
 (410) 535-1600 ext. 2353
 Email: mphipps@registers.maryland.gov

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

COURT OFFICIALS

Marjorie L. Clagett
 County Administrative Judge, Circuit Court
 (410) 535-1600 ext. 2262

E. Gregory Wells
 Associate Judge, Circuit Court
 (410) 535-1600 ext. 2297

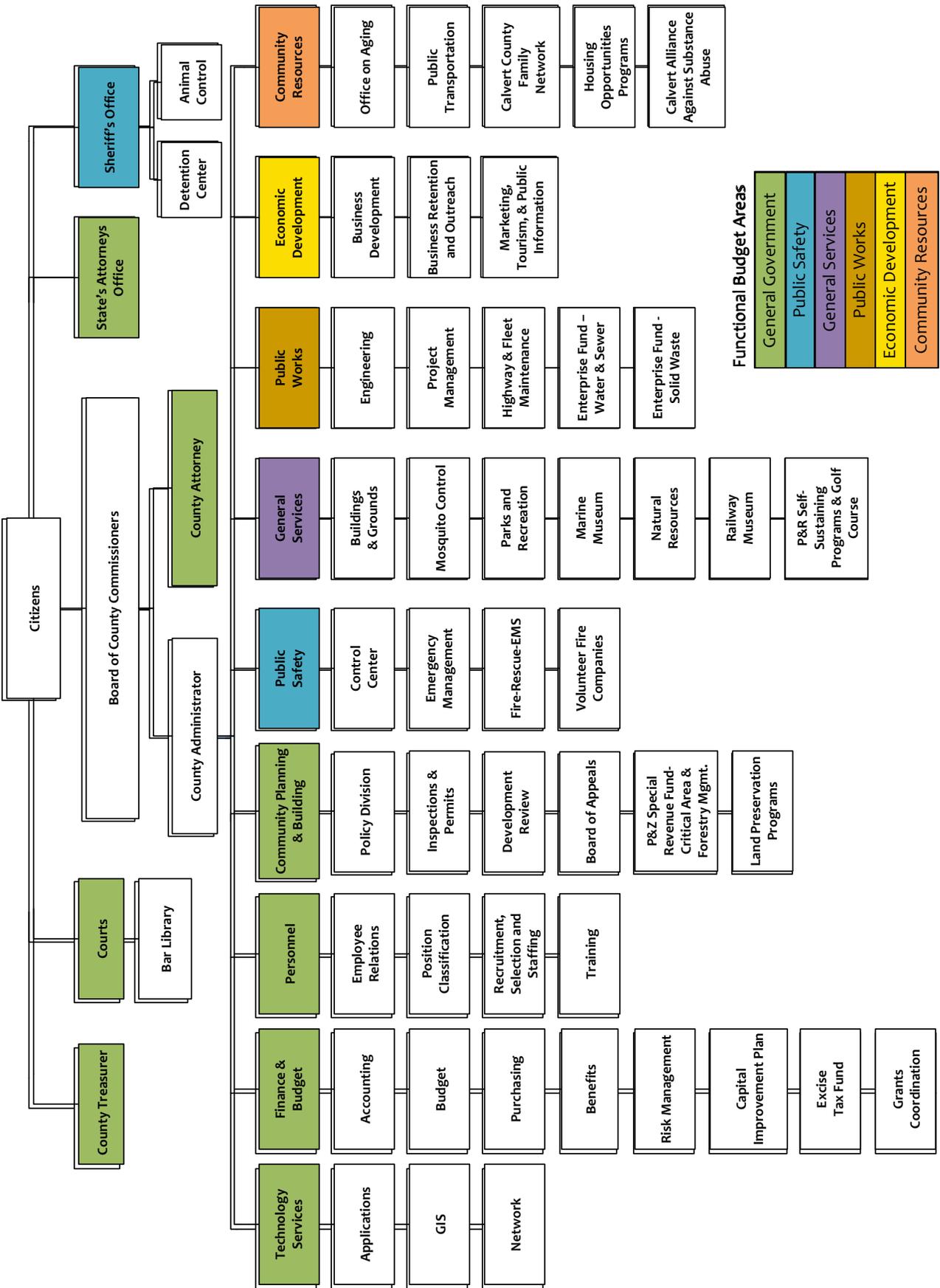
Mark S. Chandlee
 Associate Judge, Circuit Court
 (410) 535-1600 ext. 2295

Tracey A. McKirgan
 Family Magistrate
 (410) 535-1600 ext. 2424

Kathy P. Smith
 Clerk of the Court
 (410) 535-1660 ext. 2263
 Email: kathy.smith@mdcourts.gov

Emanuel Demedis
 Court Administrator
 (410) 535-1600 ext. 2296
 Email: edemedis@co.cal.md.us

CALVERT COUNTY GOVERNMENT ORGANIZATION CHART



Functional Budget Areas

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

THE BOARD OF COUNTY COMMISSIONERS GOALS

BE RESPONSIBLE and ACCOUNTABLE

	Fiscal Responsibility	To exercise conservative financial management with the majority of resources directed to the most important services that our government provides.
	Culture of Engagement	To promote an environment where residents feel they can make a difference and work in partnership with others to understand and address pressing public issues.
	Public Stewardship and Accountability	To act responsibly with the planning and management of our County resources.

PROVIDE ESSENTIAL SERVICES and SUPPORT

	Services	To provide high quality, effective and efficient services to all stakeholders.
	Education	To provide educational resources, learning opportunities and training.
	Public Safety	To maintain Calvert County as a safe place to live, work and play.
	Roads & Infrastructure	To maintain our roads, bridges, water and sewerage infrastructure as well as other long-term physical assets and facilities.
	Parks & Recreation	To provide opportunities for leisure activities.

WORK TO PRESERVE CALVERT COUNTY

	Environment, Heritage and Rural Character	To create a sense of place, reflect the character, history and natural environment of the community.
	Growth Management & Land Preservation	To maintain the rural character through effective growth management with a proactive and consistent planning approach.

PROVIDE OPPORTUNITIES for RESIDENTIAL GROWTH and ECONOMIC DEVELOPMENT

	Homeownership	To 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	To pursue many avenues of economic development while remaining a business-friendly community to small businesses 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	✓	✓		✓	✓	
Enterprise Funds						
Water & Sewer	✓		✓	✓		✓
Solid Waste & Recycling	✓			✓	✓	✓

BOCC Goals

Roads & Infrastructure
Parks & Recreation
Environment, Heritage & Rural Character
Growth Management & Land Preservation
Homeownership
Economic Development

Department / Division Objectives

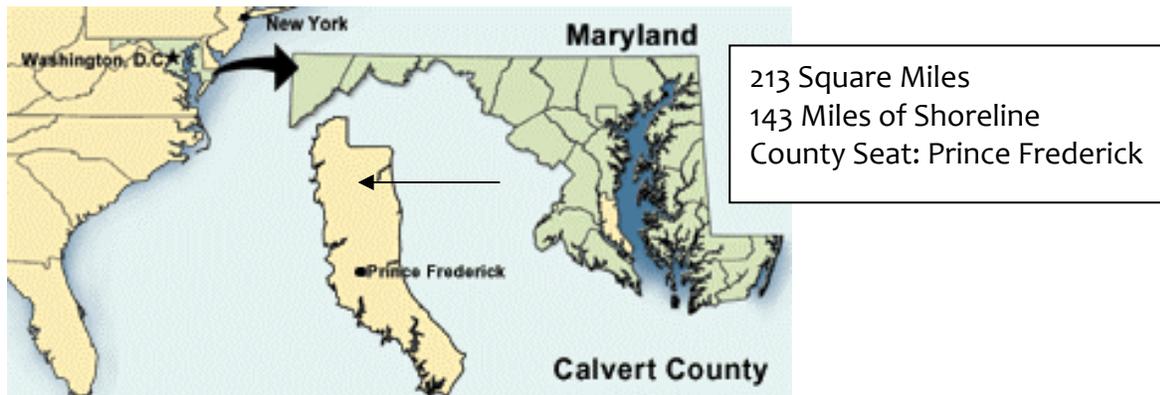
						Department / Division Objectives
						General Government
						County Administrator
						County Attorney
✓						Technology Services
						State's Attorney
		✓	✓	✓		County Treasurer
						Finance & Budget
						Personnel
		✓	✓			Community Planning & Building
						Inspections & Permits
						Public 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
						Enterprise Funds
✓						Water & Sewer
✓						Solid Waste & Recycling

QUICK REFERENCE GUIDE

To answer these questions ...	Refer to ...	Page
What are the major issues and initiatives for the FY 2016 budget?	Letter of Transmittal	2-3
What is the budget development process?	Budget Process Chart	19
What is the basis of budgeting?	Budgetary Accounting & the Budget Process Title 5 Budget and Finance Code	15 296-299
What are the County's major revenue sources?	Statement of Revenues & Expenditures General Fund Revenues	32 34-37
What are the County's major expenditures?	Statement of Revenues & Expenditures General Fund Expenditures by Organization	32 38-40
How much money does the County fund BOE?	Statement of Revenues and Expenditures Board of Education Summary Page	32 126
Does the County have adopted financial policies?	Stabilization Arrangement Fund Balance Policy Debt Policy Transfer of Budget Appropriations Investment Policy	315 316 317-327 328-329 330-335
What is the County's General Obligation bonded debt level?	Debt Affordability Model	336-337
What is the County's annual level of debt payments?	Long-Term Obligations - All Funds	337
What capital projects are planned?	Capital Projects - Six Year CIP	Vol II
How many authorized employees does the County have?	Staffing Charts	247-265
What is the population of Calvert County?	Economic Highlights Economic Factors	14 284-289
Is there a glossary defining accounting and budgeting terms?	Glossary & Acronyms	340-352
What are the Commissioners' goals?	Mission Statement Letter of Transmittal The Board of County Commissioners Goals	1 2-3 7

To answer these questions ...	Refer to ...	Page
How do the County departments' strategic objectives align to the Commissioners' goals?	General Fund Expenses (see individual department pages) Summary of Objectives to Achieve BOCC goals	47-123 8-9
What are the County's property tax rates?	Calvert County Property Tax Rates	280
What are the County's water and sewer rates?	Water & Sewer and Solid Waste Fee Schedule	281
What are the County's solid waste fees?	Water & Sewer and Solid Waste Fee Schedule	281
Is there enough money in the budget to maintain the current level of basic services?	Letter of Transmittal	2-3
Is there a deficit and how will it be paid?	Letter of Transmittal General Fund Expenditure Highlights Revenue Highlights Fund Balance Trends	2-3 40 43 46
What will the County do if there is an unplanned-for expense in FY 2016?	Board of County Commissioners Contingency	49
What is the County's credit rating?	Long-Term Obligations (Appendix) Board of County Commissioners - Performance Measures	336 48

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 have 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.

“Beginning with the general election to be held in Calvert County in November, 1978, five county commissioners shall be elected by countywide vote. One shall be a resident of the first election district, one a resident of the second district, and one a resident of the third election district of the county. Of the remaining candidates, the two receiving the highest number of votes shall be selected. Commissioners who are elected and qualify shall take office the third Tuesday of December following election. Each commissioner shall hold office for four years or until a successor is elected and qualified.” (Code 1981,§ 4-102; 1985,ch 715,§ 2.)

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	Total	47,500
1970	20,682		
1990	51,372		
2000	74,563		
2015	94,300		
Income ³		School Enrollment ⁴	
Median Household Income		Pre-K	362 *
\$	94,196	Kindergarten	1,053
Average single family home sold price		Elementary	5,675
\$	320,469	Middle	3,794
Median single family home sold price		High	5,337
\$	296,545	Total	15,859

1 Source: U.S. Department of Commerce, U.S. Census Bureau, Official Population County 1950-2010
Source: Calvert County Department of Community Planning & Building, May 2014

2 Source: Maryland Department of Labor, Licensing and Regulation, Division of Workforce Development and Adult Learning, 2014 Annual Average

3 Source: American Community Survey, 2013 (released 2014)
Source: Real Estate Business Intelligence, LLC. An MRIS company, 2014 Year End Market Statistics

4 Source: Calvert County Public Schools, 2014-2015 school year – *Pre-K figures are not included

Additional economic data is located in the Economic Factors section of the Appendix on pages 284-289.

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 339.

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 calendar located on page 18 encompasses 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 296-299, and the budget amendment policy is provided on pages 328-329.

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 17 contains a comprehensive list of funds by size and type.

Calvert Library and Calvert Marine Museum are budgeted with 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 345.

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>
<u>Major Funds</u>			
Capital Projects Fund		213-243 project detail in Volume II	
General Fund (includes funding for State Agencies and Independent Boards, shown on pages 125-135)		31-135	1
	Solid Waste Fund	149-151	2
	Water and Sewer Fund	143-147	2
<u>Nonmajor Funds</u>			
Bar Library Fund		208	
Calvert County Family Network Fund		210	
Calvert Marine Museum		96-97	3
Economic Development Incentive Fund		211	
Economic Development Revolving Loan Fund		211	
Excise Tax Fund		205	
Golf Course Fund		204	4
Grants Fund		153-197	
Housing Fund		211	5
Land Preservation Fund		206-207	
Parks and Recreation Fund		202-203	
Planning & Zoning Special Revenue Fund		209	
Revolving Loan Fund		211	

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 Opportunities 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.

FY 2016 BUDGET CALENDAR

Graphic Key:

Board of County Commissioners



Planning Commission



Finance & Budget



County Departments

Outside Agencies

2014

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

July

- July 1, 2014 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

October

- Expenditure strategy developed for FY 2016
- Staff presentation of high level overview of the FY 2016 budget to County Commissioners
- Budget packets distributed to departments
- Legislative requests due to County Attorney
- Initial CIP work session with County Commissioners on FY 2016 CIP

November

- Departmental budget requests due to Finance & Budget

December

- Meeting with delegation on legislative requests
- Outside agency requests due to Finance & Budget
- Budget work sessions with Department Heads begin

2015**January**

- Budget work sessions conclude
- FY 2016 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 2016 Budget

FY 2016 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													



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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
General Fund:			
County Government	\$ 111,918,603	\$ 117,593,879	\$ 116,112,942
Calvert County Public Schools	120,198,322	125,328,703	122,734,335
Enterprise Funds:^{1,2}			
Water & Sewer Fund	8,532,407	9,202,030	9,316,231
Solid Waste & Recycling Fund	9,278,304	9,915,380	9,675,524
Special Revenue Funds:			
Grants Fund	6,597,346	6,654,861	6,847,751
Parks & Recreation Fund	2,456,167	3,424,316	3,341,636
Golf Course Fund	901,129	1,013,100	1,022,208
Excise Tax Fund	2,969,813	4,586,211	2,687,844
Land Preservation Fund	521,929	2,194,763	3,166,911
Bar Library Fund	82,185	72,361	82,141
Planning & Zoning Fund	111,610	136,669	89,875
Calvert Family Network Fund	518,713	503,602	510,202
Housing Fund ³	34,585	50,000	50,000
Total Operating Funds	<u>\$ 264,121,113</u>	<u>\$ 280,675,875</u>	<u>\$ 275,637,600</u>
Total Capital Projects Fund	\$ 19,443,595	\$ 23,647,777	\$ 35,455,200
Total Capital Projects-Enterprise Funds ⁴	-	4,759,200	1,412,700
Total Capital Program	<u>\$ 19,443,595</u>	<u>\$ 28,406,977</u>	<u>\$ 36,867,900</u>
Total All Funds	<u>\$ 283,564,708</u>	<u>\$ 309,082,852</u>	<u>\$ 312,505,500</u>

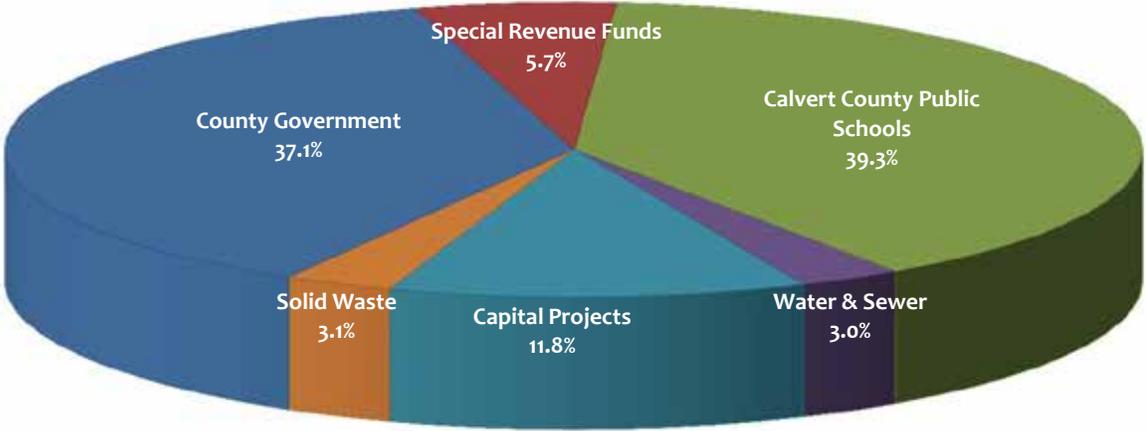
¹Actual reflects full accrual accounting as shown in the financial statements, whereas budget is on the cash basis

²An additional breakout of the Calvert Marine Museum as an Enterprise Fund was included in FY 2014 and prior years budgets

³The Housing Fund is included in the General Fund for the financial statements, as required by GASB

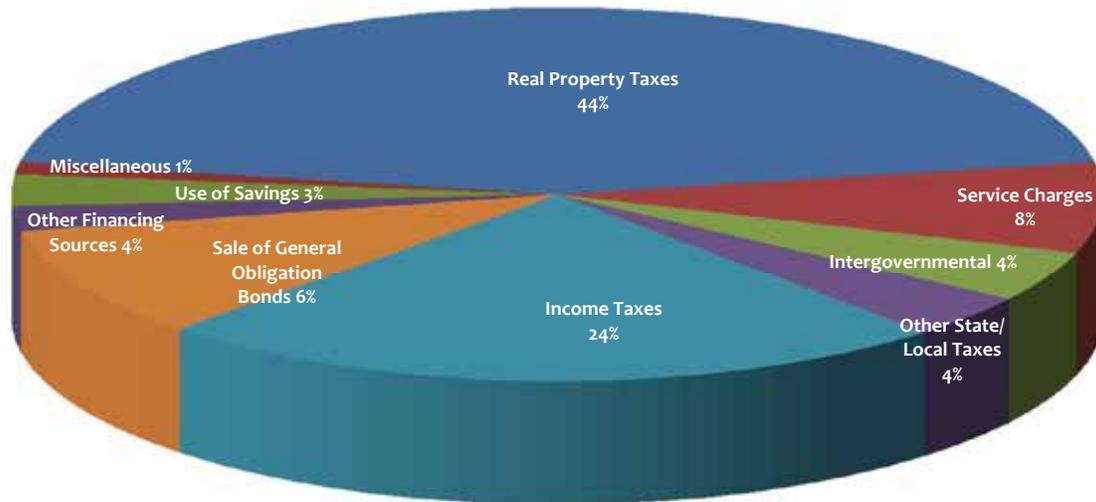
⁴Actual reflects full accrual accounting, which requires that expenses for capital projects be moved to the balance sheet at year end.

FY 2016 BUDGETED EXPENDITURES - ALL FUNDS
 OPERATING & CAPITAL (INCLUDING TRANSFERS)



General Fund:	
County Government	\$ 116,112,942
Calvert County Public Schools	122,734,335
Other Funds:	
Water & Sewer Fund	9,316,231
Solid Waste Fund	9,675,524
Special Revenue Governmental Funds	17,798,568
Capital Projects-Enterprise Funds	1,412,700
Capital Projects Fund	<u>35,455,200</u>
Total Budget - All Funds	<u><u>\$ 312,505,500</u></u>

WHERE THE MONEY COMES FROM

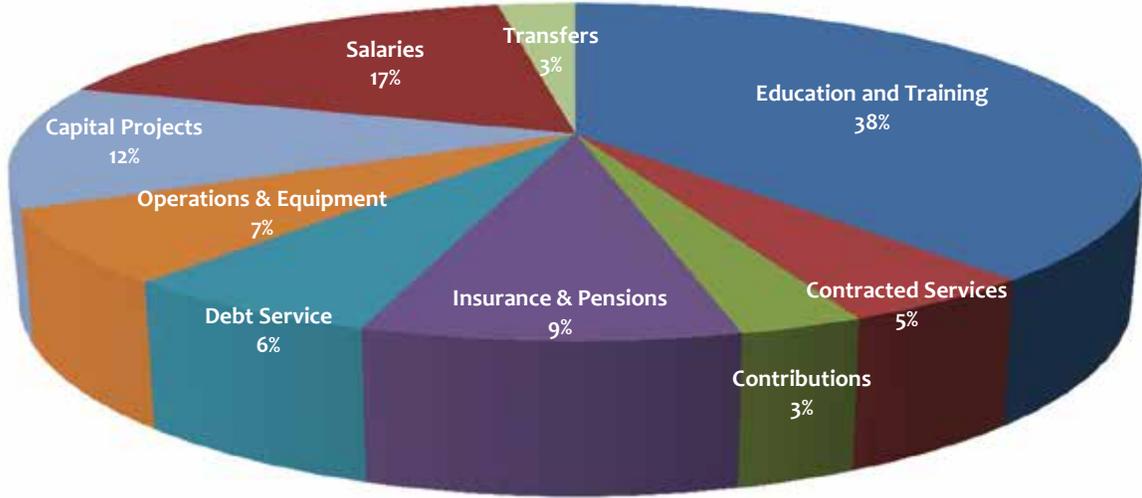


Real Property Taxes	\$	138,857,103
Service Charges ¹		24,522,521
Intergovernmental ²		13,940,245
Other State/Local Taxes		11,765,446
Income Taxes		74,550,000
Sale of General Obligation Bonds		30,424,400
Other Financing Sources		6,714,417
Use of Prior Year Balances (Savings)		8,487,728
Miscellaneous Revenues		3,243,640
Total Revenues - All Funds	\$	312,505,500

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

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

WHERE THE MONEY GOES



		<u>Category Totals (shown on graph)</u>	
Calvert County Public Schools	\$ 114,875,742	} \$ 120,746,359	Education & Training
College of Southern Maryland	4,542,192		
Programs & Training	1,328,425		
Contracted Services	14,728,722	14,728,722	Contracted Services
Land Preservation Costs	2,762,966	} 9,000,552	Contributions to Other Programs
Contributions to Outside Agencies	1,595,330		
Fire & Rescue Squads	2,219,140		
Health Department	2,423,116	} 27,094,809	Insurance & Pensions
Health Insurance	9,633,110		
Pensions & Insurance	16,261,699		
Other Post Employment Benefits	1,200,000	} 19,371,023	Debt Service
Principal & Interest on Debt			
Contingencies & Miscellaneous	2,513,642	} 21,425,229	Operations & Equipment
Printing, Advertising & Office Operations	1,527,020		
Road Maintenance and Snow Removal	886,967		
Vehicle Costs	2,794,808		
Supplies	2,472,840		
Utilities	4,538,525		
Major Repairs/Furniture/Computers/Vehicles	3,316,474		
Maintenance & Equipment Costs	3,374,953	36,867,900	Capital Projects
Capital Projects		54,614,670	Salaries
Salaries		} 8,656,236	Transfers
General Fund Transfers to Other Funds	4,987,444		
Excise Tax Transfers out	3,668,792		
Total Expenses - All Funds		\$ 312,505,500	

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 2014 Actual	FY 2015 Budget	FY 2016 Budget	FY 2014 Actual	FY 2015 Budget	FY 2016 Budget
Financial Sources:						
Property Taxes	\$ 138,767,620	\$ 139,549,219	\$ 138,857,103	\$ -	\$ -	\$ -
Income Tax	66,768,748	76,840,690	74,550,000	-	-	-
Other Local Taxes	8,239,151	8,370,000	8,550,000	2,993,096	3,128,318	2,687,844
State Shared Taxes	541,727	565,582	527,602	25,728	25,000	-
Licenses & Permits	336,520	309,400	299,400	-	-	-
Intergovernmental	4,110,684	4,118,902	4,139,649	6,380,558	4,808,642	5,079,096
Charges for Services	3,685,835	3,607,278	4,115,262	1,686,705	3,785,389	1,935,105
Fines, Fees & Forfeitures	518,935	410,551	415,551	52,483	181,669	136,875
Other Revenues	995,898	580,886	527,948	2,161,241	510,513	2,457,091
Other Financing Sources (Transfers)	-	207,434	225,000	-	-	-
Use of Prior Year Fund Balance	6,792,985	5,862,640	5,639,762	-	3,373,711	2,812,966
Total Financial Sources	\$ 230,758,103	\$ 240,422,582	\$ 237,847,277	\$ 13,299,811	\$ 15,813,242	\$ 15,108,977
Use of Resources:						
General Government	\$ 11,819,557	\$ 13,274,851	\$ 13,341,794	\$ 3,077,874	\$ 4,555,430	\$ 5,720,262
Public Safety	27,376,186	28,516,125	29,603,043	923,760	1,000,102	977,568
General Services	11,602,175	12,578,065	12,988,092	3,378,981	4,326,024	4,297,833
Economic Development	1,106,920	1,305,607	1,308,197	-	-	-
Public Works	9,861,154	8,895,514	6,149,102	-	-	-
Community Resources	1,809,223	1,919,066	2,150,196	3,843,049	4,036,680	4,017,564
Capital Projects	-	-	-	-	-	-
Pension & Insurance	22,826,185	27,594,596	25,812,249	-	-	-
Transfers	-	-	-	-	-	-
State & Other Agencies	14,419,560	14,656,710	15,300,173	-	-	-
Debt Service	16,653,944	17,283,969	17,085,245	-	-	-
Planned Surplus	-	-	-	-	274,997	776,341
Total Use of Resources	\$ 117,474,904	\$ 126,024,503	\$ 123,738,091	\$ 11,223,664	\$ 14,193,233	\$ 15,789,568
Other Financing Sources (Uses):						
Proceeds from Bond Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfers In (Out) - BOE	(109,799,429)	(111,737,129)	(110,121,742)	-	-	-
Operating Transfers In - Other	1,358,822	2,500,000	1,000,000	1,837,163	2,822,641	2,689,591
Operating Transfers Out - Other	(4,842,592)	(5,160,950)	(4,987,444)	(2,969,813)	(4,442,650)	(2,009,000)
Total Other Financing Sources (Uses)	\$ (113,283,199)	\$ (114,398,079)	\$ (114,109,186)	\$ (1,132,650)	\$ (1,620,009)	\$ 680,591
Fund Balance						
Fund Balance - Beginning of Year	\$ 66,647,851	\$ 59,909,718	\$ 54,047,078	\$ 16,187,629	\$ 17,159,620	\$ 14,360,906
Net Budgetary Increase (Decrease) in Use of Fund Balance	(6,802,200)	(5,862,640)	(5,639,762)	943,497	(2,798,714)	(2,036,625)
Encumbrance Adjustment for GAAP ¹	64,067	-	-	-	-	-
Fund Balance - End of Year	\$ 59,909,718	\$ 54,047,078	\$ 48,407,316	\$ 17,131,126	\$ 14,360,906	\$ 12,324,281
Fund Balance by Type¹:						
Nonspendable	\$ 8,317,376	\$ 8,092,376	\$ 7,867,376	\$ 7,177,626	\$ 8,700,701	\$ 5,937,735
Restricted	-	-	-	602,140	326,898	276,898
Committed	21,597,630	21,597,630	21,597,630	7,954,986	5,368,241	6,114,255
Assigned	9,718,619	6,218,619	5,018,619	1,523,075	-	-
Unassigned	20,212,026	18,074,386	13,859,624	(60,099)	(34,934)	(4,607)
Total Fund Balance¹	\$ 59,845,651	\$ 53,983,011	\$ 48,343,249	\$ 17,197,728	\$ 14,360,906	\$ 12,324,281

¹The fund balance totals shown on this page differ because of the Encumbrance adjustment for GAAP of \$64,067.

SOURCES AND USES - GOVERNMENTAL FUNDS

Capital Projects Funds			Total Governmental Funds			Categories
FY 2014 Actual	FY 2015 Budget	FY 2016 Budget	FY 2014 Actual	FY 2015 Budget	FY 2016 Budget	
\$ -	\$ -	\$ -	\$ 138,767,620	\$ 139,549,219	\$ 138,857,103	Financial Sources:
-	-	-	66,768,748	76,840,690	74,550,000	Property Taxes
-	-	-	11,232,247	11,498,318	11,237,844	Income Tax
-	-	-	567,455	590,582	527,602	Other Local Taxes
-	-	-	336,520	309,400	299,400	State Shared Taxes
5,043,612	3,514,187	4,721,500	15,534,854	12,441,731	13,940,245	Licenses & Permits
-	-	-	5,372,540	7,392,667	6,050,367	Intergovernmental
-	-	-	571,418	592,220	552,426	Charges for Services
557,478	-	-	3,714,617	1,091,399	2,985,039	Fines, Fees & Forfeitures
-	-	-	-	207,434	225,000	Other Revenues
-	-	-	6,792,985	9,236,351	8,452,728	Other Financing Sources (Transfers)
-	-	-	-	-	-	Use of Prior Year Fund Balance
\$ 5,601,090	\$ 3,514,187	\$ 4,721,500	\$ 249,659,004	\$ 259,750,011	\$ 257,677,754	Total Financial Sources
\$ -	\$ -	\$ -	\$ 14,897,431	\$ 17,830,281	\$ 19,062,056	Use of Resources:
-	-	-	28,299,946	29,516,227	30,580,611	General Government
-	-	-	14,981,156	16,904,089	17,285,925	Public Safety
-	-	-	1,106,920	1,305,607	1,308,197	General Services
-	-	-	9,861,154	8,895,514	6,149,102	Economic Development
-	-	-	5,652,272	5,955,746	6,167,760	Public Works
19,443,595	21,892,230	32,288,900	19,443,595	21,892,230	32,288,900	Community Resources
-	-	-	22,826,185	27,594,596	25,812,249	Capital Projects
-	-	-	-	-	-	Pension & Insurance
-	-	-	14,419,560	14,656,710	15,300,173	Transfers
-	-	-	16,653,944	17,283,969	17,085,245	State & Other Agencies
-	-	-	-	274,997	776,341	Debt Service - Other
\$ 19,443,595	\$ 21,892,230	\$ 32,288,900	\$ 148,142,163	\$ 162,109,966	\$ 171,816,559	Total Use of Resources
\$ 6,041,302	\$ 18,787,200	\$ 30,424,400	\$ 6,041,302	\$ 18,787,200	\$ 30,424,400	Other financing sources (uses):
-	(6,514,747)	(4,579,000)	(109,799,429)	(118,251,876)	(114,700,742)	Proceeds from Bond Sales
4,381,842	6,105,590	1,722,000	7,577,827	11,428,231	5,411,591	Operating Transfers In (Out) - BOE
-	-	-	(7,812,405)	(9,603,600)	(6,996,444)	Operating Transfers In - Other
\$ 10,423,144	\$ 18,378,043	\$ 27,567,400	\$ (103,992,705)	\$ (97,640,045)	\$ (85,861,195)	Operating Transfers Out - Other
\$ 30,468,050	\$ 27,048,689	\$ 27,048,689	\$ 113,303,530	\$ 104,089,533	\$ 95,456,673	Fund Balance - Beginning of Year
(3,419,361)	-	-	(9,278,064)	(8,661,354)	(7,676,387)	Net Budgetary Increase (Decrease) in Use of Fund Balance
-	-	-	64,067	-	-	Encumbrance Adjustment for GAAP ¹
\$ 27,048,689	\$ 27,048,689	\$ 27,048,689	\$ 104,089,533	\$ 95,456,673	\$ 87,780,286	Fund Balance - End of Year
\$ -	\$ -	\$ -	\$ 15,495,002	\$ 16,793,077	\$ 13,805,111	Fund Balance by Type¹:
-	-	-	602,140	326,898	276,898	Nonspendable
-	-	-	29,552,616	26,965,871	27,711,885	Restricted
30,468,050	27,048,689	27,048,689	41,709,744	33,267,308	32,067,308	Committed
-	-	-	20,151,927	20,811,715	16,781,249	Assigned
\$ 30,468,050	\$ 27,048,689	\$ 27,048,689	\$ 107,511,429	\$ 98,164,869	\$ 90,642,451	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 2014 Actual	FY 2015 Budget	FY 2016 Budget	FY 2014 Actual	FY 2015 Budget	FY 2016 Budget
Financial Sources:						
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Local Taxes	-	-	-	-	-	-
State Shared Taxes	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-
Charges for Services	7,827,156	8,338,871	8,865,863	9,317,769	9,764,244	9,552,891
Prior Years Fund Balance	-	-	-	-	-	35,000
Prior Years Capital Connection	-	-	-	-	151,136	-
Capital Connection Charges	410,469	240,600	53,400	-	-	-
Other Revenue	270,634	396,559	170,968	119,372	-	87,633
Other Financing Sources	-	-	-	-	-	-
Total Financial Sources	\$ 8,508,259	\$ 8,976,030	\$ 9,090,231	\$ 9,437,141	\$ 9,915,380	\$ 9,675,524
Use of Resources:						
General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	-	-	-	-	-	-
General Services	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-
Public Works	8,008,781	7,204,793	9,036,206	8,974,932	9,785,098	9,550,262
Community Resources	-	-	-	-	-	-
Pension & Insurance	-	-	-	-	-	-
State / Other Agencies	-	-	-	-	-	-
Debt Service - Other	523,626	1,997,237	280,025	303,372	130,282	125,262
Planned Surplus	-	-	-	-	-	-
Total Use of Resources	\$ 8,532,407	\$ 9,202,030	\$ 9,316,231	\$ 9,278,304	\$ 9,915,380	\$ 9,675,524
Other Financing Sources (Uses):						
Capital Contributions	\$ 599,714	\$ 226,000	\$ 226,000	\$ -	\$ -	\$ -
Operating Transfers In (Out) - BOE	-	-	-	-	-	-
Operating Transfers In - Other	-	-	-	-	-	-
Operating Transfers Out - Other	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ 599,714	\$ 226,000	\$ 226,000	\$ -	\$ -	\$ -
Net Position						
Net Position - Beginning of Year	\$ 24,272,340	\$ 24,847,906	\$ 24,847,906	\$ 6,821,702	\$ 6,980,539	\$ 6,829,403
Change in Net Position	575,566	-	-	158,837	(151,136)	(35,000)
Net Position - End of Year	\$ 24,847,906	\$ 24,847,906	\$ 24,847,906	\$ 6,980,539	\$ 6,829,403	\$ 6,794,403

SOURCES AND USES - ENTERPRISE FUNDS

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

Total Enterprise Funds			
FY 2014 Actual	FY 2015 Budget	FY 2016 Budget	Categories
\$ -	\$ -	\$ -	Financial Sources:
-	-	-	Property Taxes
-	-	-	Other Local Taxes
-	-	-	State Shared Taxes
-	-	-	Licenses & Permits
-	-	-	Intergovernmental
17,144,925	18,103,115	18,418,754	Charges for Services
-	-	35,000	Prior Years Fund Balance
-	151,136	-	Prior Years Capital Connection
410,469	240,600	53,400	Capital Connection Charges
390,006	396,559	258,601	Miscellaneous
-	-	-	Other Financing Sources
\$ 17,945,400	\$ 18,891,410	\$ 18,765,755	Total Financial Sources
			Use of Resources
\$ -	\$ -	\$ -	General Government
-	-	-	Public Safety
-	-	-	General Services
-	-	-	Economic Development
16,983,713	16,989,891	18,586,468	Public Works
-	-	-	Community Resources
-	-	-	Pension & Insurance
-	-	-	St / Other Agencies
826,998	2,127,519	405,287	Debt Service - Other
-	-	-	Planned Surplus
\$ 17,810,711	\$ 19,117,410	\$ 18,991,755	Total Use of Resources
			Other Financing Sources (Uses)
\$ 599,714	\$ 226,000	\$ 226,000	Capital Contributions
-	-	-	Operating Transfers In (Out) - BOE
-	-	-	Operating Transfers In - Other
-	-	-	Operating Transfers Out - Other
\$ 599,714	\$ 226,000	\$ 226,000	Total Other Financing Sources (Uses)
			Net Position
\$ 31,094,042	31,828,445	\$ 31,677,309	Net Position - Beginning of Year
734,403	(151,136)	(35,000)	Change in Net Position
\$ 31,828,445	\$ 31,677,309	\$ 31,642,309	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 2014 Actual	FY 2015 Budget	FY 2016 Budget
Financial Sources:			
Property Taxes	\$ 138,767,620	\$ 139,549,219	\$ 138,857,103
Income Tax	66,768,748	76,840,690	74,550,000
Other Local Taxes	11,232,247	11,498,318	11,237,844
State Shared Taxes	567,455	590,582	527,602
Licenses & Permits	336,520	309,400	299,400
Intergovernmental	15,534,854	12,441,731	13,940,245
Charges for Services	22,517,465	25,495,782	24,469,121
Prior Years Fund Balance	6,792,985	9,387,487	8,487,728
Prior Years Capital Connection	-	-	-
Capital Connection Charges	410,469	240,600	53,400
Fines & Forfeitures	571,418	592,220	552,426
Other Revenue	4,104,623	1,487,958	3,243,640
Other Financing Sources	-	207,434	225,000
Total Financial Sources	\$ 267,604,404	\$ 278,641,421	\$ 276,443,509
Use of Resources:			
General Government	\$ 14,897,431	\$ 17,830,281	\$ 19,062,056
Public Safety	28,299,946	29,516,227	30,580,611
General Services	14,981,156	16,904,089	17,285,925
Economic Development	1,106,920	1,305,607	1,308,197
Public Works	26,844,867	25,885,405	24,735,570
Community Resources	5,652,272	5,955,746	6,167,760
Capital Projects	19,443,595	21,892,230	32,288,900
Pension & Insurance	22,826,185	27,594,596	25,812,249
State / Other Agencies	14,419,560	14,656,710	15,300,173
Debt Service - Other	17,480,942	19,411,488	17,490,532
Planned Surplus	-	274,997	776,341
Total Use of Resources	\$ 165,952,874	\$ 181,227,376	\$ 190,808,314
Other Financing Sources (Uses):			
Capital Contributions	\$ 599,714	\$ 226,000	\$ 226,000
Proceeds from Bond Sales	6,041,302	18,787,200	30,424,400
Operating Transfers In (Out) - BOE	(109,799,429)	(118,251,876)	(114,700,742)
Operating Transfers In - Other	7,577,827	11,428,231	5,411,591
Operating Transfers Out - Other	(7,812,405)	(9,603,600)	(6,996,444)
Total Other Financing Sources (Uses)	\$ (103,392,991)	\$ (97,414,045)	\$ (85,635,195)
Fund Balance (General Government)			
Fund Balance - Beginning of Year	\$ 113,303,530	\$ 104,089,533	\$ 95,456,673
Net Budgetary Increase (Decrease) in Use of Fund Balance	(9,278,064)	(8,661,354)	(7,676,387)
Encumbrance Adjustment for GAAP	64,067	-	-
Fund Balance - End of Year	\$ 104,089,533	\$ 95,456,673	\$ 87,780,286
Net Position (Enterprise Funds)			
Net Position - Beginning of Year	\$ 31,094,042	\$ 31,828,445	\$ 31,677,309
Change in Net Position	734,403	(151,136)	(35,000)
Net Position - End of Year	\$ 31,828,445	\$ 31,677,309	\$ 31,642,309
Governmental Fund Balance by Type:			
Nonspendable	\$ 15,495,002	\$ 16,793,077	\$ 13,805,111
Restricted	602,140	326,898	276,898
Committed	29,552,616	26,965,871	27,711,885
Assigned	41,709,744	33,267,308	32,067,308
Unassigned	20,151,927	20,811,715	16,781,249
Total Fund Balance	\$ 107,511,429	\$ 98,164,869	\$ 90,642,451



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

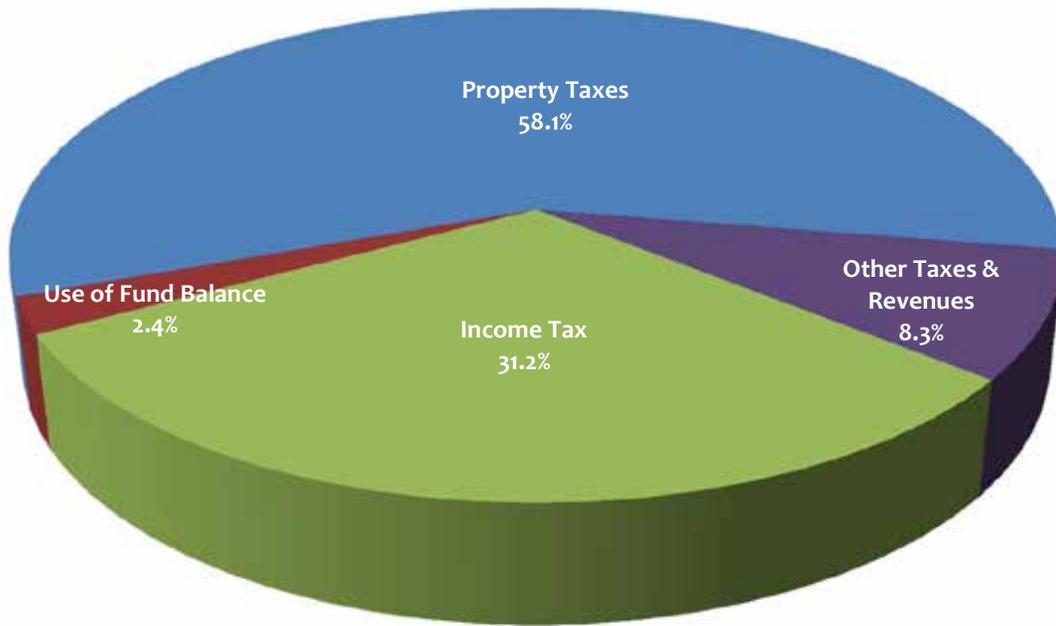
GENERAL FUND SUMMARY

STATEMENT OF REVENUES & EXPENDITURES

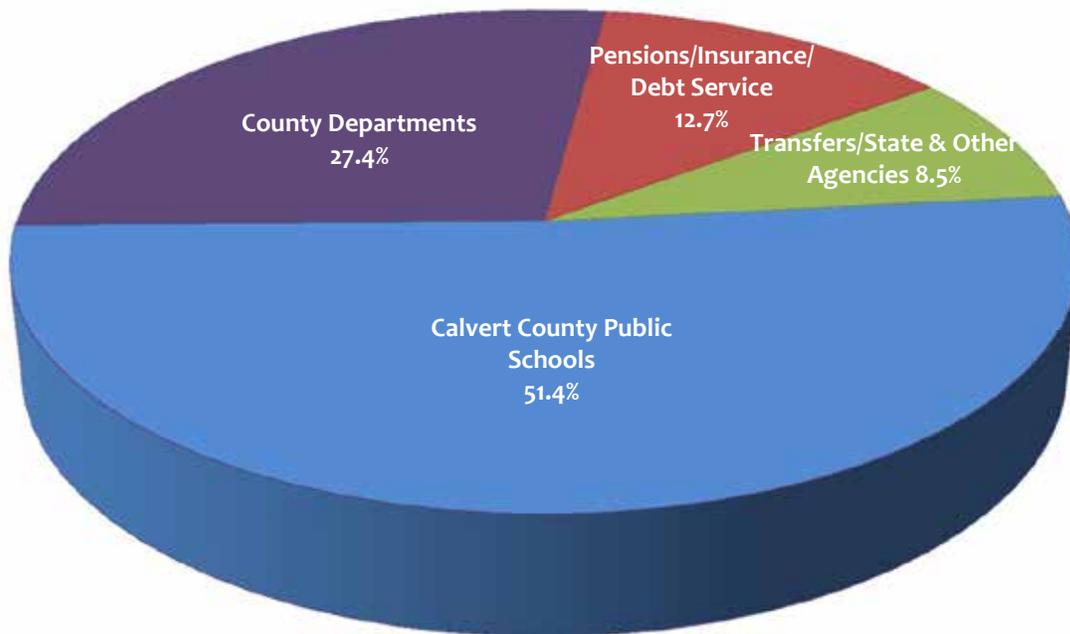
	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget	% Change from FY 2015 to FY 2016
Revenues				
Property Taxes	\$ 138,767,620	\$ 139,549,219	\$ 138,857,103	-0.50%
Income Tax	66,768,748	75,016,690	74,550,000	-0.62%
Other Local Taxes	8,239,151	8,370,000	8,550,000	2.15%
State Tax Increases (broken out FY 2013-FY 2015 budgets only)	-	1,824,000	-	-100.00%
State Shared Taxes	541,727	565,582	527,602	-6.72%
Licenses & Permits	336,520	309,400	299,400	-3.23%
Intergovernmental	4,110,684	4,118,902	4,139,649	0.50%
Service Charges	3,685,835	3,607,278	4,115,262	14.08%
Fines, Fees & Forfeitures	518,935	410,551	415,551	1.22%
Other Revenues	995,898	580,886	527,948	-9.11%
Other Financing Sources (Transfers)	1,358,822	2,707,434	1,225,000	-54.75%
Use of Prior Year Fund Balance	6,792,985	5,862,640	5,639,762	-3.80%
Total General Fund Revenues	\$ 232,116,925	\$ 242,922,582	\$ 238,847,277	-1.68%
Expenditures				
General Government	\$ 11,819,557	\$ 13,274,851	\$ 13,341,794	0.50%
Public Safety	27,376,186	28,516,125	29,603,043	3.81%
General Services	11,602,175	12,578,065	12,988,092	3.26%
Economic Development	1,106,920	1,305,607	1,308,197	0.20%
Public Works	9,861,154	8,895,514	6,149,102	-30.87%
Community Resources	1,809,223	1,919,066	2,150,196	12.04%
Pensions & Insurance	19,231,185	20,023,596	19,858,249	-0.83%
Other Post Employment Benefits - County	-	770,000	264,000	-65.71%
Transfers	4,842,592	5,160,950	4,987,444	-3.36%
State/Other Agencies	14,419,560	14,656,710	15,300,173	4.39%
Debt Service - County	9,850,051	10,493,395	10,162,652	-3.15%
Total County Government	\$ 111,918,603	\$ 117,593,879	\$ 116,112,942	-1.26%
Calvert County Public Schools	\$ 109,799,429	\$ 111,737,129	\$ 110,121,742	-1.45%
Debt Service - Education	6,803,893	6,790,574	6,922,593	1.94%
State Pension - Education	3,595,000	4,071,000	4,754,000	16.78%
Other Post Employment Benefits - Education	-	2,730,000	936,000	n/a
Total Calvert County Public Schools	\$ 120,198,322	\$ 125,328,703	\$ 122,734,335	-2.07%
Total General Fund Expenditures	\$ 232,116,925	\$ 242,922,582	\$ 238,847,277	-1.68%
Fund Balances¹				
Nonspendable	\$ 8,317,376	\$ 8,092,376	\$ 7,867,376	-2.78%
Committed	21,597,630	21,597,630	21,597,630	0.00%
Assigned	9,718,619	6,218,619	5,018,619	-19.30%
Unassigned	20,212,026	18,074,386	13,859,624	-23.32%
Total Fund Balances¹	\$ 59,845,651	\$ 53,983,011	\$ 48,343,249	-10.45%

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 2015 and FY 2016 projections are shown using the FY 2014 actual results, adjusted by the budgeted use of fund balance.

GENERAL FUND - SUMMARY OF REVENUES



GENERAL FUND - SUMMARY OF EXPENDITURES



GENERAL FUND REVENUES

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget	% Change from FY 2015 to FY 2016
TAXES				
Real Estate & Personal Property Taxes				
Real Estate Tax	\$ 97,838,782	\$ 98,800,000	\$ 98,000,000	-0.82%
Personal Property Tax	80,861	150,000	120,000	-25.00%
Corporate Personal Property Tax	2,499,616	2,200,000	2,300,000	4.35%
Payment In Lieu of Tax	19,646,574	19,646,574	19,646,574	0.00%
Public Utility Tax	19,235,343	19,150,000	19,200,000	0.26%
Additions and Abatements	(188,267)	200,000	200,000	0.00%
Penalties and Interest	605,312	500,000	500,000	0.00%
Tax Credits	(746,633)	(877,355)	(889,471)	1.36%
Land Preservation Credit	(203,968)	(220,000)	(220,000)	0.00%
Total Real Estate & Personal Property Taxes	\$ 138,767,620	\$ 139,549,219	\$ 138,857,103	-0.50%
Other Local Taxes				
Income Tax	\$ 66,768,748	\$ 75,016,690	\$ 74,550,000	-0.63%
State Tax Increases (broken out FY 2013-FY 2015 budgets only)	-	1,824,000	-	n/a
Franchise Tax	1,366,119	1,300,000	1,300,000	0.00%
Hotel Tax	560,148	800,000	800,000	0.00%
Admissions & Amusements	14,776	30,000	30,000	0.00%
Recordations	6,170,922	6,120,000	6,300,000	2.86%
Trailer Parks	127,186	120,000	120,000	0.00%
Total Other Local Taxes	\$ 75,007,899	\$ 85,210,690	\$ 83,100,000	-2.54%
State Shared Taxes				
Highway User	\$ 541,727	\$ 565,582	\$ 527,602	-7.20%
Total State Shared Taxes	\$ 541,727	\$ 565,582	\$ 527,602	-7.20%
TOTAL TAXES	\$ 214,317,246	\$ 225,325,491	\$ 222,484,705	-1.28%
LICENSES & PERMITS				
Business Licenses and Permits				
Builder Licenses	\$ 36,686	\$ 25,000	\$ 25,000	0.00%
Beer, Wine, and Liquor Licenses	138,382	135,000	135,000	0.00%
Traders	96,317	95,000	95,000	0.00%
Hawkers and Peddlers	2,422	2,000	2,000	0.00%
Total Business Licenses and Permits	\$ 273,807	\$ 257,000	\$ 257,000	0.00%
Other Permits				
Animal	\$ 21,404	\$ 25,000	\$ 25,000	0.00%
Code Book Sales	529	700	700	0.00%
Marriage	22,640	3,700	3,700	0.00%
Gambling Permits	18,140	23,000	13,000	-76.92%
Total Other Permits	\$ 62,713	\$ 52,400	\$ 42,400	-23.58%
TOTAL LICENSES & PERMITS	\$ 336,520	\$ 309,400	\$ 299,400	-3.34%

GENERAL FUND

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget	% Change from FY 2015 to FY 2016
INTERGOVERNMENTAL				
Federal Grants				
Federal Emergency Performance Grant (EMPG)	\$ 97,393	\$ 82,407	\$ 82,407	0.00%
Build America Bond Subsidy	102,486	108,229	102,376	-5.72%
Total Federal Grants	\$ 199,879	\$ 190,636	\$ 184,783	-3.17%
State Grants and Payroll Reimbursements				
Police Protection	\$ 702,275	\$ 775,000	\$ 740,000	-4.73%
Library	378,933	385,427	409,632	5.91%
Soil Conservation	61,191	61,191	61,191	0.00%
State Prisoner Housing	88,335	100,000	100,000	0.00%
Jury Reimbursement	20,360	30,000	30,000	0.00%
State Reimbursements	27,693	2,800	28,000	90.00%
Criminal Justice Academy Director Reimbursement	-	-	52,500	100.00%
FY 2014 State Pothole Funds	229,397	-	-	n/a
Calvert Alliance Against Substance Abuse (CAASA) Reimbursement	12,165	19,674	54,710	64.04%
Total State Grants and Payroll Reimbursements	\$ 1,520,349	\$ 1,374,092	\$ 1,476,033	6.91%
Other Intergovernmental Grants and Reimbursements				
911 Fees	\$ 605,366	\$ 590,000	\$ 590,000	0.00%
Shore Erosion	20,395	21,000	21,000	0.00%
Housing Authority Payroll Reimbursement	1,205,885	1,215,472	1,300,000	6.50%
Calvert Marine Museum Payroll Reimbursement - Board	231,885	260,501	240,000	-8.54%
Calvert Marine Museum Payroll Reimbursement - Society	311,092	451,368	312,000	-44.67%
State Dept. of Assess.(SDAT) Costs paid by the Towns	15,833	15,833	15,833	0.00%
Total Other Intergovernmental Grants and Reimbursements	\$ 2,390,456	\$ 2,554,174	\$ 2,478,833	-3.04%
TOTAL INTERGOVERNMENTAL	\$ 4,110,684	\$ 4,118,902	\$ 4,139,649	0.50%
CHARGES FOR SERVICES				
Public Safety				
Sheriff's Fees	\$ 77,230	\$ 75,000	\$ 75,000	0.00%
Chesapeake Beach Police Reimbursement	689,009	731,682	845,758	13.49%
North Beach Police Reimbursement	312,208	340,414	399,922	14.88%
Dominion Police Reimbursement	1,313,998	1,240,000	1,490,000	16.78%
Lab Fees	11,380	15,000	15,000	0.00%
Engineering Inspections	205,397	100,000	100,000	0.00%
Driving While Intoxicated (DWI) Facility	2,988	7,345	7,345	0.00%
Electronic Monitoring - Detention Center	11,999	16,000	16,000	0.00%
Telephone Commission - Detention Center	131,632	100,000	100,000	0.00%
Live In / Work Out - Detention Center	42,504	95,000	95,000	0.00%
Weekend Inmate Fees	-	-	55,000	100.00%
Sick Call - Detention Center	9,082	5,000	5,000	0.00%
False Alarm Fees	34,661	2,000	2,000	0.00%
False Alarm Registration	5,250	3,800	3,800	0.00%
Protective Inspections	298,843	300,000	300,000	0.00%
Detention Center Conmed Refund	29,758	-	-	n/a
Public Safety Tower Revenue	96,629	70,000	70,000	0.00%
Total Public Safety	\$ 3,272,568	\$ 3,101,241	\$ 3,579,825	13.37%

GENERAL FUND REVENUES

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget	% Change from FY 2015 to FY 2016
General Services				
Watermen's Wharf	\$ 3,988	\$ 4,200	\$ 4,200	0.00%
Tennison Charters	37,161	50,000	50,000	0.00%
Kings Landing Camp Fees	22,273	10,000	10,000	0.00%
Flag Pond Entrance Fees	52,822	40,000	40,000	0.00%
Boat Ramp Fees	7,815	6,000	6,000	0.00%
Tower Revenue	-	-	9,600	100.00%
Total General Services	\$ 124,059	\$ 110,200	\$ 119,800	8.01%
Public Works				
Road Tax Districts	\$ 62,270	\$ 63,000	\$ 63,000	0.00%
Developer Street Signs	217	600	600	0.00%
Utility Permit Fee	23,040	25,000	25,000	0.00%
Waterway Improvements	6,299	6,837	6,837	0.00%
Total Public Works	\$ 91,826	\$ 95,437	\$ 95,437	0.00%
Community Resources				
Library - Copying and Miscellaneous	\$ 29,986	\$ 41,200	\$ 39,000	-5.64%
Library - Other Sources	27,130	-	10,500	n/a
Library - E-Rate	-	10,000	-	n/a
Office on Aging Program Fees	75,052	56,500	78,000	27.56%
Total Community Resources	\$ 132,168	\$ 107,700	\$ 127,500	15.53%
Other Charges for Services				
Administration Fees - Semi-annual Taxes	\$ 12,455	\$ 45,000	\$ 45,000	0.00%
Rents and Concessions	52,710	140,000	140,000	0.00%
Rent - Health Department to Genoa	-	7,200	7,200	0.00%
Map Sales	49	500	500	0.00%
Total Other Charges for Services	\$ 65,214	\$ 192,700	\$ 192,700	0.00%
TOTAL SERVICE CHARGES	\$ 3,685,835	\$ 3,607,278	\$ 4,115,262	12.34%
<u>FINES, FEES & FORFEITURES</u>				
General Government				
Soil Conservation Grading Fees	\$ 39,575	\$ 30,000	\$ 30,000	0.00%
Administration Planting Bond - C P & B	-	4,500	4,500	0.00%
Replatting Fees - Community Planning & Building	4,260	4,000	4,000	0.00%
Board of Appeals Application Fees	22,135	20,000	20,000	0.00%
Community Planning & Building Tower Fees	2,650	500	500	0.00%
Total General Government	\$ 68,620	\$ 59,000	\$ 59,000	0.00%
Public Safety				
Domestic Master Fees	\$ 1,681	\$ 800	\$ 800	0.00%
Community Service Programs	35,095	25,000	25,000	0.00%
Criminal Court Fines	6,855	9,000	9,000	0.00%
Home Study / Department of Social Services	8,748	2,000	2,000	0.00%
Animal Citation Fines	3,295	7,000	7,000	0.00%
State's Attorney Fees	10,295	-	-	n/a
Forfeiture Sheriff	77,797	-	-	n/a
Forfeiture State's Attorney	1,576	-	-	n/a
Total Public Safety	\$ 145,342	\$ 43,800	\$ 43,800	0.00%

GENERAL FUND

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget	% Change from FY 2015 to FY 2016
Other Fines, Fees, and Forfeitures				
Administration Fee - Grant Coordinator	\$ 151,311	\$ 160,000	\$ 160,000	0.00%
Auto License Fees	2,245	2,600	2,600	0.00%
Library Fines	129,283	125,000	130,000	3.85%
Zoning Fees	18,319	20,000	20,000	0.00%
Small lot clearing fees	2,690	-	-	n/a
Filing Fees Elected Officials	1,125	151	151	0.00%
Total Other Fines, Fees, and Forfeitures	\$ 304,973	\$ 307,751	\$ 312,751	1.60%
TOTAL FINES, FEES & FORFEITURES	\$ 518,935	\$ 410,551	\$ 415,551	1.20%
OTHER REVENUE SOURCES				
Investment Revenue				
Interest and Dividends	\$ 62,749	\$ 202,000	\$ 200,000	-1.00%
Interest on Notes	8,813	-	-	n/a
Total Investment Revenue	\$ 71,562	\$ 202,000	\$ 200,000	-1.00%
Reimbursements				
Salary Reimbursements	\$ 44,289	\$ 35,000	\$ 35,000	0.00%
Battle Creek Payroll Reimbursement	8,798	9,408	7,418	-26.83%
Insurance Reimbursements	792,521	-	-	n/a
Circuit Court Clerks Office Reimbursement	4,351	4,351	4,351	0.00%
Total Reimbursements	\$ 849,959	\$ 48,759	\$ 46,769	-4.25%
Other Revenues				
Mosquito Control	\$ 17,572	\$ 31,080	\$ 31,080	0.00%
Private Contributions	500	-	-	
Miscellaneous Income	56,305	299,047	250,099	-19.57%
Total Other Revenues	\$ 74,377	\$ 330,127	\$ 281,179	-17.41%
TOTAL OTHER REVENUE SOURCES	\$ 995,898	\$ 580,886	\$ 527,948	-10.03%
OTHER FINANCING SOURCES				
Board of Education Transfers:				
Sheriff Deputy	\$ 201,322	\$ 177,434	\$ 195,000	9.01%
Wireless	7,500	30,000	30,000	0.00%
Transfer from Excise Tax Fund	1,150,000	2,500,000	1,000,000	-150.00%
TOTAL OTHER FINANCING SOURCES	\$ 1,358,822	\$ 2,707,434	\$ 1,225,000	-121.02%
USE OF PRIOR YEAR FUND BALANCE				
Use of Assigned Fund Balance for OPEB funding	\$ -	\$ 3,500,000	\$ 1,200,000	-191.67%
Use of Unassigned Fund Balance	3,952,556	-	2,167,862	100.00%
Use of Unassigned Fund Balance for Capital Project pay-go	2,840,429	2,362,640	2,271,900	-3.99%
TOTAL USE OF PRIOR YEAR FUND BALANCE	\$ 6,792,985	\$ 5,862,640	\$ 5,639,762	-3.95%
TOTAL REVENUE AND OTHER FINANCING SOURCES	\$ 232,116,925	\$ 242,922,582	\$ 238,847,277	-1.71%

GENERAL FUND EXPENDITURES BY ORGANIZATION

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget	% of FY 2016 General Fund Budget
General Government				
Board of County Commissioners	\$ 289,941	\$ 298,473	\$ 299,010	0.13%
Clerk to the County Commissioners	63,209	65,154	65,582	0.03%
Maryland Association of Counties	16,987	17,000	17,000	0.01%
Paupers Burial	-	1,000	1,000	n/a
Contingency Reserve	-	300,000	300,000	0.13%
County Administrator	242,704	246,104	243,282	0.10%
County Attorney	350,073	386,440	409,875	0.17%
Technology Services	2,642,875	3,169,293	3,084,156	1.29%
Circuit Court	733,860	826,361	815,095	0.34%
Judge of Orphan's Court	26,719	28,166	28,430	0.01%
Grand Jury	4,860	5,000	5,000	n/a
State's Attorneys Office	1,690,997	1,847,292	1,880,703	0.79%
County Treasurer	336,996	352,884	355,870	0.15%
Finance & Budget	1,670,883	1,744,381	1,771,004	0.74%
Auditing & Related Services	61,759	61,575	66,575	0.03%
Personnel	674,311	736,180	718,913	0.30%
Community Planning & Building	2,081,487	2,049,539	2,191,526	0.92%
Planning Commission: Devel. Review	105,872	143,244	143,244	0.06%
Board of Appeals: Appeals, Variances & Exceptions	36,609	57,060	56,100	0.02%
Inspections & Permits	789,415	939,705	889,429	0.37%
	\$ 11,819,557	\$ 13,274,851	\$ 13,341,794	5.59%
Public Safety				
Director of Public Safety	\$ 224,904	\$ 261,605	\$ 346,718	0.15%
Resident Trooper	72,234	-	-	n/a
Control Center	2,429,303	2,438,913	2,497,875	1.05%
Emergency Management	247,841	275,354	341,518	0.14%
Fire-Rescue-EMS	461,212	489,807	552,258	0.23%
Volunteer Fire-Rescue-EMS Departments	3,313,779	3,955,031	4,183,573	1.75%
Sheriff's Office	12,867,150	13,405,296	13,849,218	5.80%
Detention Center	7,227,402	6,995,467	7,112,552	2.98%
Animal Control	532,361	694,652	719,331	0.30%
	\$ 27,376,186	\$ 28,516,125	\$ 29,603,043	12.39%
General Services				
Director of General Services	\$ 387,645	\$ 388,155	\$ 366,149	0.15%
Buildings & Grounds	4,362,480	4,599,106	4,844,670	2.03%
Mosquito Control	166,137	214,075	218,732	0.09%
Parks & Recreation	3,382,106	3,829,362	3,925,009	1.64%
Calvert Marine Museum	2,372,871	2,624,269	2,680,383	1.12%
Natural Resources	781,666	770,262	799,139	0.33%
Railway Museum	149,270	152,836	154,010	0.06%
	\$ 11,602,175	\$ 12,578,065	\$ 12,988,092	5.44%

GENERAL FUND

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget	% of FY 2016 General Fund Budget
Public Works				
Director of Public Works/Engineering	\$ 1,230,451	\$ 1,239,550	\$ 1,253,685	0.52%
Project Management & Inspections	526,265	507,045	493,495	0.21%
Highway Maintenance	7,370,863	6,286,060	3,548,202	1.49%
Highway Lighting	267,742	261,250	261,250	0.11%
Fleet Maintenance	465,833	601,609	592,470	0.25%
	\$ 9,861,154	\$ 8,895,514	\$ 6,149,102	2.57%
Economic Development				
	\$ 1,106,920	\$ 1,305,607	\$ 1,308,197	0.55%
Community Resources				
Director of Community Resources	\$ 348,365	\$ 359,112	\$ 394,254	0.17%
Office on Aging	1,192,774	1,246,395	1,410,602	0.59%
Transportation	268,084	313,559	345,340	0.14%
	\$ 1,809,223	\$ 1,919,066	\$ 2,150,196	0.90%
Other Education				
College of Southern Maryland	\$ 4,238,219	\$ 4,238,219	\$ 4,542,192	1.90%
Calvert Library	3,691,614	3,837,535	3,965,242	1.66%
	\$ 7,929,833	\$ 8,075,754	\$ 8,507,434	3.56%
State/Other Agencies				
Health Department	\$ 2,516,255	\$ 2,443,116	\$ 2,499,741	1.05%
Residential Substance Abuse Treatment	136,575	159,200	159,200	0.07%
State Dept. of Assessments & Taxation	379,326	391,244	413,452	0.17%
Soil Conservation District	295,530	297,314	335,005	0.14%
University of Maryland Extension	84,603	87,824	91,888	0.04%
Department of Social Services	64,982	76,392	76,392	0.03%
Housing Authority	1,309,901	1,319,218	1,404,819	0.59%
Election Board	506,401	572,211	560,714	0.23%
Forestry Service	20,785	20,965	20,965	0.01%
Liquor Board	48,577	50,420	50,420	0.02%
Ethics Commission	1,347	10,451	8,750	n/a
Environmental Commission	2,885	3,958	3,986	n/a
Historic District Commission	9,389	14,582	14,196	0.01%
Commission for Women	3,867	3,895	3,895	n/a
Non-County Agencies	1,109,304	1,130,166	1,149,316	0.48%
	\$ 6,489,727	\$ 6,580,956	\$ 6,792,739	2.84%
Pensions & Insurance				
Pension Contributions	\$ 9,295,702	\$ 9,690,596	\$ 9,476,075	3.97%
Worker's Compensation	1,778,621	1,210,000	1,222,143	0.51%
Health Insurance	7,462,837	8,415,000	8,452,031	3.54%
Other Post Employee Benefits County	-	770,000	264,000	0.11%
Other Post Employee Benefits BOE	-	2,730,000	936,000	0.39%
General Insurance	694,025	708,000	708,000	0.30%
	\$ 19,231,185	\$ 23,523,596	\$ 21,058,249	
Debt Service				
	\$ 16,653,944	\$ 17,283,969	\$ 17,085,245	7.15%
	\$ 16,653,944	\$ 17,283,969	\$ 17,085,245	

GENERAL FUND EXPENDITURES BY ORGANIZATION

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissoners Budget	% of FY 2016 General Fund Budget
Transfers				
Transfer to Capital Projects Fund	\$ 2,840,429	\$ 2,362,640	\$ 2,271,900	0.95%
Transfer to Land Preservation Fund	-	303,945	403,945	0.17%
Transfer to Solid Waste & Recycl. Fund	65,000	65,000	42,000	0.02%
Transfer to Grants Fund	1,403,880	1,923,080	1,766,203	0.74%
Transfer to P & R Self-Sustaining Fund	402,055	302,055	302,055	0.13%
Transfer to Golf Course Fund	108,287	166,200	166,200	0.07%
Transfer to Bar Library Fund	22,941	27,361	35,141	0.01%
Transfer to P&Z Special Revenue Fund	-	10,669	-	n/a
	\$ 4,842,592	\$ 5,160,950	\$ 4,987,444	2.09%
Board of Education	\$ 113,394,429	\$ 115,808,129	\$ 114,875,742	48.10%
Total General Fund Expenditures	\$ 232,116,925	\$ 242,922,582	\$ 238,847,277	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 six 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 2016 budget:

- 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 only on those that are service-level critical;
- Reduced paving by \$2.2m in FY 2015, and developed a plan to bond paving costs in FY 2016 to help balance the operating budget;
- Limited the growth in the salary budget: only two step increases within a six year period (FY 2010 to FY 2015), 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);
- No new initiatives and very limited staff additions except for Public Safety;
- 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;
- Kept new positions (largely Public Safety) to a minimal level, even though there have been many worthy budget requests made by management;
- 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 and FY 2016.

GENERAL FUND FORECAST

Long Term General Fund Forecast										
General Fund Projections										
	FY 2016 BOCC Budget	% Inc/Dec	FY 2017 Projection	% Inc/Dec	FY 2018 Projection	% Inc/Dec	FY 2019 Projection	% Inc/Dec	FY 2020 Projection	% Inc/Dec
Real Property Tax	\$ 97,590,529	0.43%	\$ 98,590,529	1.02%	\$ 101,560,529	3.01%	\$ 104,619,629	3.01%	\$ 107,770,502	3.01%
Corporate & Public Utility Tax	21,620,000	0.32%	21,870,000	1.16%	6,880,000	-68.54%	6,990,000	1.60%	6,990,000	0.00%
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	-	n/a	-	n/a	40,100,000	n/a	50,905,000	26.95%	60,200,000	18.26%
Income Tax	73,050,000	4.13%	75,972,000	4.00%	79,010,880	4.00%	82,171,315	4.00%	85,458,168	4.00%
Dominion Related Income Tax	1,500,000	200.00%	2,000,000	33.33%	-	-100.00%	-	n/a	-	n/a
Other Sources	19,800,412	-6.14%	19,728,022	-0.37%	19,856,542	0.65%	19,882,922	0.13%	20,051,670	0.85%
Total Revenues	\$ 233,207,515	1.34%	\$ 237,807,125	1.97%	\$ 267,054,525	12.30%	\$ 284,215,440	6.43%	\$ 300,116,914	5.59%
Expenditures										
County Government										
Salaries	\$ 47,003,963	2.44%	\$ 47,003,963	0.00%	\$ 47,003,963	0.00%	\$ 48,696,106	3.60%	\$ 50,449,165	3.60%
County Step	-	n/a	-	n/a	1,222,103	n/a	1,266,099	3.60%	1,311,678	3.60%
County COLA	-	n/a	-	n/a	470,040	n/a	486,961	3.60%	504,492	3.60%
Operating	35,352,178	-7.12%	38,970,384	10.23%	39,749,791	2.00%	40,942,285	3.00%	42,170,554	3.00%
Insurances, Pensions, Other	21,058,249	5.17%	21,788,000	3.47%	22,877,400	5.00%	24,021,270	5.00%	25,222,334	5.00%
Calvert County Public Schools	110,121,742	-1.45%	109,175,461	-0.86%	112,410,755	2.96%	115,623,807	2.86%	119,079,561	2.99%
State Pension Expense	4,754,000	16.78%	6,025,000	26.74%	6,500,000	7.88%	7,000,000	7.69%	7,500,000	7.14%
Other Post Employment Benefits	1,200,000	-65.71%	1,000,000	-16.67%	11,835,504	1083.55%	21,292,483	79.90%	25,000,000	17.41%
Debt Service	17,085,245	-1.15%	19,581,152	14.61%	21,391,069	9.24%	22,659,730	5.93%	22,089,608	-2.52%
Capital Projects (General Fund Transfer)	2,271,900	-3.84%	2,420,200	6.53%	3,593,900	48.50%	2,226,700	-38.04%	2,513,900	12.90%
Total Expenditures	\$ 238,847,277	-1.68%	\$ 245,964,159	2.98%	\$ 267,054,525	8.57%	\$ 284,215,441	6.43%	\$ 295,841,292	4.09%
Projected Surplus/(Deficit)	\$ (5,639,762)		\$ (8,157,034)		\$ (o)		\$ (o)		\$ 4,275,622	

Revenue Assumptions:

Real Property revenues project slight growth in the near term with some expectation of improvement in new construction. Income Tax Growth projected at 4% including the effect of the Dominion Liquid Natural Gas exporting facility in the future years.

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 2016 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 32-37.

Real Estate Tax – Real property tax is our largest revenue line item. These revenues are generated by both residential and commercial real property assessments. Real property tax revenues less tax credits are projected to decrease by about \$0.8 million (\$0.8m) from the FY 2015 adopted budget based upon the latest State Department of Assessments assessable base projections and the County's historical experience. This amount, \$97.6 m, represents 42.0% of General Fund ongoing revenues.

The budget is based on the proposed, level, tax rate of \$0.892 per \$100 of assessed property value, except within the two incorporated towns, North Beach and Chesapeake Beach. The County tax rate there is reduced to \$0.556 per \$100 of assessed property value to recognize the services provided by the towns. After six years of declines in real property reassessments, FY 2016 is favorably impacted by the reassessments of the southern third of the County. Those assessments, on average, increased by 0.8%.

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. The personal, corporate, and public utility tax rate is set at 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 2015 adopted budget level.

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. In Calvert County, the local rate is 2.8%, a rate that compares very favorably (low) with the other Maryland counties. Income tax amounts to 32.0% of General Fund ongoing revenues.

Income tax revenues are projected to total \$70.7m in FY 2015. The FY 2016 budget totals just more than \$74.6m. The increase in FY 2016 is based on the expectation that Income Tax will follow historical norm and increase about 4% with some positive impact to this revenue from the Dominion liquid natural gas export facility. Projections show income tax increasing at 4% into the future.

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.

REVENUE HIGHLIGHTS

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 \$6.3m in the FY 2016 budget, a \$0.2m increase over the FY 2015 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.

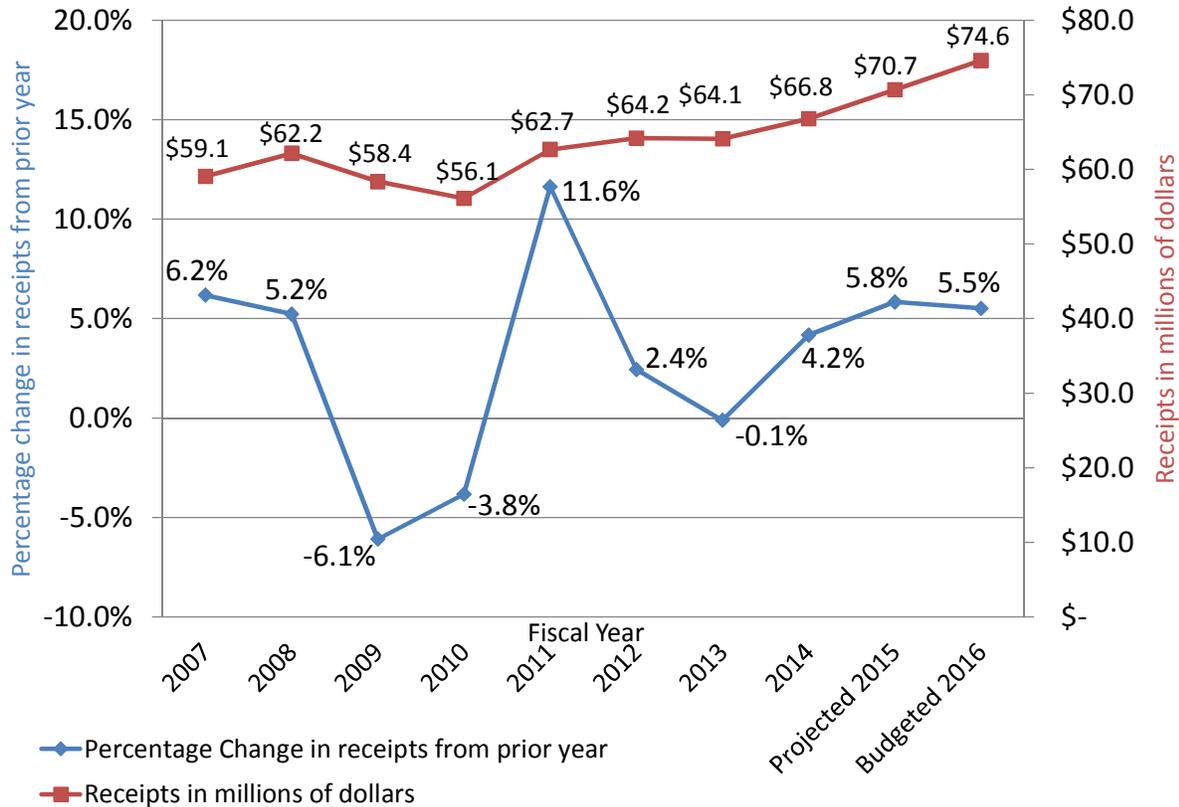
Excise Tax and Other Fees – Excise taxes are collected from the property owners when a new home or building is constructed and provide a source of revenue to build schools, parks, roads and landfills/solid waste disposal centers necessitated by the growth associated with the new construction.

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 2016 the transfer amounts to \$1.0m.

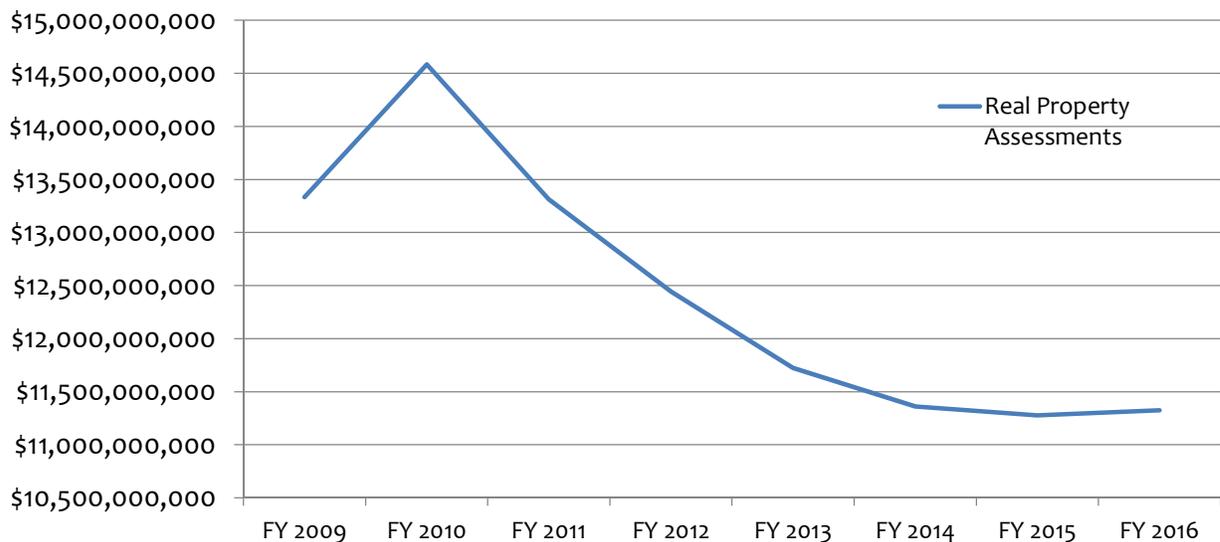
Use of Prior Year Fund Balance– Increases in the County's revenue sources have not kept up with the increases in expenses. The public hearings that have been executed for this year's budget have shown many of the reasons for the divergence of our revenues and expenses. We have demonstrated where the State of Maryland's fiscal policies (no longer providing highway user revenues and requiring the counties to pay for teacher pension expenses) have negatively impacted the County by about \$11 m on an annual basis. The Board of County Commissioners seriously considered tax increases, furloughs and a reduction in force for the FY 2016 budget. The Board intends to prioritize all County services and functions in conjunction with the FY 2017 budget process. Even with that review, we anticipate some use of fund balance in FY 2017. In FY 2018, if the Dominion project continues as expected, the use of fund balance will no longer be required in the achievement of a structurally balanced budget.

REVENUE HIGHLIGHTS

INCOME TAX TRENDS

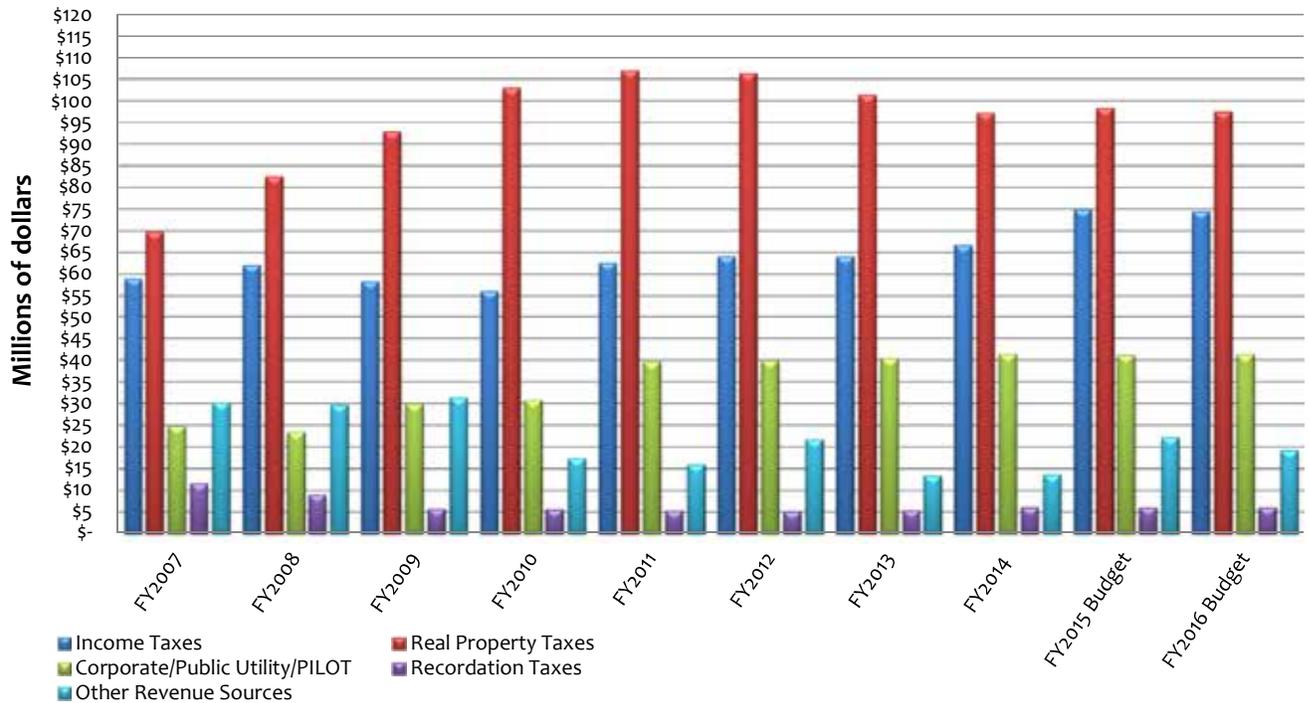


REAL PROPERTY ASSESSMENT TRENDS



REVENUE HIGHLIGHTS

MAJOR COMPONENTS OF GENERAL FUND REVENUES

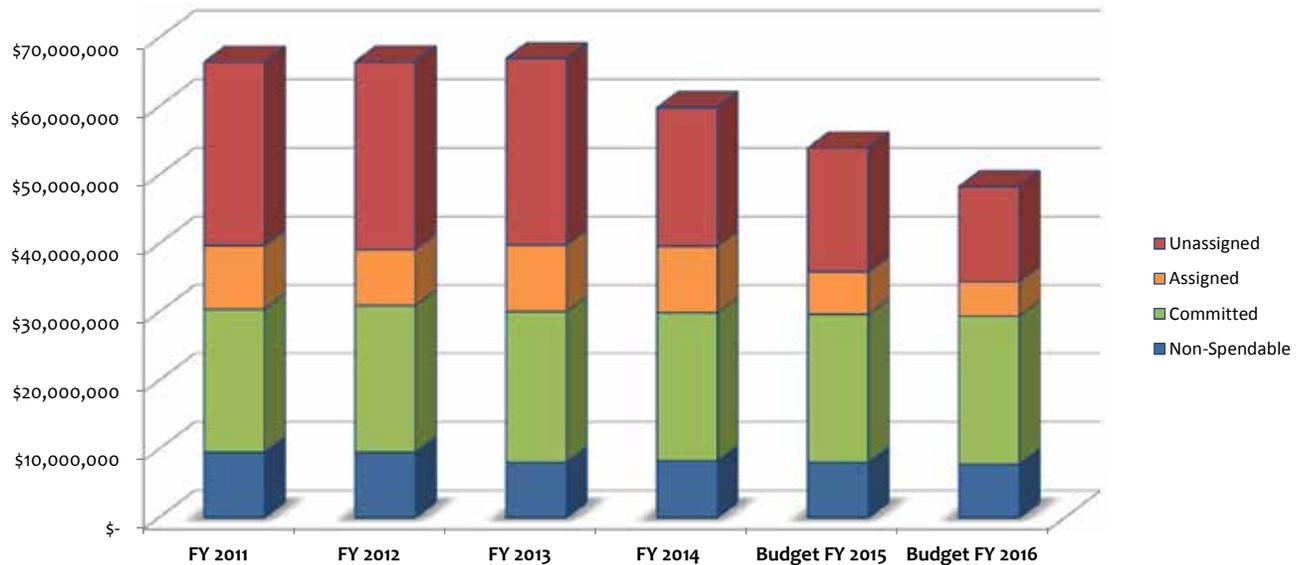


The general fund takes in all of the tax revenues, plus many other smaller revenue sources which fund local government services. In the FY 2016 budget, General Fund revenues including the use of prior year fund balance total \$238.8m. These revenue flows are not constants, and in fact change from year 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. Income taxes growth anticipated for FY 2015 has not occurred, and is budgeted almost level for FY 2016. The **red bars** (second from the left in each FY group) represent real property tax revenues, which had a huge ramp up from FY 2007 for FY 2011 (more details on the charts on the previous page). Real property tax revenues are anticipated to remain flat in FY 2016. 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 declined and remained 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



Fund Balances	FY 2011	FY 2012	FY 2013	FY 2014	Budget FY 2015	Budget FY 2016
Non-Spendable	\$ 9,554,965	\$ 9,545,194	\$ 8,098,274	\$ 8,317,376	\$ 8,092,376	\$ 7,867,376
Restricted	64,861	-	-	-	-	-
Committed	20,913,418	21,430,248	21,983,132	21,597,630	21,597,630	21,597,630
Assigned	9,246,000	8,218,619	9,718,619	9,718,619	6,218,619	5,018,619
Unassigned	26,763,823	27,321,625	27,228,179	20,212,026	18,074,386	13,859,624
Total Fund Balances and Reserves	\$ 66,543,067	\$ 66,515,686	\$ 67,028,204	\$ 59,845,651	\$ 53,983,011	\$ 48,343,249

Note: Fund Balances shown above are for the General Fund only, whereas the Comprehensive Annual Financial Report includes Fund 10 as part of the General Fund per GASB regulations.

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 \$18.5m in FY 2015).

The FY 2016 General Fund budget includes a \$5.6m use of fund balance. \$3.5m of the \$5.6m planned use is for one-time items, and \$2.1m is a planned use for operations. The \$3.5m is comprised of a \$1.2m combined contribution to the Other Post-Employment Benefits trust fund for the County and Board of Education, as well as a \$2.3m transfer from the General Fund to the Capital Projects Fund for capital project pay-go.

The negative trend is acknowledged, planned for, and per the forecast (on page 41 of this book) is expected to continue through FY 2017. Through this period, the Board of County Commissioners plans to maintain restricted budget growth and improve the forecast by controlling expenditures without reducing services to the citizens.

Starting in FY 2018, we expect the completion of the liquefaction plant at the Dominion Cove Point facility in Calvert County. This project represents one of the largest construction projects ever undertaken in Maryland. The Dominion Cove Point facility is projected to provide significant additional funds to the County. With the additional revenues generated, FY 2018 is projected as breakeven.

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



Calvert County Courthouse

- [BOARD OF COUNTY COMMISSIONERS](#)
- [COUNTY ADMINISTRATOR](#)
- [COUNTY ATTORNEY](#)
- [TECHNOLOGY SERVICES](#)
- [CIRCUIT COURT](#)
- [ORPHAN'S COURT](#)
- [STATE'S ATTORNEY](#)
- [COUNTY TREASURER](#)
- [FINANCE & BUDGET](#)
- [PERSONNEL](#)
- [COMMUNITY PLANNING & BUILDING](#)
- [INSPECTIONS & PERMITS](#)

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.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
BOCC Meetings	38	38	41	38
Public Hearings Conducted	43	32	35	34
Resolutions Passed	57	44	40	46
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
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	\$517,907	\$416,330	\$450,000	\$450,000
Increase commercial tax base (includes public utility taxes)	16.93%	17.42%	17.47%	17.50%

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Board of County Commissioners					
Salaries	\$ 257,004	\$ 257,117	\$ 257,117	\$ 257,654	\$ 257,654
Operating	30,123	38,416	38,416	38,416	38,416
Contracted Services	2,814	2,940	2,940	2,940	2,940
Total	\$ 289,941	\$ 298,473	\$ 298,473	\$ 299,010	\$ 299,010
Total Expenditures as a percent of Total Operating Budget	0.12%	0.12%	0.12%	0.13%	0.13%
Clerk to the County Commissioners					
Salaries	\$ 62,889	\$ 63,145	\$ 63,145	\$ 63,573	\$ 63,573
Operating	320	1,548	1,548	1,548	1,548
Contracted Services	-	461	461	461	461
Total	\$ 63,209	\$ 65,154	\$ 65,154	\$ 65,582	\$ 65,582
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	\$ 16,987	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
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	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
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	\$ 300,000
Total	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Total Expenditures as a percent of Total Operating Budget	0.00%	0.12%	0.12%	0.13%	0.13%

STAFFING

Board of County Commissioners	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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						
Clerk to County Commissioners	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
BOCC Directives and Policies Issued & Completed	100%	100%	100%	100%
Administrative Referrals & Administrative Assignments Completed	100%	100%	100%	100%
Number of Board & Staff Meetings	39	38	39	39
Number of Department Head Meetings	39	38	39	39
Number of Online Form Submittals (Website "Contact Us")	N/A	349	375	400
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Correspondence Assigned for Action (TRIM)	267	379	425	440
Correspondence Assigned for Action (Due Dates Met)	80%	80%	85%	85%
Directives Assigned for Action (TRIM)	200	160	175	180
Trim Directives Assigned for Action (Due Dates Met)	75%	75%	80%	80%

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
County Administrator					
Salaries	\$ 235,372	\$ 236,569	\$ 236,569	\$ 233,747	\$ 233,747
Operating	7,332	9,535	9,535	9,535	9,535
Contracted Services	-	-	-	-	-
Total	\$ 242,704	\$ 246,104	\$ 246,104	\$ 243,282	\$ 243,282
Total Expenditures as a percent of Total Operating Budget	0.10%	0.10%	0.10%	0.10%	0.10%

STAFFING

County Administrator	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
County Administrator	C	1.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant	23	1.0	1.0	1.0	1.0	1.0
TOTAL		2.0	2.0	2.0	2.0	2.0

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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Review of documents and provide advice and legal opinions	3,551	4,722	10,000	5200
Bankruptcy cases processed	264	336	150	300
Foreclosure notices processed	N/A	156	100	150
Zoning enforcement-new cases	19	14	30	15
Notice of Tort Claims received	13	16	10	15
Public Information Act Requests received and processed (Calendar year)	32	15	15	40
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Bankruptcy cases collection (amount collected)	\$610	\$1,917	\$2,000	\$2,000
Collection cases (amount collected)	\$316,419	\$192,799	\$150,000	\$100,000
Water and Sewer Liens applied	17	32	25	10
Water and Sewer Liens collected (amount collected)	\$11,311	\$36,029	\$50,000	\$20,000

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
County Attorney					
Salaries	\$ 281,627	\$ 286,205	\$ 286,205	\$ 302,124	\$ 309,640
Operating	21,959	25,235	25,235	25,235	25,235
Contracted Services	46,353	75,000	75,000	75,000	75,000
Capital Outlay	134	-	-	-	-
Total	\$ 350,073	\$ 386,440	\$ 386,440	\$ 402,359	\$ 409,875
Total Expenditures as a percent of					
Total Operating Budget	0.15%	0.16%	0.15%	0.17%	0.17%

STAFFING

County Attorney	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	0.0	1.0	1.0
Paralegal	23	1.0	1.0	1.0	0.0	0.0
Office Specialist II	19	0.0	0.0	0.0	1.0	1.0
Office Assistant III	17	1.0	1.0	1.0	0.0	0.0
TOTAL		4.0	4.0	4.0	4.0	4.0

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 the upgrade of the County financial and human resources systems and implement new system functionality to streamline business processes.
- ◆ Complete the field verification of public water and sewer infrastructure in priority areas and create standard operating maps for County staff.
- ◆ Complete the upgrade of the County land management system and implement new functionality to streamline business processes.
- ◆ Complete the implementation of the new Enterprise Computer Aided Dispatch module that will provide increased system functionality including the ability to operate independently of the overall system.
- ◆ Increase backbone and campus wide network bandwidth at the Appeal Landfill.
- ◆ Upgrade or replace our existing county wide web filtering software.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Countywide support to managed desktops and laptop computers	853	899	938	988
Work Orders completed	4,799	4,732	5,230	5,250
Mobile Data terminals supported	195	223	240	245
Number of servers	168	194	210	225
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Meet Milestones of Implementation for EDMS/ERMS	Yes	Yes	Yes	Yes
Meet Milestones for Implementation of Public Safety System	Yes	N/A	Yes	Yes
Meet Milestones of Upgrade of Public Safety System	No	Yes	Yes	Yes
Meet Milestones of Improvement to Wireless Network	Yes	Yes	Yes	N/A
Meet milestones of website content management system replacement	Yes	N/A	Yes	N/A

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Technology Services					
Salaries	\$ 1,412,065	\$ 1,514,813	\$ 1,496,486	\$ 1,511,672	\$ 1,470,733
Operating	134,967	123,101	126,196	123,196	123,196
Contracted Services	827,784	1,220,825	1,262,752	1,262,752	1,262,752
Capital Outlay	268,059	310,554	443,475	227,475	227,475
Total	\$ 2,642,875	\$ 3,169,293	\$ 3,328,909	\$ 3,125,095	\$ 3,084,156
Total Expenditures as a percent of Total Operating Budget	1.14%	1.30%	1.33%	1.31%	1.29%

STAFFING

Technology Services	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Technology Services Director	C	1.0	1.0	1.0	1.0	1.0
Technology Services Infrastructure Manager	28	0.0	1.0	1.0	1.0	1.0
Technology Services Program Manager	28	0.0	1.0	1.0	1.0	1.0
Network Administrator Supervisor	26	1.0	0.0	0.0	0.0	0.0
Systems Analyst Supervisor	26	1.0	1.0	1.0	1.0	1.0
Technology Services Project Coordinator	26	1.0	0.0	0.0	0.0	0.0
GIS Administrator	25	1.0	1.0	1.0	1.0	1.0
Network Administrator II	25	1.0	2.6	3.0	2.6	2.0
Systems Analyst II	25	3.0	3.0	3.0	3.0	3.0
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	1.0
Network Administrator I	24	3.0	2.0	2.0	2.0	2.0
Systems Analyst I	24	2.0	2.0	2.0	2.0	2.0
Computer Services Technician II	22	0.0	3.0	3.0	3.0	3.0
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
Computer Services Technician II	20	1.0	0.0	0.0	0.0	0.0
Computer Services Technician I	20	0.0	1.0	1.0	1.0	1.0
Computer Services Technician I	18	3.0	0.0	0.0	0.0	0.0
Office Assistant III	17	0.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	0.0	0.0	0.0	0.0
TOTAL		23.0	23.6	24.0	23.6	23.0

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 2012	Actual FY 2013	Actual FY 2014	Projected FY 2015
Civil Cases Filed (New & Reopened)	2,609	3,013	2,830	3,000
Juvenile Cases (New)	238	180	154	160
Criminal Cases Filed (New)	404	475	544	575
Domestic Violence Cases (New)	45	76	55	55
Program/Service Outcomes: (based on objectives)				
	Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014
Criminal (state standard: 98% of all cases completed within 180 days)	90.5%	88.5%	89.6%	85.5%
Civil, non-domestic (state standard: 98% of all cases completed within 548 days)	91.4%	89.7%	90.7%	88.8%
Juvenile (state standard: 98% of all cases completed within 90 days)	96.3%	94.1%	94.2%	94.9%
Domestic (state standard: 90% of all cases completed within 365 days)	89.0%	88.8%	91.2%	87.5%
Domestic (state standard: 98% of all cases completed within 730 days)	98.2%	99.0%	98.8%	94.3%

GENERAL FUND
GENERAL GOVERNMENT

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Circuit Court					
Salaries	\$ 593,721	\$ 667,261	\$ 663,594	\$ 655,995	\$ 655,995
Operating	70,267	93,300	95,000	95,000	95,000
Contracted Services	29,735	65,800	64,100	64,100	64,100
Capital Outlay	40,137	-	-	-	-
Total	\$ 733,860	\$ 826,361	\$ 822,694	\$ 815,095	\$ 815,095
Total Expenditures as a percent of Total Operating Budget	0.32%	0.34%	0.33%	0.34%	0.34%
Judge of Orphan's Court					
Salaries	\$ 26,552	\$ 26,716	\$ 26,988	\$ 26,980	\$ 26,980
Operating	167	1,450	1,450	1,450	1,450
Total	\$ 26,719	\$ 28,166	\$ 28,438	\$ 28,430	\$ 28,430
Total Expenditures as a percent of Total Operating Budget	0.01%	0.01%	0.01%	0.01%	0.01%
Grand Jury					
Operating	\$ 4,860	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total	\$ 4,860	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%

STAFFING

	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Circuit Court						
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	0.0	0.3	0.3	0.3	0.3
Judicial Secretary	CC04	0.0	3.4	3.4	3.4	3.4
Assignment Clerk	CC03	0.0	3.0	3.0	3.0	3.0
Legal Secretary	CC02	0.0	0.4	0.4	0.4	0.4
Administrative Aide	CC01	0.0	0.0	0.0	0.0	0.0
Administrative Aide	21	0.7	0.0	0.0	0.0	0.0
Judicial Clerk	21	3.0	0.0	0.0	0.0	0.0
Legal Secretary III	21	0.4	0.0	0.0	0.0	0.0
Administrative Aide	20	2.0	0.0	0.0	0.0	0.0
Office Specialist II	19	0.0	0.0	0.0	0.0	0.0
Legal Secretary I	18	0.0	0.0	0.0	0.0	0.0
Bailiff	A	3.8	3.8	3.8	3.8	3.8
TOTAL		12.9	13.9	13.9	13.9	13.9
Orphan's Court						
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 and neglect, 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 groups.

BOCC GOALS



OBJECTIVES

- ◆ Strengthen the Domestic Violence Unit by providing a unified space for the unit as well as a dedicated investigator and 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 adding an additional attorney to the Narcotics Unit to prosecute felony level narcotic cases to ensure felony drug distributors within our county borders are incarcerated and removed from the community.
- ◆ Actively participate and support the newly created Circuit Court Drug 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 CY 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Domestic Violence Unit - cases closed	367	375	385	395
Narcotic Cases - Circuit Court	101	135	155	165
Drug Court Participants	0	0	5	15
Program/Service Outcomes: (based on objectives)				
	Actual CY 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Domestic Violence-Invocation of Spousal Privilege	37	24	22	20
Percentage of Successful Prosecutions (Circuit Court)	87%	93%	95%	98%
Graduations from Drug Court Program	N/A	N/A	10	20

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
State's Attorneys Office					
Salaries	\$ 1,563,565	\$ 1,702,930	\$ 1,867,928	\$ 1,664,212	\$ 1,745,928
Operating	91,763	111,310	112,435	105,228	109,104
Contracted Services	22,686	29,150	25,702	19,672	20,242
Capital Outlay	12,983	3,902	32,368	-	5,429
Total	\$ 1,690,997	\$ 1,847,292	\$ 2,038,433	\$ 1,789,112	\$ 1,880,703
Total Expenditures as a percent of Total Operating Budget	0.73%	0.76%	0.81%	0.75%	0.79%

STAFFING

State's Attorney	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	4.0	5.0	4.0	4.0
Assistant State's Attorney II	A	1.0	0.0	0.0	0.0	0.0
Assistant State's Attorney I	A	2.0	0.0	0.0	0.0	0.0
Investigator	A	1.0	1.0	2.0	1.0	2.0
Legal Office Specialist	23	0.0	0.0	0.0	1.0	1.0
Community Service Coordinator	22	1.0	1.0	1.0	1.0	1.0
Legal Office Specialist	22	1.0	1.0	1.0	0.0	0.0
Victim Witness Advocate	20	2.0	4.0	4.0	5.0	5.0
Legal Secretary II	19	1.0	1.0	1.0	1.0	1.0
Victim Witness Advocate I	19	2.0	0.0	0.0	0.0	0.0
Legal Secretary I	18	4.0	4.0	4.0	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	3.0	2.0	2.0
TOTAL		25.0	26.0	29.0	26.0	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 of 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.
- ◆ Continue with enhancements to the Munis Tax System; tax sale, audit letters, and credits to better meet the needs of the customers and Treasurers’ Office.
- ◆ Increase the number of Homeowner Tax Credits approved for homeowners in Calvert County.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Real Estate Tax Bills	42,539	42,600	42,650	42,650
Personal/Corporate Tax Bills	1,626	1,600	1,585	1,585
<u>Tax Bill Credits Issued</u>				
Barn	579	575	577	577
Land Preservation	538	523	525	525
Commissioner	547	550	550	550
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Percentage of tax sale buyers registered in Munis Tax System	89%	85%	85%	85%
Number of returned mail pieces for insufficient address	753	677	608	608
Increase the number of credit card and e-check transactions by 10%				
Number of transactions	418	397	377	377
Dollar amount	637,432	605,560	575,282	575,282

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
County Treasurer					
Salaries	\$ 309,119	\$ 316,429	\$ 316,429	\$ 318,960	\$ 318,960
Operating	28,109	23,955	24,410	24,410	24,410
Contracted Services	(500)	12,500	12,500	12,500	12,500
Capital Outlay	268	-	-	-	-
Total	\$ 336,996	\$ 352,884	\$ 353,339	\$ 355,870	\$ 355,870
Total Expenditures as a percent of Total Operating Budget	0.15%	0.15%	0.14%	0.15%	0.15%

STAFFING

County Treasurer	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.6	0.4	0.4	0.4	0.4
TOTAL		7.6	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 payroll, reporting and benefit changes required by the Federal Affordable Care Act (ACA) as the legislative mandates come due during FY 2016.
- ◆ Develop and propose new formal bidding requirements and follow those changes through the FY 2015 legislative process. Implement those changes in FY 2016 if COMAR is changed.
- ◆ Manage software upgrades to the County's fund accounting and utility billing programs during the latter part of FY 2015 and early FY 2016.
- ◆ 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.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Average Number of Employees per Pay	1,091	1,085	1,094	1,100
Employee Health Care Benefits Managed	825	845	845	845
Retiree Health Care Benefits Managed	205	205	210	210
Purchase Orders Processed	5,964	6,017	6,070	6,123
Number of Formal Bids between \$15,000 and \$100,000	69	82	92	97
Number of Software Application Upgrades in Planning Phases	2	2	3	0
Budget Document Improvements (% of completion)	N/A	20%	85%	100%
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
ACA Changes including changes to annual W-2s, reporting, and eligibility tracking for employees	1	1	1	2
Legislative request to change the formal bidding limits	N/A	N/A	50%	50%
Software upgrades to major systems completed	0	2	2	3
Measure improvements in the Budget Document by the number of outstanding ratings received from the GFOA Distinguished Budget Award program	12	12	21	25

GENERAL FUND
GENERAL GOVERNMENT

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Finance & Budget					
Salaries	\$ 1,442,067	\$ 1,495,381	\$ 1,495,381	\$ 1,695,201	\$ 1,522,404
Operating	92,580	104,000	103,600	105,300	103,600
Contracted Services	133,952	145,000	145,000	145,000	145,000
Capital Outlay	2,284	-	-	-	-
Total	\$ 1,670,883	\$ 1,744,381	\$ 1,743,981	\$ 1,945,501	\$ 1,771,004
Total Expenditures as a percent of Total Operating Budget	0.72%	0.72%	0.70%	0.81%	0.74%
Auditing & Related Services					
Contracted Services	\$ 61,759	\$ 61,575	\$ 66,575	\$ 66,575	\$ 66,575
Total	\$ 61,759	\$ 61,575	\$ 66,575	\$ 66,575	\$ 66,575
Total Expenditures as a percent of Total Operating Budget	0.03%	0.03%	0.03%	0.03%	0.03%

STAFFING

Finance & Budget	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
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	0.0	1.0	1.0	1.0	1.0
Capital Projects Analyst	26	1.0	1.0	1.0	1.0	1.0
Purchasing Officer	26	0.0	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	0.0	1.0	1.0	1.0
Purchasing Officer	25	1.0	0.0	0.0	0.0	0.0
Budget Analyst	24	1.0	1.0	0.0	0.0	0.0
Risk Management/Benefits Specialist	24	1.0	0.0	0.0	0.0	0.0
Accountant I	23	1.0	1.0	1.0	1.0	1.0
Grants Analyst	23	1.0	0.0	0.0	0.0	0.0
Grants Coordinator	23	0.0	1.0	1.0	1.0	1.0
Benefits Coordinator	22	0.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
Purchasing Specialist	22	0.0	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	0.0	0.0	0.0	1.0
Accounts Payable Technician	20	0.0	2.0	2.0	2.0	2.0
Accounts Receivable Technician I	20	0.0	2.0	2.0	2.0	1.0
Account Technician II	20	2.0	0.0	0.0	0.0	0.0
Benefits Assistant	20	1.0	1.0	1.0	1.0	1.0
Fixed Asset/Purchasing Assistant	20	0.0	0.0	0.0	1.0	1.0
Purchasing Assistant	20	4.0	1.0	1.0	1.0	1.0
Risk Management Assistant	20	1.0	1.0	1.0	1.0	1.0
Account Technician I	19	3.0	0.0	0.0	0.0	0.0
Fixed Asset/Purchasing Assistant	18	1.0	1.0	1.0	0.0	0.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
TOTAL		25.5	25.5	25.5	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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Offer trainings on various topics	30	23	30	30
Offer tuition assistance	Yes	Yes	Yes	Yes
Employment applications received and reviewed	5,712	8,954	9,401	9,871
Employment interviews scheduled	517	653	686	720
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Number of employees trained on various topics	518	497	522	548
Number of tuition assistance applications received	47	70	74	78
Number of hires	200	267	280	294

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Personnel					
Salaries	\$ 521,770	\$ 546,479	\$ 521,582	\$ 519,963	\$ 523,512
Operating	32,542	52,419	52,419	52,419	52,419
Tuition Program	48,307	35,000	35,000	35,000	40,000
Contracted Services	69,187	102,282	102,982	102,982	102,982
Capital Outlay	2,505	-	-	-	-
Total	\$ 674,311	\$ 736,180	\$ 711,983	\$ 710,364	\$ 718,913
Total Expenditures as a percent of Total Operating Budget	0.29%	0.30%	0.28%	0.30%	0.30%

STAFFING

Personnel	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Director - Personnel	C	1.0	1.0	1.0	1.0	1.0
Personnel Manager	28	0.0	1.0	1.0	1.0	1.0
Personnel Manager	27	1.0	0.0	0.0	0.0	0.0
Senior Personnel Analyst	26	0.0	1.0	1.0	1.0	1.0
Personnel Analyst II	25	1.0	0.0	0.0	0.0	0.0
Personnel Analyst II	24	0.0	0.0	0.0	1.0	1.0
Personnel Administrative Specialist	23	0.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant	22	1.0	0.0	0.0	0.0	0.0
Personal Analyst I	22	0.0	0.0	0.0	1.0	1.0
Personnel Analyst	22	1.0	2.0	2.0	0.0	0.0
Personnel Assistant	20	1.0	0.0	0.0	0.0	0.0
Personnel Aide	19	1.0	1.0	1.0	1.0	1.0
Office Assistant I	15	0.6	0.6	1.0	0.6	0.6
TOTAL DIRECT STAFF		7.6	7.6	8.0	7.6	7.6
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	9.0	8.6	8.6

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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
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 & commercial building permits receive CPB review within 2 business days.	92%	95%	95%	100%
Board of Appeals applications scheduled for 1st possible hearing date	100%	100%	100%	100%
Conducts site inspections within 2 business days of zoning violation	99%	100%	100%	100%
Agricultural Preservation applications reviewed within 45 days by Agricultural Board.	100%	n/a	100%	100%
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
New Major and Minor Subdivision Applications	8	4	8	10*
Replatting	120	108	125	115
New Site Plan Applications	18	14	12	15
New Board of Appeals Cases Heard	40	44	62	50
Service Requests Generated	368	413	400	395
New Zoning Violations - CASE Generated	191	224	250	207
Service Requests/Inspections without CASE	177	189	150	190
New Agricultural Preservation Applications	3	n/a	5	5
New Historic District Applications	2	1	2	2

*Subject to status of Growth Tier Mapping

GENERAL FUND
GENERAL GOVERNMENT

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Community Planning & Building					
Salaries	\$ 1,939,938	\$ 1,941,914	\$ 2,117,198	\$ 1,985,981	\$ 2,025,401
Operating	55,480	57,175	57,175	63,675	64,175
Contracted Services	66,171	27,850	52,850	52,850	52,850
Capital Outlay	19,898	22,600	22,600	24,100	49,100
Total	\$ 2,081,487	\$ 2,049,539	\$ 2,249,823	\$ 2,126,606	\$ 2,191,526
Total Expenditures as a percent of Total Operating Budget	0.90%	0.84%	0.90%	0.89%	0.92%
Planning Commission: Devel. Review					
Operating	\$ 14,487	\$ 20,367	\$ 20,367	\$ 20,367	\$ 20,367
Contracted Services	43,385	50,877	50,877	50,877	50,877
Honorarium	48,000	72,000	72,000	72,000	72,000
Total	\$ 105,872	\$ 143,244	\$ 143,244	\$ 143,244	\$ 143,244
Total Expenditures as a percent of Total Operating Budget	0.05%	0.06%	0.06%	0.06%	0.06%
Board of Appeals: Appeals, Variances & Exceptions					
Operating	\$ 3,914	\$ 8,060	\$ 8,100	\$ 8,100	\$ 8,100
Contracted Services	10,695	24,000	24,000	24,000	24,000
Honorarium	22,000	25,000	24,000	24,000	24,000
Total	\$ 36,609	\$ 57,060	\$ 56,100	\$ 56,100	\$ 56,100
Total Expenditures as a percent of Total Operating Budget	0.02%	0.02%	0.02%	0.02%	0.02%

STAFFING

Community Planning & Building	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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
Board of Appeals Administrator	27	0.0	0.0	0.0	1.0	1.0
Environmental Principal Planner	27	0.0	0.0	0.0	1.0	1.0
Long Range Planner	27	0.0	0.0	1.0	1.0	1.0
Planning Commission Administrator	27	1.0	1.0	1.0	1.0	1.0
Board of Appeals Administrator	26	1.0	1.0	1.0	1.0	0.0
Community Designer	26	1.0	1.0	1.0	1.0	1.0
Principal Planner	26	5.0	5.0	4.0	4.0	3.0
Zoning Code Enforcement Chief	26	0.0	0.0	0.0	1.0	1.0
Planner III	25	0.0	4.0	4.0	4.0	6.0
Zoning Code Enforcement Chief	25	1.0	1.0	1.0	0.0	0.0
Land Management System Coordinator	24	1.0	0.0	0.0	0.0	0.0
Manager Administrative Services	24	0.0	0.0	0.0	1.0	1.0
Planner II	24	6.4	3.4	4.0	2.0	2.0
Zoning Code Enforcer	24	0.0	0.0	0.0	1.0	1.0
GIS Mapping Technician	23	1.0	1.0	1.0	1.0	1.0
Zoning Code Enforcer	23	1.0	1.0	1.0	0.0	0.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	0.0	0.0
Planner I	22	1.0	0.0	0.0	0.0	0.0
Administrative Aide	20	0.0	0.0	0.0	1.0	1.0
Development Navigator	20	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	2.0	4.0	4.0	3.0	3.0
GIS / Planning Assistant	18	0.0	1.0	1.0	1.0	1.0
Office Specialist I	18	0.0	1.0	1.0	1.0	1.0
Office Assistant III	17	2.0	0.0	0.0	0.0	0.0
Planning Assistant	17	1.0	0.0	0.0	0.0	0.0
Office Assistant II	16	1.5	0.5	1.0	0.4	0.4
TOTAL		29.9	28.9	30.0	29.4	29.4

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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Building/Home Occupation/Signs/Demo/Use:				
Permits Processed	2,151	1,526	1,620	1,700
Permits Issued	1,421	1,455	1,570	1,650
Inspections Performed	5,832	5,693	6,900	7,100
Grading:				
Permits Processed	1,358	574	630	630
Permits Issued	678	687	675	640
Plumbing:				
Permits Processed	774	836	1,008	1,100
Permits Issued	877	834	1,015	1,120
Inspections Performed	5,058	4,896	5,505	5,800
Electrical:				
Permits Processed	1,522	1,500	1,640	1,700
Permits Issued	1,580	1,489	1,605	1,685
Inspections Performed	3,933	3,608	3,830	4,000
Revenue:				
Licensing Fees	N/A	\$36,330	\$26,380	\$35,000
Permitting Fees	\$302,337	\$310,747	\$355,760	\$375,000
Excise Tax	\$1,682,412	\$1,682,177	\$1,612,110	\$1,700,000
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Inspections performed within 24 hours of scheduling	98%	98%	98%	98%

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Inspections & Permits					
Salaries	\$ 678,133	\$ 774,099	\$ 774,099	\$ 781,488	\$ 824,904
Operating	56,900	56,200	54,400	54,400	54,400
Contracted Services	49,373	51,531	8,500	8,500	8,500
Capital Outlay	5,009	57,875	1,625	1,625	1,625
Total	\$ 789,415	\$ 939,705	\$ 838,624	\$ 846,013	\$ 889,429
Total Expenditures as a percent of Total Operating Budget	0.34%	0.39%	0.33%	0.35%	0.37%

STAFFING

Inspections & Permits	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Inspections & Permits Division Chief	27	0.0	0.0	0.0	1.0	1.0
Inspections & Permits Division Chief	26	1.0	1.0	1.0	0.0	0.0
Land Management Systems Coordinator	25	0.0	0.0	0.0	1.0	1.0
Permit Coordinator	25	0.0	0.0	0.0	1.0	1.0
Land Management Systems Coordinator	24	0.0	1.0	1.0	0.0	0.0
Permit Coordinator	24	0.0	1.0	1.0	0.0	0.0
Building Inspector	23	0.0	0.0	0.0	2.0	2.0
Electrical Inspector	23	0.0	2.0	2.0	2.0	2.0
Plumbing Inspector	23	0.0	0.0	0.0	2.0	2.0
Building Inspector	22	2.0	2.0	2.0	0.0	0.0
Electrical Inspector	22	2.0	0.0	0.0	0.0	0.0
Permits Manager	22	1.0	0.0	0.0	0.0	0.0
Permit Technician II	22	0.0	0.0	0.0	1.0	1.0
Plumbing Inspector	22	2.0	2.0	2.0	0.0	0.0
Permit Technician II	21	1.0	1.0	1.0	0.0	0.0
Permit Technician I	20	0.0	0.0	0.0	3.5	3.5
Permit Technician I	19	3.5	3.5	3.5	0.0	0.0
Temporary Inspectors	n/a	0.7	0.7	0.7	0.7	0.7
TOTAL		13.2	14.2	14.2	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 2016.
- ◆ 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 2016.
- ◆ Create and disseminate False Alarm Reduction Unit brochures to citizens and business owners in Calvert County in Fiscal Year 2016 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 2016.
- ◆ In Fiscal Year 2016, 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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Integrated Disaster Drills and Exercises	6	7	7	7
Countywide Employee Safety Training Classes	7	8	9	9
False Alarm Reduction Unit - Business Registrations	N/A	1,067	1,100	1,150
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Disaster Assistance to citizens of Calvert County	3	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	N/A	200
Replace pieced of equipment which allow HMRT to operate in IDLH environment	N/A	N/A	N/A	2
HazMat Technician level classes for HMRT	N/A	N/A	N/A	2

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Director of Public Safety					
Salaries	\$ 143,676	\$ 144,075	\$ 144,075	\$ 142,878	\$ 142,878
Operating	49,882	91,435	182,140	182,840	182,840
Contracted Services	25,819	26,095	21,000	21,000	21,000
Capital Outlay	5,527	-	-	-	-
Total	\$ 224,904	\$ 261,605	\$ 347,215	\$ 346,718	\$ 346,718
Total Expenditures as a percent of					
Total Operating Budget	0.10%	0.11%	0.14%	0.15%	0.15%
Resident Trooper					
Contracted Services	\$ 72,234	\$ -	\$ -	\$ -	\$ -
Total	\$ 72,234	\$ -	\$ -	\$ -	\$ -
Total Expenditures as a percent of					
Total Operating Budget	0.03%	0.00%	0.00%	0.00%	0.00%

STAFFING

	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Director of Public Safety						
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
Office Assistant III	17	0.0	0.0	0.4	0.0	0.0
TOTAL		2.0	2.0	2.4	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 for reimbursement to Calvert County for projects, including the design for a new 9-1-1 training room.
- ◆ Successfully move and activate 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.
- ◆ Assist Altairis consultants with the completion and submission of the Request for Proposals (RFP) for the new digital radio system.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Total Administrative Calls Received	42,228	63,650	52,970	57,000
Total 9-1-1 Calls Received	39,853	34,072	40,000	43,000
Total Calls Dispatched	83,344	86,890	94,360	99,360
Increase Staffing Level to 100% of FTEs allowed in budget	26 of 34	28 of 34	34 of 34	34 of 34
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Emergency Number Systems Board Reimbursement	\$ 244,729	\$ 910,757	\$ 500,000	\$ 500,000
Successfully move and activate Side B of our 9-1-1 phone system to the back-up center	N/A	N/A	25%	100%
All dispatched calls screened for QA	13,102**	11,685**	12,000	12,000
Request a QA staff member to augment the QA program	N/A	N/A	requested	requested
Continue to deploy the PEAR Team to as many events as possible to teach the citizens about 9-1-1	9 events	8 events	12 events	14 events
Assist Altairis consultants with the completion and submission of the RFP for the new digital radio system	N/A	N/A	50%	100%

* not a full year (stats through 11/17/2014)

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

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Control Center					
Salaries	\$ 1,686,269	\$ 1,813,370	\$ 1,849,078	\$ 1,829,014	\$ 1,831,525
Operating	132,150	152,612	161,023	161,023	161,023
Radio Maintenance	290,589	405,840	432,160	432,160	432,160
Contracted Services	316,501	64,100	61,003	61,003	61,003
Capital Outlay	3,794	2,991	12,164	12,164	12,164
Total	\$ 2,429,303	\$ 2,438,913	\$ 2,515,428	\$ 2,495,364	\$ 2,497,875
Total Expenditures as a percent of Total Operating Budget	1.05%	1.00%	1.00%	1.04%	1.05%

STAFFING

Control Center	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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
Communications Officer II	809	5.0	0.0	0.0	0.0	0.0
Public Safety Dispatcher II	809	0.0	5.0	4.0	4.0	5.0
Communications Officer I	807	23.0	0.0	0.0	0.0	0.0
Public Safety Dispatcher I/Trainee	807/805	0.0	23.0	24.0	24.0	23.0
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
Quality Assurance Coordinator	20	0.0	0.0	1.0	0.0	0.0
Audio & Data Entry Clerk	17	0.0	0.0	0.0	1.0	1.0
Records Clerk	17	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	1.0	1.0	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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Blood Borne Pathogen Training	40	66	86	100
CPR/AED Training	160	282	316	350
Defensive Driving Training	200	200	200	200
Emergency Preparedness Exercises	7	7	7	7
Staff Training to Professional Development Series	3	3	3	3
Public Outreach	5	4	6	10
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Blood Borne Pathogen Training	28% of 142	47% of 142	61% of 142	71% of 142
CPR/AED Training with a minimum of two trained personnel for each AED (Currently 57)	100% @ 40 units	100% @ 45 units	100% @ 55 units	100% @ 57 units
Defensive Driving Training	50% of 400	50% of 400	50% of 400	50% of 400
Emergency Preparedness Exercises (minimum of 5)	140% min	140% min	140% min	140% min
Provide Emergency Messaging Training to Staff	100% @ 4 positions	100% @ 12 positions	100% @ 25 positions	100% @ 30 positions
Staff Training	100% for 3 personnel	100% for 3 personnel	100% for 3 personnel	100% for 3 personnel

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Emergency Management					
Salaries	\$ 144,773	\$ 165,984	\$ 216,343	\$ 211,648	\$ 211,648
Operating	57,932	47,870	68,670	69,370	69,370
Contracted Services	41,811	60,500	60,500	60,500	60,500
Capital Outlay	3,325	1,000	5,200	-	-
Total	\$ 247,841	\$ 275,354	\$ 350,713	\$ 341,518	\$ 341,518
Total Expenditures as a percent of					
Total Operating Budget	0.11%	0.11%	0.14%	0.14%	0.14%

STAFFING

Emergency Management	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Emergency Management Division Chief	26	1.0	1.0	1.0	1.0	1.0
Emergency Management Specialist	23	0.0	1.0	1.0	1.0	1.0
Safety Technician	23	0.0	0.0	1.0	0.0	0.0
Emergency Management Specialist	21	1.0	0.0	0.0	0.0	0.0
Office Assistant I	15	1.0	1.0	1.0	1.0	1.0
TOTAL		3.0	3.0	4.0	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

- ◆ 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 2012	Actual CY 2013	Projected CY 2014	Projected FY 2015
Number of Volunteer Members	943	950	975	975
Number of Responses	19,304	20,306	20,000	20,000
High School Vo-Tech Recruit Program				
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
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	N/A	75%	85%
Conduct volunteer exit interviews	N/A	N/A	25%	50%

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Fire-Rescue-EMS					
Salaries	\$ 247,560	\$ 244,145	\$ 280,165	\$ 300,896	\$ 300,896
Operating	118,872	183,662	188,662	189,362	189,362
Contracted Services	64,185	62,000	62,000	62,000	62,000
Capital Outlay	30,595	-	-	-	-
Total	\$ 461,212	\$ 489,807	\$ 530,827	\$ 552,258	\$ 552,258
Total Expenditures as a percent of Total Operating Budget	0.20%	0.20%	0.21%	0.23%	0.23%
Volunteer Fire-Rescue-EMS Departments					
Operating	\$ 2,209,242	\$ 2,433,362	\$ 2,563,960	\$ 2,522,235	\$ 2,522,235
Insurance	862,279	1,067,669	1,041,161	1,141,838	1,141,838
Capital Outlay	242,258	454,000	643,000	519,500	519,500
Total	\$ 3,313,779	\$ 3,955,031	\$ 4,248,121	\$ 4,183,573	\$ 4,183,573
Total Expenditures as a percent of Total Operating Budget	1.43%	1.63%	1.69%	1.75%	1.75%

STAFFING

Fire-Rescue-EMS Division	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	0.0	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		5.5	5.5	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

- ◆ Continue to evaluate agency policies and procedures to ensure consistency with the safety and needs of the public.
- ◆ Continue to provide training and education to new hire deputies, correctional officers and civilian staff as well as educate our youth in schools and the public through community meetings, public events and focused seminars.
- ◆ Continue to ensure public safety through the enforcement of criminal and traffic laws, use a Data Driven Approach to Crime and Traffic Safety (DDACTS).

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual CY 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Contact with students in schools	1,900	1,000	1,900	2,000
Number of public meetings	35	20	30	40
Number of new hire deputies trained	9	6	6	6
Number of criminal investigations	470	488	500	525
Number of criminal arrests	4,259	3,157	3,157	3,157
Number of warrants served	3,506	3,271	3,500	3,600
Impaired driver arrests	495	389	400	425
Number of citations issued	5,537	4,261	4,500	4,500
Number of warnings issued	16,792	12,471	13,000	13,500
Number of fatal crashes investigated	7	3	0	0
Program/Service Outcomes: (based on objectives)				

STAFFING (Staffing continued on next page)

Dominion	Level	FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
		Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
Deputy Sheriff Captain	SCPS	1.0	2.0	2.0	2.0	2.0
Deputy Sherriff Lieutenant	SLS	1.0	0.0	0.0	0.0	0.0
Deputy Sheriff Sergeant	SSS	2.0	2.0	2.0	2.0	2.0
Deputy Sheriff Corporal	SCS	1.0	1.0	1.0	1.0	1.0
Deputy Sheriff	SFS	5.0	5.0	6.0	6.0	6.0
SUBTOTAL		10.0	10.0	11.0	11.0	11.0

OPERATING BUDGET

Expenditures	FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
Sheriff's Office					
Salaries	\$ 10,642,985	\$ 10,474,244	\$ 10,815,546	\$ 10,612,084	\$ 10,873,170
Operating	999,239	977,725	1,244,560	1,171,957	1,295,348
Vehicle Related	981,360	916,338	1,439,672	874,000	874,000
Contracted Services	101,035	146,456	222,991	125,000	107,500
Capital Outlay	142,531	890,533	1,717,566	543,200	699,200
Total	\$ 12,867,150	\$ 13,405,296	\$ 15,440,335	\$ 13,326,241	\$ 13,849,218
Total Expenditures as a percent of					
Total Operating Budget	5.54%	5.52%	6.16%	5.57%	5.80%

STAFFING

Sheriff's Office	Level	FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
		Actual	Adopted Budget	Requested Budget	Recommended Budget	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	2.0	2.0	2.0	2.0	2.0
Deputy Sheriff Lieutenant	SLS	3.0	3.0	3.0	3.0	3.0
Deputy Sheriff First Sergeant	SSF	5.0	6.0	6.0	6.0	6.0
Deputy Sheriff Sergeant	SSS	11.7	10.7	10.7	10.7	10.7
Internal Affairs Investigator - Sergeant	SSS	1.0	1.0	1.0	1.0	1.0
Deputy Sheriff Corporal	SCS	14.0	14.0	14.0	14.0	14.0
Deputy Sheriff	SFS/SDS	71.0	72.0	97.0	76.0	76.0
Crime Scene Technician	809	2.0	2.0	3.0	2.0	2.0
Fleet Technician	801	0.0	0.0	1.0	1.0	1.0
Special Deputy	C	10.6	10.6	15.5	10.5	10.5
Contract Academy Director	C	0.0	0.0	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
Civilian Victims Services Coordinator	C	0.0	0.0	1.0	0.0	0.0
Grants Manager	C	0.0	0.0	0.5	0.0	0.0
Cadet	C	0.0	0.0	2.3	0.0	0.0
Property Room Assistant	C	0.0	0.0	0.4	0.4	0.4
Systems Analyst II	25	0.0	0.0	1.0	0.0	0.0
Civilian Public Information Specialist	24	0.0	0.0	1.0	0.0	0.0
Civilian Quartermaster	23	0.0	0.0	0.5	0.0	0.0
Crime Analyst	22	0.0	0.0	1.0	0.0	0.0
Executive Administrative Assistant I	22	0.0	0.0	0.0	1.0	1.0
Executive Administrative Aide	21	1.0	1.0	1.0	0.0	0.0
Special Projects Coordinator	21	1.0	1.0	1.0	1.0	1.0
Communication Operator Supervisor	21	0.0	0.0	1.0	1.0	1.0
Civilian Duty Officer Supervisor	21	0.0	1.0	0.0	0.0	0.0
Civil Process Specialist	20	0.7	0.7	2.7	0.7	0.7
Computer Services Technician I	20	0.0	0.0	1.0	0.0	0.0
Administrative Aide	20	0.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
Civilian Duty Officer Supervisor	18	1.0	0.0	0.0	0.0	0.0
Office Specialist I	18	2.1	2.0	2.0	2.0	2.0
Office Assistant III	17	1.0	1.4	2.4	2.4	2.4
Office Assistant II	16	4.3	3.1	4.1	3.1	3.1
Communication Operator	16	0.0	0.0	8.0	5.0	5.0
Civilian Duty Office Aide	16	0.0	5.0	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	2.0	2.0	1.0	1.0
Civilian Duty Office Aide	13	5.0	0.0	0.0	0.0	0.0
SUBTOTAL			143.6	144.6	193.1	150.9
Dominion Total			10.0	10.0	11.0	11.0
TOTAL			153.6	154.6	204.1	161.9

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

- ◆ Increase facility safety and security by establishing teleconference bail reviews with local courts to reduce the amount of court transports. This will decrease the amount of inmates leaving the building which dramatically increases staff and public safety, within 2 years.
- ◆ Increase options to incarceration by expanding programs and increasing work with local courts and the State’s Attorney’s Office. This will improve inmate re-entry to society success rate, decrease recidivism and decrease jail population through more intense observation before and after release from confinement, within 2 years.
- ◆ Address the security requirements of the District Court by meeting the court’s requirement of one (1) corrections officer in each District Court room during operation, one (1) corrections officer in the court lock-up area while any court is in operation, while maintaining at least one (1) transport officer on-duty court operation to move inmates safely throughout the area. Relevant to meet the mandated level of staffing recently dictated by the District Court of Maryland, within 1 year.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual CY 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Average Daily Population	241	249	266	278
Inmates processed (Intakes and Releases)	9,281	9,470	9,540	9,575
Inmate Transports (to include both ways)	5,512	5,753	5,794	5,800
Staff Initiated Maintenance Requests	698	624	636	672
Indigent Inmates	186	208	205	210
Incidents	1975	1788	1800	1800
Program/Service Outcomes: (based on objectives)				
	Actual CY 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Work Release	25	84	90	94
Pre-trial and Home Detention Inmates	6	17	24	30
Volunteers	343	95	120	125
Jail Substance Abuse Program (JSAP)	195	211	225	240
Work Detail Inmates	837	854	865	877

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Detention Center					
Salaries	\$ 5,175,933	\$ 5,109,056	\$ 5,109,056	\$ 5,087,708	\$ 5,087,708
Operating	219,999	257,436	247,675	247,675	247,675
Utilities	537,629	473,000	445,000	445,000	445,000
Inmate Care	226,574	112,329	114,100	114,100	114,100
Food	350,852	355,000	360,000	360,000	360,000
Contracted Services	660,972	661,632	774,344	774,344	774,344
Capital Outlay	55,443	27,014	83,725	83,725	83,725
Total	\$ 7,227,402	\$ 6,995,467	\$ 7,133,900	\$ 7,112,552	\$ 7,112,552
Total Expenditures as a percent of Total Operating Budget	3.11%	2.88%	2.84%	2.97%	2.98%

STAFFING

Detention Center	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	9.0	11.0	11.0	11.0	11.0
Correctional Officer	CO1/CO2	53.0	51.0	51.0	51.0	51.0
Building Maintenance Mechanic	808	2.0	2.0	2.0	2.0	2.0
Work Release Supervisor	23	2.0	2.0	2.0	2.0	2.0
Case Manager	22	1.0	0.0	0.0	0.0	0.0
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	0.0	2.0	2.0	2.0	2.0
Office Assistant II	16	2.0	0.0	0.0	0.0	0.0
Office Aide	13	1.0	2.0	2.0	2.0	2.0
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	0.6	0.5	0.5	0.5
TOTAL		87.6	87.6	87.5	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 2016.
- ◆ 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 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Number of animal bites	505	475	460	445
Sale of County Pet Licenses	3,200	3,000	3,200	3,400
Fees collected from County Pet Licenses and Citations	\$28,000	\$25,300	\$25,000	\$25,000
Number of calls for assistance	4,900	5,400	5,200	5,000
Number of animals running at large	968	800	775	750
Program/Service Outcomes: (based on objectives)				
	Actual CY 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Create a bite prevention program to reduce the number of animal bites in the county.	N/A	N/A	N/A	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	25	30	30

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Animal Control					
Salaries	\$ 313,947	\$ 333,452	\$ 326,400	\$ 335,227	\$ 354,481
Operating	14,675	28,950	29,600	29,600	29,600
Vehicle Related	44,667	43,500	46,500	46,500	46,500
Contracted Services	159,072	230,750	230,750	230,750	230,750
Capital Outlay	-	58,000	113,000	58,000	58,000
Total	\$ 532,361	\$ 694,652	\$ 746,250	\$ 700,077	\$ 719,331
Total Expenditures as a percent of Total Operating Budget	0.23%	0.29%	0.30%	0.29%	0.30%

STAFFING

Animal Control	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Animal Control Chief	24	0.0	0.0	0.0	1.0	1.0
Animal Control Officer II	22	1.0	1.0	1.0	0.0	0.0
Animal Control Officer	19	0.0	0.0	0.0	5.0	5.0
Animal Control Officer I	18	5.0	5.0	5.0	0.0	0.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
TOTAL		7.0	7.0	7.0	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.

BOCC GOALS



OBJECTIVES

- ◆ Oversee building-based capital projects as assigned for the fiscal year.
- ◆ Provide printing, duplicating and mail services to Calvert County Government offices in a cost-effective and timely manner each fiscal year.
- ◆ Examine leases on postage machine, inserter machine and copier machine each fiscal year and determine a more economical cost for each machine.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Number of Pieces of Outgoing Mail Processed	N/A	166,077	170,000	173,000
Number of Copies Made	N/A	789,262	790,000	792,000
Number of New Capital Improvement Projects	7	11	15	14
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Percentage of customers with mail needs met in a cost-effective and timely manner	N/A	95%	97%	98%
Percentage of customers with printing needs met in a cost effective and timely manner	N/A	95%	97%	98%
Number of Capital Improvement Projects Initiated	7	7	15	17

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Director of General Services					
Salaries	\$ 353,662	\$ 321,776	\$ 321,776	\$ 330,223	\$ 330,223
Operating	21,541	23,518	13,099	13,099	13,099
Contracted Services	12,292	22,861	22,827	22,827	22,827
Capital Outlay	150	20,000	-	-	-
Total	\$ 387,645	\$ 388,155	\$ 357,702	\$ 366,149	\$ 366,149
Total Expenditures as a percent of					
Total Operating Budget	0.17%	0.16%	0.14%	0.15%	0.15%

STAFFING

Director of General Services	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant	22	1.0	0.0	0.0	0.0	0.0
Mailroom Clerk	14	1.0	1.0	1.0	1.0	1.0
TOTAL		5.0	5.0	5.0	5.0	5.0

BUILDINGS & GROUNDS

DESCRIPTION

Provides oversight of the County’s Capital Projects and direction for the service divisions of Buildings and Grounds, Mosquito Control and the Johnsongrass Program. Also provides direction and oversight for the resource divisions of Parks and Recreation, the Calvert Marine Museum and the Chesapeake Beach Railway Museum.

BOCC GOALS



OBJECTIVES

- ◆ Renovate office space into a first floor full service courtroom and Judge’s chambers to be completed by FY 2015. Move State’s Attorney Office into unoccupied lower level courthouse by FY 2016.
- ◆ Complete Master Plan for the Ward Property by FY 2015.
- ◆ Develop specifications for Aquatics Facilities operation and management contract by FY 2015.
- ◆ Construct a “Florida” room off of the dining area at Southern Community Senior wing by FY 2015.
- ◆ 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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Number of Work Orders completed	2,841	2,850	2,900	3,212
Total Square Footage of Facilities Maintained	626,739	635,979	693,880	697,320
Total Work Force to which facility maintenance is provided	790.7	796.6	800	1,027
Number of Fixed Asset transfers performed	482	400	400	154
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Percent of budgeted Planned Maintenance Projects Completed	100%	100%	100%	100%
Energy Conservation Measures installed in Ten County Facilities (kilowatt hours)	5,354,930	5,350,000	5,350,000	5,350,000
Percent of budgeted retrofitting of energy efficient lighting completed	100%	100%	100%	100%
Percent of budgeted HVAC replacement projects completed	100%	100%	100%	100%

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Buildings & Grounds					
Salaries	\$ 1,342,528	\$ 1,270,057	\$ 1,270,057	\$ 1,285,022	\$ 1,285,022
Operating	858,736	901,975	1,268,621	1,268,621	1,268,621
Utilities	1,119,458	1,203,108	1,233,164	1,233,164	1,233,164
Maintenance and Repair Projects	395,429	579,150	382,400	382,400	382,400
Contracted Services	563,129	577,816	630,963	630,963	630,963
Capital Outlay	83,200	67,000	115,500	44,500	44,500
Total	\$ 4,362,480	\$ 4,599,106	\$ 4,900,705	\$ 4,844,670	\$ 4,844,670
Total Expenditures as a percent of Total Operating Budget	1.88%	1.89%	1.95%	2.03%	2.03%

STAFFING

Buildings & Grounds	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Number of citizen inquiries received with increased community education	220	241	250	250
Number of spray routes scheduled	1,220	1,045	1,200	1,200
Number of light trap and landing rate testing counts	567	622	640	640
Program/Service Outcomes: (based on objectives)				
	Actual CY 2013	Actual CY 2014	Projected CY 2015	Projected CY 2016
Percentage of citizen inquiries responded to within one (1) business day	100	100	100	100
Percentage of community spraying completed as scheduled	99	94	100	100
Percentage of test counts under action threshold	42	62	50	50

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Mosquito Control					
Salaries	\$ 115,505	\$ 144,238	\$ 144,238	\$ 144,895	\$ 144,895
Operating	27,467	27,056	27,056	27,056	27,056
Chemicals	20,243	24,156	24,156	24,156	24,156
Contracted Services	347	625	625	625	625
Capital Outlay	2,575	18,000	44,000	22,000	22,000
Total	\$ 166,137	\$ 214,075	\$ 240,075	\$ 218,732	\$ 218,732
Total Expenditures as a percent of Total Operating Budget	0.07%	0.09%	0.10%	0.09%	0.09%

STAFFING

Mosquito Control	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.3	0.2	0.2	0.2
Truck Driver Operator I/II (Seasonal)	H05/07	1.4	1.4	1.1	1.1	1.5
Mosquito Control Field Inspector	H04	0.0	0.0	0.4	0.4	0.0
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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Provide quality recreation programs for the citizens of Calvert County	2,532	3,395	2,775	3,000
Increase the number of enrollments in recreation programs	48,678	31,930*	49,178	32,000
Increase the number of participants in open and drop-in programs	30,219	26,598*	30,822	26,500
Number of staff trained in customer service	N/A	N/A	75	75
Completed Capital Projects	4	5	7	3
Increase number of community events Parks & Recreation participation from previous years	N/A	N/A	55	58
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Implement a customer service program for staff	N/A	N/A	100%	100%
Complete capital budget projects as approved by commissioners	100%	80%	100%	100%
Implement a diverse program of recreational activities	100%	100%	100%	100%
Implement community involvement programs	N/A	N/A	100%	100%

*refined the manner in which we account for pass enrollees.

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Parks & Recreation					
Salaries	\$ 2,573,875	\$ 3,004,528	\$ 3,042,528	\$ 3,033,521	\$ 3,033,521
Operating	458,937	437,188	448,738	447,788	447,788
Utilities	171,392	181,341	180,191	180,191	180,191
Maintenance and Repair Projects	83,381	85,000	85,000	85,000	85,000
Contracted Services	57,078	114,357	104,357	104,357	104,357
Capital Outlay	37,443	6,948	97,152	74,152	74,152
Total	\$ 3,382,106	\$ 3,829,362	\$ 3,957,966	\$ 3,925,009	\$ 3,925,009
Total Expenditures as a percent of Total Operating Budget	1.46%	1.58%	1.58%	1.64%	1.64%

STAFFING

Parks & Recreation	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Division Chief - Parks & Recreation	29	0.0	1.0	1.0	1.0	1.0
Division Chief - Parks & Recreation	28	1.0	0.0	0.0	0.0	0.0
Recreation Supervisor	26	0.0	1.0	1.0	1.0	1.0
Business Manager	25	0.6	0.6	0.6	0.6	0.6
Park Supervisor	25	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	25	1.0	0.0	0.0	0.0	0.0
Aquatics Supervisor	24	1.0	1.0	1.0	1.0	1.0
Parks Water Maintenance Specialist	24	0.8	0.0	0.0	0.0	0.0
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	0.0	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	0.0	1.0	1.0	1.0	1.0
Building Maintenance Mechanic	20	0.0	1.0	1.0	1.0	1.0
Administrative Aide	20	1.0	0.0	0.0	0.0	0.0
RecTrac Administrator	19	1.0	0.0	0.0	0.0	0.0
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	6.0	6.0	6.0
Buildings & Grounds Worker II	14	5.0	5.0	5.0	5.0	5.0
Facility Coordinator II	14	1.0	1.0	2.0	1.0	1.0
Front Desk Attendant (Part-time)	14	3.4	2.4	3.1	3.1	3.1
Building Supervisor (Part-time)	12	9.7	9.7	8.5	8.5	8.5
Custodian	11	2.8	2.8	3.2	3.2	3.2
Customer Service Attendant III (Hourly)	H09	0.0	0.5	0.5	0.5	0.5
Recreation Aide (Hourly)	H07	0.0	1.2	1.2	1.2	1.2
Facility Coordinator I (Hourly / Seasonal)	H05	6.2	5.2	5.4	5.4	5.4
Grounds Maintenance Worker (Seasonal)	H05	8.8	8.8	8.7	8.7	8.7
TOTAL		69.2	69.2	70.2	69.2	69.2

CALVERT MARINE MUSEUM

DESCRIPTION

Collects, preserves, researches and interprets 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

- ◆ Expand Chesapeake Bay Field Lab and site-based educational programs to reach 20% more students in 2016.
- ◆ Maintain current membership level or grow by an additional 3% per year.
- ◆ Maintain museum levels at or above the ten-year average of 67,315.
- ◆ Maintain volunteer corps around 300 and increase volunteer hours.
- ◆ Develop public programming that increases public appreciation of natural and cultural history.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Museum Attendance *	74,600	58,326	75,000	75,000
Participants in educational programs (on & off site)	24,153	19,461	24,000	24,500
Museum members	2,336	2,738	2,830	2,875
Museum Volunteer hours	28,744	27,625	29,000	29,000
Number of Active Volunteer	318	340	350	350
Attendance at special events (including concerts)	38,472	24,290	37,825	37,825
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Use state funding to underwrite increased student programs.	0	9	25	35
Continue strong membership retention and recruitment efforts.	1%	18%	3%	2%
Use social media, events, programs to bring in target audience. *	-4%	-22%	29%	0%
Continue to hone volunteer recruitment, training, retention.	8%	-4%	5%	0%
Continue improving public events and program outreach.	N/A	N/A	N/A	N/A

*Museum was closed for 4 months from January-April 2014.

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Calvert Marine Museum					
Salaries	\$ 1,923,443	\$ 2,140,228	\$ 2,180,323	\$ 2,162,447	\$ 2,173,349
Operating	216,058	207,719	211,160	211,160	211,160
Utilities	168,183	163,162	195,567	195,567	195,567
Maintenance and Repair Projects	18,818	34,200	25,237	25,237	25,237
Contracted Services	46,369	52,050	50,070	50,070	50,070
Capital Outlay	-	26,910	32,710	25,000	25,000
Total	\$ 2,372,871	\$ 2,624,269	\$ 2,695,067	\$ 2,669,481	\$ 2,680,383
Total Expenditures as a percent of Total Operating Budget	1.02%	1.08%	1.07%	1.12%	1.12%

STAFFING

Calvert Marine Museum	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	1.0	1.0	1.0
Model Maker	22	1.0	1.0	1.0	1.0	1.0
Collections Manager Position	21	0.0	0.0	1.0	0.0	0.0
Exhibit & Special Programs Interpreter	21	0.0	0.0	1.0	1.0	1.0
Group Services Coordinator	21	1.0	1.0	0.0	0.0	0.0
Museum Registrar	21	0.0	1.0	1.0	1.0	1.0
Exhibit Interpreter II	20	2.0	3.0	2.0	2.0	2.0
Museum Registrar	20	1.0	0.0	0.0	0.0	0.0
Exhibit Technician I	19	1.0	1.0	1.0	1.0	1.0
Education Assistant	18	1.0	0.0	0.0	0.0	0.0
Exhibit Interpreter I (Full-Time)	18	0.0	1.0	1.0	1.0	1.0
Exhibit Interpreter I (Part Time)	18	1.5	1.5	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	0.4	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	0.5	0.6	0.6	0.6
Mate, Tennison (Seasonal)	n/a	0.4	0.5	0.6	0.6	0.6
COUNTY EMPLOYEES:		26.2	27.5	28.3	27.3	27.3
BOARD OF GOVERNORS EMPLOYEES:		7.8	7.6	8.4	8.4	8.4
SOCIETY EMPLOYEES:		7.0	7.4	6.6	6.6	6.6
TOTAL		41.0	42.5	43.3	42.3	42.3

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, Flag Ponds, Kings Landing Park, Biscoe Gray Heritage Farm, Nan’s Cove, Solomons Boat Ramp and Pier, Hughes Tree Farm, Hutchins Fishing 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 110 outdoor recreation and environmental education programs at the nature parks for the general public (ages 18 months through adult) throughout the year.
- ◆ Develop 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 2016, coordinate at least 40 volunteer opportunities to engage 50 volunteers in park stewardship, ecological monitoring, and educational programs providing over 2500 hours of service throughout the year. Within five years the goal is to engage over 100 volunteers in 5,000 hours of service.
- ◆ Develop the initial six-year plan to implement 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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Percentage of Calvert County 1st, 3rd and 5th grade classes	100%	100%	100%	100%
Number of Public Programs	137	144	110*	110
Number of Volunteers	N/A	N/A	44	44
Number of Volunteer Hours	N/A	N/A	2,200	2,500
Number of Volunteer Workshops and Activities	N/A	N/A	36	40
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
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
Engage volunteers in a variety of projects to promote and protect the natural and cultural heritage of Calvert County	N/A	N/A	yes	yes
Develop initial park plan	N/A	N/A	N/A	50%

*Number is lower because of increase in volunteers

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Natural Resources					
Salaries	\$ 607,836	\$ 621,087	\$ 621,087	\$ 628,106	\$ 628,106
Operating	69,164	70,425	78,825	78,825	78,825
Utilities	40,225	39,750	46,050	46,050	46,050
Maintenance and Repair Projects	28,563	7,500	7,500	7,500	7,500
Contracted Services	3,941	7,500	7,500	7,500	7,500
Capital Outlay	31,937	24,000	49,500	31,158	31,158
Total	\$ 781,666	\$ 770,262	\$ 810,462	\$ 799,139	\$ 799,139
Total Expenditures as a percent of					
Total Operating Budget	0.34%	0.32%	0.32%	0.33%	0.33%

STAFFING

Natural Resources	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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
Park Technician	20	0.6	0.0	0.0	0.0	0.0
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	0.4	0.4	0.2	0.2	0.2
Naturalist (Hourly)	H13	1.2	1.5	1.0	1.0	1.0
Park Ranger (Hourly)	H07	0.5	0.8	0.5	0.5	0.8
Grounds Maintenance Worker (Hourly)	H05	0.8	0.8	0.8	0.8	0.8
Park Technician (Hourly)	H05	0.5	0.5	0.5	0.5	0.5
Park Aide I (Hourly)	H04	1.2	1.2	1.0	1.0	1.2
Summer Co-Op Students	n/a	0.5	0.5	0.5	0.5	0.5
TOTAL		14.7	14.7	13.4	13.4	13.9

RAILWAY MUSEUM

DESCRIPTION

Collects, preserves, interprets and exhibits objects as well as information that relates to the culture and history of northern Calvert County. A public, non-profit educational, locally oriented museum. Interpretive emphasis 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. Dedicated to the preservation of the historic structures of the Chesapeake Beach Railway depot/ station building and grounds as well as the historic railcar, Dolores.

BOCC GOALS



OBJECTIVES

- ◆ Continue the preservation and conservation of the Chesapeake Beach Railway building and railcar, Dolores.
- ◆ Continue to improve and expand children’s programs and special events.
- ◆ Expand adult program series and outreach programs through cooperative efforts with The Town of Chesapeake Beach.
- ◆ Continue the Collections Management Program with acquisitions and conservation best practices.
- ◆ Continue to expand and improve the administrative and operational functions of the Museum.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Visitors	11,554	11,570	14,000	14,000
Number of Special Programs	50	50	50	50
Participants in Programs	7,521	6,822	5,000	5,000
Number of States Represented by Visitors	24	37	42	42
Number of Countries Represented by Visitors	8	9	16	16
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Annual Theme Events	16	16	16	16
Hospitality Tours	8	7	5	5
Website Hits (Average visit to site per day everytime)	13,864	16,505	25,000	25,000
Website Hits (Average visit to site per day per person)	8,040	10,094	10,000	10,000
Outreach Programs	17	18	12	12

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Railway Museum					
Salaries	\$ 103,157	\$ 105,660	\$ 105,660	\$ 106,834	\$ 106,834
Operating	13,230	13,130	13,130	13,130	13,130
Utilities	3,813	7,000	7,000	7,000	7,000
Contracted Services	29,070	27,046	27,046	27,046	27,046
Capital Outlay	-	-	850	-	-
Total	\$ 149,270	\$ 152,836	\$ 153,686	\$ 154,010	\$ 154,010
Total Expenditures as a percent of					
Total Operating Budget	0.06%	0.06%	0.06%	0.06%	0.06%

STAFFING

Railway Museum	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Curator Railway Museum	23	1.0	1.0	1.0	1.0	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		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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Public Works / Maintenance Agreements submitted for review	18	10	18	18
Number of Minor subdivisions submitted for development review	12	21	21	21
Number of Major subdivisions submitted for development review	24	4	5	5
Number of Commercial site plans submitted for review	6	23	22	26
Number of Residential / Commercial Grading Permits submitted for review	630	558	600	620
Number of Road Plans submitted for review	18	2	5	8
Number of As-Built Road Completion Certifications	12	16	16	16
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Road PWA's processed within 30 days	2	4	4	8
Review of major and minor subdivision plans within 45 days	5	25	5	22
Initial review of revised commercial site plans	2	8	7	20
Additional review of revised commercial site plans	7	10	10	14
Initial review of road plans within 90 days	115	8	15	25
Additional review of road plans	114	173	150	150
Initial review of As-Built Plans withing 14 days	0	10	16	16
Additional review of revised As-Built Plans	1	4	1	1

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Director of Public Works/Engineering					
Salaries	\$ 1,140,202	\$ 1,106,745	\$ 1,106,745	\$ 1,105,262	\$ 1,121,498
Operating	57,451	72,367	71,749	71,749	71,749
Contracted Services	24,937	52,497	52,497	52,497	52,497
Capital Outlay	7,861	7,941	7,941	7,941	7,941
Total	\$ 1,230,451	\$ 1,239,550	\$ 1,238,932	\$ 1,237,449	\$ 1,253,685
Total Expenditures as a percent of					
Total Operating Budget	0.53%	0.51%	0.49%	0.52%	0.52%

STAFFING

Engineering	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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
Engineering Division Chief	28	1.0	1.0	1.0	1.0	1.0
Project Engineer II	27	4.0	4.0	4.0	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	1.0	1.0	0.0	0.0
Executive Administrative Assistant	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
Administrative Aide	20	1.0	0.0	0.0	0.0	0.0
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	14.6	14.6	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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Approved Grading Permits	500	591	525	625
Utility Permits Issued	220	231	240	275
Grading Inspections	3,500	3,328	3,525	3,600
Utility Inspections	550	605	620	650
Inspector Response to Complaints	600	525	600	575
Inspections outside of daily site visits	38	46	33	50
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Manage and inspect resurfacing of County roadways (in miles)	10	19	22	25
Final stage roadway inspections in addition to daily site visits to new subdivisions	100	102	105	110
New subdivision roads receiving final approval and accepted into County's Road inventory system	15	6	15	17

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Project Management & Inspections					
Salaries	\$ 457,639	\$ 448,825	\$ 448,825	\$ 435,275	\$ 435,275
Operating	32,214	11,860	11,860	11,860	11,860
Vehicle Related	11,912	24,360	24,360	24,360	24,360
Capital Outlay	24,500	22,000	22,000	22,000	22,000
Total	\$ 526,265	\$ 507,045	\$ 507,045	\$ 493,495	\$ 493,495
Total Expenditures as a percent of					
Total Operating Budget	0.23%	0.21%	0.20%	0.21%	0.21%

STAFFING

Project Management	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Construction Project Division Chief	26	1.0	1.0	1.0	1.0	1.0
Erosion & Sediment Control Inspectors	22	3.0	0.0	0.0	0.0	0.0
Public Works Inspector II	22	3.0	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

- ◆ Maintain all roads in a safe, reliable condition.
- ◆ Improve the litter condition along our County roads.
- ◆ Improve driver site distance on curves and at intersections.
- ◆ Complete all repairs and maintenance in 60 days or less.
- ◆ Expand preventative maintenance for all County road signs.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Tree Removal Trimming (work orders)	1,130	811	1,200	1,000
Road Side Mowing (acres)	4,020	4,020	4,020	4,020
Drainage Repairs (work orders)	319	407	350	400
Asphalt Repairs (work orders)	317	370	325	350
Sign Installation and Maintenance (work orders)	431	606	500	520
Roadside Trash Removal (acres)	2,014	1,040	2,500	2,000
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Number of citizens request completed	4,921	4,020	3,500	3,700
Number of in-house maintenance projects	4,921	4,020	3,500	3,700
Number of average work orders per month	500	500	500	500
Number of pending work orders	180	250	100	250

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Highway Maintenance					
Salaries	\$ 1,732,309	\$ 1,646,504	\$ 1,646,504	\$ 1,681,387	\$ 1,681,387
Operating	259,250	34,363	58,784	58,784	58,784
Vehicle Related	367,409	352,154	352,154	352,154	352,154
Utilities	38,063	23,030	23,030	23,030	23,030
Road Maintenance and Repairs	427,022	503,138	478,717	478,717	478,717
Paving	2,698,921	2,782,006	2,782,006	-	-
Snow Removal Supplies & Contractors	1,476,761	412,250	412,250	412,250	412,250
Rental Service Contract	181,783	180,000	180,000	180,000	180,000
Contracted Services	151,434	201,400	201,400	201,400	201,400
Capital Outlay	37,911	151,215	284,720	160,480	160,480
Total	\$ 7,370,863	\$ 6,286,060	\$ 6,419,565	\$ 3,548,202	\$ 3,548,202
Total Expenditures as a percent of Total Operating Budget	3.18%	2.59%	2.56%	1.48%	1.49%
Highway Lighting					
Utilities	\$ 267,742	\$ 261,250	\$ 261,250	\$ 261,250	\$ 261,250
Total	\$ 267,742	\$ 261,250	\$ 261,250	\$ 261,250	\$ 261,250
Total Expenditures as a percent of Total Operating Budget	0.12%	0.11%	0.10%	0.11%	0.11%

STAFFING

Highway Maintenance	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Preventative Services Performed	885	957	1,000	1,050
Gallons of fuel purchased	449,459	473,273	497,000	500,000
Jobs sent to outside vendors	203	271	300	315
Work orders completed	2,082	2,042	2,150	2,200
Vehicles purchased in fiscal year	39	23	40	40
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Safety related motor vehicle accidents	0	0	0	0
Fuel shortages at any dispenser	0	0	0	0
Percentage of increase or decrease in jobs sent to outside vendors	-17%	35%	10%	5%
Percentage of increase or decrease in work orders completed	-9%	-2%	5%	3%
Vehicles matched to jobs	39	21	40	40

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Fleet Maintenance					
Salaries	\$ 382,131	\$ 494,769	\$ 494,769	\$ 499,130	\$ 499,130
Operating	38,177	19,030	19,030	19,030	19,030
Vehicle Related	-	27,450	27,450	27,450	27,450
Utilities	28,180	29,360	29,360	29,360	29,360
Contracted Services	17,345	17,500	17,500	17,500	17,500
Capital Outlay	-	13,500	-	-	-
Total	\$ 465,833	\$ 601,609	\$ 588,109	\$ 592,470	\$ 592,470
Total Expenditures as a percent of Total Operating Budget	0.20%	0.25%	0.23%	0.25%	0.25%

STAFFING

Fleet Maintenance	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Fleet Maintenance - Division Chief	813	1.0	1.0	1.0	1.0	1.0
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
Office Specialist II	19	1.0	0.0	0.0	0.0	0.0
Inventory Control Clerk	18	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	0.0	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 10th 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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Tourism Visitors to the County	381,868	393,635	397,571	401,547
Electronic Newsletters	20	21	20	20
Visitors Guide Distributed	176,000	176,000	150,000	150,000
Business Seminars Held	Yes	Yes	Yes	Yes
Business Assistance Provided	178	216	200	200
State of the Economy Produced	Yes	Yes	Yes	Yes
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Capital Investment	\$1,876,875	\$38,472,895	\$1,970,719	\$2,069,255
New Business Growth - Maintain business growth rate	4,387	4,550	4,575	4,600
Commercial Real Property Tax Base - Maintain steady growth	\$1,306,884,209	\$1,306,424,035	\$1,319,488,275	\$1,332,683,158
Increase SBDC referrals to strengthen existing businesses and assist start-ups	49	39	50	50
Re-evaluate marketing mix to increase visitor counts	381,868	393,635	397,571	401,547

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Economic Development					
Salaries	\$ 731,620	\$ 799,541	\$ 809,799	\$ 838,409	\$ 815,131
Operating	149,083	246,000	258,116	258,116	258,116
Advertising	41,568	58,500	52,500	52,500	52,500
Chamber of Commerce	106,645	110,000	99,284	99,284	99,284
Small Business Development Center	20,900	20,900	21,000	21,000	21,000
Contracted Services	43,138	61,500	50,000	50,000	50,000
Capital Outlay	13,966	9,166	12,166	12,166	12,166
Total	\$ 1,106,920	\$ 1,305,607	\$ 1,302,865	\$ 1,331,475	\$ 1,308,197
Total Expenditures as a percent of Total Operating Budget	0.48%	0.54%	0.52%	0.56%	0.55%

STAFFING

Economic Development	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Economic Development - Director	C	1.0	1.0	1.0	1.0	1.0
Business Development Manager	28	0.0	1.0	1.0	1.0	1.0
Business Development Specialist	27	1.0	0.0	0.0	0.0	0.0
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	0.0	1.0	1.0	1.0	1.0
Economic Development Program Assistant	21	1.0	0.0	0.0	0.0	0.0
Audio Visual Technician	21	0.4	0.4	0.0	0.0	0.0
Media Specialist	21	0.0	0.0	1.0	0.9	0.9
Business Retention Assistant	20	0.0	1.0	1.0	1.0	1.0
Tourism Program Assistant	19	0.0	1.0	1.0	1.0	1.0
Business Retention Assistant	18	1.0	0.0	0.0	0.0	0.0
Tourism Program Assistant	18	1.0	0.5	0.0	0.0	0.0
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Office Assistant III	17	1.0	0.5	0.5	0.5	0.5
TOTAL		12.4	12.4	12.5	12.4	12.4



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

- ◆ Oversee effective and efficient operation of public transportation and senior citizen programs.
- ◆ 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.
- ◆ Administer the Partner Match home ownership assistance program in partnership with the Maryland Department of Housing and Community Development.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Public transportation passenger trips per mile	112,874	112,900	113,000	113,300
Pass-through grants for homelessness prevention, emergency food and shelter	99,100	255,000	130,000	177,225
Congregate and home-delivered meals for eligible seniors	49,730	51,200	51,350	52,000
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Senior Participation in activities at Senior Centers (units of service)	47,561	49,500	49,750	50,000
Number of evictions, foreclosures, utility terminations prevented through use of grant funds	-	-	80	80

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Director of Community Resources					
Salaries	\$ 318,203	\$ 322,852	\$ 340,035	\$ 341,523	\$ 341,523
Operating	29,489	34,394	49,776	50,865	50,865
Contracted Services	43	1,866	1,866	1,866	1,866
Capital Outlay	630	-	-	-	-
Total	\$ 348,365	\$ 359,112	\$ 391,677	\$ 394,254	\$ 394,254
Total Expenditures as a percent of					
Total Operating Budget	0.15%	0.15%	0.16%	0.16%	0.17%

STAFFING

Director - Community Resources	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	1.0	1.0	1.0	1.0
Community Resources Specialist	22	1.0	0.0	0.0	0.0	0.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
Program Monitor	18	0.5	0.5	0.0	0.0	0.0
Office Assistant II (CAASA)	16	0.5	0.5	0.5	0.5	0.5
TOTAL		5.0	5.0	4.5	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, as well as provides 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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Number of Congregate and Home Delivered Meals served	49,730	49,127*	51,000	53,000
Fitness programs offered (including fitness room use)	22	21	24	26
Number of clients served under MAP	721	1,406	1,526	1,600
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Number of eligible participants served	1,094	1,048*	1,125	1,165
Number of older adults participating in fitness programs	627	647	670	690
Number of level one screens successfully completed	0	5	94	100

*Numbers lower in FY 2014 due to inclement weather, centers closed.

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Office on Aging					
Salaries	\$ 1,035,719	\$ 1,096,292	\$ 1,143,848	\$ 1,229,135	\$ 1,238,999
Operating	95,939	91,603	110,103	91,603	103,603
Contracted Services	61,116	58,500	61,500	58,500	68,000
Capital Outlay	-	-	3,000	-	-
Total	\$ 1,192,774	\$ 1,246,395	\$ 1,318,451	\$ 1,379,238	\$ 1,410,602
Total Expenditures as a percent of Total Operating Budget	0.51%	0.51%	0.53%	0.58%	0.59%

STAFFING

Office on Aging	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	0.0	1.0	1.0
Aging Services Program Manager	26	0.0	0.0	0.0	1.0	1.0
Aging Services Fiscal Manager	25	1.0	1.0	1.0	0.0	0.0
Aging Services Program Manager	25	1.0	1.0	1.0	0.0	0.0
Aging Services Special Projects/Database Admin	24	0.0	0.0	1.0	0.0	0.0
Aging Social Services Map Coordinator	22	0.0	3.0	3.0	3.0	3.0
Aging Social Services Coordinator	22	3.0	0.0	0.0	0.0	0.0
Long Term Care Coordinator	22	1.0	1.0	1.0	1.0	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
Ceramics Instructor (Part-time)	16	1.0	0.0	0.0	0.0	0.0
Program Assistant (Part-time)	15	0.7	1.8	1.8	1.8	1.8
Buildings & Grounds Maintenance Worker I	13	1.0	2.0	2.0	2.0	2.0
Custodian	11	2.0	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	0.0	0.5	0.4	0.5	0.5
Program Assistant (Temporary)	n/a	0.1	0.1	0.1	0.1	0.1
Custodian (Temporary)	n/a	0.1	0.1	0.2	0.1	0.1
Nutrition Van Driver (Temporary)	n/a	0.1	0.2	0.2	0.2	0.2
TOTAL		22.6	23.3	24.3	23.3	23.3

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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Total One-way Passenger trips	112,874	110,120	110,500	111,000
Total Service Miles	492,778	531,472	531,472	545,000
Total Service Hours	29,000	32,315	32,315	33,000
Total Farebox Revenue	\$89,414	\$98,856	\$99,000	\$99,500
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Farebox Recovery Ratio-Minimum 7% (per MTA performance measures)	80%	84%	90%	90%
Cost Per Operating Trip-Maximum \$13.00 (per MTA performance measures)	60%	50%	60%	60%
Operating Cost Per Mile-Maximum \$2.50 (per MTA performance measures)	60%	50%	60%	60%
Local Operating Revenue Ratio-Minimum 30% (per MTA performance measures)	70%	84%	90%	90%

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Transportation					
Salaries	\$ 139,640	\$ 191,479	\$ 186,479	\$ 189,241	\$ 193,845
Operating	61,750	46,650	66,725	66,725	66,725
Transportation Subsidy	41,122	50,000	50,000	50,000	50,000
Contracted Services	25,572	25,430	34,770	34,770	34,770
Total	<u>\$ 268,084</u>	<u>\$ 313,559</u>	<u>\$ 337,974</u>	<u>\$ 340,736</u>	<u>\$ 345,340</u>
Total Expenditures as a percent of Total Operating Budget	0.12%	0.13%	0.13%	0.14%	0.14%

STAFFING

Transportation	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Transportation Division Chief	27	0.0	0.0	0.0	1.0	1.0
Transportation Services Supervisor	25	1.0	1.0	1.0	0.0	0.0
Driver Dispatch/Supervisor	19	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	0.8	0.8	1.0	1.0	1.0
Equipment Mechanic (paid by Grant)	808	1.0	1.0	1.0	1.0	1.0
TOTAL		3.8	3.8	4.0	4.0	4.0





Annmarie Garden on St. John's Creek

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

STATE AGENCIES & INDEPENDENT BOARDS

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Board of Education					
Operating	\$ 107,699,429	\$ 111,737,129	\$ 112,420,934	\$ 111,361,680	\$ 110,121,742
Collaborative Grant	2,100,000	-	-	-	-
State Pension Costs	3,595,000	4,071,000	4,754,000	4,754,000	4,754,000
Total	\$ 113,394,429	\$ 115,808,129	\$ 117,174,934	\$ 116,115,680	\$ 114,875,742
Total Expenditures as a percent of Total Operating Budget	48.85%	47.67%	46.71%	48.57%	48.10%



BOARD OF EDUCATION FULL-TIME EQUIVALENTS (FTE) September Official Count

	ACTUAL					PROJECTED
	2010	2011	2012	2013	2014	2015
FTE Enrollment	16,373	16,136	15,886	15,823	15,594	15,460
% Increase	-0.20%	-1.45%	-1.55%	-0.40%	-0.28%	-0.86%

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
College of Southern Maryland					
Operating	\$ 4,238,219	\$ 4,238,219	\$ 4,582,192	\$ 4,238,219	\$ 4,542,192
Total	\$ 4,238,219	\$ 4,238,219	\$ 4,582,192	\$ 4,238,219	\$ 4,542,192
Total Expenditures as a percent of Total Operating Budget	1.83%	1.74%	1.83%	1.77%	1.90%



FULL-TIME EQUIVALENTS
Fiscal Year 2016
Preliminary Budget - January 2015

All Locations

	Actual FY 2014	Budgeted FY 2015	Projected FY 2016
LaPlata Campus	3,601	3,853	3,748
Leonardtwn Campus	1,231	1,381	1,327
Prince Frederick Campus	1,129	1,208	1,166
Waldorf Campus	268	389	299
TOTAL	6,228	6,831	6,540

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

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Health Department					
Salaries/Stipends	\$ 61,252	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Operating	2,427,019	2,423,116	2,423,116	2,423,116	2,423,116
Womens Shelter Subsidy	27,984	-	-	-	56,625
Total	\$ 2,516,255	\$ 2,443,116	\$ 2,443,116	\$ 2,443,116	\$ 2,499,741
Total Expenditures as a percent of Total Operating Budget	1.08%	1.01%	0.97%	1.02%	1.05%



Calvert County Health Department, Prince Frederick

SUBSTANCE ABUSE TREATMENT

DESCRIPTION

Improve public health and safety: Provide substance use education, outpatient and intensive outpatient services for Calvert County adolescents and adults in a fiscally responsible manner. Reduce the negative consequences of substance use disorders as well as specifically reduce prescription drug and other opioid use, overdose rates through increasing access to outpatient treatment and enhancing community substance use disorder prevention outreach efforts.

BOCC GOALS



OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Residential Substance Abuse Treatment					
Contracted Services	\$ 136,575	\$ 159,200	\$ 159,200	\$ 159,200	\$ 159,200
Total	\$ 136,575	\$ 159,200	\$ 159,200	\$ 159,200	\$ 159,200
Total Expenditures as a percent of Total Operating Budget	0.06%	0.07%	0.06%	0.07%	0.07%

OBJECTIVES

- ◆ Increase the percentage of clients retained in treatment for at least 90 days.
- ◆ Increase enrollment in Substance Abuse Services by 10% in FY 2016.
- ◆ Demonstrate through the use of exit interviews decreased substance use by all clients for FY 2016.
- ◆ Increase collections from private insurance and the Administrative Service Organization (ASO) for the uninsured and Medicaid eligible by 10% in FY 2016.
- ◆ Increase licensed staff in FY 2016 by 10% to allow more effective implementation of a fee for service model of care.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Adult Clients in Treatment	1,429	1,420	1,130	1,130
Adolescent Clients in Treatment	68	80	80	80
Amount Collected from Insurance and ASO	N/A	\$53,175	\$58,893	\$63,000
Number of Licensed Staff Hired	4	4	7	8
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Percent of clients retained in treatment for at least 90 days	41%	70%	70%	70%
Percent of clients who completes treatment and shows decreased substance use	77%	80%	80%	80%

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

- ◆ Expand the Check Out Your Community program that highlights the cultural treasures of Calvert County and encourages tourism, community growth and family experiences.
- ◆ Teach the foundations of literacy via storytime classes, other events and classes for children.
- ◆ Use data and staff expertise to select and circulate materials of highest interest to customers.
- ◆ Continue to provide high quality school visits and support for students in partnership with CCPS.
- ◆ Deliver a series of events to empower citizen involvement in local government in partnership with Calvert County government and community partners.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Check Out Your Community (COYC) passes circulated	N/A	244	1,225	1,600
Preschool attendance at storytime classes/events	20,359	20,983	21,600	22,250
Annual circulation of materials to customers	1,121,505	1,122,412	1,122,500	1,122,500
Librarians visited Calvert students in their classrooms	6,500	6,687	6,750	6,750
Number of adult events and classes	523	615	650	600
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Citizens experience the recreation and culture of Calvert County as evidenced by positive feedback from users.	N/A	N/A	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.	95%	95%	96%	96%
Customers find what they need and want on our shelves both physical and digital.	no survey done	97%	no survey done	99%
Students are encouraged to love reading and enroll in summer reading programs to prevent summer slide.	2,682	2,214	3,000	3,500
Expand the reach of high quality adult events and classes through marketing and using the fiber network to stream content to other branches.	11,274	12,813	13,000	14,000

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Calvert Library					
Salaries	\$ 2,461,619	\$ 2,518,961	\$ 2,571,505	\$ 2,566,891	\$ 2,601,895
Benefits	668,602	771,952	787,657	795,055	802,570
Operating	440,118	430,662	438,122	438,122	438,122
Contracted Services	77,923	91,870	96,665	96,665	96,665
Capital Outlay	43,352	24,090	25,990	15,990	25,990
Total	\$ 3,691,614	\$ 3,837,535	\$ 3,919,939	\$ 3,912,723	\$ 3,965,242
Total Expenditures as a percent of					
Total Operating Budget	1.59%	1.58%	1.56%	1.64%	1.66%

STAFFING

Calvert Library	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Director	30	1.0	1.0	1.0	1.0	1.0
Branch Manager III	26	1.0	1.0	1.0	1.0	1.0
Youth Services Coordinator	26	0.0	0.0	1.0	1.0	1.0
Public Relations Coordinator	26	0.0	0.0	1.0	1.0	1.0
Information Services Coordinator	25	0.0	1.0	1.0	1.0	1.0
Branch Manager II	24	3.0	3.0	3.0	3.0	2.0
Children's Coordinator	24	1.0	1.0	0.0	0.0	0.0
Information Services 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	1.0	0.0	0.0	0.0
Branch Manager I	23	0.0	0.0	0.0	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	1.0	1.0	1.0
Circulation Supervisor	22	1.0	1.0	1.0	1.0	1.0
Reference Supervisor	22	1.0	1.0	1.0	1.0	1.0
Reference Librarian II	21	1.0	0.0	0.0	0.0	0.0
Children's Librarian II	21	4.8	4.8	4.2	4.2	4.2
Public Services Librarian II / I	20/19	24.1	27.2	28.2	28.2	28.2
Computer Services Technician	20	0.0	0.0	1.0	1.0	1.0
Computer Services Technician	18	1.0	1.0	0.0	0.0	0.0
Children's Assistant	17	1.0	0.0	0.0	0.0	0.0
Library Office Assistant	17	0.0	1.0	1.0	1.0	1.0
Clerical Assistant	15	1.0	0.0	0.0	0.0	0.0
Circulation Assistant II / I	14/13	2.4	1.0	1.0	1.0	1.0
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	0.8	0.4	0.4
TOTAL		54.7	54.4	55.2	54.8	54.8

STATE AGENCIES

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
State Dept. of Assessments & Taxation					
Operating	\$ 379,326	\$ 391,244	\$ 391,244	\$ 413,452	\$ 413,452
Total	\$ 379,326	\$ 391,244	\$ 391,244	\$ 413,452	\$ 413,452
Total Expenditures as a percent of Total Operating Budget	0.16%	0.16%	0.16%	0.17%	0.17%
Soil Conservation District					
Salaries	\$ 292,567	\$ 293,957	\$ 293,957	\$ 296,223	\$ 296,223
Operating	2,963	3,357	38,782	38,782	38,782
Total	\$ 295,530	\$ 297,314	\$ 332,739	\$ 335,005	\$ 335,005
Total Expenditures as a percent of Total Operating Budget	0.13%	0.12%	0.13%	0.14%	0.14%
University of Maryland Extension					
Operating	\$ 83,853	\$ 87,824	\$ 145,268	\$ 88,588	\$ 88,588
Contracted Services	750	-	3,300	3,300	3,300
Total	\$ 84,603	\$ 87,824	\$ 148,568	\$ 91,888	\$ 91,888
Total Expenditures as a percent of Total Operating Budget	0.04%	0.04%	0.06%	0.04%	0.04%
Department of Social Services					
Operating	\$ 64,982	\$ 76,392	\$ 76,392	\$ 76,392	\$ 76,392
Total	\$ 64,982	\$ 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%

STAFFING

Soil Conservation District	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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

INDEPENDENT BOARDS

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Housing Authority					
Salaries	\$ 901,181	\$ 873,654	\$ 873,654	\$ 912,220	\$ 912,220
Benefits	408,720	445,564	471,773	492,599	492,599
Total	\$ 1,309,901	\$ 1,319,218	\$ 1,345,427	\$ 1,404,819	\$ 1,404,819
Total Expenditures as a percent of Total Operating Budget	0.56%	0.54%	0.54%	0.59%	0.59%
Election Board					
Salaries	\$ 315,737	\$ 317,519	\$ 318,041	\$ 318,042	\$ 318,042
Operating	52,757	56,238	58,906	58,906	58,906
Contracted Services	79,932	134,904	120,216	120,216	120,216
Election Judges	57,975	63,550	63,550	63,550	63,550
Capital Outlay	-	-	-	-	-
Total	\$ 506,401	\$ 572,211	\$ 560,713	\$ 560,714	\$ 560,714
Total Expenditures as a percent of Total Operating Budget	0.22%	0.24%	0.22%	0.23%	0.23%
Forestry Service					
Operating	\$ 20,785	\$ 20,965	\$ 20,965	\$ 20,965	\$ 20,965
Total	\$ 20,785	\$ 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	\$ 22,680	\$ 24,720	\$ 25,200	\$ 24,720	\$ 24,720
Operating	346	700	10,000	700	700
Contracted Services	25,551	25,000	64,800	25,000	25,000
Total	\$ 48,577	\$ 50,420	\$ 100,000	\$ 50,420	\$ 50,420
Total Expenditures as a percent of Total Operating Budget	0.02%	0.02%	0.04%	0.02%	0.02%

STAFFING

Election Board	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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.

COMMITTEES & COMMISSIONS

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Ethics Commission					
Operating	\$ 1,347	\$ 10,451	\$ 8,750	\$ 8,750	\$ 8,750
Total	\$ 1,347	\$ 10,451	\$ 8,750	\$ 8,750	\$ 8,750
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%
Environmental Commission					
Salaries	\$ 2,013	\$ 2,348	\$ 2,348	\$ 2,376	\$ 2,376
Operating	147	1,250	1,250	1,250	1,250
Contracted Services	725	360	360	360	360
Total	\$ 2,885	\$ 3,958	\$ 3,958	\$ 3,986	\$ 3,986
Total Expenditures as a percent of Total Operating Budget	0.00%	0.00%	0.00%	0.00%	0.00%
Historic District Commission					
Salaries	\$ 4,784	\$ 4,839	\$ 4,839	\$ 4,953	\$ 4,953
Operating	3,374	3,143	3,143	3,143	2,643
Contracted Services	-	6,600	6,600	6,600	6,600
Capital Outlay	1,231	-	-	-	-
Total	\$ 9,389	\$ 14,582	\$ 14,582	\$ 14,696	\$ 14,196
Total Expenditures as a percent of Total Operating Budget	0.00%	0.01%	0.01%	0.01%	0.01%
Commission for Women					
Operating	\$ 3,867	\$ 3,895	\$ 3,895	\$ 3,895	\$ 3,895
Total	\$ 3,867	\$ 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Office Assistant II	16	0.1	0.1	0.3	0.3	0.1
TOTAL		0.1	0.1	0.3	0.3	0.1

NON-COUNTY AGENCIES

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Non-County Agencies					
African American Family Day	\$ 1,895	\$ 1,895	\$ 1,895	\$ 1,895	\$ 1,895
Agriculture Committee	1,505	2,256	2,256	2,256	2,256
Annamarie Garden	304,750	328,250	345,850	345,850	345,850
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	3,800	3,800	3,800
ECHO House	70,660	70,665	70,665	70,665	70,665
Employees' Recognition Committee	15,003	10,110	18,000	10,110	11,810
Employees' Representative Committee	210	361	500	361	361
Fair Board	32,490	32,490	33,000	32,490	32,490
Farmer's Market Association	2,708	2,708	2,708	2,708	2,708
Heritage Committee	2,808	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	12,603	14,150	14,000	14,000	14,000
The Promise Resource Center	8,973	8,973	8,973	8,973	8,973
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	12,293	7,807	7,807
St. Mary's College	6,000	6,000	6,000	6,000	6,000
Town Center Garden Club	361	1,000	1,000	1,000	1,000
Tri County Council	94,200	94,200	97,000	94,200	94,200
Tri County Youth Services Bureau	20,437	19,000	20,000	19,000	19,000
Washington Ear	-	600	600	600	600
Total	\$ 1,109,304	\$ 1,130,166	\$ 1,174,223	\$ 1,147,616	\$ 1,149,316
Total Expenditures as a percent of Total Operating Budget	0.48%	0.47%	0.47%	0.48%	0.48%



ENTITY-WIDE BUDGETS



Maryland Blue Crab

[PENSION CONTRIBUTIONS](#)

[INSURANCE](#)

[OTHER FINANCING USES](#)

[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

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Pension Contributions					
Total	\$ 9,295,702	\$ 9,690,596	\$ 9,690,596	\$ 9,411,646	\$ 9,476,075
Total Expenditures as a percent of Total Operating Budget	4.00%	3.99%	3.86%	3.94%	3.97%
Worker's Compensation					
Total	\$ 1,778,621	\$ 1,210,000	\$ 1,210,000	\$ 1,210,000	\$ 1,222,143
Total Expenditures as a percent of Total Operating Budget	0.77%	0.50%	0.48%	0.51%	0.51%
Health Insurance					
Total	\$ 7,462,837	\$ 8,415,000	\$ 8,415,000	\$ 8,415,000	\$ 8,452,031
Total Expenditures as a percent of Total Operating Budget	3.22%	3.46%	3.35%	3.52%	3.54%
Other Post Employee Benefits (OPEB)					
County Contribution	\$ -	\$ 770,000	\$ 880,000	\$ 264,000	\$ 264,000
Public Schools Contribution	-	2,730,000	3,120,000	936,000	936,000
Total	\$ -	\$ 3,500,000	\$ 4,000,000	\$ 1,200,000	\$ 1,200,000
Total Expenditures as a percent of Total Operating Budget	0.00%	1.44%	1.59%	0.50%	0.50%
General Insurance					
Total	\$ 694,025	\$ 708,000	\$ 708,000	\$ 708,000	\$ 708,000
Total Expenditures as a percent of Total Operating Budget	0.30%	0.29%	0.28%	0.30%	0.30%

OTHER FINANCING USES

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Other Financing Uses (Transfers)					
To Capital Projects Fund	\$ 2,840,429	\$ 2,362,640	\$ 2,096,900	\$ 2,271,900	\$ 2,271,900
To Land Preservation Fund	-	303,945	403,945	403,945	403,945
To Solid Waste & Recycling Fund	65,000	65,000	42,000	42,000	42,000
To Grants Fund	1,403,880	1,923,080	2,276,793	1,883,659	1,766,203
To Parks & Rec. Self-Sustaining Fund	402,055	302,055	302,055	302,055	302,055
To Golf Course Fund	108,287	166,200	166,200	166,200	166,200
To Bar Library Fund	22,941	27,361	27,961	35,141	35,141
To P&Z Special Revenue Fund	-	10,669	-	-	-
Total	\$ 4,842,592	\$ 5,160,950	\$ 5,315,854	\$ 5,104,900	\$ 4,987,444
Total Expenditures as a percent of Total Operating Budget	2.09%	2.12%	2.12%	2.14%	2.09%

DEBT SERVICE

OPERATING BUDGET

Expenditures	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Debt Service					
Principal	\$ 12,113,675	\$ 12,910,694	\$ 13,927,374	\$ 13,127,374	\$ 13,127,374
Interest	4,540,269	4,373,275	4,607,871	3,957,871	3,957,871
Total	\$ 16,653,944	\$ 17,283,969	\$ 18,535,245	\$ 17,085,245	\$ 17,085,245
Total Expenditures as a percent of Total Operating Budget	7.17%	7.12%	7.39%	7.15%	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 a new rate structure on January 1, 2006 to phase-in county-wide adjustments over seven years, with rates designed to cover the necessary cost of operations and infrastructure maintenance. As of January 1, 2016, new rates will go into effect to continue to cover the necessary cost of operations and infrastructure maintenance. (Specific rates are addressed on page 281 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 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.

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 2016 revenues generated by tipping fees are anticipated to decrease by 8.5% or \$464,414 due to the weakened economy. The tip fee charge per ton will increase slightly for FY 2016 based on the CPI index (specific rates are addressed on page 281 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 will increase by two dollars, raising the rate from \$119 to \$121 effective July 1, 2015. 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

Marley Run Water Tower



Tobacco Ridge Wastewater Treatment Plant



Summit/Highlands Water Tower



Industrial Park Water Tower

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 5,260 County customers. Responsible for the operation and maintenance of 19 water supply systems, 42 wastewater pumping stations and 5 wastewater treatment plants.

BOCC GOALS



OBJECTIVES

- ◆ Fully implement a meter replacement program with the Infrastructure Group to increase FY 2015 revenue by 2.0% for FY 2016.
- ◆ Achieve 100% compliance with regulatory discharge permit requirements at all wastewater treatment plants operated and maintained by the Water & Sewerage Division for FY 2016.
- ◆ Improve effectiveness and efficiency by completing Phase II of the approved reorganization in FY 2016.

PERFORMANCE MEASURES

Program/Service Outputs: (services, units produced)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Meters Replacements	136	239	250	280
Number of Regulatory Permit Requirements	599	599	526	457
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Percent Revenue Increase	8.91%	6.25%	2.14%	2.00%
Percent Compliance with Regulatory Permit Requirements	97.66%	99.24%	99.34%	100%
Reorganization progress	N/A	N/A	33%	66%

OPERATING BUDGET - TOTAL BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Charges for Services	\$ 7,827,156	\$ 8,338,871	\$ 8,641,599	\$ 8,663,077	\$ 8,865,861
Other Revenue	270,634	396,559	163,560	170,968	170,970
Capital Connections - Current	410,469	240,600	53,400	53,400	53,400
Capital Contributions	599,714	226,000	226,000	226,000	226,000
Deficit	-	-	378,150	198,415	-
Total Revenue	\$ 9,107,973	\$ 9,202,030	\$ 9,462,709	\$ 9,311,860	\$ 9,316,231
Expenses					
Salaries	\$ 1,584,087	\$ 1,772,097	\$ 1,831,327	\$ 1,833,129	\$ 1,834,366
Benefits	700,193	855,376	933,220	934,192	934,860
Operating	2,650,526	2,395,685	2,560,573	2,560,570	2,562,069
Capital Outlay	186,945	364,907	305,025	280,025	280,025
Debt Service	52,298	1,997,237	1,982,624	1,742,641	1,742,641
Intrasystem Allocation	1,020,246	1,576,128	1,617,892	1,621,607	1,622,574
Depreciation	2,338,112	-	-	-	-
Equipment Reserve	-	-	178,648	194,099	194,099
Maintenance Reserve	-	-	-	92,197	92,197
Reserve Capital Improve Projects	-	240,600	53,400	53,400	53,400
Total Expenditures	\$ 8,532,407	\$ 9,202,030	\$ 9,462,709	\$ 9,311,860	\$ 9,316,231

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

STAFFING

STAFFING	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
W&S Division Chief	28	1.0	1.0	1.0	1.0	1.0
Project Engineer II	27	0.7	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	0.0	1.0	1.0	1.0
W&S Operations Superintendent	25	1.0	1.0	1.0	1.0	1.0
W&S Area Supervisor	24	2.0	0.0	0.0	0.0	0.0
W&S Infrastructure Supervisor	24	0.0	0.0	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	0.0	0.0	4.0	4.0	4.0
System Supervisor	24	0.0	1.0	0.0	0.0	0.0
W&S Plant Supervisor	23	0.0	1.0	0.0	0.0	0.0
W&S Plant Supervisor II	23	3.0	4.0	0.0	0.0	0.0
W&S Laboratory Supervisor	23	0.0	1.0	1.0	1.0	1.0
Master Electrician	22	1.0	1.0	1.0	1.0	1.0
Plant Laboratory Specialist	22	1.0	0.0	0.0	0.0	0.0
Executive Administrative Aide	21	0.0	0.0	1.0	1.0	1.0
W&S Maintenance Crew Leader	21	0.0	1.0	1.0	1.0	1.0
Plant Supervisor I	21	2.0	0.0	0.0	0.0	0.0
Administrative Aide	20	1.0	2.0	1.0	1.0	1.0
W&S Mechanical Maintenance Technician	19	2.0	2.0	2.0	2.0	2.0
Office Specialist II	19	1.0	0.0	0.0	0.0	0.0
W&S Plant Operator / Operator Trainee	19/15	10.0	12.0	11.0	11.0	11.0
W&S Technician	19	0.0	0.0	2.0	2.0	2.0
W&S Plant Laboratory Assistant Technician	18	0.0	0.0	1.0	1.0	1.0
Sampler/Lab Assistant	18	1.0	1.0	0.0	0.0	0.0
Septage Receiving Attendant	15	1.0	1.0	1.0	1.0	1.0
Grounds Maintenance (Seasonal)	H05	1.0	0.0	0.0	0.0	0.0
TOTAL		30.7	32.7	33.7	33.7	33.7

OPERATING BUDGET - WATER SYSTEMS

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Charges for Services	\$ 2,148,088	\$ 2,362,174	\$ 2,371,985	\$ 2,371,983	\$ 2,572,849
Other Revenue	184,405	175,623	126,342	126,342	126,342
Capital Connections - Current	111,848	84,000	21,000	21,000	21,000
Capital Contributions	112,000	-	-	-	-
Deficit	-	-	378,150	198,415	-
Total Revenue	\$ 2,556,341	\$ 2,621,797	\$ 2,897,477	\$ 2,717,740	\$ 2,720,191
Expenses					
Salaries	\$ 455,564	\$ 405,532	\$ 425,262	\$ 317,330	\$ 317,330
Benefits	196,961	190,517	210,794	152,509	152,509
Operating	833,128	698,125	740,424	740,422	741,921
Capital Outlay	30,290	-	150,000	150,000	150,000
Debt Service	4,035	376,149	513,149	401,429	401,429
Intrasystem Allocation	614,484	867,474	836,848	842,853	843,805
Depreciation	880,061	-	-	-	-
Equipment Reserve	-	-	-	-	-
Maintenance Reserve	-	-	-	92,197	92,197
Reserve Capital Improve Projects	-	84,000	21,000	21,000	21,000
Total Expenditures	\$ 3,014,523	\$ 2,621,797	\$ 2,897,477	\$ 2,717,740	\$ 2,720,191

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

OPERATING BUDGET - SEWER SYSTEMS

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Charges for Services	\$ 4,530,010	\$ 4,251,186	\$ 4,525,601	\$ 4,551,552	\$ 4,551,550
Other Revenue	55,093	220,936	37,218	44,626	44,628
Capital Connections - Current	298,621	156,600	32,400	32,400	32,400
Capital Contributions	487,714	226,000	226,000	226,000	226,000
Deficit	-	-	-	-	-
Total Revenue	\$ 5,371,438	\$ 4,854,722	\$ 4,821,219	\$ 4,854,578	\$ 4,854,578
Expenses					
Salaries	\$ 495,202	\$ 451,991	\$ 504,455	\$ 617,074	\$ 617,074
Benefits	215,085	212,915	249,526	310,340	310,340
Operating	1,623,303	1,447,240	1,525,353	1,525,352	1,525,352
Capital Outlay	153,855	267,640	92,325	67,325	67,325
Debt Service	48,263	1,621,088	1,469,475	1,341,212	1,341,212
Intrasystem Allocation	398,862	697,248	769,037	766,776	766,776
Depreciation	1,420,025	-	-	-	-
Equipment Reserve	-	-	178,648	194,099	194,099
Maintenance Reserve	-	-	-	-	-
Reserve Capital Improve Projects	-	156,600	32,400	32,400	32,400
Total Expenditures	\$ 4,354,595	\$ 4,854,722	\$ 4,821,219	\$ 4,854,578	\$ 4,854,578

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Charges for Services	\$ 128,812	\$ 149,380	\$ 126,119	\$ 118,873	\$ 118,888
Other Revenue	-	-	-	-	-
Capital Connections - Current	-	-	-	-	-
Capital Contributions	-	-	-	-	-
Deficit	-	-	-	-	-
Total Revenue	\$ 128,812	\$ 149,380	\$ 126,119	\$ 118,873	\$ 118,888
Expenses					
Salaries	\$ 57,209	\$ 75,648	\$ 63,399	\$ 58,712	\$ 58,712
Benefits	24,794	36,236	32,303	29,773	29,773
Operating	22,954	26,090	18,410	18,410	18,410
Capital Outlay	50	-	-	-	-
Debt Service	-	-	-	-	-
Intrasystem Allocation	6,900	11,406	12,007	11,978	11,993
Depreciation	-	-	-	-	-
Equipment Reserve	-	-	-	-	-
Maintenance Reserve	-	-	-	-	-
Reserve Capital Improve Projects	-	-	-	-	-
Total Expenditures	\$ 111,907	\$ 149,380	\$ 126,119	\$ 118,873	\$ 118,888

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Charges for Services	\$ 1,020,246	\$ 1,576,131	\$ 1,617,894	\$ 1,620,669	\$ 1,622,574
Other Revenue	31,136	-	-	-	-
Capital Connections - Current	-	-	-	-	-
Capital Contributions	-	-	-	-	-
Deficit	-	-	-	-	-
Total Revenue	\$ 1,051,382	\$ 1,576,131	\$ 1,617,894	\$ 1,620,669	\$ 1,622,574
Expenses					
Salaries	\$ 576,112	\$ 838,926	\$ 838,211	\$ 840,013	\$ 841,250
Benefits	263,353	415,708	440,597	441,570	442,238
Operating	171,141	224,230	276,386	276,386	276,386
Capital Outlay	2,750	97,267	62,700	62,700	62,700
Debt Service	-	-	-	-	-
Intrasystem Allocation	-	-	-	-	-
Depreciation	38,026	-	-	-	-
Equipment Reserve	-	-	-	-	-
Maintenance Reserve	-	-	-	-	-
Reserve Capital Improve Projects	-	-	-	-	-
Total Expenditures	\$ 1,051,382	\$ 1,576,131	\$ 1,617,894	\$ 1,620,669	\$ 1,622,574

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 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Total trash handled/transferred by the County:				
Total tons of trash from Customer Convenience Centers	21,481	20,953	21,500	21,500
Total tons of trash transferred	83,706	87,856	90,000	90,000
Total tons of trash landfilled	298	506	400	400
Total tons recycled by the County	7,141	6,780	7,000	7,000
Total tons collected /transferred	91,145	95,142	97,400	97,400
Program/Service Outcomes: (based on objectives)				
	Actual FY 2013	Actual FY 2014	Projected FY 2015	Projected FY 2016
Design of convenience centers/ site improvements	2	2	2	2
Construction of convenience centers/improvements	0	2	1	1

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Charges for Services	\$ 9,317,769	\$ 9,764,244	\$ 9,610,919	\$ 9,552,891	\$ 9,552,891
Other Revenue	119,372	151,136	87,633	87,633	87,633
Use of Equipment Reserve	-	-	35,000	35,000	35,000
Total Revenue	\$ 9,437,141	\$ 9,915,380	\$ 9,733,552	\$ 9,675,524	\$ 9,675,524
Expenses					
Salaries	\$ 1,709,017	\$ 1,833,422	\$ 1,892,417	\$ 1,892,417	\$ 1,892,417
Benefits	643,586	738,790	813,674	813,674	813,674
Operating	6,216,391	6,781,103	6,553,976	6,495,948	6,495,948
Capital Outlay	40,008	117,167	96,582	96,582	96,582
Debt Service	303,372	130,282	125,262	125,262	125,262
Depreciation	365,930	-	-	-	-
Equipment Reserve	-	97,127	51,350	51,350	51,350
Closure/Post Closure Reserve	-	217,489	200,291	200,291	200,291
Total Expenditures	\$ 9,278,304	\$ 9,915,380	\$ 9,733,552	\$ 9,675,524	\$ 9,675,524

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

STAFFING

	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
STAFFING						
Solid Waste Division Chief	27	0.0	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	1.0	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 Coordinator	24	1.0	1.0	1.0	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	0.0	1.0	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	0.0	0.0	0.0	0.0
Office Specialist I	18	0.0	0.0	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	4.0	5.0	5.0	5.0
Weigh Clerk	16	3.5	3.5	3.5	3.5	3.5
Landfill Maintenance Worker I	15	4.0	3.0	3.0	3.0	3.0
Solid Waste Compactor Operator	13	18.3	19.3	19.3	19.3	19.3
Landfill Attendant	11	0.5	0.5	0.5	0.5	0.5
Grounds Maintenance (Seasonal)	Ho5	0.5	0.5	0.5	0.5	0.5
TOTAL		42.6	42.6	44.6	44.6	44.6



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](#)
- 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.

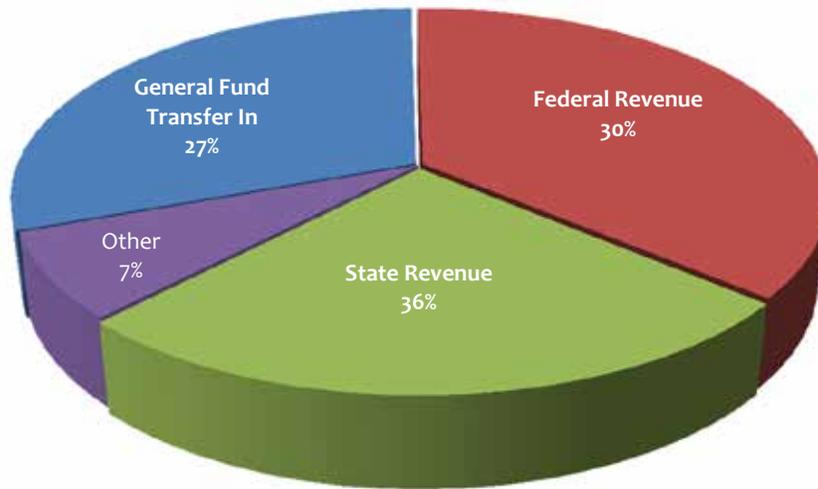
REVENUE HIGHLIGHTS

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 increase by \$88,470, or 4.52%, in FY 2016, due to a combination of factors. An increase to Transportation costs due to the mandatory replacement of four buses/vans was offset by a decrease in Meal Programs for the Office on Aging. State grant revenues are projected to increase by \$229,899, or 10.25%, in FY 2016, primarily due to mandatory replacement of four buses/vans. Charges for services are projected to decrease by \$87,953, or 20.61%, as a result of Substance Abuse client fees going directly from the State to the agency instead of being transferred through Calvert County. County contributions to support grant funded initiatives will decrease \$6,366, or 0.33%, in FY 2016 as compared to the FY 2015 adopted budget.

GRANTS - SUMMARY OF REVENUES

REVENUE TOTALS - ALL GRANTS



Revenue	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
Federal	\$ 2,166,306	\$ 1,955,338	\$ 2,076,443
State	2,458,425	2,243,313	2,492,451
General Fund Transfer In	1,403,880	1,923,080	1,782,250
Other	503,507	533,130	496,607
Total Revenue	\$ 6,532,118	\$ 6,654,861	\$ 6,847,751

SCHEDULE OF GRANT REVENUES

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
Federal Grant Revenue			
General Government			
Certified Local Government (CLG) Maryland Historical Trust (MHT) Training Grant	\$ 3,135	\$ 1,000	\$ -
Child Support - State's Attorney	258,624	304,260	319,474
Child Support - Domestic Master	81,203	91,274	91,218
Critical Area Grant	10,000	10,000	10,000
Metropolitan Planning Organization (MPO)	-	-	72,000
Total General Government	\$ 352,962	\$ 406,534	\$ 492,692
Human Services			
Community Development Block Grant (CDBG)			
Patuxent Habitat for Humanity	\$ 119,383	\$ -	\$ -
Department of Housing and Urban Development (HUD) Supportive Housing			
Emergency Shelter Grant (ESG)	14,054	-	-
Ombudsman and Elder Abuse	59,535	-	90,000
Outpatient Substance Abuse	4,070	4,378	4,271
Outpatient Substance Abuse	178,865	178,865	-
Senior Health Insurance Assistance Program (SHIP)	11,650	11,660	11,068
Community First Choice Supports Planner	14,082	-	-
Title III B - Supportive Services (Personal Care, Transportation, Legal Aid)	53,552	47,219	46,231
Title III C - 1 - Congregate Meal (Eating Together) Program	96,832	90,160	22,872
Title III C-2 - Home Delivered Meal (Meals on Wheels) Program	50,370	50,649	12,865
Title III D - Health Promotion & Disease Prevention Program	9,464	9,000	9,000
Title III E - National Family Caregivers Support Program	26,951	22,739	24,061
Transportation Grants	530,013	507,101	741,048
Total Human Services	\$ 1,168,821	\$ 921,771	\$ 961,416
Public Safety			
Bullet Proof Vests	\$ 10,195	\$ 15,797	\$ 15,000
Byrne Live Scan	24,500	-	-
Highway Safety - Calvert County Sheriff's Office	61,721	50,000	64,960
Child Support - Sheriff's Office	313,635	373,987	365,393
COPS Technology Grant	7,875	-	-
Domestic Violence Protective Order Entry & Service Project	1,385	4,800	4,800
Emergency Planner	62,353	41,405	-
High Intensity Drug Trafficking Area (HIDTA)	7,500	7,500	7,500
Homeland Security	60,087	41,404	83,542
Justice Assistance Grant	14,337	30,000	19,000
Port Security Grant	39,806	-	-
Sex Offender and Compliance Enforcement Grant	11,964	14,000	14,000
Violence Against Women Act (VAWA)	29,165	48,140	48,140
Total Public Safety	\$ 644,523	\$ 627,033	\$ 622,335
Total Federal Grant Revenue	\$ 2,166,306	\$ 1,955,338	\$ 2,076,443

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

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
State Grant Revenue			
General Government			
Adult Substance Recovery Court (ASRC)	\$ -	\$ -	\$ 60,260
Bay Restoration Fund Grant	1,539,256	1,250,000	1,299,500
Certified Local Government (CLG) Maryland Historical Trust (MHT) Virtual Tour Grant	(3,396)	11,901	10,000
Coastal Communities	38,438	21,750	46,328
Community Services Caseworker	5,778	8,500	6,200
Family Services	157,684	163,692	168,073
Farmers Market Grant	1,193	-	-
Maryland Tourism Development Board (MTDB)	12,283	20,000	20,000
Metropolitan Planning Organization (MPO)	-	-	18,000
Total General Government	\$ 1,751,236	\$ 1,475,843	\$ 1,628,361
General Services			
Camp Calvert (Special Education Program)	\$ 19,337	\$ 6,049	\$ 6,198
Johnson Grass	-	2,991	2,991
Total General Services	\$ 19,337	\$ 9,040	\$ 9,189
Human Services			
Developmental Disabilities Administration Grant (DDA)	\$ 87,132	\$ 109,383	\$ 162,098
Early Education Grant	1,500	-	-
Emergency & Transitional Housing & Services (ETHS)	22,036	22,036	27,169
Emergency Food Assistance	2,607	-	-
Guardianship Grant	6,284	6,284	4,856
Library Health Department Grant	5,291	-	-
Maryland Access Point (MAP) Grant	67,112	41,192	22,397
Community First Choice Supports Planner	55,898	124,265	126,042
Medicare Improvements of Patients and Providers Act Grant (MIPPA)	-	-	12,452
Money Follows Grant	1,563	2,613	7,500
Title III B - Supportive Services (Personal Care,	3,124	-	-
Title III C - 1 - Congregate Meal (Eating Together) Program	6,503	-	-
Title III C-2 - Home Delivered Meal	1,769	-	-
Ombudsman and Elder Abuse	15,893	15,698	15,734
Senior Center Operating Fund Grant (SCOF)	192	-	4,000
Senior Care Grant	91,682	100,000	100,803
Senior Information & Assistance (I&A) Grant	3,935	3,935	3,935
Senior Medicare Patrol (SMP) Grant	11,347	7,927	7,927
Senior Nutrition Grant	14,606	14,606	14,606
Transportation Grants	253,200	247,815	289,395
Total Human Services	\$ 651,674	\$ 695,754	\$ 798,914
Public Safety			
Controlled Dispersal	\$ 4,408	\$ -	\$ -
Emergency Medical Dispatcher (EMD) Training Grant	2,481	2,676	2,687
Juvenile Transportation	22,387	30,000	30,300
Motor Carrier Safety	3,609	20,000	15,000
School Bus Safety	3,293	10,000	8,000
Total Public Safety	\$ 36,178	\$ 62,676	\$ 55,987
Total State Grant Revenue	\$ 2,458,425	\$ 2,243,313	\$ 2,492,451

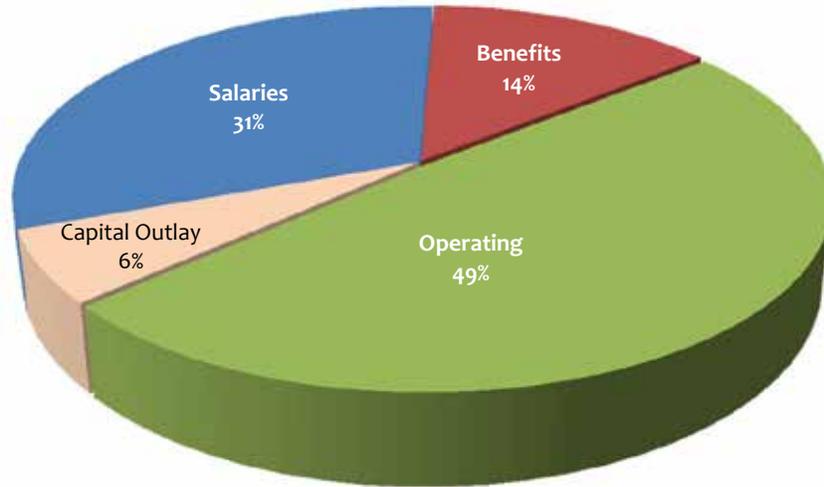
SCHEDULE OF GRANT REVENUES CONTINTUED

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
Charges for Services			
General Government			
Child Support - State's Attorney	\$ 12,112	\$ -	\$ -
Family Services	1,971	-	-
Total General Government	\$ 14,083	\$ -	\$ -
Human Services			
Developmental Disabilities Administration Grant (DDA)	\$ 1,272	\$ -	\$ -
Substance Abuse Client Fees	189,230	180,948	-
Title III B - Supportive Services (Personal Care, Transportation, Legal Aid)	4,682	4,805	4,700
Title III C - 1 - Congregate Meal (Eating Together) Program	46,345	45,146	123,606
Title III C-2 - Home Delivered Meal (Meals on Wheels) Program	70,702	78,892	125,137
Transportation Contracts and Fees	122,974	116,950	118,400
Total Human Services	\$ 435,205	\$ 426,741	\$ 371,843
Total Charges for Services	\$ 449,288	\$ 426,741	\$ 371,843
Other Revenue Sources			
General Government			
Cove Point Natural Heritage	\$ 13,045	\$ 15,500	\$ 8,000
Southern Maryland Agricultural Development Commission (SMADC)	548	-	-
Total General Government	\$ 13,593	\$ 15,500	\$ 8,000
General Services			
Camp Calvert (Special Education Program)	\$ -	\$ -	\$ 18,297
Adaptive Swim	-	-	4,000
Total General Services	\$ -	\$ -	\$ 22,297
Human Services			
Project Lifesaver - Office on Aging	\$ 2,457	\$ 5,000	\$ 4,000
Library Staff Development	8,000	-	10,500
Total Human Services	\$ 10,457	\$ 5,000	\$ 14,500
Public Safety			
Constellation Planner	\$ 26,170	\$ 78,599	\$ 72,677
Local Government Insurance Trust (LGIT) Training Grant	3,999	7,290	7,290
Total Public Safety	\$ 30,169	\$ 85,889	\$ 79,967
General Fund Transfer In	\$ 1,403,880	\$ 1,923,080	\$ 1,782,250
Total Other Revenue Sources	\$ 1,458,099	\$ 2,029,469	\$ 1,907,014
Total Grants Fund Revenue	\$ 6,532,118	\$ 6,654,861	\$ 6,847,751

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



Expense	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
Salaries	\$ 1,841,601	\$ 2,053,266	\$ 2,136,018
Benefits	723,142	926,033	933,056
Operating	3,676,074	3,605,562	3,359,505
Capital Outlay	356,529	70,000	419,172
Total Expenses	\$ 6,597,346	\$ 6,654,861	\$ 6,847,751

GRANT PROGRAM AREAS

More than half of the grant funds included in the proposed FY 2016 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

Total Spending by Program	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
General Government	\$ 2,327,565	\$ 2,101,637	\$ 2,331,335
General Services	21,685	20,044	31,486
Human Services	3,324,336	3,533,078	3,507,362
Public Safety	923,760	1,000,102	977,568
Total	\$ 6,597,346	\$ 6,654,861	\$ 6,847,751

GRANT PROGRAM AREAS

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
General Government			
Adult Substance Recovery Court (ASRC)	\$ -	\$ -	\$ 60,260
Bay Restoration Fund Grant	1,539,256	1,250,000	1,299,500
Certified Local Government (CLG) Maryland Historical Trust (MHT) Training Grant 0819333	3,135	1,000	-
Certified Local Government (CLG) Maryland Historical Trust (MHT) Virtual Tour Grant	-	11,901	10,000
Child Support - Domestic Master	130,686	138,294	136,147
Child Support - State's Attorney	412,996	461,000	476,827
Coastal Communities	38,438	21,750	46,328
Community Services Caseworker	5,778	8,500	6,200
Cove Point Natural Heritage	13,045	15,500	8,000
Critical Area Grant	10,000	10,000	10,000
Family Services	159,655	163,692	168,073
Farmers Market Grant	1,193	-	-
Southern Maryland Agricultural Development Commission (SMADC)	548	-	-
Maryland Tourism Development Board (MTDB) Marketing Grant	12,835	20,000	20,000
Metropolitan Planning Organization (MPO)	-	-	90,000
Total General Government	\$ 2,327,565	\$ 2,101,637	\$ 2,331,335

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
General Services			
Adaptive Swim (Special Education Program)	\$ -	\$ -	\$ 4,000
Camp Calvert (Special Education Program)	21,685	17,053	24,495
Johnson Grass	-	2,991	2,991
Total General Services	\$ 21,685	\$ 20,044	\$ 31,486

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

GRANT PROGRAM AREAS CONTINUED

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
Human Services			
Community Development Block Grant (CDBG)			
Patuxent Habitat for Humanity	\$ 119,383	\$ -	\$ -
Community First Choice Supports Planner	69,980	124,265	126,042
Department of Housing and Urban Development (HUD) Supportive Housing	14,054	-	-
Developmental Disabilities Administration Grant (DDA)	88,404	109,383	162,098
Early Education Grant	1,500	-	-
Emergency & Transitional Housing & Services (ETHS)	22,036	22,036	27,169
Emergency Food Assistance	2,607	-	-
Emergency Shelter Grant (ESG)	59,535	-	90,000
Guardianship Grant	6,284	6,284	4,856
Jail Substance Abuse Program (JSAP)	56,290	56,290	56,290
Library Staff Development	8,000	-	10,500
Library Health Department Grant	5,291	-	-
Maryland Access Point (MAP) Grant	67,112	41,192	22,397
Medicare Improvements of Patients and Providers Act Grant (MIPPA)	-	-	12,452
Money Follows Grant	1,563	2,613	7,500
Ombudsman and Elder Abuse	19,963	20,076	20,005
Outpatient Substance Abuse	832,086	1,048,068	568,509
Project Lifesaver - Office on Aging	2,457	5,000	4,000
Senior Center Operating Fund Grant (SCOF)	192	-	4,000
Senior Care Grant	91,682	100,000	100,803
Senior Health Insurance Assistance Program (SHIP)	11,671	11,660	11,068
Senior Information & Assistance (I&A) Grant	3,935	3,935	3,935
Senior Medicare Patrol (SMP) Grant	11,347	7,927	7,927
Senior Nutrition Grant	36,474	36,474	36,474
Title III B - Supportive Services (Personal Care, Transportation, Legal Aid)	61,358	52,024	50,931
Title III C - 1 - Congregate Meal (Eating Together) Program	178,487	225,857	237,029
Title III C-2 - Home Delivered Meal (Meals on Wheels) Program	134,556	141,644	150,558
Title III D - Health Promotion & Disease Prevention Program	9,464	9,000	9,000
Title III E - National Family Caregivers Support Program	26,950	22,739	24,061
Transportation Grants	1,381,675	1,486,611	1,759,758
Total Human Services	\$ 3,324,336	\$ 3,533,078	\$ 3,507,362

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

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Commissioners Budget
Public Safety			
Bullet Proof Vests	\$ 23,111	\$ 31,594	\$ 30,000
Byrne Live Scan	24,500	-	-
Highway Safety - Calvert County Sheriff's Office	60,187	50,000	64,960
Child Support - Sheriff's Office	503,266	566,648	553,625
COPS Technology Grant	7,875	-	-
Controlled Dispersal	4,408	-	-
Domestic Violence Protective Order Entry & Service Project	1,385	4,800	4,800
Emergency Medical Dispatcher (EMD) Training Grant	2,481	2,676	2,687
Emergency Planner	65,059	41,405	-
Constellation Planner	26,170	78,599	72,677
High Intensity Drug Trafficking Area (HIDTA)	7,500	7,500	7,500
Homeland Security	56,331	41,404	83,542
Justice Assistance Grant	16,068	30,000	19,000
Juvenile Transportation	22,387	30,000	30,300
Local Government Insurance Trust (LGIT) Training Grant	3,061	7,290	7,290
Motor Carrier Safety	5,202	20,000	15,000
Port Security Grant	39,806	-	-
School Bus Safety	3,293	10,000	8,000
Sex Offender and Compliance Enforcement Grant	11,964	14,000	14,000
Violence Against Women Act (VAWA)	39,706	64,186	64,187
Total Public Safety	\$ 923,760	\$ 1,000,102	\$ 977,568
Total Grant Programs	\$ 6,597,346	\$ 6,654,861	\$ 6,847,751

GRANTS: GENERAL GOVERNMENT

REVENUE TOTALS

Revenue	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Federal	\$ 352,962	\$ 406,534	\$ 438,384	\$ 420,692	\$ 492,692
State	1,751,236	1,475,843	1,616,982	1,610,361	1,628,361
General Fund Transfer In	195,691	203,760	203,760	202,282	202,282
Other	27,676	15,500	8,000	8,000	8,000
Total	\$ 2,327,565	\$ 2,101,637	\$ 2,267,126	\$ 2,241,335	\$ 2,331,335

EXPENDITURE TOTALS

Expense	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Salaries	\$ 482,882	\$ 469,239	\$ 542,182	\$ 527,715	\$ 527,715
Benefits	218,196	234,748	273,039	264,361	264,361
Operating	1,625,507	1,397,650	1,451,905	1,449,259	1,539,259
Capital Outlay	980	-	-	-	-
Total	\$ 2,327,565	\$ 2,101,637	\$ 2,267,126	\$ 2,241,335	\$ 2,331,335

STAFFING

Circuit Court	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Drug Court Coordinator	CC5	0.0	0.0	1.0	1.0	1.0
Family Services Coordinator	CC5	0.0	1.0	1.0	1.0	1.0
Judicial Secretary	CC4	0.0	0.6	0.6	0.6	0.6
Legal Secretary	CC2	0.0	1.0	1.0	1.0	0.6
Administrative Aide	CC1	0.0	0.6	1.0	1.0	1.0
Family Services Coordinator	A	1.0	0.0	0.0	0.0	0.0
Legal Secretary III	21	0.6	0.0	0.0	0.0	0.0
Legal Secretary I	18	0.2	0.0	0.0	0.0	0.0
Office Assistant I	15	1.0	0.0	0.0	0.0	0.0
Bailiff	A	0.4	0.0	0.0	0.0	0.0
TOTAL		3.2	3.2	4.6	4.6	4.2
State's Attorney						
Senior Assistant State's Attorney	A	1.0	1.0	1.0	1.0	1.0
Assistant State's Attorney	25	1.0	0.0	0.0	0.0	0.0
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
Office Assistant II	16	1.0	0.0	0.0	0.0	0.0
TOTAL		6.0	4.0	4.0	4.0	4.0
Community Planning and Building						
Planner II	24	1.1	1.0	1.5	1.5	1.5
Intern	n/a	0.0	0.0	0.3	0.3	0.3
TOTAL		1.1	1.0	1.8	1.8	1.8
TOTAL GRANTS GENERAL GOVERNMENT		10.3	8.2	10.4	10.4	10.0

ADULT SUBSTANCE RECOVERY COURT (ASRC)**DESCRIPTION**

Reduces and/or eliminates alcohol and/or drug dependency among its participants.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	60,260	60,260	60,260
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ -	\$ -	\$ 60,260	\$ 60,260	\$ 60,260
Expense					
Salaries	\$ -	\$ -	\$ 51,948	\$ 51,948	\$ 51,948
Benefits	-	-	8,312	8,312	8,312
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ -	\$ -	\$ 60,260	\$ 60,260	\$ 60,260

BAY RESTORATION FUND**DESCRIPTION**

Used to pay a certain percentage of the total cost of projects relating to rehabilitation of existing sewers, and upgrading certain conveyance systems.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	1,539,256	1,250,000	1,299,500	1,299,500	1,299,500
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 1,539,256	\$ 1,250,000	\$ 1,299,500	\$ 1,299,500	\$ 1,299,500
Expense					
Salaries	\$ 46,667	\$ 49,704	\$ 50,000	\$ 51,718	\$ 51,718
Benefits	21,934	25,349	27,000	27,928	27,928
Operating	1,470,515	1,174,947	1,222,500	1,219,854	1,219,854
Capital Outlay	140	-	-	-	-
Total Expense	\$ 1,539,256	\$ 1,250,000	\$ 1,299,500	\$ 1,299,500	\$ 1,299,500

CERTIFIED LOCAL GOVERNMENT MARYLAND HISTORICAL TRUST TRAINING

DESCRIPTION

Required education for members of the Historic District Commission.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 3,135	\$ 1,000	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 3,135	\$ 1,000	\$ -	\$ -	\$ -
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	3,135	1,000	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 3,135	\$ 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	- 3,396	11,901	10,000	10,000	10,000
General Fund Transfer In	3,396	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ -	\$ 11,901	\$ 10,000	\$ 10,000	\$ 10,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	11,901	10,000	10,000	10,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ -	\$ 11,901	\$ 10,000	\$ 10,000	\$ 10,000

CHILD SUPPORT - DOMESTIC MASTER

DESCRIPTION

Aids in the cost of adjudicating child support cases, including hearings and court orders.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 81,203	\$ 91,274	\$ 108,523	\$ 91,218	\$ 91,218
State	-	-	-	-	-
General Fund Transfer In	49,483	47,020	47,020	44,929	44,929
Other	-	-	-	-	-
Total Revenue	\$ 130,686	\$ 138,294	\$ 155,543	\$ 136,147	\$ 136,147
Expense					
Salaries	\$ 57,396	\$ 55,937	\$ 66,048	\$ 53,453	\$ 53,453
Benefits	25,251	28,528	35,666	28,865	28,865
Operating	48,039	53,829	53,829	53,829	53,829
Capital Outlay	-	-	-	-	-
Total Expense	\$ 130,686	\$ 138,294	\$ 155,543	\$ 136,147	\$ 136,147

CHILD SUPPORT - STATE'S ATTORNEY

DESCRIPTION

Aids in establishing collection of child support money and prosecution of child support cases.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 258,624	\$ 304,260	\$ 319,861	\$ 319,474	\$ 319,474
State	-	-	-	-	-
General Fund Transfer In	142,260	156,740	156,740	157,353	157,353
Other	12,112	-	-	-	-
Total Revenue	\$ 412,996	\$ 461,000	\$ 476,601	\$ 476,827	\$ 476,827
Expense					
Salaries	\$ 233,552	\$ 231,431	\$ 231,431	\$ 231,577	\$ 231,577
Benefits	111,678	118,030	124,972	125,052	125,052
Operating	67,766	111,539	120,198	120,198	120,198
Capital Outlay	-	-	-	-	-
Total Expense	\$ 412,996	\$ 461,000	\$ 476,601	\$ 476,827	\$ 476,827

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	38,438	21,750	52,136	46,328	46,328
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 38,438	\$ 21,750	\$ 52,136	\$ 46,328	\$ 46,328
Expense					
Salaries	\$ 30,101	\$ 15,020	\$ 32,088	\$ 28,880	\$ 28,880
Benefits	6,469	4,611	17,328	14,728	14,728
Operating	1,576	2,119	2,720	2,720	2,720
Capital Outlay	292	-	-	-	-
Total Expense	\$ 38,438	\$ 21,750	\$ 52,136	\$ 46,328	\$ 46,328

COMMUNITY SERVICES CASEWORKER

DESCRIPTION

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

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	5,778	8,500	6,200	6,200	6,200
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 5,778	\$ 8,500	\$ 6,200	\$ 6,200	\$ 6,200
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	5,778	8,500	6,200	6,200	6,200
Capital Outlay	-	-	-	-	-
Total Expense	\$ 5,778	\$ 8,500	\$ 6,200	\$ 6,200	\$ 6,200

COVE POINT NATURAL HERITAGE TRUST

DESCRIPTION

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

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	13,045	15,500	8,000	8,000	8,000
Total Revenue	\$ 13,045	\$ 15,500	\$ 8,000	\$ 8,000	\$ 8,000
Expense					
Salaries	\$ 6,603	\$ 7,747	\$ 1,326	\$ 1,326	\$ 1,326
Benefits	1,992	2,438	716	716	716
Operating	4,450	5,315	5,958	5,958	5,958
Capital Outlay	-	-	-	-	-
Total Expense	\$ 13,045	\$ 15,500	\$ 8,000	\$ 8,000	\$ 8,000

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Expense					
Salaries	\$ 6,803	\$ 6,624	\$ 6,493	\$ 6,493	\$ 6,493
Benefits	3,197	3,376	3,507	3,507	3,507
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	157,684	163,692	168,886	168,073	168,073
General Fund Transfer In	-	-	-	-	-
Other	1,971	-	-	-	-
Total Revenue	\$ 159,655	\$ 163,692	\$ 168,886	\$ 168,073	\$ 168,073
Expense					
Salaries	\$ 101,760	\$ 102,776	\$ 102,848	\$ 102,320	\$ 102,320
Benefits	47,675	52,416	55,538	55,253	55,253
Operating	10,220	8,500	10,500	10,500	10,500
Capital Outlay	-	-	-	-	-
Total Expense	\$ 159,655	\$ 163,692	\$ 168,886	\$ 168,073	\$ 168,073

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	12,283	20,000	20,000	20,000	20,000
General Fund Transfer In	552	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 12,835	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	12,835	20,000	20,000	20,000	20,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 12,835	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000

METROPOLITAN PLANNING ORGANIZATION (MPO)

DESCRIPTION

Located in the southern portion of Calvert County and the western portion of St. Mary's County surrounding the Patuxent River Naval Air Station, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) is a small regional transportation planning agency whose members include Calvert County, St. Mary's County, and MDOT.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ 72,000
State	-	-	-	-	18,000
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	-	90,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ -	\$ -	\$ -	\$ -	\$ 90,000

GRANTS: GENERAL SERVICES

REVENUE TOTALS

Revenue	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	19,337	9,040	9,040	9,189	9,189
General Fund Transfer In	2,348	11,004	11,004	-	-
Other	-	-	4,000	22,297	22,297
Total	\$ 21,685	\$ 20,044	\$ 24,044	\$ 31,486	\$ 31,486

EXPENDITURE TOTALS

Expense	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Salaries	\$ 18,693	\$ 14,701	\$ 14,701	\$ 21,116	\$ 21,116
Benefits	2,992	2,352	2,352	3,379	3,379
Operating	-	2,991	6,991	6,991	6,991
Capital Outlay	-	-	-	-	-
Total	\$ 21,685	\$ 20,044	\$ 24,044	\$ 31,486	\$ 31,486

STAFFING

Parks & Recreation	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Counselor II TRS (Seasonal)	H07	0.0	0.0	0.9	0.9	0.9
Counselor I TRS (Seasonal)	H06	0.0	0.0	0.5	0.5	0.5
Personal Care Attendant TRS (Seasonal)	H06	0.0	0.0	0.3	0.3	0.3
One to One Counselor TRS (Seasonal)	H04	0.0	0.0	1.0	1.0	1.0
TOTAL		0.0	0.0	2.7	2.7	2.7
TOTAL GRANTS GENERAL SERVICES		0.0	0.0	2.7	2.7	2.7

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	4,000	4,000	4,000
Total Revenue	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	4,000	4,000	4,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	19,337	6,049	6,049	6,198	6,198
General Fund Transfer In	2,348	11,004	11,004	-	-
Other	-	-	-	18,297	18,297
Total Revenue	\$ 21,685	\$ 17,053	\$ 17,053	\$ 24,495	\$ 24,495
Expense					
Salaries	\$ 18,693	\$ 14,701	\$ 14,701	\$ 21,116	\$ 21,116
Benefits	2,992	2,352	2,352	3,379	3,379
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 21,685	\$ 17,053	\$ 17,053	\$ 24,495	\$ 24,495

JOHNSON GRASS

DESCRIPTION

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

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	2,991	2,991	2,991	2,991
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ -	\$ 2,991	\$ 2,991	\$ 2,991	\$ 2,991
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	2,991	2,991	2,991	2,991
Capital Outlay	-	-	-	-	-
Total Expense	\$ -	\$ 2,991	\$ 2,991	\$ 2,991	\$ 2,991

GRANTS: HUMAN SERVICES

REVENUE TOTALS

Revenue	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Federal	\$ 1,168,821	\$ 921,771	\$ 1,011,905	\$ 999,410	\$ 961,416
State	651,674	695,754	783,642	783,642	798,914
General Fund Transfer In	1,000,454	1,483,812	1,745,932	1,480,435	1,360,689
Other	445,662	431,741	386,343	386,343	386,343
Total	\$ 3,266,611	\$ 3,533,078	\$ 3,927,822	\$ 3,649,830	\$ 3,507,362

EXPENDITURE TOTALS

Expense	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Salaries	\$ 905,365	\$ 1,075,991	\$ 1,061,702	\$ 1,068,058	\$ 1,068,058
Benefits	349,190	510,195	518,679	427,758	468,490
Operating	1,837,146	1,876,892	1,928,269	1,734,842	1,551,642
Capital Outlay	232,635	70,000	419,172	419,172	419,172
Total	\$ 3,324,336	\$ 3,533,078	\$ 3,927,822	\$ 3,649,830	\$ 3,507,362

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

STAFFING

Transportation	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Bus/Van Driver	14	14.9	16.4	16.4	16.4	16.4
Office Specialist I	18	0.2	0.0	0.0	0.0	0.0
Bus/Van Driver (Temporary)	n/a	2.0	1.4	1.4	1.4	1.4
TOTAL		17.1	17.8	17.8	17.8	17.8
Substance Abuse						
Substance Abuse & Fiscal Manager	27	1.0	0.0	0.0	0.0	0.0
Substance Abuse Clinical Coordinator	26	1.0	2.0	2.0	2.0	2.0
Addiction Counselor II	21	2.0	0.0	0.0	0.0	0.0
Addiction Counselor/Adolescent	21	1.0	0.0	0.0	0.0	0.0
Office Assistant II - P/T	16	0.6	0.0	0.0	0.0	0.0
Custodian	n/a	0.4	0.3	0.3	0.3	0.3
TOTAL		6.0	2.3	2.3	2.3	2.3
Office on Aging						
Developmental Disabilities 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	0.0	2.0	2.0	2.0	2.0
Medicaid Waiver Coordinator	H19	0.6	0.0	0.0	0.0	0.0
Developmental Disabilities Aide	H13	0.0	0.5	0.5	0.5	0.5
TOTAL		4.2	6.1	6.1	6.1	6.1
TOTAL GRANTS HUMAN SERVICES		27.3	26.2	26.2	26.2	26.2

COMMUNITY FIRST CHOICE SUPPORTS PLANNER

DESCRIPTION

Increases community health care to disabled individuals age 50 and over who would otherwise need nursing home care.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 14,082	\$ -	\$ -	\$ -	\$ -
State	55,898	124,265	126,042	126,042	126,042
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 69,980	\$ 124,265	\$ 126,042	\$ 126,042	\$ 126,042
Expense					
Salaries	\$ 48,177	\$ 85,381	\$ 98,295	\$ 102,248	\$ 102,248
Benefits	7,708	13,661	15,727	16,360	16,360
Operating	14,095	25,223	12,020	7,434	7,434
Capital Outlay	-	-	-	-	-
Total Expense	\$ 69,980	\$ 124,265	\$ 126,042	\$ 126,042	\$ 126,042

DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)

DESCRIPTION

Provides individual support services for older adults with development disabilities.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	87,132	109,383	162,098	162,098	162,098
General Fund Transfer In	-	-	-	-	-
Other	1,272	-	-	-	-
Total Revenue	\$ 88,404	\$ 109,383	\$ 162,098	\$ 162,098	\$ 162,098
Expense					
Salaries	\$ 46,417	\$ 55,740	\$ 60,899	\$ 57,812	\$ 57,812
Benefits	20,261	23,408	32,885	25,572	25,572
Operating	21,726	30,235	68,314	78,714	78,714
Capital Outlay	-	-	-	-	-
Total Expense	\$ 88,404	\$ 109,383	\$ 162,098	\$ 162,098	\$ 162,098

EMERGENCY SHELTER 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 59,535	\$ -	\$ -	\$ -	\$ 90,000
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 59,535	\$ -	\$ -	\$ -	\$ 90,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	59,535	-	-	-	90,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 59,535	\$ -	\$ -	\$ -	\$ 90,000

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	22,036	22,036	22,036	22,036	27,169
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 22,036	\$ 22,036	\$ 22,036	\$ 22,036	\$ 27,169
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	22,036	22,036	22,036	22,036	27,169
Capital Outlay	-	-	-	-	-
Total Expense	\$ 22,036	\$ 22,036	\$ 22,036	\$ 22,036	\$ 27,169

GUARDIANSHIP

DESCRIPTION

Provides court appointed public guardianship for seniors who are unable to live without supervision.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	6,284	6,284	4,856	4,856	4,856
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 6,284	\$ 6,284	\$ 4,856	\$ 4,856	\$ 4,856
Expense					
Salaries	\$ 4,224	\$ 4,082	\$ 2,876	\$ 2,777	\$ 2,777
Benefits	1,985	2,082	1,553	1,499	1,499
Operating	75	120	427	580	580
Capital Outlay	-	-	-	-	-
Total Expense	\$ 6,284	\$ 6,284	\$ 4,856	\$ 4,856	\$ 4,856

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	56,290	56,290	56,290	56,290	56,290
Other	-	-	-	-	-
Total Revenue	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290	\$ 56,290
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	56,290	56,290	56,290	56,290	56,290
Capital Outlay	-	-	-	-	-
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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	8,000	-	10,500	10,500	10,500
Total Revenue	\$ 8,000	\$ -	\$ 10,500	\$ 10,500	\$ 10,500
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	8,000	-	10,500	10,500	10,500
Capital Outlay	-	-	-	-	-
Total Expense	\$ 8,000	\$ -	\$ 10,500	\$ 10,500	\$ 10,500

MARYLAND ACCESS POINT (MAP)

DESCRIPTION

Begins development of improved service integration and interagency coordination for a broader population in Calvert County.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	67,112	41,192	22,397	22,397	22,397
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 67,112	\$ 41,192	\$ 22,397	\$ 22,397	\$ 22,397
Expense					
Salaries	\$ 19,134	\$ 4,502	\$ 4,452	\$ 4,272	\$ 4,272
Benefits	4,373	2,296	2,404	2,307	2,307
Operating	41,771	34,394	15,541	15,818	15,818
Capital Outlay	1,834	-	-	-	-
Total Expense	\$ 67,112	\$ 41,192	\$ 22,397	\$ 22,397	\$ 22,397

MEDICARE IMPROVEMENTS FOR PATIENTS & PROVIDERS ACT(MIPPA)

DESCRIPTION

States, territories, and the District of Columbia received funding to help Medicare beneficiaries apply for the Medicare Part D.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	12,452	12,452	12,452
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ -	\$ -	\$ 12,452	\$ 12,452	\$ 12,452
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	12,452	12,452	12,452
Capital Outlay	-	-	-	-	-
Total Expense	\$ -	\$ -	\$ 12,452	\$ 12,452	\$ 12,452

MONEY FOLLOWS THE PERSON

DESCRIPTION

Reduces or eliminate barriers to receiving long term care services through the Living at Home Waiver and Older Adult Waiver programs. Office on Aging will incorporate the goals and objectives of this program into the current efforts provided under the Community First Choice program.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	1,563	2,613	7,500	7,500	7,500
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 1,563	\$ 2,613	\$ 7,500	\$ 7,500	\$ 7,500
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	1,563	2,613	7,500	7,500	7,500
Capital Outlay	-	-	-	-	-
Total Expense	\$ 1,563	\$ 2,613	\$ 7,500	\$ 7,500	\$ 7,500

OMBUDSMAN AND ELDER ABUSE

DESCRIPTION

Provides advocacy and investigates complaints of residents in long-term care facilities in Calvert County. The program also supports elder abuse prevention.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 4,070	\$ 4,378	\$ 4,271	\$ 4,271	\$ 4,271
State	15,893	15,698	15,734	15,734	15,734
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 19,963	\$ 20,076	\$ 20,005	\$ 20,005	\$ 20,005
Expense					
Salaries	\$ 12,682	\$ 12,896	\$ 11,615	\$ 11,213	\$ 11,213
Benefits	5,962	6,577	6,272	6,055	6,055
Operating	1,319	603	2,118	2,737	2,737
Capital Outlay	-	-	-	-	-
Total Expense	\$ 19,963	\$ 20,076	\$ 20,005	\$ 20,005	\$ 20,005

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.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 178,865	\$ 178,865	\$ 158,587	\$ 158,587	\$ -
State	-	-	-	-	-
General Fund Transfer In	463,991	688,255	869,203	688,255	568,509
Other	189,230	180,948	-	-	-
Total Revenue	\$ 832,086	\$ 1,048,068	\$ 1,027,790	\$ 846,842	\$ 568,509
Expense					
Salaries	\$ 137,366	\$ 152,465	\$ 152,465	\$ 152,714	\$ 152,714
Benefits	64,762	102,609	82,331	78,434	78,434
Operating	629,958	792,994	792,994	615,694	337,361
Capital Outlay	-	-	-	-	-
Total Expense	\$ 832,086	\$ 1,048,068	\$ 1,027,790	\$ 846,842	\$ 568,509

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 disorders.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	2,457	5,000	4,000	4,000	4,000
Total Revenue	\$ 2,457	\$ 5,000	\$ 4,000	\$ 4,000	\$ 4,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	2,457	5,000	4,000	4,000	4,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 2,457	\$ 5,000	\$ 4,000	\$ 4,000	\$ 4,000

SENIOR CENTER OPERATING FUND (SCOF)

DESCRIPTION

Focuses on programs that have been proven to have positive health outcomes for seniors.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	192	-	4,000	4,000	4,000
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 192	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	192	-	4,000	4,000	4,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 192	\$ -	\$ 4,000	\$ 4,000	\$ 4,000

SENIOR CARE

DESCRIPTION

Helps income eligible seniors over the age of 65 to live in their own homes as long as possible with community support services.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	91,682	100,000	100,803	100,803	100,803
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 91,682	\$ 100,000	\$ 100,803	\$ 100,803	\$ 100,803
Expense					
Salaries	\$ -	\$ 34,445	\$ -	\$ -	\$ -
Benefits	-	5,511	-	-	-
Operating	91,682	60,044	100,803	100,803	100,803
Capital Outlay	-	-	-	-	-
Total Expense	\$ 91,682	\$ 100,000	\$ 100,803	\$ 100,803	\$ 100,803

SENIOR HEALTH INSURANCE ASSISTANCE PROGRAM (SHIP)

DESCRIPTION

Provides health insurance and benefits counseling to senior citizens.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 11,650	\$ 11,660	\$ 11,068	\$ 11,068	\$ 11,068
State	-	-	-	-	-
General Fund Transfer In	49	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 11,699	\$ 11,660	\$ 11,068	\$ 11,068	\$ 11,068
Expense					
Salaries	\$ 1,996	\$ 1,997	\$ 1,881	\$ 1,815	\$ 1,815
Benefits	960	1,019	1,016	980	980
Operating	8,715	8,644	8,171	8,273	8,273
Capital Outlay	-	-	-	-	-
Total Expense	\$ 11,671	\$ 11,660	\$ 11,068	\$ 11,068	\$ 11,068

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

SENIOR INFORMATION & ASSISTANCE (I&A)

DESCRIPTION

Provides information and assistance on senior services and benefits to local senior citizens, caregivers, and family members.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	3,935	3,935	3,935	3,935	3,935
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 3,935	\$ 3,935	\$ 3,935	\$ 3,935	\$ 3,935
Expense					
Salaries	\$ 357	\$ 352	\$ 1,327	\$ 1,281	\$ 1,281
Benefits	168	180	717	692	692
Operating	3,410	3,403	1,891	1,962	1,962
Capital Outlay	-	-	-	-	-
Total Expense	\$ 3,935	\$ 3,935	\$ 3,935	\$ 3,935	\$ 3,935

SENIOR MEDICARE PATROL (SMP)

DESCRIPTION

Targets and educates Medicare beneficiaries and the public on Medicare fraud. Office on Aging will incorporate the goals and objectives of this program into the current educational/outreach efforts.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	11,347	7,927	7,927	7,927	7,927
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 11,347	\$ 7,927	\$ 7,927	\$ 7,927	\$ 7,927
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	11,347	7,927	7,927	7,927	7,927
Capital Outlay	-	-	-	-	-
Total Expense	\$ 11,347	\$ 7,927	\$ 7,927	\$ 7,927	\$ 7,927

SENIOR NUTRITION

DESCRIPTION

Provides supplemental funding for congregate and home-delivered meals for senior citizens.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	14,606	14,606	14,606	14,606	14,606
General Fund Transfer In	21,868	21,868	21,868	21,868	21,868
Other	-	-	-	-	-
Total Revenue	\$ 36,474	\$ 36,474	\$ 36,474	\$ 36,474	\$ 36,474
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	36,474	36,474	36,474	36,474	36,474
Capital Outlay	-	-	-	-	-
Total Expense	\$ 36,474	\$ 36,474	\$ 36,474	\$ 36,474	\$ 36,474

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

DESCRIPTION

Supports community services for senior citizens including personal care, transportation, & legal aid.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 53,552	\$ 47,219	\$ 46,231	\$ 46,231	\$ 46,231
State	3,124	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	4,682	4,805	4,700	4,700	4,700
Total Revenue	\$ 61,358	\$ 52,024	\$ 50,931	\$ 50,931	\$ 50,931
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	61,358	52,024	50,931	50,931	50,931
Capital Outlay	-	-	-	-	-
Total Expense	\$ 61,358	\$ 52,024	\$ 50,931	\$ 50,931	\$ 50,931

TITLE III C - 1 - CONGREGATE MEAL (EATING TOGETHER) PROGRAM

DESCRIPTION

Provides noon-time meals each weekday at each of the county's three senior centers.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 96,832	\$ 90,160	\$ 22,872	\$ 22,872	\$ 22,872
State	6,503	-	-	-	-
General Fund Transfer In	17,847	90,551	90,551	90,551	90,551
Other	46,345	45,146	123,606	123,606	123,606
Total Revenue	\$ 167,527	\$ 225,857	\$ 237,029	\$ 237,029	\$ 237,029
Expense					
Salaries	\$ 42,210	\$ 49,635	\$ 51,300	\$ 50,909	\$ 50,909
Benefits	19,839	25,314	27,703	33,345	33,345
Operating	116,438	150,908	158,026	152,775	152,775
Capital Outlay	-	-	-	-	-
Total Expense	\$ 178,487	\$ 225,857	\$ 237,029	\$ 237,029	\$ 237,029

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

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

DESCRIPTION

Delivers a lunch time meal every weekday to home bound senior citizens.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 50,370	\$ 50,649	\$ 12,865	\$ 12,865	\$ 12,865
State	1,769	-	-	-	-
General Fund Transfer In	11,715	12,103	12,556	12,556	12,556
Other	70,702	78,892	125,137	125,137	125,137
Total Revenue	\$ 134,556	\$ 141,644	\$ 150,558	\$ 150,558	\$ 150,558
Expense					
Salaries	\$ 22,483	\$ 22,655	\$ 23,251	\$ 23,073	\$ 23,073
Benefits	10,568	11,554	12,556	12,460	12,460
Operating	101,505	107,435	114,751	115,025	115,025
Capital Outlay	-	-	-	-	-
Total Expense	\$ 134,556	\$ 141,644	\$ 150,558	\$ 150,558	\$ 150,558

TITLE III D - HEALTH PROMOTION & DISEASE PREVENTION PROGRAM

DESCRIPTION

Provides an on-site nurse four times a month at the county's senior centers, presentations by local pharmacists, a medication planner and information brochures to seniors throughout the county.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 9,464	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 9,464	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	9,464	9,000	9,000	9,000	9,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 9,464	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000

TITLE III E - NATIONAL FAMILY CAREGIVERS SUPPORT PROGRAM

DESCRIPTION

Funds training, information, and assistance to caregivers and establish a caregivers support group. Respite care and limited support services are available for caregivers.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 26,951	\$ 22,739	\$ 24,061	\$ 24,061	\$ 24,061
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 26,951	\$ 22,739	\$ 24,061	\$ 24,061	\$ 24,061
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	26,950	22,739	24,061	24,061	24,061
Capital Outlay	-	-	-	-	-
Total Expense	\$ 26,950	\$ 22,739	\$ 24,061	\$ 24,061	\$ 24,061

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

TRANSPORTATION

DESCRIPTION

Supports Calvert County's public transportation system. Help funds new purchases of vehicles, operation of special bus routes to improve access to local employment, and operation and extension of existing bus routes and hours of service.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 530,013	\$ 507,101	\$ 722,950	\$ 710,455	\$ 741,048
State	253,200	247,815	279,256	279,256	289,395
General Fund Transfer In	428,694	614,745	695,464	610,915	610,915
Other	122,974	116,950	118,400	118,400	118,400
Total Revenue	\$ 1,334,881	\$ 1,486,611	\$ 1,816,070	\$ 1,719,026	\$ 1,759,758
Expense					
Salaries	\$ 570,319	\$ 651,841	\$ 653,341	\$ 659,944	\$ 659,944
Benefits	212,604	315,984	335,515	250,054	290,786
Operating	368,150	448,786	408,042	389,856	389,856
Capital Outlay	230,602	70,000	419,172	419,172	419,172
Total Expense	\$ 1,381,675	\$ 1,486,611	\$ 1,816,070	\$ 1,719,026	\$ 1,759,758

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

GRANTS: PUBLIC SAFETY

REVENUE TOTALS

Revenue	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Federal	\$ 644,523	\$ 627,033	\$ 637,915	\$ 622,335	\$ 622,335
State	36,178	62,676	55,987	55,987	55,987
General Fund Transfer In	205,387	224,504	227,307	203,232	219,279
Other	30,169	85,889	85,152	79,967	79,967
Total	\$ 916,257	\$ 1,000,102	\$ 1,006,361	\$ 961,521	\$ 977,568

EXPENDITURE TOTALS

Expense	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Salaries	\$ 434,661	\$ 493,335	\$ 526,668	\$ 505,295	\$ 519,129
Benefits	152,764	178,738	213,714	194,613	196,826
Operating	213,421	328,029	265,979	261,613	261,613
Capital Outlay	122,914	-	-	-	-
Total	\$ 923,760	\$ 1,000,102	\$ 1,006,361	\$ 961,521	\$ 977,568

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

STAFFING

Sheriff's Office	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
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	0.9	0.5	0.0	0.0	0.0
Office Assistant III	17	0.0	0.0	0.4	0.4	0.4
Office Assistant II	16	0.0	0.0	0.4	0.4	0.4
TOTAL		5.4	5.0	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	1.0	1.0	1.0
TOTAL		2.0	2.0	2.0	2.0	2.0
TOTAL GRANTS PUBLIC SAFETY		7.4	7.0	7.3	7.3	7.3

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 10,195	\$ 15,797	\$ 15,000	\$ 15,000	\$ 15,000
State	-	-	-	-	-
General Fund Transfer In	2,615	15,797	15,000	15,000	15,000
Other	-	-	-	-	-
Total Revenue	\$ 12,810	\$ 31,594	\$ 30,000	\$ 30,000	\$ 30,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	23,111	31,594	30,000	30,000	30,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 23,111	\$ 31,594	\$ 30,000	\$ 30,000	\$ 30,000

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 61,721	\$ 50,000	\$ 64,960	\$ 64,960	\$ 64,960
State	-	-	-	-	-
General Fund Transfer In	- 1,534	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 60,187	\$ 50,000	\$ 64,960	\$ 64,960	\$ 64,960
Expense					
Salaries	\$ 39,261	\$ 41,379	\$ 56,000	\$ 56,000	\$ 56,000
Benefits	6,283	6,621	8,960	8,960	8,960
Operating	14,643	2,000	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 60,187	\$ 50,000	\$ 64,960	\$ 64,960	\$ 64,960

CHILD SUPPORT - SHERIFF'S OFFICE

DESCRIPTION

Funds underwrite the child support enforcement activities of the Sheriff's Office including service of court orders and civil warrants. Special activities include an annual child support sweep to locate and arrest non-custodial parents who fail to pay child support.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 313,635	\$ 373,987	\$ 380,974	\$ 365,393	\$ 365,393
State	-	-	-	-	-
General Fund Transfer In	189,630	192,661	196,260	188,232	188,232
Other	-	-	-	-	-
Total Revenue	\$ 503,265	\$ 566,648	\$ 577,234	\$ 553,625	\$ 553,625
Expense					
Salaries	\$ 269,498	\$ 261,517	\$ 288,052	\$ 280,115	\$ 280,115
Benefits	106,239	110,332	142,217	126,545	126,545
Operating	101,251	194,799	146,965	146,965	146,965
Capital Outlay	26,278	-	-	-	-
Total Expense	\$ 503,266	\$ 566,648	\$ 577,234	\$ 553,625	\$ 553,625

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 1,385	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 1,385	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
Expense					
Salaries	\$ 1,194	\$ 4,138	\$ 4,138	\$ 4,138	\$ 4,138
Benefits	191	662	662	662	662
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 1,385	\$ 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	2,481	2,676	2,687	2,687	2,687
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 2,481	\$ 2,676	\$ 2,687	\$ 2,687	\$ 2,687
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	2,481	2,676	2,687	2,687	2,687
Capital Outlay	-	-	-	-	-
Total Expense	\$ 2,481	\$ 2,676	\$ 2,687	\$ 2,687	\$ 2,687

EMERGENCY PLANNER

DESCRIPTION

Provides funding for a minimum of two years for a full-time position in the Emergency Management office to address issues regarding regional planning, training, exercise, and equipment initiatives related to domestic preparedness.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 62,353	\$ 41,405	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 62,353	\$ 41,405	\$ -	\$ -	\$ -
Expense					
Salaries	\$ 44,916	\$ 27,421	\$ -	\$ -	\$ -
Benefits	20,143	13,984	-	-	-
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 65,059	\$ 41,405	\$ -	\$ -	\$ -

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	26,170	78,599	77,862	72,677	72,677
Total Revenue	\$ 26,170	\$ 78,599	\$ 77,862	\$ 72,677	\$ 72,677
Expense					
Salaries	\$ 17,803	\$ 52,052	\$ 50,560	\$ 47,193	\$ 47,193
Benefits	8,367	26,547	27,302	25,484	25,484
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 26,170	\$ 78,599	\$ 77,862	\$ 72,677	\$ 72,677

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	7,500	7,500	7,500	7,500	7,500
Capital Outlay	-	-	-	-	-
Total Expense	\$ 7,500	\$ 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 60,087	\$ 41,404	\$ 83,542	\$ 83,542	\$ 83,542
State	-	-	-	-	-
General Fund Transfer In	1,750	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 61,837	\$ 41,404	\$ 83,542	\$ 83,542	\$ 83,542
Expense					
Salaries	\$ -	\$ -	\$ 27,124	\$ 27,124	\$ 27,124
Benefits	-	-	14,647	14,647	14,647
Operating	22,101	41,404	41,771	41,771	41,771
Capital Outlay	34,230	-	-	-	-
Total Expense	\$ 56,331	\$ 41,404	\$ 83,542	\$ 83,542	\$ 83,542

Revenues and Expenditures do not agree due to use of prior year Fund Balance.

JUSTICE ASSISTANCE

DESCRIPTION

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

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 14,337	\$ 30,000	\$ 19,000	\$ 19,000	\$ 19,000
State	-	-	-	-	-
General Fund Transfer In	1,731	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 16,068	\$ 30,000	\$ 19,000	\$ 19,000	\$ 19,000
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	16,068	30,000	19,000	19,000	19,000
Capital Outlay	-	-	-	-	-
Total Expense	\$ 16,068	\$ 30,000	\$ 19,000	\$ 19,000	\$ 19,000

JUVENILE TRANSPORTATION

DESCRIPTION

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

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	22,387	30,000	30,300	30,300	30,300
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 22,387	\$ 30,000	\$ 30,300	\$ 30,300	\$ 30,300
Expense					
Salaries	\$ 6,093	\$ 17,328	\$ 17,328	\$ 17,328	\$ 17,328
Benefits	2,864	6,272	6,572	6,572	6,572
Operating	13,430	6,400	6,400	6,400	6,400
Capital Outlay	-	-	-	-	-
Total Expense	\$ 22,387	\$ 30,000	\$ 30,300	\$ 30,300	\$ 30,300

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	-	-	-	-	-
General Fund Transfer In	- 938	-	-	-	-
Other	3,999	7,290	7,290	7,290	7,290
Total Revenue	\$ 3,061	\$ 7,290	\$ 7,290	\$ 7,290	\$ 7,290
Expense					
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	3,061	7,290	7,290	7,290	7,290
Capital Outlay	-	-	-	-	-
Total Expense	\$ 3,061	\$ 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	3,609	20,000	15,000	15,000	15,000
General Fund Transfer In	1,593	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 5,202	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000
Expense					
Salaries	\$ 4,484	\$ 17,241	\$ 12,931	\$ 12,931	\$ 12,931
Benefits	718	2,759	2,069	2,069	2,069
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 5,202	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000

SCHOOL BUS SAFETY

DESCRIPTION

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

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ -	\$ -	\$ -	\$ -	\$ -
State	3,293	10,000	8,000	8,000	8,000
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 3,293	\$ 10,000	\$ 8,000	\$ 8,000	\$ 8,000
Expense					
Salaries	\$ 2,839	\$ 8,621	\$ 6,897	\$ 6,897	\$ 6,897
Benefits	454	1,379	1,103	1,103	1,103
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 3,293	\$ 10,000	\$ 8,000	\$ 8,000	\$ 8,000

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 11,964	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
State	-	-	-	-	-
General Fund Transfer In	-	-	-	-	-
Other	-	-	-	-	-
Total Revenue	\$ 11,964	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Expense					
Salaries	\$ 10,314	\$ 12,069	\$ 12,069	\$ 12,069	\$ 12,069
Benefits	1,650	1,931	1,931	1,931	1,931
Operating	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 11,964	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000

VIOLENCE AGAINST WOMEN ACT (VAWA)

DESCRIPTION

Provides a deputy sheriff for protective order hearings to interview respondents regarding access to firearms and interview petitioners for lethality assessment screening to connect them with outreach services.

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Federal	\$ 29,165	\$ 48,140	\$ 48,139	\$ 48,140	\$ 48,140
State	-	-	-	-	-
General Fund Transfer In	10,541	16,046	16,047	-	16,047
Other	-	-	-	-	-
Total Revenue	\$ 39,706	\$ 64,186	\$ 64,186	\$ 48,140	\$ 64,187
Expense					
Salaries	\$ 34,459	\$ 51,569	\$ 51,569	\$ 41,500	\$ 55,334
Benefits	5,247	8,251	8,251	6,640	8,853
Operating	-	4,366	4,366	-	-
Capital Outlay	-	-	-	-	-
Total Expense	\$ 39,706	\$ 64,186	\$ 64,186	\$ 48,140	\$ 64,187



SPECIAL REVENUE FUNDS

Breezy Point Beach & Campground



Job Shadow Day Participants



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 2016 total revenues, including the \$302,055 general fund contribution, are estimated to increase over FY 2014 actual revenues by 7%. Most of this increase is due to an uptick in program revenues and general admission fees. A \$100,000 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 2016 over FY 2014 actual revenues by 8%. 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 2016. 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. Excise tax revenues continue to decrease in direct correlation to a decline in building permits and growth management initiatives over the past couple of fiscal years. The County projects a decrease of 10% in tax revenue in FY 2016 as compared to the FY 2015 adopted budget.

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 to fund both the Purchase and Retirement (PAR) and LAR Programs. Additional revenues are received from the State Transfer Tax and the Southern Maryland Agricultural Development Commission.

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 remain flat in FY 2016, and a depleted fund balance exists, a General Fund transfer has been initiated 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 2016. As with the Bar Library Fund, a General Fund transfer has been initiated to cover the costs of the fund that cannot be covered by fee revenues.

Calvert Family Network Fund - Revenues are received primarily in the form of grants, with additional sources from private contributions and local management board funding. At this time, funding is projected to slightly increase in FY 2016.

Housing Fund - The current purpose of this small fund is primarily the program -- House Keys 4 Employees. No changes in revenues are projected for FY 2016, as the fund is drawing on prior years' fund balance.

Revolving Loan Fund - The purpose of this fund is to make funds available to non-profit land trusts. The fund had interest income of \$3,241 in FY 2013 and it also had a fund balance of \$12,100 as of June 30, 2014.

Calvert Economic Development Loan Fund - The purpose of this fund is to aid economic development within the County. The fund had a fund balance of \$328,121 at the end of FY 2014, and brought in interest income of \$2,043 on notes and investments in FY 2014.

Economic Development Incentive Fund - This fund serves to aid qualified companies who plan to expand or establish new operations within Calvert County. The fund had a fund balance of \$310,751 at the end of FY 2014 and had interest income of \$1,198 from notes receivable also in FY 2014.

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Program Revenue	\$ 893,862	\$ 1,139,332	\$ 1,092,097	\$ 1,092,097	\$ 1,092,097
Rents & Concessions	156,996	306,084	285,880	285,880	285,880
Camping	271,489	263,000	263,000	263,000	263,000
General Admission	571,471	819,773	804,406	804,406	804,406
Passes	218,126	418,300	414,300	414,300	414,300
Misc. Income	81,402	75,772	79,898	79,898	79,898
General Fund Contribution	302,055	302,055	302,055	302,055	302,055
Use of Prior Year Fund Balance	100,000	100,000	100,000	100,000	100,000
Total Revenue	\$ 2,595,401	\$ 3,424,316	\$ 3,341,636	\$ 3,341,636	\$ 3,341,636
Expenditures					
Salaries	\$ 954,820	\$ 1,253,098	\$ 1,282,073	\$ 1,282,073	\$ 1,282,073
Benefits	207,369	271,603	283,222	283,222	283,222
Operating	326,817	540,684	514,555	514,555	508,955
Utilities	417,157	478,000	483,200	483,200	483,200
Food	30,704	83,000	55,000	55,000	55,000
Capital Outlay	19,200	19,160	1,350	1,350	6,950
Self Sustained Programs	402,282	544,500	536,566	536,566	536,566
Contracted Services	97,818	128,000	118,500	118,500	118,500
Contingency	-	106,271	67,170	67,170	67,170
Total Expenditures	\$ 2,456,167	\$ 3,424,316	\$ 3,341,636	\$ 3,341,636	\$ 3,341,636

STAFFING

Parks & Recreation Self-Sustaining Fund	Level	FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
		Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
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	0.0	1.0	1.0	1.0	1.0
Aquatics Facility Assistant Manager	20	1.0	0.0	0.0	0.0	0.0
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
Front Desk Attendant	14	0.5	0.5	0.0	0.0	0.0
Custodian	11	1.5	1.5	1.7	1.7	1.7
Head Swim Coach (Hourly)	H14	0.8	0.8	0.0	0.0	0.0
Summer League Swim Coach (Seasonal)	H13	0.5	0.5	0.3	0.3	0.3
Water Park Manager (Seasonal)	H12	0.2	0.2	0.3	0.3	0.3
Swimming Lesson Supervisor (Seasonal)	H12	0.0	0.0	0.1	0.1	0.1
Swimming Lesson Supervisor (Temporary)	H12	0.7	0.7	0.0	0.0	0.0
Swimming Lesson Supervisor (Hourly)	H12	0.0	0.0	0.7	0.7	0.7
Lifeguard Instructor (Hourly)	H12	0.0	0.0	0.3	0.3	0.3
Facility Supervisor I/II (Hourly)	H10/H11	0.0	0.0	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	0.0	0.0	0.5	0.5	0.5
Water Park Assistant Manager (Seasonal)	H10	1.0	1.0	0.9	0.9	0.9
Water Safety Instructor (Seasonal)	H10	2.0	2.0	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	1.4	1.4	3.2	3.2	3.2
Pool Manager (Hourly)	H10	3.2	3.2	2.7	2.7	2.7
Assistant Swim Coach I (Hourly)	H10	1.0	1.0	1.0	1.0	1.0
Customer Service Attendants III (Hourly)	H09	0.0	0.0	1.0	1.0	1.0
Counselor II TRS (Hourly)	H07	0.5	0.5	0.0	0.0	0.0
Program Coordinator TRS (Seasonal)	H07	0.3	0.3	0.0	0.0	0.0
Park Ranger (Seasonal)	H07	1.5	1.5	1.5	1.5	1.5
Reservation Clerk (Seasonal)	H07	0.8	0.8	0.5	0.5	0.5
Assistant Pool Manager (Seasonal)	H07	0.2	0.2	0.2	0.2	0.2
Assistant Pool Manager (Hourly)	H07	2.9	2.9	2.1	2.1	2.1
Customer Service Attendants II (Hourly)	H07	3.4	3.4	2.9	2.9	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	0.0	0.0	1.3	1.3	1.3
Facility Coordinator I (Hourly)	H05	1.0	1.0	0.0	0.0	0.0
Grounds Maintenance Worker (Hourly)	H05	1.5	1.5	0.0	0.0	0.0
Lifeguard I/II (Seasonal)	H03/H05	3.3	3.3	9.0	9.0	9.0
Lifeguard I/II (Hourly)	H03/H05	14.7	14.7	11.5	11.5	11.5
Camp Aide (Seasonal)	H02	1.4	1.4	1.5	1.5	1.5
Concession Stand Attendant (Seasonal)	H02	3.4	3.4	3.0	3.0	3.0
Pool Clerk/Gate Attendant (Seasonal)	H02	1.9	1.9	2.3	2.3	2.3
Pool Clerk/Gate Attendant (Hourly)	H02	1.0	1.0	0.9	0.9	0.9
TOTAL		58.5	58.5	59.5	59.5	59.5

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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Charges for Services	\$ 792,843	\$ 833,900	\$ 833,572	\$ 835,152	\$ 843,008
Other Revenue	-	13,000	13,000	13,000	13,000
General Fund Revenue	108,287	166,200	166,200	166,200	166,200
Total Revenue	\$ 901,130	\$ 1,013,100	\$ 1,012,772	\$ 1,014,352	\$ 1,022,208
Expenditures					
Salaries	\$ 400,447	\$ 402,300	\$ 396,160	\$ 397,522	\$ 402,608
Benefits	122,688	131,700	134,204	134,422	137,192
Operating	364,153	443,935	442,081	442,081	440,681
Capital Outlay	-	-	-	-	1,400
Contracted Services	13,841	10,000	10,000	10,000	10,000
Contingency	-	25,165	30,327	30,327	30,327
Total Expenditures	\$ 901,129	\$ 1,013,100	\$ 1,012,772	\$ 1,014,352	\$ 1,022,208

STAFFING

Golf Course Fund						
STAFFING	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Golf Course General Manager	25	0.0	0.0	1.0	1.0	1.0
Golf Course General Manager	24	1.0	1.0	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	H13	1.0	1.0	0.8	0.8	0.8
Golf Course Maintenance Foreman	H10	1.0	1.0	0.8	0.8	0.8
Golf Course Kitchen/Bar Manager (Seasonal)	H10	0.5	0.5	0.5	0.5	0.5
Golf Shop Attendant I (Hourly)	Ho6	0.8	0.8	0.8	0.8	0.8
Golf Course Maintenance Worker (Hourly)	Ho5	0.0	0.0	1.7	1.7	1.7
Golf Course Maintenance Worker (Seasonal)	Ho5	1.4	1.4	2.3	2.3	2.3
Golf Course Starter/Ranger (Hourly)	Ho2	0.8	0.8	0.8	0.8	0.8
Outside Golf Course Attendant (Seasonal)	Ho2	0.0	0.0	0.2	0.2	0.2
Outside Golf Course Attendant (Hourly)	Ho2	0.8	0.8	0.7	0.7	0.7
Bartender (Hourly)	Ho2	0.8	0.8	0.8	0.8	0.8
Beverage Cart Attendant (Seasonal)	Ho1	0.8	0.8	0.8	0.8	0.8
TOTAL		11.0	11.0	13.3	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

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Excise Tax					
Revenue					
Taxes	\$ 2,993,096	\$ 3,128,318	\$ 3,249,307	\$ 2,818,525	\$ 2,687,844
Miscellaneous	6,478	-	-	-	-
Use of Prior Year Fund Balance	-	1,457,893	-	-	-
Total Revenue	\$ 2,999,574	\$ 4,586,211	\$ 3,249,307	\$ 2,818,525	\$ 2,687,844
Expenditures					
Transfer to General Fund - Debt Serv	\$ 1,000,000	\$ 2,500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Transfer to Capital Projects	1,931,560	1,942,650	1,366,500	1,009,000	1,009,000
Transfer to Towns	38,253	-	-	-	-
Planned Surplus	-	143,561	882,807	809,525	678,844
Total Expenditures	\$ 2,969,813	\$ 4,586,211	\$ 3,249,307	\$ 2,818,525	\$ 2,687,844



Dunkirk District Park - Skate Park



Southern Connector Road

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 28,143 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)

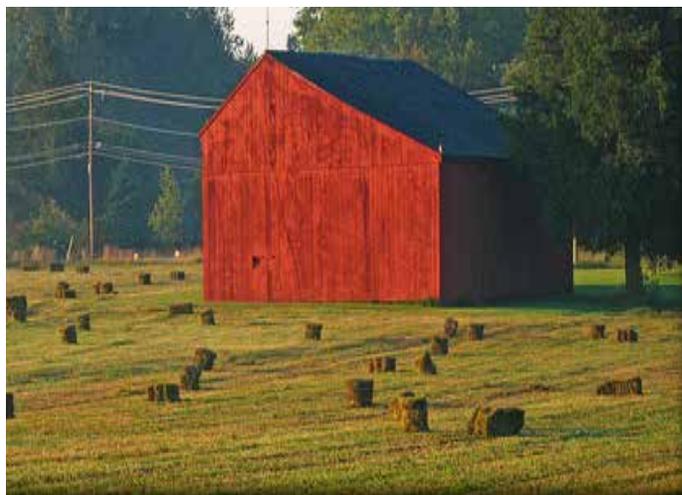
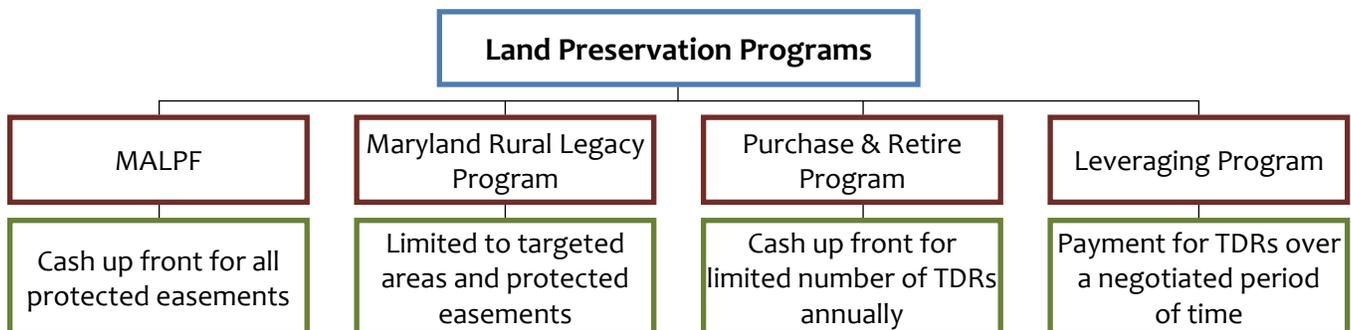
Maryland Rural Legacy Program

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.

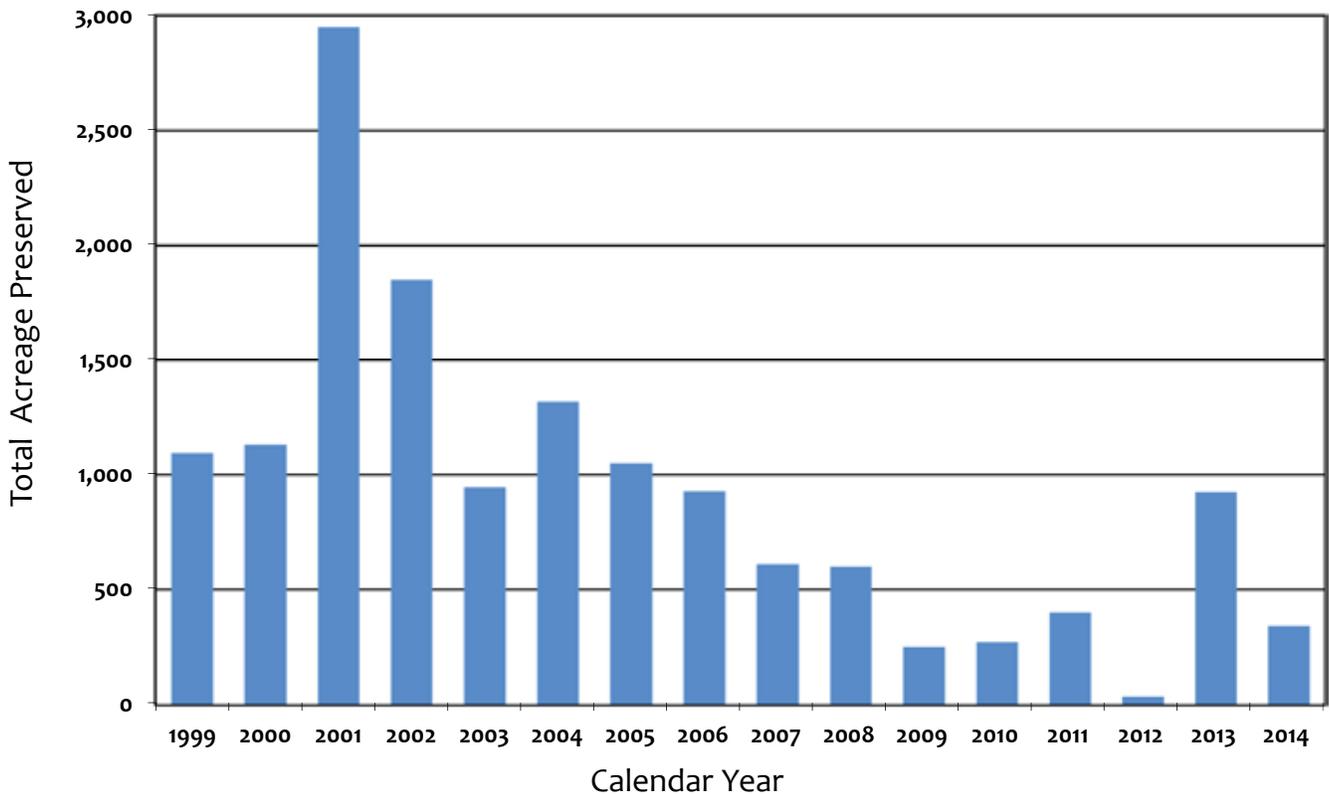


Farmland in Calvert County

OPERATING BUDGET

	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Land Preservation					
Revenue					
Transfer from General Fund	\$ -	\$ 303,945	\$ 403,945	\$ 403,945	\$ 403,945
Interest	140,386	-	-	-	-
State Transfer Tax	25,727	25,000	-	-	25,000
DNR - Rural Legacy	-	-	-	-	-
Tobacco/SMADC	1,237,114	-	-	-	-
Use of Prior Year Fund Balance	-	1,865,818	2,737,966	2,737,966	2,737,966
Total Revenue	\$ 1,403,227	\$ 2,194,763	\$ 3,141,911	\$ 3,141,911	\$ 3,166,911
Expenditures					
Purchase and Retirement	\$ -	\$ 1,257,852	\$ 531,266	\$ 531,266	\$ 556,266
Leveraging	520,502	935,211	2,608,945	2,608,945	2,608,945
Rural Legacy	-	-	-	-	-
Interest/Administrative Fees	1,427	1,700	1,700	1,700	1,700
Total Expenditures	\$ 521,929	\$ 2,194,763	\$ 3,141,911	\$ 3,141,911	\$ 3,166,911

Land Preserved 1999-2014



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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Court Fines	\$ 28,313	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Bail Bond Fees	20,150	20,000	22,000	22,000	22,000
Interest/Misc Income	346	-	-	-	-
General Fund Contribution	22,941	27,361	27,961	35,141	35,141
Use of Prior Year Fund Balance	-	-	-	-	-
Total Revenue	\$ 71,750	\$ 72,361	\$ 74,961	\$ 82,141	\$ 82,141
Expenditures					
Salaries	\$ 30,822	\$ 31,232	\$ 31,608	\$ 36,270	\$ 36,270
Benefits	12,945	-	17,068	19,586	19,586
Operating	37,252	40,129	25,285	25,285	25,285
Contracted Services	1,166	1,000	1,000	1,000	1,000
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 82,185	\$ 72,361	\$ 74,961	\$ 82,141	\$ 82,141

STAFFING

Bar Library Fund	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Assistant Circuit Court Administrator	CC04	0.0	0.0	0.7	0.7	0.7
Administrative Aide	CC01	0.0	0.7	0.0	0.0	0.0
TOTAL		0.0	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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Fees/Fines	\$ 4,020	\$ 136,669	\$ 109,250	\$ 89,875	\$ 89,875
Interest/Misc Income	107,590	-	-	-	-
Total Revenue	\$ 111,610	\$ 136,669	\$ 109,250	\$ 89,875	\$ 89,875
Expenditures					
Salaries	\$ 36,771	\$ 38,979	\$ 12,831	\$ -	\$ -
Benefits	15,444	-	6,544	-	-
Operating	859	22,690	2,811	2,811	2,811
Contracted Services	58,536	75,000	87,064	87,064	87,064
Total Expenditures	\$ 111,610	\$ 136,669	\$ 109,250	\$ 89,875	\$ 89,875

STAFFING

Planning & Zoning	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Planner II	24	0.6	0.6	0.0	0.0	0.0
TOTAL		0.6	0.6	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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Grants	\$ 518,713	\$ 503,602	\$ 508,228	\$ 510,202	\$ 510,202
Total Revenue	\$ 518,713	\$ 503,602	\$ 508,228	\$ 510,202	\$ 510,202
Expenditures					
Salaries	\$ 61,987	\$ 45,169	\$ 49,374	\$ 40,014	\$ 40,014
Benefits	29,134	24,391	26,662	21,608	21,608
Board of Education	241,780	241,680	246,680	246,780	246,780
Operating	896	109	1,090	1,140	1,140
Contracted Services	184,916	192,253	184,422	200,660	200,660
Total Expenditures	\$ 518,713	\$ 503,602	\$ 508,228	\$ 510,202	\$ 510,202

STAFFING

Calvert Family Network	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Revenue					
Use of Fund Balance	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Interest Income	208	-	-	-	-
Total Revenue	\$ 208	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Expenditures					
Salaries	\$ 9,238	\$ -	\$ -	\$ -	\$ -
Benefits	1,478	-	-	-	-
Temporary Housing Assistance	8,869	-	-	-	-
House Keys for Employees/Misc.	15,000	50,000	50,000	50,000	50,000
Total Expenditures	\$ 34,585	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

REVOLVING LOAN FUNDS

Revenue details for all three of these funds can be found on page 201. 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 a loan to preserve open space within the County and is to be repaid to the fund for future loans. There was \$300,000 transferred from the General Fund in FY 2015 to provide funding for this purpose. The county's Revolving Loan Fund also had a fund balance of \$12,100 as of June 30, 2014.

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. This fund had a fund balance of \$328,121 at the end of FY 2014.

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. This fund had a fund balance of \$310,751 at the end of FY 2014.



New Courtroom #4



Calvert Marine Museum

CAPITAL PROJECTS

[CAPITAL IMPROVEMENT PLAN DESCRIPTION](#)

[COMPONENTS OF THE PLAN](#)

[PROJECT PRIORITIZATION](#)

[RECURRING / NON-RECURRING SUMMARY](#)

[CAPITAL IMPROVEMENT SUMMARY](#)

[CAPITAL PROJECTS BY EXPENSE CATEGORY](#)

[CAPITAL PROJECTS BY FUNDING SOURCE](#)



CAPITAL IMPROVEMENT PLAN

The **Capital Improvement Plan (CIP)** is a multi-year planning and budget process that assists the County in prioritizing current and future needs. The CIP has been developed to identify and adequately plan for future expansion, renovation and construction. The goals of the plan are:

1. To build facilities required by the County's Comprehensive Plan.
2. To support the physical development objectives incorporated in approved County plans which support and augment the Comprehensive Plan.
3. To improve financial planning by comparing needs with available resources, identifying alternate revenue sources, and estimating future bond issues and debt services.
4. To establish priorities among projects so that effort and limited funds are used to the best advantage.
5. To coordinate the interactions of the various County departments with State and Federal agencies involved in implementing capital projects.
6. To provide an accurate, central source of information on all planned public construction for citizens, agencies, and interested organizations.

The first year of the plan, the capital budget is adopted by the Board of County Commissioners and funds are appropriated. The next 5-year period is used for planning purposes and is not authorized by the Commissioners until the annual budget for those years are legally adopted.

Capital project is defined as the purchase of land, construction of a new facility or building, renovation of an existing facility or building, or purchase of a major piece of equipment. The County has further defined, to include, a value greater than \$25,000 and has a multi-year service life. A capital expenditure is the outlay of funds relating to capital projects that results in the acquisition or construction of capital assets.

The CIP consists of two project categories: **Capital Fund Projects (governmental)** and **Enterprise Fund Projects (utilities)**. Governmental projects include: Education, Public Facilities, Town Centers, Technology Services, Recreation Resources, Public Works - Transportation and Public Safety. Financing for these projects comes from the County's general fund, the sale of general obligation bonds, and federal / state funding. Funding for schools, roads and recreation projects also comes from the collection of excise tax. The debt payments associated with the sale of bonds are accounted for in the General Fund Operating Budget.

The Enterprise Fund Projects include: Utilities - Solid Waste, Utilities - Water, and Utilities - Wastewater / Sewerage. Utility improvements in the Solid Waste and Water and Wastewater / Sewerage funds are funded from user fees, state and county loans, and general obligation bonds. These projects are accounted for in their individual Enterprise Funds and the debt payments associated with the sale of bonds or state / county loans are accounted for in the Enterprise Fund Operating Budgets.

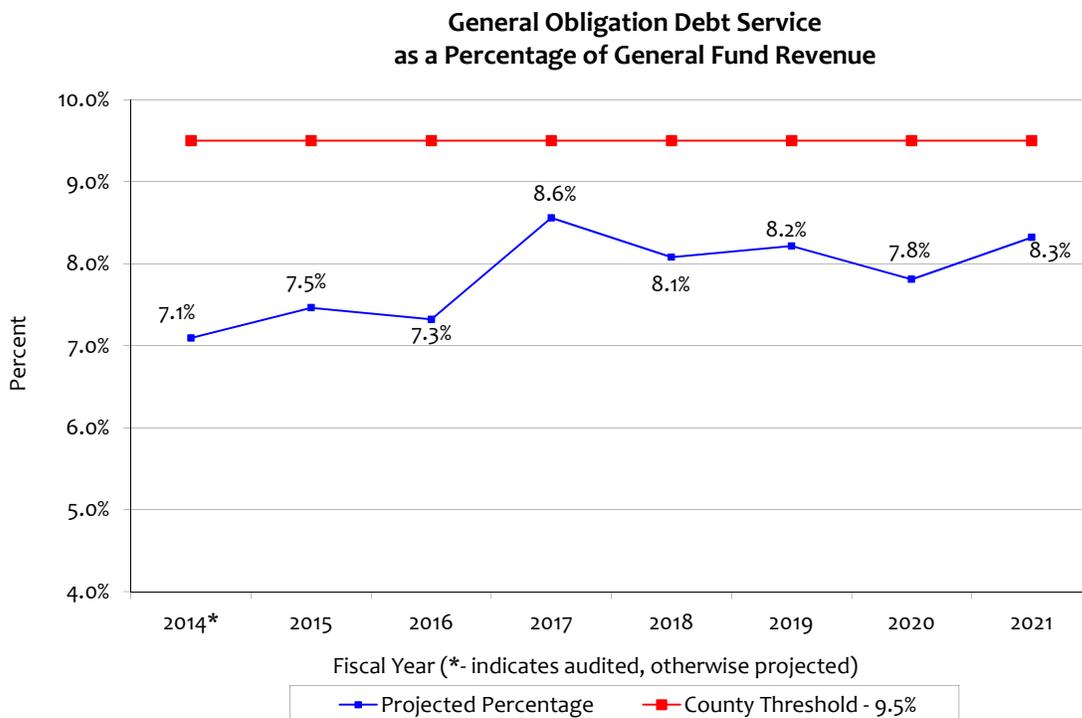
Recurring capital projects consist of periodic, repetitive costs such as roof replacements, mechanical / HVAC systems, fire & rescue apparatus and non-specific transportation projects. Non-recurring capital projects are one-time expenditures to renovate, rebuild or construct a project or system, such as new

schools, public facilities or roads.

There are various sources of funds or revenues that are used to pay for capital projects. Conventional revenue sources include: General Fund (pay-go), General Obligation Bonds, grants from federal and/or state agencies, excise tax, user fees and state and/or county loans.

The General Fund, when used to fund capital projects, is normally limited to projects that are lower in costs and with shorter life spans or to supplement long-term financing. General Fund refers to the collection of operating revenues from sources such as property taxes, income taxes, etc. The benefit of using this fund for projects is that no debt is acquired and the asset is fully paid for in one year while the benefit of the asset will continue into the future years. The downside to this funding is that tax rates or other revenue sources may have to be increased to cover the purchase of the capital assets.

Another revenue source is the sale of General Obligation Bonds, which are secured by the full faith and credit of the issuing body, and are generally considered to be payable from taxes and other general revenues. Bonds, when used to finance capital projects, are limited to project costs in excess of \$500,000 and with a 15-year or more lifespan. The County will sell bonds for a specific capital project at the time the project has commenced and the final project amount has been determined. The County's guideline is conservative and stipulates that the Debt Service threshold should not exceed 9.5% of General Fund Revenues. The County utilizes a Debt Affordability Model, which is shown below, as a guide to manage the debt level. As you can see, all the CIP plan years' debt levels are less than the county threshold level of 9.5%. County staff will continue to monitor the percentage, and make modifications so projections do not exceed the threshold. The advantage of using this funding source for projects is that the financial impact is less of a burden on the taxpayer than if using General Fund and spreads the cost over the future generations using the facility / amenity. The disadvantage is that the interest expense related to the project is distributed over the life of the bond.



To ease the capital project financial burden, the County receives supplemental assistance through state and local grants, excise tax revenues, water and sewer fees, and state loans.

Included as part of the CIP process, the debt levels and the scope of capital projects are established to determine their operational impact, if any, for both the General and Enterprise Funds. The operational and capital budgets are tied directly together. Additional infrastructure results in additional operating costs. Operating costs include: salary and wages, supplies, capital outlay, maintenance costs, and utilities. As the capital budget is developed, management considers the extent that significant nonrecurring capital expenditures effect the General and Enterprise funds' current and future operating budget. Management attempts to even out the significant fluctuations of capital projects, by revenue type, to avoid large changes in the overall budget.

COMPONENTS OF THE CIP

1. The Summary provides an overview of the capital budget for FY 2016 - FY 2021 showing both expenditure and revenue categories by fiscal year.
2. The CIP Expenditure Section shows the projects by category over the six year period, providing the full scope of each project. Also shown is a summary of project expenditures by division according to the project prioritization level.
3. The CIP Revenue Section gives a breakout of sources of funding for each project by fiscal year.
4. The CIP Budget Worksheets provide detailed information by project to include project description, project location, project prioritization, and the six-year period for expenditures and revenues. These worksheets are included with the Board of County Commissioners' and Adopted budgets in Volume II.

PROJECT PRIORITIZATION

Level 1

Service Level Critical

Construction in Progress or Project Out for Bid

Requested or Matched by Other Funding Sources

In Current CIP

Level 2

Important but Not Service Level Critical

Not in Construction / Possible Feasibility or Design Phase

Not Tied to Other Funding Sources (as of Budget Adoption)

In Current CIP

Level 3

Not Service Level Critical

Not in Construction or Design

Not Tied to Other Funding Sources (as of Budget Adoption)

Not in Current CIP

RECURRING / NON-RECURRING SUMMARY
 FY 2016 — FY 2021 CAPITAL IMPROVEMENT PLAN
 (IN THOUSANDS OF DOLLARS)

	<u>FY 2016</u>	<u>Pct</u>	<u>FY 2017</u>	<u>FY2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
Education							
Recurring	\$ 199	4%	\$ 132	\$ 1,790	\$ 4,579	\$ 850	\$ 280
Non-Recurring	4,380	96%	20,670	25,803	11,790	2,725	17,585
Total	4,579		20,802	27,593	16,369	3,575	17,865
Public Facilities							
Recurring	103	29%	459	308	375	284	538
Non-Recurring	252	71%	333	1,607	30,224	14,854	5,150
Total	355		792	1,915	30,599	15,138	5,688
Town Centers							
Recurring	0	0%	22	22	22	22	22
Non-Recurring	85	100%	0	0	0	0	0
Total	85		22	22	22	22	22
Technology Services							
Recurring	226	40%	716	805	565	345	400
Non-Recurring	346	60%	241	771	571	1,010	1,350
Total	572		957	1,576	1,136	1,355	1,750
Recreation Resources							
Recurring	65	12%	0	0	0	0	0
Non-Recurring	484	88%	778	2,620	1,332	1,428	2,602
Total	549		778	2,620	1,332	1,428	2,602
PW - Transportation							
Recurring	780	7%	715	935	715	935	715
Non-Recurring	10,980	93%	3,614	3,850	4,160	3,000	0
Total	11,760		4,329	4,785	4,875	3,935	715
Public Safety							
Recurring	2,238	13%	3,796	1,737	178	1,908	1,304
Non-Recurring	15,319	87%	25.8	558	0	0	0
Total	17,557		3,821.8	2,295	178	1,908	1,304
Utilities							
Recurring	100	7%	300	300	300	300	300
Non-Recurring	1,313	93%	5,505	12,400	6,851	4,009	828
Total	1,413		5,805	12,700	7,151	4,309	1,128
TOTAL CIP							
Recurring	\$ 3,711	10%	\$ 6,140	\$ 5,897	\$ 6,734	\$ 4,644	\$ 3,559
Non-Recurring	33,157	90%	31,166	47,608	54,937	27,026	27,515
TOTAL	\$ 36,868		\$ 37,306	\$ 53,505	\$ 61,661	\$ 31,670	\$ 31,074

Recurring capital projects consist of periodic, repetitive costs such as roof replacements, mechanical / HVAC systems, fire & rescue apparatus and non-specific transportation projects. Non-recurring capital projects are one-time expenditures to renovate, rebuild or construct a project or system, such as new schools, public facilities or roads.

[Back to TOC](#)

CAPITAL PROJECTS DEFERRED FROM THE FY 2016 — FY 2021 CAPITAL IMPROVEMENT PLAN \$37.0 MILLION

Education

Alternative Education Facility Feasibility Study	\$50,000
Brooks Administration Facility Addition	\$2,625,000
Northern Middle School Replacement	\$4,200,000

Public Works - Transportation

Beacon Way Drainage Repair	\$150,000
Calvert Marine Museum Turning Lane	\$542,000
Little Cove Point Extended / Bunkhouse	\$160,000
Prince Frederick Loop Rd - North & South Overpasses	\$1,600,000
Skidders Turn Road Phase 2	\$5,228,800
Ward Road Improvements	\$1,380,000

Recreation Resources

Hallowing Point Park Picnic Area at Entrance	\$686,900
Golf Course - Clubhouse Renovations	\$2,173,000
Golf Course - Course Improvements	\$270,000

Public Facilities

Courthouse Infill	\$1,335,000
Calvert Marine Museum Land Acquisition	\$850,000
Calvert Library Fairview Branch	\$1,800,000

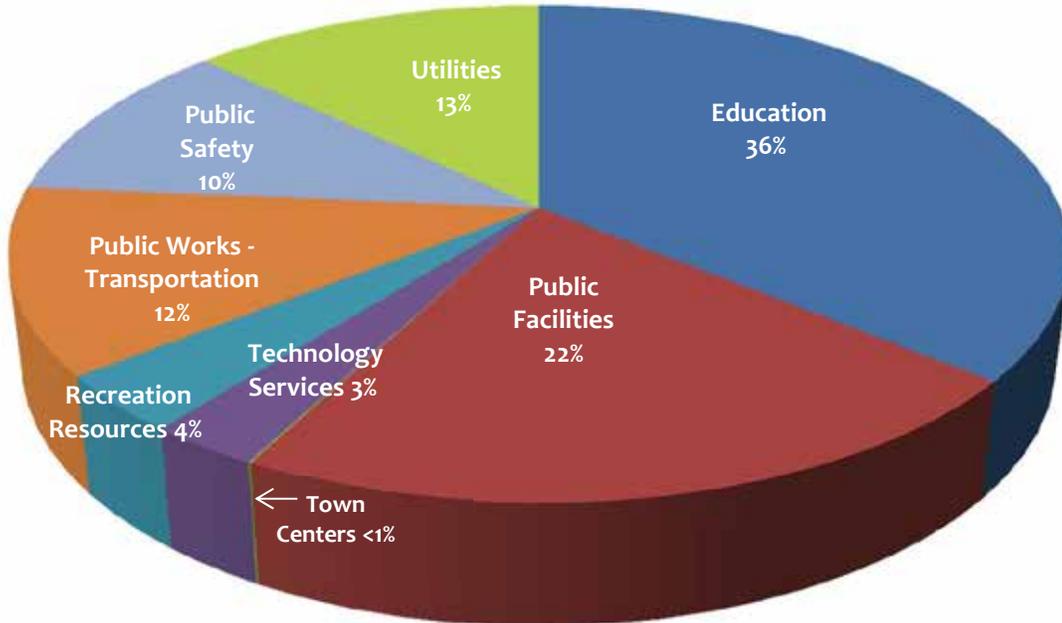
Public Safety

Animal Control New Shelter Facility	\$2,865,000
Solomons VRSFD Building Renovation	\$4,750,000
Solomons VRSFD Annex Renovation	\$3,700,000
St. Leonard VRSFD Building Expansion	\$1,650,000
St. Leonard VRSFD Storage Construction	\$1,010,000

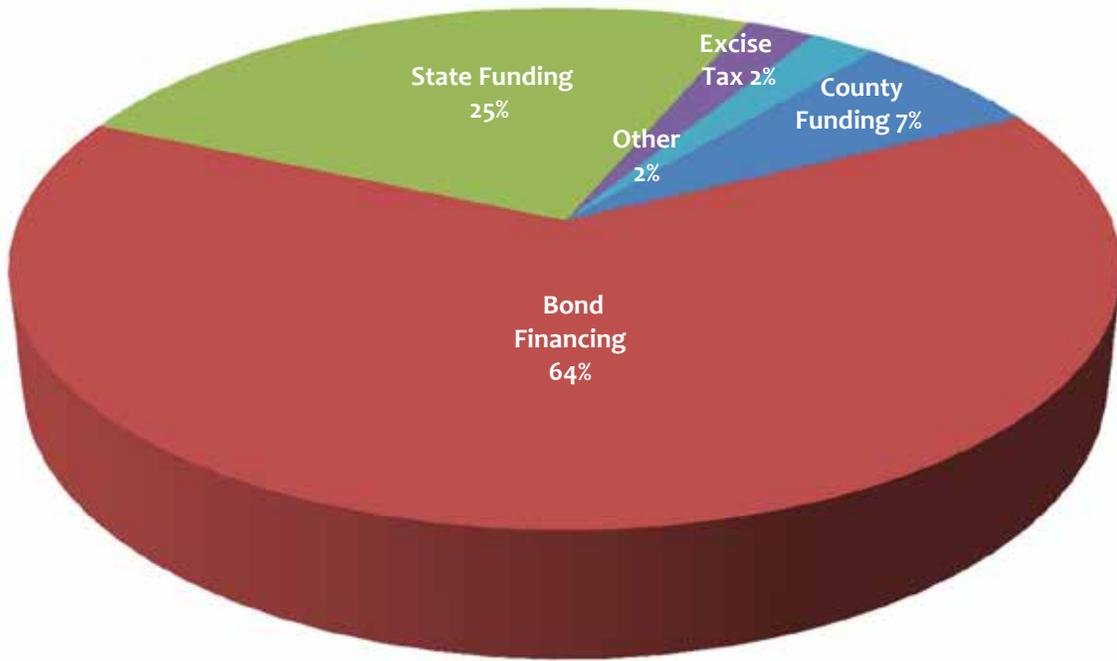
Due to the pressures on the operating budget, under the current economic climate, several capital projects have been deferred beyond this six-year plan (see list above). Several of the projects listed had planning funds previously appropriated that are now being recommended to be reallocated to higher priority projects.

CAPITAL IMPROVEMENT SUMMARY

\$252,083,350



EXPENSES



REVENUES

CAPITAL IMPROVEMENT SUMMARY

[Back to TOC](#)

EXPENSES	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Education	\$ 4,579,000	\$ 20,802,000	\$ 27,593,000	\$ 16,369,000	\$ 3,575,000	\$ 17,865,000	\$ 90,783,000
Public Facilities	354,400	791,800	1,914,300	30,598,800	15,137,900	5,688,400	54,485,600
Town Centers	84,500	22,000	22,000	22,000	22,000	22,000	194,500
Technology Services	571,500	956,600	1,575,600	1,135,600	1,355,000	1,750,000	7,344,300
Recreation Resources	549,000	777,850	2,619,700	1,331,800	1,427,900	2,602,100	9,308,350
Public Works - Transportation	11,760,000	4,329,000	4,785,000	4,875,000	3,935,000	715,000	30,399,000
Public Safety	17,556,800	3,821,800	2,295,100	178,000	1,908,000	1,304,000	27,063,700
Utilities	1,412,700	5,804,700	12,700,000	7,150,900	4,309,100	1,127,500	32,504,900
Total Expenses	\$ 36,867,900	\$ 37,305,750	\$ 53,504,700	\$ 61,661,100	\$ 31,669,900	\$ 31,074,000	\$ 252,083,350
REVENUES							
County Funding	\$ 2,271,900	\$ 2,420,200	\$ 3,593,900	\$ 2,226,700	\$ 2,513,900	\$ 3,669,400	\$ 16,696,000
Bond Funding - General Fund	29,905,800	17,222,350	23,307,200	41,952,300	21,186,700	13,743,800	147,318,150
Bond Funding - Enterprise Fund	518,600	3,050,500	5,379,600	2,396,300	1,315,300	1,027,500	13,687,800
State Grants/Loans	2,449,600	13,244,700	17,424,500	13,128,500	5,017,300	11,182,300	62,446,900
Excise Tax	1,009,000	778,000	1,154,500	773,000	1,136,700	1,251,000	6,102,200
Utilities Fees/CC/Other	713,000	590,000	2,645,000	1,184,300	500,000	200,000	5,832,300
Total Revenues	\$ 36,867,900	\$ 37,305,750	\$ 53,504,700	\$ 61,661,100	\$ 31,669,900	\$ 31,074,000	\$ 252,083,350

The summary provides an overview of the Capital Plan for the full six year span, showing both project costs and revenue categories by fiscal year. The charts on the page to the left illustrate the relative size of functional spending priorities for expenses and for revenues, the relative funding types.

CAPITAL PROJECTS BY EXPENSE CATEGORY

CAPITAL PROJECT FUND	PROJECT		REC/	PRIOR	FY 2016	FY 2017
	NUMBER	PRIORITY	NON-REC	FUNDING		
EDUCATION						
Construction						
Beach Elementary School Replacement	4632		NON-REC			
Land Acquisition						
Feasibility Study						
A&E		2				
Construction						
Equipment						
Northern High School Replacement	4652		NON-REC			
A&E				\$3,700,000	\$1,700,000	
Site Work / Utility Relocation						
Construction		1		\$1,960,000	\$2,680,000	\$20,620,000
Equipment & Other						
Brooks Administration Building	4655		NON-REC			
Renovations		1		\$181,000	(\$181,000)	
Window Replacement		1			\$181,000	
Telephone System Replacement		2				
Install Elevator		3				
Northern Middle School	4645		NON-REC			
Feasibility Study		3				
Subtotal Education - Construction				\$5,841,000	\$4,380,000	\$20,620,000
Education - Maintenance						
ADA and Security Improvements	4659	3	NON-REC			
Appeal Elementary - Chiller Replacement	4631	2	NON-REC			
Calvert Country School - HVAC	4654	2	REC			\$32,000
Calvert High School - Irrigation Well	4650	2	NON-REC			\$50,000
Calvert High School - Track Resurfacing	4650	3	REC			
Career & Technology Academy - Roof Replacement	4649	2	REC			
Hunting Creek Annex - Electrical, HVAC & Window Upgrades	4656	2	NON-REC			
Huntingtown Elementary - Parking Lot Improvements	4635	3	NON-REC			
Huntingtown High - Athletic Track Resurfacing	4651	2	REC			\$100,000
Mt. Harmony Elementary - HVAC	4636	1	REC		\$199,000	
Patuxent High - Athletic Track Resurfacing	4653	2	REC			
Patuxent High - Roof Consultant & Repair	4653	2	REC			
Paving and Restriping	4663	2	REC			
Subtotal Education - Maintenance				\$0	\$199,000	\$182,000
TOTAL EDUCATION				\$5,841,000	\$4,579,000	\$20,802,000
PUBLIC FACILITIES						
HVAC Replacement						
Abused Persons Shelter	4200	3	REC			
Battle Creek Cypress Swamp	4451	2	REC			
Calvert House	4206	2	REC			\$99,300
County Services Plaza	4202	1	REC		\$123,200	
Courthouse	4203	2	REC			\$88,300
Courthouse Annex	4201	2	REC			
Fairview Library	4611	2	REC			\$66,300
Flag Ponds Education Center	4453	3	REC			
Health Department	4207	1	REC		\$85,700	
North Beach Senior Center	4600	3	REC			
Northeast Community Center	4336	1	REC		\$64,500	
Southern Community Center	4337	3	REC			
Storage Facility	4214	3	REC			
Roof Replacement						
CMM Exhibit Building	4405	2	REC			\$58,900
Kings Landing Park - Wisner Hall	4452	3	REC			
Calvert House	4206	3	REC			
Southern Community Center	4337	3	REC			
County Services Plaza						
Façade	4202	2	REC	\$61,000		
New Wing	4202	2	NON-REC			

REC = Recurring
NON-REC = Non-recurring

CAPITAL IMPROVEMENT PLAN

FY 2018	FY 2019	FY 2020	FY 2021	TOTAL FY 2016 - FY 2021	CAPITAL PROJECT FUND
					EDUCATION
					Construction
				\$19,445,000	Beach Elementary School Replacement
\$120,000	\$1,000,000				Land Acquisition
		\$1,500,000	\$350,000		Feasibility Study
			\$14,875,000		A&E
			\$1,600,000		Construction
				\$61,298,000	Northern High School Replacement
					A&E
\$650,000					Site Work / Utility Relocation
\$23,425,000	\$10,715,000				Construction
\$1,508,000					Equipment & Other
				\$525,000	Brooks Administration Building
					Renovations
					Window Replacement
\$100,000			\$425,000		Telephone System Replacement
				\$110,000	Northern Middle School
			\$110,000		Feasibility Study
\$25,803,000	\$11,715,000	\$1,500,000	\$17,360,000	\$81,378,000	Subtotal Education - Construction
					Education - Maintenance
	\$50,000			\$50,000	ADA and Security Improvements
		\$280,000		\$280,000	Appeal Elementary - Chiller Replacement
\$1,500,000				\$1,532,000	Calvert Country School - HVAC
			\$150,000	\$50,000	Calvert High School - Irrigation Well
				\$150,000	Calvert High School - Track Resurfacing
	\$15,000	\$850,000		\$865,000	Career & Technology Academy - Roof Replacement
	\$25,000	\$925,000	\$50,000	\$1,000,000	Hunting Creek Annex - Electrical, HVAC & Window Upgrades
		\$20,000	\$175,000	\$195,000	Huntingtown Elementary - Parking Lot Improvements
				\$100,000	Huntingtown High - Athletic Track Resurfacing
	\$3,224,000			\$3,423,000	Mt. Harmony Elementary - HVAC
\$150,000				\$150,000	Patuxent High - Athletic Track Resurfacing
\$20,000	\$1,340,000			\$1,360,000	Patuxent High - Roof Consultant & Repair
\$120,000			\$130,000	\$250,000	Paving and Restriping
\$1,790,000	\$4,654,000	\$2,075,000	\$505,000	\$9,405,000	Subtotal Education - Maintenance
\$27,593,000	\$16,369,000	\$3,575,000	\$17,865,000	\$90,783,000	TOTAL EDUCATION
					PUBLIC FACILITIES
		\$36,100		\$1,708,200	HVAC Replacement
\$49,700					Abused Persons Shelter
					Battle Creek Cypress Swamp
					Calvert House
					County Services Plaza
					Courthouse
\$67,500		\$82,400			Courthouse Annex
		\$46,400			Fairview Library
\$93,600					Flag Ponds Education Center
	\$248,700				Health Department
					North Beach Senior Center
	\$110,100		\$265,500		Northeast Community Center
			\$180,900		Southern Community Center
				\$237,900	Roof Replacement
					CMM Exhibit Building
			\$31,000		Kings Landing Park - Wisner Hall
			\$45,000		Calvert House
		\$103,000			Southern Community Center
				\$40,816,400	County Services Plaza
\$30,900					Façade
\$771,500	\$28,693,000	\$11,321,000			New Wing

CAPITAL PROJECTS BY EXPENSE CATEGORY

CAPITAL PROJECT FUND	PROJECT NUMBER	PRIORITY	REC/ NON-REC	PRIOR FUNDING	FY 2016	FY 2017
Calvert Marine Museum						
	Drum Point Lighthouse Roof Repair	4405	2	REC		\$130,000
	Drum Point Lighthouse Bulkhead Replace	4405	3	NON-REC		
	Grounds Master Plan	4405	3	NON-REC		
	Hurricane Shutters	4405	3	NON-REC		\$30,000
	Renovations Phase II	4405	3	NON-REC		
	Otter Holding Facility Renovations	4405	1	NON-REC	\$65,000	
	Wm. B Tennon Repairs	4410	2	REC		
Detention Center						
	Repair & Maintenance	4103	1	REC	\$186,500	(\$186,500)
	Door Locking System	4103	1	NON-REC		\$101,500
	Inmate Program Space	4103	3	NON-REC		\$15,000
	Rear Security Fence	4103	2	NON-REC		\$10,000
	Roof Access Stairs	4103	2	NON-REC		\$10,000
	Plumbing Replacement	4103	2	NON-REC		\$50,000
	Facility Generator Replacement	4103	3	NON-REC		
Libraries						
	Southern Branch	4613	3	NON-REC		
	Twin Beach Branch	4612	2	NON-REC		
	Libraries Technology Hardware	4614	1	REC	\$16,000	\$16,000
Community/Senior Centers						
	Calvert Pines Senior Center - Expansion	4601	3	NON-REC		\$10,000
TOTAL PUBLIC FACILITIES					\$263,500	\$354,400
TOWN CENTERS						
Solomons Town Center						
	Waterman's Wharf	4252	1	REC	\$155,900	\$22,000
North Beach						
	Bayfront Park	TBD	1	NON-REC		\$84,500
TOTAL TOWN CENTERS					\$155,900	\$84,500
TECHNOLOGY SERVICES						
Enterprise System Implementation						
	Geographic Information System	4035	2	REC		\$60,000
	Licenses	4036	1	REC		\$220,000
	Major System Review	4061	2	REC		\$62,000
	Network and Wireless Infrastructure	4021	1	REC	\$294,000	\$226,000
	Phone System Upgrade	4024	2	NON-REC	\$40,000	\$15,500
	Public Safety System	4040	1	NON-REC		\$20,600
TOTAL TECHNOLOGY SERVICES					\$419,000	\$571,500
RECREATION RESOURCES						
Parks & Community Centers						
Cove Point Park						
	Re-light Fields 1 & 2	4311	3	NON-REC		
	Skate Park	4311	2	NON-REC	\$64,000	
	Dog Park	4311	3	NON-REC		
	Shelters & Adjacent Pathways	4311	3	NON-REC	\$31,000	
Dunkirk District Park						
	Tennis Court Construction	4316	1	NON-REC		\$79,000
	Multi-Purpose Field Restrooms	4316	2	NON-REC		
	Picnic Grove West	4316	3	NON-REC		
	Paved Pathways and Lights	4316	3	NON-REC		
Hall Aquatic Center						
	Replastering Competition Pool	4750	1	REC		\$65,000
Hallowing Point Park						
	Restroom & Snack Stand Complex	4320	2	NON-REC	\$8,000	\$100,000
	Basketball Courts	4320	3	NON-REC		
	Street & Parking Lot Lighting	4320	2	NON-REC		\$291,000
Mt. Hope Community Center						
	Basketball Court Resurfacing	4330	1	REC		\$30,000
Ward Farm Recreation and Nature Park						
	Master Plan Implementation - Recreation & Natural Resources	4318	2	NON-REC		\$270,000

REC = Recurring
NON-REC = Non-recurring

CAPITAL IMPROVEMENT PLAN

FY 2018	FY 2019	FY 2020	FY 2021	TOTAL FY 2016 - FY 2021	CAPITAL PROJECT FUND
				\$1,084,100	Calvert Marine Museum
\$32,100					Drum Point Lighthouse Roof Repair
\$27,000					Drum Point Lighthouse Bulkhead Replace
					Grounds Master Plan
			\$750,000		Hurricane Shutters
					Renovations Phase II
					Otter Holding Facility Renovations
\$50,000					Wm. B Tennis Repairs
				\$1,770,000	Detention Center
					Repair & Maintenance
					Door Locking System
	\$271,000	\$271,000			Inmate Program Space
					Rear Security Fence
\$146,000					Roof Access Stairs
\$527,000		\$262,000			Plumbing Replacement
					Facility Generator Replacement
				7,996,000	Libraries
			\$1,000,000		Southern Branch
	\$500,000	\$3,000,000	\$3,400,000		Twin Beach Branch
\$16,000	\$16,000	\$16,000	\$16,000		Libraries Technology Hardware
					Community/Senior Centers
\$103,000	\$760,000			\$873,000	Calvert Pines Senior Center - Expansion
\$1,914,300	\$30,598,800	\$15,137,900	\$5,688,400	\$54,485,600	TOTAL PUBLIC FACILITIES
					TOWN CENTERS
					Solomons Town Center
\$22,000	\$22,000	\$22,000	\$22,000	\$110,000	Waterman's Wharf
				\$84,500	Bayfront Park
\$22,000	\$22,000	\$22,000	\$22,000	\$194,500	TOTAL TOWN CENTERS
					TECHNOLOGY SERVICES
\$750,000	\$550,000	\$210,000	\$350,000	\$2,410,000	Enterprise System Implementation
\$240,000				\$300,000	Geographic Information System
\$220,000	\$220,000			\$660,000	Licenses
\$62,000	\$62,000	\$62,000		\$248,000	Major System Review
\$283,000	\$283,000	\$283,000	\$400,000	\$1,849,000	Network and Wireless Infrastructure
\$20,600	\$20,600			\$77,300	Phone System Upgrade
		\$800,000	\$1,000,000	\$1,800,000	Public Safety System
\$1,575,600	\$1,135,600	\$1,355,000	\$1,750,000	\$7,344,300	TOTAL TECHNOLOGY SERVICES
					RECREATION RESOURCES
					Parks & Community Centers
				\$1,591,200	Cove Point Park
\$435,900					Re-light Fields 1 & 2
\$477,900	\$308,400				Skate Park
	\$103,700				Dog Park
	\$265,300				Shelters & Adjacent Pathways
				\$1,689,000	Dunkirk District Park
					Tennis Court Construction
\$226,500					Multi-Purpose Field Restrooms
		\$70,700	\$709,200		Picnic Grove West
		\$54,600	\$549,000		Paved Pathways and Lights
				\$65,000	Hall Aquatic Center
					Replastering Competition Pool
	\$77,000	\$694,000		\$2,126,100	Hallowing Point Park
		\$87,400	\$876,700		Restroom & Snack Stand Complex
					Basketball Courts
					Street & Parking Lot Lighting
				\$30,000	Mt. Hope Community Center
					Basketball Court Resurfacing
				\$270,000	Ward Farm Recreation and Nature Park
					Master Plan Implementation - Recreation & Natural

CAPITAL PROJECTS BY EXPENSE CATEGORY

CAPITAL PROJECT FUND	PROJECT NUMBER	PRIORITY	REC/ NON-REC	PRIOR FUNDING	FY 2016	FY 2017
Chesapeake Hills Golf Course						
A&E - Clubhouse Renovations				(\$137,150)	(\$137,150)	
Course and Drainage Improvements	4312	1	NON-REC	\$220,000	\$137,150	\$106,850
Natural Resources Sites						
Battle Creek Cypress Swamp Nature Center						
Exhibit Renovation	4451	1	NON-REC	\$65,000		\$40,000
Building Renovation	4451	1	NON-REC	\$60,000		\$40,000
Biscoe Gray Heritage Farm						
Master Plan Implementation	4455	1	NON-REC	\$250,000		\$100,000
George Rice House	4455	2	NON-REC	\$100,000		
Trails and Boardwalks	4455	1	NON-REC	\$70,000		\$100,000
Flags Ponds Nature Park						
Roof Replacement	4453	1	REC	\$30,000	(\$30,000)	
Entrance Station	4453	1	NON-REC		\$35,000	
Fishing Shanty	4453	2	NON-REC			
Exhibits	4453	3	NON-REC			
Beach Shelter	4453	3	NON-REC			
Hughes Tree Farm						
Repair Pond Dam	4450	1	NON-REC	\$35,000	\$20,000	
Kings Landing Park						
Event Parking	4452	3	NON-REC			
Cabins and Campgrounds	4452	1	NON-REC	\$30,000	\$30,000	
Trails	4452	3	NON-REC			
Solomons Boat Ramp - Addition/Renovation	4385	1	NON-REC	\$100,000	\$50,000	
TOTAL RECREATION RESOURCES				\$925,850	\$549,000	\$777,850
PUBLIC WORKS - TRANSPORTATION						
Barstow/Leitchs Wharf Road	4511	2	NON-REC		\$120,000	\$50,000
Boyd's Turn Road - Phase 2	4512	1	NON-REC	\$1,955,600	\$2,860,000	
Cage Farm Wetland Mitigation Bank Maintenance	4569	1	REC	\$8,900	\$20,000	\$15,000
Dowell Road Widening	4519	1	NON-REC	\$8,189,260		\$914,000
Paving	TBD	1	NON-REC	\$0	\$8,000,000	
Prince Frederick Loop Road						
Fox Run/Armory/Dares Beach	4541	1	NON-REC	\$14,935,200		\$1,150,000
Skinnners Turn Road - Phase 1	TBD	2	NON-REC			
Skipjack Road @ MD 231 Intersection Improvements	4567	2	NON-REC	\$520,000		\$1,200,000
West Dares Beach Road Improvements	4527	2	NON-REC	\$80,000		\$300,000
Non-Specific Transportation Projects:						
Bridge Maintenance Repairs	4544	1	REC	\$114,200	\$60,000	
Road Tax Districts	4542	3	REC	\$117,400		
Roadway Safety Improvements	4570	2	REC	\$150,200	\$125,000	\$125,000
SHA Signal Matching Funds	4522	3	REC	\$230,800		
Sidewalk Program	4509	1	REC	\$172,800	\$125,000	\$125,000
Storm Drainage Projects	4543	1	REC	\$379,700	\$120,000	\$120,000
Transportation Safety Projects	4526	1	REC	\$52,300	\$180,000	\$180,000
Watershed Implementation Plan	4702	2	REC	\$251,000	\$150,000	\$150,000
TOTAL PUBLIC WORKS - TRANSPORTATION				\$27,157,360	\$11,760,000	\$4,329,000
PUBLIC SAFETY						
Communications, Sheriff, and Animal Control						
800 MHZ Digital Communication System Upgrade & Channel Expansion	4039	1	NON-REC	\$17,520,400	\$7,213,800	
Sheriff's Department - Evidence Collection Building	4213	2	NON-REC			\$25,800
Animal Control - Shelter Roof Replacement	4105	1	REC		\$10,000	
Subtotal Communications, Sheriff, and Animal Control				\$17,520,400	\$7,223,800	\$25,800

REC = Recurring
NON-REC = Non-recurring

CAPITAL IMPROVEMENT PLAN

FY 2018	FY 2019	FY 2020	FY 2021	TOTAL FY 2016 - FY 2021	CAPITAL PROJECT FUND
					Chesapeake Hills Golf Course
				\$1,230,050	A&E - Clubhouse Renovations
\$297,400	\$267,400	\$301,200	\$257,200		Course and Drainage Improvements
					Natural Resources Sites
				\$340,000	Battle Creek Cypress Swamp Nature Center
\$40,000	\$30,000	\$30,000			Exhibit Renovation
\$40,000	\$40,000	\$40,000	\$40,000		Building Renovation
				\$550,000	Biscoe Gray Heritage Farm
\$100,000	\$100,000				Master Plan Implementation
\$100,000					George Rice House
\$50,000					Trails and Boardwalks
				\$195,000	Flags Ponds Nature Park
					Roof Replacement
					Entrance Station
\$100,000					Fishing Shanty
			\$50,000		Exhibits
		\$10,000	\$30,000		Beach Shelter
				\$20,000	Hughes Tree Farm
					Repair Pond Dam
	\$140,000	\$140,000		\$400,000	Kings Landing Park
					Event Parking
					Cabins and Campgrounds
			\$90,000		Trails
\$752,000				\$802,000	Solomons Boat Ramp - Addition/Renovation
\$2,619,700	\$1,331,800	\$1,427,900	\$2,602,100	\$9,308,350	TOTAL RECREATION RESOURCES
					PUBLIC WORKS - TRANSPORTATION
\$850,000				\$1,020,000	Barstow/Leitches Wharf Road
				\$2,860,000	Boyd's Turn Road - Phase 2
\$15,000	\$15,000	\$15,000	\$15,000	\$95,000	Cage Farm Wetland Mitigation Bank Maintenance
				\$914,000	Dowell Road Widening
				\$8,000,000	Paving
				\$4,550,000	Prince Frederick Loop Road
\$2,000,000	\$1,400,000				Fox Run/Armory/Dares Beach
\$500,000	\$460,000	\$3,000,000		\$3,960,000	Skinner's Turn Road - Phase 1
				\$1,200,000	Skipjack Road @ MD 231 Intersection Improvements
\$500,000	\$2,300,000			\$3,100,000	West Dares Beach Road Improvements
					Non-Specific Transportation Projects:
\$60,000		\$60,000		\$180,000	Bridge Maintenance Repairs
\$100,000		\$100,000		\$200,000	Road Tax Districts
\$125,000	\$125,000	\$125,000	\$125,000	\$750,000	Roadway Safety Improvements
\$60,000		\$60,000		\$120,000	SHA Signal Matching Funds
\$125,000	\$125,000	\$125,000	\$125,000	\$750,000	Sidewalk Program
\$120,000	\$120,000	\$120,000	\$120,000	\$720,000	Storm Drainage Projects
\$180,000	\$180,000	\$180,000	\$180,000	\$1,080,000	Transportation Safety Projects
\$150,000	\$150,000	\$150,000	\$150,000	\$900,000	Watershed Implementation Plan
\$4,785,000	\$4,875,000	\$3,935,000	\$715,000	\$30,399,000	TOTAL PUBLIC WORKS - TRANSPORTATION
					PUBLIC SAFETY
					Communications, Sheriff, and Animal Control
				\$7,213,800	Expansion
\$558,100				\$583,900	Sheriff's Department - Evidence Collection Building
				\$10,000	Animal Control - Shelter Roof Replacement
\$558,100	\$0	\$0	\$0	\$7,807,700	Subtotal Communications, Sheriff, and Animal Control

CAPITAL PROJECTS BY EXPENSE CATEGORY

CAPITAL PROJECT FUND	PROJECT NUMBER	PRIORITY	REC/ NON-REC	PRIOR FUNDING	FY 2016	FY 2017	
Fire & Rescue Apparatus							
North Beach VFD & RS (Company 1)							
	Rehab / Replace Engine #11	1610	1	REC	\$26,000		
	Replace Brush #1	1610	2	REC			
	Replace Tower #1	1610	1	REC	\$1,202,000		
	Replace Ambulance #19	1610	2	REC		\$203,000	
	Replace Boat #1	1610	2	REC	\$325,000		
	Replace Ambulance #18	1610	3	REC			
	Replace Engine #12	1610	3	REC			
Prince Frederick VFD (Company 2)							
	Replace Brush #2	1620	2	REC			
	Replace Squad #2	1620	3	REC			
Solomons VRS & FD (Company 3)							
	Replace Engine #34	1630	2	REC		\$585,000	
	Replace Command #3	1630	2	REC		\$55,000	
	Rehab Boat #3	1630	2	REC	\$65,000		
	Replace Truck #3	1630	2	REC		\$1,238,000	
	Replace Ambulance #37	1630	2	REC	\$247,000		
	Replace Brush #3	1630	3	REC			
	Replace Ambulance #39	1630	3	REC			
Prince Frederick VRS (Company 4)							
	Replace Ambulance #47	1640	1	REC	\$197,000		
	Rehab Boat #4	1640	2	REC		\$69,000	
	Replace Ambulance #48	1640	3	REC			
Dunkirk VFD & RS (Company 5)							
	Replace Brush #5	1650	2	REC		\$82,000	
	Replace Engine #52	1650	3	REC			
Huntingtown VFD & RS (Company 6)							
	Replace Engine #62	1660	2	REC		\$585,000	
	Replace Squad #6	1660	2	REC		\$797,000	
	Replace Brush #6	1660	3	REC			
St. Leonard VFD & RS (Company 7)							
	Replace Brush #7	1670	2	REC		\$82,000	
	Replace Command #7	1670	2	REC			
	Replace Engine #72	1670	3	REC			
	Replace Ambulance #79	1670	3	REC			
Calvert Advanced Life Support (Company 10)							
	Replace Medic #101	1700	2	REC	\$83,000		
	Replace Medic #102	1700	2	REC	\$83,000		
	Replace Medic #103	1700	2	REC			
	Replace Medic #104	1700	2	REC		\$85,000	
	Replace Medic #105	1700	2	REC			
Subtotal Fire & Rescue Apparatus					\$0	\$2,228,000	\$3,781,000
Fire & Rescue Facilities							
Prince Frederick VFD (Company 2)							
	A & E - Building Replacement	1620	1	NON-REC	\$400,000		
	Construction - Building Replacement	1620	1	NON-REC		\$4,500,000	
Solomons VRS & FD (Company 3)							
	Replace Apparatus Bay Doors	1630	1	NON-REC	\$50,000		
	Main Building Emergency Generator	1630	1	NON-REC	\$135,000		
	Annex Roof	1630	2	REC		\$15,000	
Prince Frederick VRS (Company 4)							
	A & E - Building Renovation / Expansion	1640	2	NON-REC	\$250,000		
	Construction - Building Renovation / Expansion	1640	2	NON-REC		\$3,000,000	
Huntingtown VFD & RS (Company 6)							
	Replace Building Emergency Generator	1660	1	NON-REC	\$170,000		
Subtotal Fire & Rescue Facilities					\$400,000	\$8,105,000	\$15,000
TOTAL PUBLIC SAFETY					\$17,920,400	\$17,556,800	\$3,821,800
TOTAL CAPITAL PROJECT FUND					\$52,683,010	\$35,455,200	\$31,501,050

REC = Recurring
NON-REC = Non-recurring

CAPITAL IMPROVEMENT PLAN

FY 2018	FY 2019	FY 2020	FY 2021	TOTAL FY 2016 - FY 2021	CAPITAL PROJECT FUND
					Fire & Rescue Apparatus
				\$3,323,000	North Beach VFD & RS (Company 1)
\$603,000					Rehab / Replace Engine #11
\$84,000					Replace Brush #1
					Replace Tower #1
					Replace Ambulance #19
		\$221,000			Replace Boat #1
			\$659,000		Replace Ambulance #18
				\$905,000	Replace Engine #12
					Prince Frederick VFD (Company 2)
\$84,000					Replace Brush #2
\$821,000					Replace Squad #2
				\$2,590,000	Solomons VRS & FD (Company 3)
					Replace Engine #34
					Replace Command #3
					Rehab Boat #3
					Replace Truck #3
					Replace Ambulance #37
	\$87,000				Replace Brush #3
		\$313,000			Replace Ambulance #39
				\$494,000	Prince Frederick VRS (Company 4)
					Replace Ambulance #47
			\$228,000		Rehab Boat #4
				\$722,000	Replace Ambulance #48
					Dunkirk VFD & RS (Company 5)
		\$640,000			Replace Brush #5
					Replace Engine #52
				\$1,474,000	Huntingtown VFD & RS (Company 6)
					Replace Engine #62
					Replace Squad #6
			\$92,000		Replace Brush #6
				\$1,007,000	St. Leonard VFD & RS (Company 7)
					Replace Brush #7
\$57,000					Replace Command #7
		\$640,000			Replace Engine #72
			\$228,000		Replace Ambulance #79
				\$621,000	Calvert Advanced Life Support (Company 10)
		\$94,000			Replace Medic #101
			\$97,000		Replace Medic #102
	\$91,000				Replace Medic #103
					Replace Medic #104
\$88,000					Replace Medic #105
\$1,737,000	\$178,000	\$1,908,000	\$1,304,000	\$11,136,000	Subtotal Fire & Rescue Apparatus
					Fire & Rescue Facilities
				\$4,500,000	Prince Frederick VFD (Company 2)
					A & E - Building Replacement
					Construction - Building Replacement
				\$200,000	Solomons VRS & FD (Company 3)
					Replace Apparatus Bay Doors
					Main Building Emergency Generator
					Annex Roof
				\$3,250,000	Prince Frederick VRS (Company 4)
					A & E - Building Renovation / Expansion
					Construction - Building Renovation / Expansion
				\$170,000	Huntingtown VFD & RS (Company 6)
					Replace Building Emergency Generator
\$0	\$0	\$0	\$0	\$8,120,000	Subtotal Fire & Rescue Facilities
\$2,295,100	\$178,000	\$1,908,000	\$1,304,000	\$27,063,700	TOTAL PUBLIC SAFETY
\$40,804,700	\$54,510,200	\$27,360,800	\$29,946,500	\$219,578,450	TOTAL CAPITAL PROJECT FUND

CAPITAL PROJECTS BY EXPENSE CATEGORY

ENTERPRISE FUND						
UTILITIES - SOLID WASTE						
Appeal Landfill						
Construct Transfer Station	4900	1	NON-REC	\$75,000		\$1,824,000
Scale House Relocation	4900	1	NON-REC	\$50,000	\$328,000	
Barstow Convenience Center - Upgrade	4906	2	NON-REC	\$220,000		
TOTAL UTILITIES - SOLID WASTE				\$345,000	\$328,000	\$1,824,000
UTILITIES - WATER						
Back Creek Water Loop	TBD	2	NON-REC			
Cove Point Community Water System	4817	2	NON-REC	\$920,000		
Marley Run Water Treatment	4821	1	NON-REC	\$180,000	\$50,000	
Mason Road Loop	TBD	2	NON-REC			\$40,000
Prince Frederick Boulevard Water Main	4820	2	NON-REC	\$360,000		\$360,000
Small Water Main Replacements	4822	1	REC	\$50,000	\$50,000	\$50,000
St. Leonard Well and Elevated Storage	4804	2	NON-REC	\$753,000	\$275,800	\$1,144,000
Water Meter Replacements / Upgrades	4812	1	REC	\$50,000	\$50,000	\$50,000
West Prince Frederick Storage Tank	TBD	3	NON-REC			
TOTAL UTILITIES - WATER				\$2,313,000	\$425,800	\$1,644,000
UTILITIES - SEWERAGE / WASTEWATER						
Cove Point Community Sewer System	4883	3	NON-REC	\$600,000		
Lusby Pump Station & Collection System	4879	1	NON-REC	\$51,500	\$50,000	
PF Forcemain Replacement PS#3 to Rt.231	4874	2	NON-REC	\$50,000		
PF Pump Station Improvements						
Phase 1 (High Priorities)	4873	2	REC	\$400,000		\$200,000
Phase 3 (PS #6 Upgrade)	TBD	1	NON-REC		\$90,300	\$815,200
PF Sewer Replacement						
Phase 2 (PS #2 to WWTP #2)	4881	2	NON-REC	\$735,500		\$375,000
Prince Frederick WWTP#1 Plant Upgrade	4857	2	NON-REC	\$710,429		\$280,000
Solomons WWTP Improvements (Phase 2)	4860	1	NON-REC	\$1,458,000		\$666,500
Solomons WWTP Study & Improvements						
Lab Expansion	4875	2	NON-REC	\$270,752		
Plant Upgrade	4863	2	NON-REC	\$890,000		
Rehab Disposal Fields	TBD	3	NON-REC			
Solomons Harbor WWPS Upgrade	TBD	3	NON-REC			
Water & Sewer Maintenance Building	4880	1	NON-REC	\$41,200	\$518,600	
TOTAL UTILITIES - SEWERAGE/WASTEWATER				\$5,166,181	\$658,900	\$2,336,700
TOTAL ENTERPRISE FUND				\$7,824,181	\$1,412,700	\$5,804,700
TOTAL FY2016-FY2021 CIP					\$36,867,900	\$37,305,750

REC = Recurring
NON-REC = Non-recurring

CAPITAL IMPROVEMENT PLAN

					ENTERPRISE FUND
					UTILITIES - SOLID WASTE
				\$2,152,000	Appeal Landfill
					Construct Transfer Station
					Scale House Relocation
\$1,377,000				\$1,377,000	Barstow Convenience Center - Upgrade
\$1,377,000	\$0	\$0	\$0	\$3,529,000	TOTAL UTILITIES - SOLID WASTE
					UTILITIES - WATER
\$84,900	\$794,500			\$879,400	Back Creek Water Loop
\$1,900,000				\$1,900,000	Cove Point Community Water System
				\$50,000	Marley Run Water Treatment
		\$400,000		\$440,000	Mason Road Loop
				\$360,000	Prince Frederick Boulevard Water Main
\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	Small Water Main Replacements
				\$1,419,800	St. Leonard Well and Elevated Storage
\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	Water Meter Replacements / Upgrades
\$95,600		\$839,900		\$935,500	West Prince Frederick Storage Tank
\$2,180,500	\$894,500	\$1,339,900	\$100,000	\$6,584,700	TOTAL UTILITIES - WATER
					UTILITIES - SEWERAGE / WASTEWATER
\$3,440,000				\$3,440,000	Cove Point Community Sewer System
\$2,319,500				\$2,369,500	Lusby Pump Station & Collection System
\$535,600				\$535,600	PF Forcemain Replacement PS#3 to Rt.231
				\$1,905,500	PF Pump Station Improvements
\$200,000	\$200,000	\$200,000	\$200,000		Phase 1 (High Priorities)
					Phase 3 (PS #6 Upgrade)
				\$375,000	PF Sewer Replacement
					Phase 2 (PS #2 to WWTP #2)
\$2,627,400	\$2,530,700			\$5,438,100	Prince Frederick WWTP#1 Plant Upgrade
				\$666,500	Solomons WWTP Improvements (Phase 2)
	\$256,800			\$6,294,900	Solomons WWTP Study & Improvements
	\$2,356,600	\$2,493,800			Lab Expansion
	\$84,800	\$275,400	\$827,500		Plant Upgrade
\$20,000	\$827,500			\$847,500	Rehab Disposal Fields
				\$847,500	Solomons Harbor WWPS Upgrade
				\$518,600	Water & Sewer Maintenance Building
\$9,142,500	\$6,256,400	\$2,969,200	\$1,027,500	\$22,391,200	TOTAL UTILITIES - SEWERAGE/WASTEWATER
\$12,700,000	\$7,150,900	\$4,309,100	\$1,127,500	\$32,504,900	TOTAL ENTERPRISE FUND
\$53,504,700	\$61,661,100	\$31,669,900	\$31,074,000	\$252,083,350	TOTAL FY2016-FY2021 CIP

CAPITAL PROJECTS BY FUNDING SOURCE

FY 2016 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
EDUCATION						
Construction						
Northern High School Replacement Construction		\$2,880,000	\$1,500,000			\$4,380,000
Brooks Administration Building Renovations	(\$181,000)					(\$181,000)
Window Replacement	\$181,000					\$181,000
Subtotal Education - Construction	\$0	\$2,880,000	\$1,500,000	\$0	\$0	\$4,380,000
Maintenance						
Mt. Harmony Elementary - HVAC				\$199,000		\$199,000
Subtotal Education - Maintenance	\$0	\$0	\$0	\$199,000	\$0	\$199,000
TOTAL EDUCATION	\$0	\$2,880,000	\$1,500,000	\$199,000	\$0	\$4,579,000
PUBLIC FACILITIES						
HVAC Replacements						
County Services Plaza	\$123,200					\$123,200
Health Department	\$85,700					\$85,700
Northeast Community Center	\$64,500					\$64,500
Calvert Marine Museum Otter Holding Facility Renovations				\$35,000	\$30,000	\$65,000
Detention Center						
Repairs & Maintenance		(\$186,500)				(\$186,500)
Door Locking System		\$101,500				\$101,500
Inmate Program Space		\$15,000				\$15,000
Rear Security Fence		\$10,000				\$10,000
Roof Access Stairs		\$10,000				\$10,000
Plumbing Replacement		\$50,000				\$50,000
Libraries						
Libraries Technology Hardware	\$16,000					\$16,000
TOTAL PUBLIC FACILITIES	\$289,400	\$0	\$0	\$35,000	\$30,000	\$354,400
TOWN CENTERS						
North Beach - Bayfront Park			\$84,500			\$84,500
TOTAL TOWN CENTERS	\$0	\$0	\$84,500	\$0	\$0	\$84,500
TECHNOLOGY SERVICES						
Enterprise System Implementation	\$330,000					\$330,000
Network and Wireless Infrastructure	\$226,000					\$226,000
Phone System Upgrade	\$15,500					\$15,500
TOTAL TECHNOLOGY SERVICES	\$571,500	\$0	\$0	\$0	\$0	\$571,500
RECREATION RESOURCES						
PARKS & COMMUNITY CENTERS						
Dunkirk District Park Tennis Court Construction				\$79,000		\$79,000
Hall Aquatic Center Replastering of Competition Pool				\$65,000		\$65,000
Mt. Hope Community Center Basketball Court Resurfacing				\$30,000		\$30,000
Ward Farm Recreation and Nature Park Master Plan Implementation - Recreational & Natural Resources			\$270,000			\$270,000
CHESAPEAKE HILLS GOLF COURSE						
A&E - Clubhouse Renovations		(\$137,150)				(\$137,150)
Course and Drainage Improvements		\$137,150				\$137,150
NATURAL RESOURCE SITES						
Flag Ponds Nature Park Roof Replacement	(\$30,000)					(\$30,000)
Entrance Station	\$30,000				\$5,000	\$35,000
Hughes Tree Farm Repair Pond Dam			\$20,000			\$20,000
Kings Landing Park Cabins and Campgrounds			\$15,000	\$15,000		\$30,000
Solomons Boat Ramp - Addition / Renovation			\$50,000			\$50,000
TOTAL RECREATION RESOURCES	\$0	\$0	\$355,000	\$189,000	\$5,000	\$549,000
PUBLIC WORKS - TRANSPORTATION					SWM Variance Fees	
Barstow/Leitches Wharf Road				\$120,000		\$120,000
Boys Turn Road - Phase 2		\$2,860,000				\$2,860,000
Cage Farm Wetland Mitigation Bank Maintenance	\$20,000					\$20,000
Paving		\$8,000,000				\$8,000,000
Bridge Maintenance Repairs				\$60,000		\$60,000
Roadway Safety Improvement				\$125,000		\$125,000
Sidewalk Program				\$125,000		\$125,000
Storm Drainage Projects				\$120,000		\$120,000
Transportation Safety Projects			\$144,000	\$36,000		\$180,000
Watershed Implementation Plan					\$150,000	\$150,000
TOTAL PUBLIC WORKS - TRANSPORTATION	\$20,000	\$10,860,000	\$144,000	\$586,000	\$150,000	\$11,760,000

CAPITAL IMPROVEMENT PLAN

FY 2016 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
PUBLIC SAFETY						
800 MHZ Digital Communication System Upgrade & Channel Expansion		\$7,213,800				\$7,213,800
Animal Control - Shelter Roof Replacement	\$10,000					\$10,000
FIRE & RESCUE APPARATUS						
North Beach VFD & RS (Company 1)						
Replace Apparatus	\$351,000	\$1,202,000				\$1,553,000
Solomons VRS & FD (Company 3)						
Replace Apparatus	\$312,000					\$312,000
Prince Frederick VRS (Company 4)						
Replace Apparatus	\$197,000					\$197,000
Calvert Advanced Life Support (Company 10)						
Replace Apparatus	\$166,000					\$166,000
FIRE & RESCUE FACILITIES						
Prince Frederick VFD (Company 2)						
Construction - Building Replacement		\$4,500,000				\$4,500,000
Solomons VRS & FD (Company 3)						
Replace Apparatus Bay Doors	\$50,000					\$50,000
Replace Building Emergency Generator	\$135,000					\$135,000
Prince Frederick VRS (Company 4)						
A/E - Renovation / Expansion		\$250,000				\$250,000
Construction - Renovation / Expansion		\$3,000,000				\$3,000,000
Huntingtown VFD & RS (Company 6)						
Replace Building Emergency Generator	\$170,000					\$170,000
Subtotal Facilities	\$355,000	\$7,750,000	\$0	\$0	\$0	\$8,105,000
TOTAL PUBLIC SAFETY	\$1,391,000	\$16,165,800	\$0	\$0	\$0	\$17,556,800
TOTAL CAPITAL PROJECT FUND	\$2,271,900	\$29,905,800	\$2,083,500	\$1,009,000	\$185,000	\$35,455,200
FY 2016 REVENUES ENTERPRISE FUND						
UTILITIES - SOLID WASTE						
Appeal Landfill						
Scale House Relocation					\$328,000	\$328,000
Subtotal Utilities - Solid Waste	\$0	\$0	\$0	\$0	\$328,000	\$328,000
UTILITIES - WATER						
Marley Run Water Treatment					\$50,000	\$50,000
Small Water Main Replacements					\$50,000	\$50,000
St. Leonard Well and Elevated Storage			\$275,800			\$275,800
Water Meter Replacements / Upgrades					\$50,000	\$50,000
Subtotal Utilities - Water	\$0	\$0	\$275,800	\$0	\$150,000	\$425,800
UTILITIES - SEWERAGE/WASTEWATER						
Lusby Pump Station and Collection System					\$50,000	\$50,000
PF Pump Station Imp - Phase 3 (PS#6 Upgrade)			\$90,300			\$90,300
Water & Sewer Maintenance Building		\$518,600				\$518,600
Subtotal Utilities - Sewerage/Wastewater	\$0	\$518,600	\$90,300	\$0	\$50,000	\$658,900
TOTAL ENTERPRISE FUND	\$0	\$518,600	\$366,100	\$0	\$528,000	\$1,412,700
TOTAL FY 2016 CIP	\$2,271,900	\$30,424,400	\$2,449,600	\$1,009,000	\$713,000	\$36,867,900

CAPITAL PROJECTS BY FUNDING SOURCE

FY 2017 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
EDUCATION						
Construction						
Northern High School Replacment Construction		\$10,200,000	\$10,420,000			\$20,620,000
Subtotal Education - Construction	\$0	\$10,200,000	\$10,420,000	\$0	\$0	\$20,620,000
Maintenance						
Calvert Country School - HVAC				\$32,000		\$32,000
Calvert High School - Irrigation Well				\$50,000		\$50,000
Huntingtown High - Athletic Track Resurface			\$100,000			\$100,000
Subtotal Education - Maintenance	\$0	\$0	\$100,000	\$82,000	\$0	\$182,000
TOTAL EDUCATION	\$0	\$10,200,000	\$10,520,000	\$82,000	\$0	\$20,802,000
PUBLIC FACILITIES						
HVAC Replacement						
Calvert House	\$99,300					\$99,300
Courthouse	\$88,300					\$88,300
Fairview Library	\$66,300					\$66,300
Roof Replacement						
CMM Exhibit Building	\$58,900					\$58,900
Calvert Marine Museum						
Drum Point Lighthouse Roof	\$80,000		\$50,000			\$130,000
Hurricane Shutters	\$30,000					\$30,000
Detention Center						
Rear Security Fence		\$146,500	\$146,500			\$293,000
Libraries						
Libraries Technology Hardware	\$16,000					\$16,000
Community/Senior Centers - Calvert Pines	\$10,000					\$10,000
TOTAL PUBLIC FACILITIES	\$448,800	\$146,500	\$196,500	\$0	\$0	\$791,800
TOWN CENTERS						
Waterman's Wharf	\$22,000					\$22,000
TOTAL TOWN CENTERS	\$22,000	\$0	\$0	\$0	\$0	\$22,000
TECHNOLOGY SERVICES						
Enterprise System Implementation	\$220,000					\$220,000
Geographic Information System	\$60,000					\$60,000
Licenses	\$220,000					\$220,000
Major System Review	\$62,000					\$62,000
Network and Wireless Infrastructure	\$374,000					\$374,000
Phone System Upgrade	\$20,600					\$20,600
TOTAL TECHNOLOGY SERVICES	\$956,600	\$0	\$0	\$0	\$0	\$956,600
RECREATION RESOURCES						
PARKS & COMMUNITY CENTERS						
Hallowing Point Park						
Street & Parking Lot Lighting	\$241,000			\$50,000		\$291,000
Restroom & Snack Stand Complex				\$100,000		\$100,000
CHESAPEAKE HILLS GOLF COURSE						
Course and Drainage Improvements		\$106,850				\$106,850
NATURAL RESOURCE SITES						
Battle Creek Cypress Swamp Nature Center						
Exhibit Renovation	\$20,000				\$20,000	\$40,000
Building Renovation				\$40,000		\$40,000
Biscoe Gray Heritage Farm						
Master Plan Implementation	\$100,000					\$100,000
Trails and Boardwalks			\$50,000	\$50,000		\$100,000
TOTAL RECREATION RESOURCES	\$361,000	\$106,850	\$50,000	\$240,000	\$20,000	\$777,850
PUBLIC WORKS - TRANSPORTATION						
SWM Variance Fees						
Barstow/Leitches Wharf Road				\$50,000		\$50,000
Cage Farm Wetland Mitigation Bank Maintenance	\$15,000					\$15,000
Dowell Road Widening		\$914,000				\$914,000
PF Loop - FoxRun/Armory/Dares Beach		\$1,150,000				\$1,150,000
Skipjack Road @ MD 231		\$1,200,000				\$1,200,000
West Dares Beach Road Improvements		\$300,000				\$300,000
Roadway Safety Improvements				\$125,000		\$125,000
Sidewalk Program				\$125,000		\$125,000
Storm Drainage Projects				\$120,000		\$120,000
Transportation Safety Projects			\$144,000	\$36,000		\$180,000
Watershed Implementation Plan					\$150,000	\$150,000
TOTAL TRANSPORTATION	\$15,000	\$3,564,000	\$144,000	\$456,000	\$150,000	\$4,329,000

CAPITAL IMPROVEMENT PLAN

FY 2017 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
PUBLIC SAFETY						
Sheriff's Department - Evidence Collections Building	\$25,800					\$25,800
FIRE & RESCUE APPARATUS						
North Beach VFD & RS (Company 1)						
Replace Apparatus	\$203,000					\$203,000
Solomons VRS & FD (Company 3)						
Replace Apparatus	\$55,000	\$1,823,000				\$1,878,000
Prince Frederick VRS (Company 4)						
Replace Apparatus	\$69,000					\$69,000
Dunkirk VFD & RS (Company 5)						
Replace Apparatus	\$82,000					\$82,000
Huntingtown VFD & RS (Company 6)						
Replace Apparatus		\$1,382,000				\$1,382,000
St. Leonard VFD & RS (Company 7)						
Replace Apparatus	\$82,000					\$82,000
Calvert Advanced Life Support (Company 10)						
Replace Apparatus	\$85,000					\$85,000
FIRE & RESCUE FACILITIES						
Solomons VRS & FD (Company 3)						
Annex Roof	\$15,000					\$15,000
TOTAL PUBLIC SAFETY	\$616,800	\$3,205,000	\$0	\$0	\$0	\$3,821,800
TOTAL CAPITAL PROJECT FUND	\$2,420,200	\$17,222,350	\$10,910,500	\$778,000	\$170,000	\$31,501,050
FY 2017 REVENUES ENTERPRISE FUND						
	COUNTY FUNDS	BOND FINANCING	STATE FUNDS	EXCISE TAX	UTIL FEES/ FRONT FOOT	PROJECT TOTAL
UTILITIES - SOLID WASTE						
Appeal Landfill						
Construct Transfer Station		\$1,824,000				\$1,824,000
Subtotal Utilities - Solid Waste	\$0	\$1,824,000	\$0	\$0	\$0	\$1,824,000
UTILITIES - WATER						
Mason Road Loop					\$40,000	\$40,000
Prince Frederick Boulevard Water Main		\$360,000				\$360,000
Small Water Main Replacements					\$50,000	\$50,000
St. Leonard Well and Elevated Storage			\$1,144,000			\$1,144,000
Water Meter Replacements / Upgrades					\$50,000	\$50,000
Subtotal Utilities - Water	\$0	\$360,000	\$1,144,000	\$0	\$140,000	\$1,644,000
UTILITIES - SEWERAGE/WASTEWATER						
PF PS Imp - Phase 1 (High Priorities)		\$200,000				\$200,000
PF PS Imp - Phase 3 (PS#6 Upgrade)			\$815,200			\$815,200
PF Sewer Replace - Phase 2 (PS #2 to WWTP #2)			\$375,000			\$375,000
Prince Frederick WWTP #1 Plant Upgrade					\$280,000	\$280,000
Solomons WWTP Impr - Phase 2		\$666,500				\$666,500
Subtotal Utilities - Sewerage/Wastewater	\$0	\$866,500	\$1,190,200	\$0	\$280,000	\$2,336,700
TOTAL ENTERPRISE FUND	\$0	\$3,050,500	\$2,334,200	\$0	\$420,000	\$5,804,700
TOTAL FY 2017 CIP	\$2,420,200	\$20,272,850	\$13,244,700	\$778,000	\$590,000	\$37,305,750

CAPITAL PROJECTS BY FUNDING SOURCE

FY 2018 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
EDUCATION						
Construction						
Beach Elementary School Replacement						
Feasibility Study				\$120,000		\$120,000
Northern High School Replacement						
Site Work / Utility Relocation		\$650,000				\$650,000
Construction		\$13,425,000	\$10,000,000			\$23,425,000
Equipment & Other		\$1,508,000				\$1,508,000
Brooks Administration Building						
Telephone System Replacement				\$100,000		\$100,000
Subtotal Education - Construction	\$0	\$15,583,000	\$10,000,000	\$220,000	\$0	\$25,803,000
Maintenance						
Calvert Country School - HVAC System		\$705,000	\$795,000			\$1,500,000
Patuxent High - Athletic Track Resurfacing			\$150,000			\$150,000
Patuxent High - Roof Consultant & Repair				\$20,000		\$20,000
Paving and Restriping			\$120,000			\$120,000
Subtotal Education - Maintenance	\$0	\$705,000	\$1,065,000	\$20,000	\$0	\$1,790,000
TOTAL EDUCATION	\$0	\$16,288,000	\$11,065,000	\$240,000	\$0	\$27,593,000
PUBLIC FACILITIES						
HVAC Replacement						
Battle Creek Cypress Swamp	\$49,700					\$49,700
Courthouse Annex	\$67,500					\$67,500
Health Department	\$93,600					\$93,600
County Services Plaza						
Façade	\$30,900					\$30,900
New Wing		\$771,500				\$771,500
Calvert Marine Museum						
Drum Pt Lighthouse Bulkhead Replace	\$32,100					\$32,100
Grounds Master Plan	\$27,000					\$27,000
Wm. B Tennison Repairs	\$50,000					\$50,000
Detention Center						
Roof Access Stairs		\$73,000	\$73,000			\$146,000
Plumbing Replacement		\$263,500	\$263,500			\$527,000
Libraries						
Libraries Technology Hardware	\$16,000					\$16,000
Community/Senior Centers - Calvert Pines		\$103,000				\$103,000
TOTAL PUBLIC FACILITIES	\$366,800	\$1,211,000	\$336,500	\$0	\$0	\$1,914,300
TOWN CENTERS						
Waterman's Wharf	\$22,000					\$22,000
TOTAL TOWN CENTERS	\$22,000	\$0	\$0	\$0	\$0	\$22,000
TECHNOLOGY SERVICES						
Enterprise System Implementation	\$750,000					\$750,000
Geographic Information System	\$240,000					\$240,000
Licenses	\$220,000					\$220,000
Major System Review	\$62,000					\$62,000
Network and Wireless Infrastructure	\$283,000					\$283,000
Phone System Upgrade	\$20,600					\$20,600
TOTAL TECHNOLOGY SERVICES	\$1,575,600	\$0	\$0	\$0	\$0	\$1,575,600
RECREATION RESOURCES						
PARKS & COMMUNITY CENTERS						
Cove Point Park						
Re-light Fields 1 & 2	\$242,000		\$143,900	\$50,000		\$435,900
Skate Park		\$320,200	\$157,700			\$477,900
Dunkirk District Park						
Multi-Purpose Field Restrooms	\$226,500					\$226,500
CHESAPEAKE HILLS GOLF COURSE						
Course and Drainage Improvements		\$258,900		\$38,500		\$297,400

CAPITAL IMPROVEMENT PLAN

FY 2018 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
NATURAL RESOURCE SITES						
Battle Creek Cypress Swamp Nature Center						
Exhibit Renovation	\$40,000					\$40,000
Building Renovation	\$40,000					\$40,000
Biscoe Gray Heritage Farm						
Master Plan Implementation	\$100,000					\$100,000
George Rice House	\$50,000		\$50,000			\$100,000
Trails and Boardwalks			\$25,000	\$25,000		\$50,000
Flag Ponds Nature Park						
Fishing Shanty			\$50,000	\$25,000	\$25,000	\$100,000
Solomons Boat Ramp						
Addition / Renovation			\$752,000			\$752,000
TOTAL RECREATION RESOURCES	\$698,500	\$579,100	\$1,178,600	\$138,500	\$25,000	\$2,619,700
PUBLIC WORKS - TRANSPORTATION						
Barstow/Leitchs Wharf Road		\$850,000				\$850,000
Cage Farm Wetland Mitigation Bank Maintenance	\$15,000					\$15,000
PF Loop - FoxRun/Armory/DaresBch		\$2,000,000				\$2,000,000
Skinner's Turn Road - Phase 1		\$500,000				\$500,000
West Dares Beach Road Improvements		\$500,000				\$500,000
Bridge Maintenance Repairs				\$60,000		\$60,000
Road Tax Districts				\$100,000		\$100,000
Roadway Safety Improvement				\$125,000		\$125,000
SHA Signal Matching Funds				\$60,000		\$60,000
Sidewalk Program				\$125,000		\$125,000
Storm Drainage Projects				\$120,000		\$120,000
Transportation Safety Projects			\$144,000	\$36,000		\$180,000
Watershed Implementation Plan				\$150,000		\$150,000
TOTAL PUBLIC WORKS -TRANSPORTATION	\$15,000	\$3,850,000	\$144,000	\$776,000	\$0	\$4,785,000
PUBLIC SAFETY						
Sheriff's Department - Evidence Collections Building		\$558,100				\$558,100
FIRE & RESCUE APPARATUS						
North Beach VFD (Company 1)						
Replace Apparatus	\$687,000					\$687,000
Prince Frederick VFD (Company 2)						
Replace Apparatus	\$84,000	\$821,000				\$905,000
St. Leonard VFD & RS (Company 7)						
Replace Apparatus	\$57,000					\$57,000
Calvert Advanced Life Support (Company 10)						
Replace Apparatus	\$88,000					\$88,000
TOTAL PUBLIC SAFETY	\$916,000	\$1,379,100	\$0	\$0	\$0	\$2,295,100
TOTAL CAPITAL PROJECT FUND	\$3,593,900	\$23,307,200	\$12,724,100	\$1,154,500	\$25,000	\$40,804,700
FY 2018 REVENUES ENTERPRISE FUND						
UTILITIES - SOLID WASTE	COUNTY FUNDS	BOND FINANCING	STATE FUNDS	EXCISE TAX	UTIL FEES / FRONT FOOT	PROJECT TOTAL
Barstow Landfill - Convenience Ctr Upgrade		\$1,377,000				\$1,377,000
Subtotal Utilities - Solid Waste	\$0	\$1,377,000	\$0	\$0	\$0	\$1,377,000
UTILITIES - WATER						
Back Creek Water Loop					\$84,900	\$84,900
Cove Point Water Community		\$1,900,000				\$1,900,000
Small Water Main Replacements					\$50,000	\$50,000
Water Meter Replacements / Upgrades					\$50,000	\$50,000
West Prince Frederick Storage Tank					\$95,600	\$95,600
Subtotal Utilities - Water	\$0	\$1,900,000	\$0	\$0	\$280,500	\$2,180,500
UTILITIES - SEWERAGE/WASTEWATER						
Cove Point Community Sewer System			\$3,440,000			\$3,440,000
Lusby Pump Station and Collection System					\$2,319,500	\$2,319,500
PF Forcmain Replacement - PS#3 to 231		\$535,600				\$535,600
PF Pump Station Imp - Phase 1 (High Priorities)		\$200,000				\$200,000
Prince Frederick WWTP #1 - Plant Upgrade		\$1,367,000	\$1,260,400			\$2,627,400
Solomons Harbor WWPS Upgrade					\$20,000	\$20,000
Subtotal Utilities - Sewerage/Wastewater	\$0	\$2,102,600	\$4,700,400	\$0	\$2,339,500	\$9,142,500
TOTAL ENTERPRISE FUND	\$0	\$5,379,600	\$4,700,400	\$0	\$2,620,000	\$12,700,000
TOTAL FY 2018 CIP	\$3,593,900	\$28,686,800	\$17,424,500	\$1,154,500	\$2,645,000	\$53,504,700

CAPITAL PROJECTS BY FUNDING SOURCE

FY 2019 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
EDUCATION						
Construction						
Beach Elementary School Replacement						
Land Acquisition		\$1,000,000				\$1,000,000
Northern High School Replacement						
Construction		\$4,715,000	\$6,000,000			\$10,715,000
Subtotal Education - Construction	\$0	\$5,715,000	\$6,000,000	\$0	\$0	\$11,715,000
Maintenance						
ADA and Security Improvements				\$50,000		\$50,000
Career & Technology Academy - Roof Replacement				\$15,000		\$15,000
Hunting Creek Annex - Elect, HVAC & Window Upgrades				\$25,000		\$25,000
Mt. Harmony Elementary - HVAC		\$1,515,000	\$1,709,000			\$3,224,000
Patuxent High - Roof Consultant & Repairs		\$630,000	\$710,000			\$1,340,000
Subtotal Education - Maintenance	\$0	\$2,145,000	\$2,419,000	\$90,000	\$0	\$4,654,000
TOTAL EDUCATION	\$0	\$7,860,000	\$8,419,000	\$90,000	\$0	\$16,369,000
PUBLIC FACILITIES						
HVAC Replacements						
North Beach Senior Center	\$248,700					\$248,700
Southern Community Center	\$110,100					\$110,100
County Services Plaza - New Wing		\$28,693,000				\$28,693,000
Detention Center						
Inmate Program Space		\$135,500	\$135,500			\$271,000
Libraries						
Twin Beach Branch		\$250,000	\$250,000			\$500,000
Libraries Technology Hardware	\$16,000					\$16,000
Community/Senior Centers - Calvert Pines		\$380,000	\$380,000			\$760,000
TOTAL PUBLIC FACILITIES	\$374,800	\$29,458,500	\$765,500	\$0	\$0	\$30,598,800
TOWN CENTERS						
Waterman's Wharf	\$22,000					\$22,000
TOTAL TOWN CENTERS	\$22,000	\$0	\$0	\$0	\$0	\$22,000
TECHNOLOGY SERVICES						
Enterprise System Implementation	\$550,000					\$550,000
Licenses	\$220,000					\$220,000
Major System Review	\$62,000					\$62,000
Network and Wireless Infrastructure	\$283,000					\$283,000
Phone System Upgrade	\$20,600					\$20,600
TOTAL TECHNOLOGY SERVICES	\$1,135,600	\$0	\$0	\$0	\$0	\$1,135,600
RECREATION RESOURCES						
Cove Point Park						
Skate Park		\$206,400	\$102,000			\$308,400
Dog Park	\$103,700					\$103,700
Shelters & Adjacent Pathways	\$87,600		\$127,700	\$50,000		\$265,300
Hallowing Point Park						
Restroom & Snack Stand Complex				\$77,000		\$77,000
CHESAPEAKE HILLS GOLF COURSE						
Course and Drainage Improvements		\$267,400				\$267,400
NATURAL RESOURCE SITES						
Battle Creek Cypress Swamp Nature Center						
Exhibit Renovation	\$30,000					\$30,000
Building Renovation	\$40,000					\$40,000
Biscoe Gray Heritage Farm						
Master Plan Implementation	\$100,000					\$100,000
King's Landing Park						
Event Parking	\$140,000					\$140,000
TOTAL RECREATION RESOURCES	\$501,300	\$473,800	\$229,700	\$127,000	\$0	\$1,331,800
PUBLIC WORKS - TRANSPORTATION						
Cage Farm Wetland Mitigation Bank Maintenance	\$15,000					\$15,000
PF Loop - FoxRun/Armory/Dares Beach		\$1,400,000				\$1,400,000
Skinner's Turn Road - Phase 1		\$460,000				\$460,000
West Dares Beach Road Improvements		\$2,300,000				\$2,300,000
Roadway Safety Improvements				\$125,000		\$125,000
Sidewalk Program				\$125,000		\$125,000
Storm Drainage Projects				\$120,000		\$120,000
Transportation Safety Projects			\$144,000	\$36,000		\$180,000
Watershed Implementation Plan				\$150,000		\$150,000
TOTAL PUBLIC WORKS - TRANSPORTATION	\$15,000	\$4,160,000	\$144,000	\$556,000	\$0	\$4,875,000

CAPITAL IMPROVEMENT PLAN

FY 2019 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
PUBLIC SAFETY						
FIRE & RESCUE APPARATUS						
Solomons VRS & FD (Company 3)						
Replace Apparatus	\$87,000					\$87,000
Calvert Advanced Life Support (Company 10)						
Replace Apparatus	\$91,000					\$91,000
TOTAL PUBLIC SAFETY	\$178,000	\$0	\$0	\$0	\$0	\$178,000
TOTAL CAPITAL PROJECT FUND	\$2,226,700	\$41,952,300	\$9,558,200	\$773,000	\$0	\$54,510,200
FY 2019 REVENUES ENTERPRISE FUND						
COUNTY FUNDS	BOND FINANCING	STATE FUNDS	EXCISE TAX	UTIL FEES / FRONT FOOT	PROJECT TOTAL	
UTILITIES - WATER						
Back Creek Water Loop		\$794,500			\$794,500	
Small Water Main Replacements				\$50,000	\$50,000	
Water Meter Replacements / Upgrades				\$50,000	\$50,000	
Subtotal Utilities - Water	\$0	\$794,500	\$0	\$100,000	\$894,500	
UTILITIES - SEWERAGE/WASTEWATER						
PF Pump Station Imp - Phase 1 (High Priorities)		\$200,000			\$200,000	
Prince Frederick WWTP#1 Plant Upgrade		\$1,317,000	\$1,213,700		\$2,530,700	
Solomons WWTP Study & Imp - Lab Expansion				\$256,800	\$256,800	
Solomons WWTP Study & Imp - Plant Upgrade			\$2,356,600		\$2,356,600	
Solomons WWTP Study & Imp - Rehab Disposal Fields		\$84,800			\$84,800	
Solomons Harbor WWPS Upgrade				\$827,500	\$827,500	
Subtotal Utilities - Sewerage/Wastewater	\$0	\$1,601,800	\$3,570,300	\$0	\$6,256,400	
TOTAL ENTERPRISE FUND	\$0	\$2,396,300	\$3,570,300	\$0	\$1,184,300	\$7,150,900
TOTAL FY 2019 CIP	\$2,226,700	\$44,348,600	\$13,128,500	\$773,000	\$1,184,300	\$61,661,100

CAPITAL PROJECTS BY FUNDING SOURCE

FY 2020 REVENUES	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
CAPITAL PROJECT FUND						
EDUCATION						
Construction						
Beach Elementary School Replacement A&E		\$1,500,000				\$1,500,000
Subtotal Education - Construction	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
Maintenance						
Appeal Elementary - Chiller Replacement			\$157,000	\$123,000		\$280,000
Career & Technology Academy Roof Replacement		\$399,000	\$451,000			\$850,000
Hunting Creek Annex - Elect, HVAC & Window Upgrades		\$925,000				\$925,000
Huntingtown Elementary - Parking Lot Improvements				\$20,000		\$20,000
Subtotal Education - Maintenance	\$0	\$1,324,000	\$608,000	\$143,000	\$0	\$2,075,000
TOTAL EDUCATION	\$0	\$2,824,000	\$608,000	\$143,000	\$0	\$3,575,000
PUBLIC FACILITIES						
HVAC Replacement						
Abused Persons Shelter	\$36,100					\$36,100
Courthouse Annex	\$82,400					\$82,400
Flag Ponds Education Center	\$46,400					\$46,400
Roof Replacement - Southern Community Center	\$103,000					\$103,000
County Services Plaza - New Wing		\$11,321,000				\$11,321,000
Detention Center						
Inmate Program Space		\$135,500	\$135,500			\$271,000
Facility Generator Replacement		\$131,000	\$131,000			\$262,000
Libraries						
Twin Beaches Branch		\$1,500,000	\$1,500,000			\$3,000,000
Libraries Technology Hardware	\$16,000					\$16,000
TOTAL PUBLIC FACILITIES	\$283,900	\$13,087,500	\$1,766,500	\$0	\$0	\$15,137,900
TOWN CENTERS						
Waterman's Wharf	\$22,000					\$22,000
TOTAL TOWN CENTERS	\$22,000	\$0	\$0	\$0	\$0	\$22,000
TECHNOLOGY SERVICES						
Enterprise System Implementation	\$210,000					\$210,000
Major System Review	\$62,000					\$62,000
Network and Wireless Infrastructure	\$283,000					\$283,000
Public Safety System	\$800,000					\$800,000
TOTAL TECHNOLOGY SERVICES	\$1,355,000	\$0	\$0	\$0	\$0	\$1,355,000
RECREATION RESOURCES						
Dunkirk District Park						
Picnic Grove West				\$70,700		\$70,700
Paved Pathways and Lights				\$54,600		\$54,600
Hallowing Point Park						
Restroom & Snack Stand Complex		\$694,000				\$694,000
Basketball Courts				\$87,400		\$87,400
CHESAPEAKE HILLS GOLF COURSE						
Course and Drainage Improvements		\$301,200				\$301,200
NATURAL RESOURCE SITES						
Battle Creek Cypress Swamp Nature Center						
Exhibit Renovation	\$30,000					\$30,000
Building Renovation	\$40,000					\$40,000
Flag Ponds Nature Center						
Beach Shelter			\$5,000	\$5,000		\$10,000
King's Landing Park						
Event Parking	\$140,000					\$140,000
TOTAL RECREATION RESOURCES	\$210,000	\$995,200	\$5,000	\$217,700	\$0	\$1,427,900
PUBLIC WORKS - TRANSPORTATION						
Cage Farm Wetland Mitigation Bank Maintenance	\$15,000					\$15,000
Skinner's Turn Road - Phase 1		\$3,000,000				\$3,000,000
Bridge Maintenance Repairs				\$60,000		\$60,000
Road Tax Districts				\$100,000		\$100,000
Roadway Safety Improvements				\$125,000		\$125,000
SHA Signal Matching Funds				\$60,000		\$60,000
Sidewalk Program				\$125,000		\$125,000
Storm Drainage Projects				\$120,000		\$120,000
Transportation Safety Projects			\$144,000	\$36,000		\$180,000
Watershed Implementation Plan				\$150,000		\$150,000
TOTAL PUBLIC WORKS - TRANSPORTATION	\$15,000	\$3,000,000	\$144,000	\$776,000	\$0	\$3,935,000

CAPITAL IMPROVEMENT PLAN

FY 2020 REVENUES	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
CAPITAL PROJECT FUND						
PUBLIC SAFETY						
FIRE & RESCUE APPARATUS						
North Beach VFD & RS (Company 1)						
Replace Apparatus	\$221,000					\$221,000
Solomons VRS & FD (Company 3)						
Replace Apparatus	\$313,000					\$313,000
Dunkirk VFD & RS (Company 5)						
Replace Apparatus		\$640,000				\$640,000
St. Leonard VFD & RS (Company 7)						
Replace Apparatus		\$640,000				\$640,000
Calvert Advanced Life Support (Company 10)						
Replace Apparatus	\$94,000					\$94,000
TOTAL PUBLIC SAFETY	\$628,000	\$1,280,000	\$0	\$0	\$0	\$1,908,000
TOTAL CAPITAL PROJECT FUND	\$2,513,900	\$21,186,700	\$2,523,500	\$1,136,700	\$0	\$27,360,800
FY 2020 REVENUES						
ENTERPRISE FUND						
UTILITIES - WATER						
Mason Loop Road					\$400,000	\$400,000
Small Water Main Replacements					\$50,000	\$50,000
Water Meter Replacements / Upgrades					\$50,000	\$50,000
West Prince Frederick Storage Tank		\$839,900				\$839,900
Subtotal Utilities - Water	\$0	\$839,900	\$0	\$0	\$500,000	\$1,339,900
UTILITIES - SEWERAGE/WASTEWATER						
PF Pump Station Imp - Phase 1 (High Priorities)		\$200,000				\$200,000
Solomons WWTP Study & Imp - Plant Upgrade			\$2,493,800			\$2,493,800
Solomons WWTP Study & Imp - Rehab Disposal Fields		\$275,400				\$275,400
Subtotal Utilities - Sewerage/Wastewater	\$0	\$475,400	\$2,493,800	\$0	\$0	\$2,969,200
TOTAL ENTERPRISE FUND	\$0	\$1,315,300	\$2,493,800	\$0	\$500,000	\$4,309,100
TOTAL FY 2020 CIP	\$2,513,900	\$22,502,000	\$5,017,300	\$1,136,700	\$500,000	\$31,669,900

CAPITAL PROJECTS BY FUNDING SOURCE

FY 2021 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
EDUCATION						
Construction						
Beach Elementary School Replacement						
A&E		\$350,000				\$350,000
Construction		\$6,991,000	\$7,884,000			\$14,875,000
Equipment		\$1,600,000				\$1,600,000
Brooks Administration Building						
Install Elevator				\$425,000		\$425,000
Northern Middle School						
Feasibility Study				\$110,000		\$110,000
Subtotal Education - Construction	\$0	\$8,941,000	\$7,884,000	\$535,000	\$0	\$17,360,000
Maintenance						
Calvert High School - Track Resurfacing			\$150,000			\$150,000
Hunting Creek Annex - Electr, HVAC & Window Upgrades				\$50,000		\$50,000
Huntingtown Elementary - Parking Lot Improvements			\$175,000			\$175,000
Paving and Restriping			\$130,000			\$130,000
Subtotal Education - Maintenance	\$0	\$0	\$455,000	\$50,000	\$0	\$505,000
TOTAL EDUCATION	\$0	\$8,941,000	\$8,339,000	\$585,000	\$0	\$17,865,000
PUBLIC FACILITIES						
HVAC Replacement						
Southern Community Center	\$265,500					\$265,500
Storage Facility	\$180,900					\$180,900
Roof Replacement						
Kings Landing Park - Wisner Hall	\$31,000					\$31,000
Calvert House	\$45,000					\$45,000
Calvert Marine Museum						
Renovations Phase II		\$500,000	\$150,000		\$100,000	\$750,000
Libraries						
Southern Branch		\$500,000	\$500,000			\$1,000,000
Twin Beach Branch		\$1,700,000	\$1,700,000			\$3,400,000
Libraries Technology Hardware	\$16,000					\$16,000
TOTAL PUBLIC FACILITIES	\$538,400	\$2,700,000	\$2,350,000	\$0	\$100,000	\$5,688,400
TOWN CENTERS						
Waterman's Wharf	\$22,000					\$22,000
TOTAL TOWN CENTERS	\$22,000	\$0	\$0	\$0	\$0	\$22,000
TECHNOLOGY SERVICES						
Enterprise System Implementation	\$350,000					\$350,000
Network and Wireless Infrastructure	\$400,000					\$400,000
Public Safety System	\$1,000,000					\$1,000,000
TOTAL TECHNOLOGY SERVICES	\$1,750,000	\$0	\$0	\$0	\$0	\$1,750,000
RECREATION RESOURCES						
Dunkirk District Park						
Picnic Grove West		\$709,200				\$709,200
Paved Pathways and Lights		\$549,000				\$549,000
Hallowing Point Park						
Basketball Courts		\$587,400	\$289,300			\$876,700
CHESAPEAKE HILLS GOLF COURSE						
Course and Drainage Improvements		\$257,200				\$257,200
NATURAL RESOURCE SITES						
Battle Creek Cypress Swamp Nature Center						
Building Renovation	\$40,000					\$40,000
Flag Ponds Nature Park						
Exhibits				\$50,000		\$50,000
Beach Shelter			\$15,000	\$15,000		\$30,000
Kings Landing Park						
Trails			\$45,000	\$45,000		\$90,000
TOTAL RECREATION RESOURCES	\$40,000	\$2,102,800	\$349,300	\$110,000	\$0	\$2,602,100
PUBLIC WORKS - TRANSPORTATION						
Cage Farm Wetland Mitigation Bank Maintenance	\$15,000					\$15,000
Roadway Safety Improvements				\$125,000		\$125,000
Sidewalk Program				\$125,000		\$125,000
Storm Drainage Projects				\$120,000		\$120,000
Transportation Safety Projects			\$144,000	\$36,000		\$180,000
Watershed Implementation Plan				\$150,000		\$150,000
TOTAL PUBLIC WORKS - TRANSPORTATION	\$15,000	\$0	\$144,000	\$556,000	\$0	\$715,000

CAPITAL IMPROVEMENT PLAN

FY 2021 REVENUES CAPITAL PROJECT FUND	COUNTY FUNDS	BOND FINANCING	STATE/FED FUNDS	EXCISE TAX	OTHER	PROJECT TOTAL
PUBLIC SAFETY						
FIRE & RESCUE APPARATUS						
North Beach VFD & RS (Company 1)						
Replace Apparatus	\$659,000					\$659,000
Prince Frederick VRS (Company 4)						
Replace Apparatus	\$228,000					\$228,000
Huntingtown VRD & RS (Company 6)						
Replace Apparatus	\$92,000					\$92,000
St. Leonard VFD & RS (Company 7)						
Replace Apparatus	\$228,000					\$228,000
Calvert Advanced Life Support (Company 10)						
Replace Apparatus	\$97,000					\$97,000
TOTAL PUBLIC SAFETY	\$1,304,000	\$0	\$0	\$0	\$0	\$1,304,000
TOTAL CAPITAL PROJECT FUND	\$3,669,400	\$13,743,800	\$11,182,300	\$1,251,000	\$100,000	\$29,946,500
FY 2021 REVENUES ENTERPRISE FUND	COUNTY FUNDS	BOND FINANCING	STATE FUNDS	EXCISE TAX	UTIL FEES / FRONT FOOT	PROJECT TOTAL
UTILITIES - WATER						
Small Water Main Replacements					\$50,000	\$50,000
Water Meter Replacements / Upgrades					\$50,000	\$50,000
Subtotal Utilities - Water	\$0	\$0	\$0	\$0	\$100,000	\$100,000
UTILITIES - SEWERAGE/WASTEWATER						
PF Pump Station Imp - Phase 1 (High Priorities)		\$200,000				\$200,000
Solomons WWTP Study & Imp - Rehab Disposal Fields		\$827,500				\$827,500
Subtotal Utilities - Sewerage/Wastewater	\$0	\$1,027,500	\$0	\$0	\$0	\$1,027,500
TOTAL ENTERPRISE FUND	\$0	\$1,027,500	\$0	\$0	\$100,000	\$1,127,500
TOTAL FY 2021 CIP	\$3,669,400	\$14,771,300	\$11,182,300	\$1,251,000	\$200,000	\$31,074,000



STAFFING



Wm. B. Tennison

- [GENERAL FUND](#)
- [GENERAL FUND STAFFING SUMMARY](#)
- [STAFFING SUMMARIES & GRAPHS](#)
- [GENERAL FUND STAFFING RECONCILIATION](#)
- [ENTERPRISE FUNDS](#)
- [GRANTS FUND](#)
- [SPECIAL REVENUE FUNDS](#)
- [OTHER FUNDS STAFFING RECONCILIATION](#)



APPENDIX
STAFFING

		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
	Level	Actual	Adopted	Requested	Recommended	Commissioners
			Budget	Budget	Budget	Budget
Animal Control						
Animal Control Chief	24	0.0	0.0	0.0	1.0	1.0
Animal Control Officer II	22	1.0	1.0	1.0	0.0	0.0
Animal Control Officer	19	0.0	0.0	0.0	5.0	5.0
Animal Control Officer I	18	5.0	5.0	5.0	0.0	0.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
TOTAL		7.0	7.0	7.0	7.0	7.0
Board of County Commissioners						
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
Buildings & Grounds						
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
Calvert Library						
Director	30	1.0	1.0	1.0	1.0	1.0
Branch Manager III	26	1.0	1.0	1.0	1.0	1.0
Youth Services Coordinator	26	0.0	0.0	1.0	1.0	1.0
Public Relations Coordinator	26	0.0	0.0	1.0	1.0	1.0
Information Services Coordinator	25	0.0	1.0	1.0	1.0	1.0
Branch Manager II	24	3.0	3.0	3.0	3.0	2.0
Children's Coordinator	24	1.0	1.0	0.0	0.0	0.0
Information Services 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	1.0	0.0	0.0	0.0
Branch Manager I	23	0.0	0.0	0.0	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	1.0	1.0	1.0
Circulation Supervisor	22	1.0	1.0	1.0	1.0	1.0
Reference Supervisor	22	1.0	1.0	1.0	1.0	1.0
Reference Librarian II	21	1.0	0.0	0.0	0.0	0.0
Children's Librarian II	21	4.8	4.8	4.2	4.2	4.2
Public Services Librarian II / I	20/19	24.1	27.2	28.2	28.2	28.2
Computer Services Technician	20	0.0	0.0	1.0	1.0	1.0
Computer Services Technician	18	1.0	1.0	0.0	0.0	0.0
Children's Assistant	17	1.0	0.0	0.0	0.0	0.0
Library Office Assistant	17	0.0	1.0	1.0	1.0	1.0
Clerical Assistant	15	1.0	0.0	0.0	0.0	0.0
Circulation Assistant II / I	14/13	2.4	1.0	1.0	1.0	1.0
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	0.8	0.4	0.4
TOTAL		54.7	54.4	55.2	54.8	54.8

Calvert Marine Museum	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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	0.0	1.0	1.0	1.0
Model Maker	22	1.0	1.0	1.0	1.0	1.0
Collections Manager Position	21	0.0	0.0	1.0	0.0	0.0
Exhibit & Special Programs Interpreter	21	0.0	0.0	1.0	1.0	1.0
Group Services Coordinator	21	1.0	1.0	0.0	0.0	0.0
Museum Registrar	21	0.0	1.0	1.0	1.0	1.0
Exhibit Interpreter II	20	2.0	3.0	2.0	2.0	2.0
Museum Registrar	20	1.0	0.0	0.0	0.0	0.0
Exhibit Technician I	19	1.0	1.0	1.0	1.0	1.0
Education Assistant	18	1.0	0.0	0.0	0.0	0.0
Exhibit Interpreter I (Full-Time)	18	0.0	1.0	1.0	1.0	1.0
Exhibit Interpreter I (Part Time)	18	1.5	1.5	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	0.4	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	0.5	0.6	0.6	0.6
Mate, Tennison (Seasonal)	n/a	0.4	0.5	0.6	0.6	0.6
COUNTY EMPLOYEES TOTAL:		26.2	27.5	28.3	27.3	27.3
BOARD OF GOVERNORS EMPLOYEES TOTAL:		7.8	7.6	8.4	8.4	8.4
SOCIETY EMPLOYEES TOTAL:		7.0	7.4	6.6	6.6	6.6
TOTAL		41.0	42.5	43.3	42.3	42.3
Circuit Court						
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	0.0	0.3	0.3	0.3	0.3
Judicial Secretary	CC04	0.0	3.4	3.4	3.4	3.4
Assignment Clerk	CC03	0.0	3.0	3.0	3.0	3.0
Legal Secretary	CC02	0.0	0.4	0.4	0.4	0.4
Administrative Aide	CC01	0.0	0.0	0.0	0.0	0.0
Administrative Aide	21	0.7	0.0	0.0	0.0	0.0
Judicial Clerk	21	3.0	0.0	0.0	0.0	0.0
Legal Secretary III	21	0.4	0.0	0.0	0.0	0.0
Administrative Aide	20	2.0	0.0	0.0	0.0	0.0
Office Specialist II	19	0.0	0.0	0.0	0.0	0.0
Legal Secretary I	18	0.0	0.0	0.0	0.0	0.0
Bailiff	A	3.8	3.8	3.8	3.8	3.8
TOTAL		12.9	13.9	13.9	13.9	13.9
Clerk to County Commissioners						
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

	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Community Planning & Building						
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
Board of Appeals Administrator	27	0.0	0.0	0.0	1.0	1.0
Environmental Principal Planner	27	0.0	0.0	0.0	1.0	1.0
Long Range Planner	27	0.0	0.0	1.0	1.0	1.0
Planning Commission Administrator	27	1.0	1.0	1.0	1.0	1.0
Board of Appeals Administrator	26	1.0	1.0	1.0	1.0	0.0
Community Designer	26	1.0	1.0	1.0	1.0	1.0
Principal Planner	26	5.0	5.0	4.0	4.0	3.0
Zoning Code Enforcement Chief	26	0.0	0.0	0.0	1.0	1.0
Planner III	25	0.0	4.0	4.0	4.0	6.0
Zoning Code Enforcement Chief	25	1.0	1.0	1.0	0.0	0.0
Land Management System Coordinator	24	1.0	0.0	0.0	0.0	0.0
Manager Administrative Services	24	0.0	0.0	0.0	1.0	1.0
Planner II	24	6.4	3.4	4.0	2.0	2.0
Zoning Code Enforcer	24	0.0	0.0	0.0	1.0	1.0
GIS Mapping Technician	23	1.0	1.0	1.0	1.0	1.0
Zoning Code Enforcer	23	1.0	1.0	1.0	0.0	0.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	0.0	0.0
Planner I	22	1.0	0.0	0.0	0.0	0.0
Administrative Aide	20	0.0	0.0	0.0	1.0	1.0
Development Navigator	20	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	2.0	4.0	4.0	3.0	3.0
GIS / Planning Assistant	18	0.0	1.0	1.0	1.0	1.0
Office Specialist I	18	0.0	1.0	1.0	1.0	1.0
Office Assistant III	17	2.0	0.0	0.0	0.0	0.0
Planning Assistant	17	1.0	0.0	0.0	0.0	0.0
Office Assistant II	16	1.5	0.5	1.0	0.4	0.4
TOTAL		29.9	28.9	30.0	29.4	29.4
Control Center						
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
Communications Officer II	809	5.0	0.0	0.0	0.0	0.0
Public Safety Dispatcher II	809	0.0	5.0	4.0	4.0	5.0
Communications Officer I	807	23.0	0.0	0.0	0.0	0.0
Public Safety Dispatcher I/Trainee	807/805	0.0	23.0	24.0	24.0	23.0
Administrative Aide	20	1.0	1.0	1.0	1.0	1.0
Quality Assurance Coordinator	20	0.0	0.0	1.0	0.0	0.0
Audio & Data Entry Clerk	17	0.0	0.0	0.0	1.0	1.0
Records Clerk	17	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	1.0	1.0	0.0	0.0
TOTAL		34.0	34.0	35.0	34.0	34.0
County Administrator						
County Administrator	C	1.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant	23	1.0	1.0	1.0	1.0	1.0
TOTAL		2.0	2.0	2.0	2.0	2.0
County Attorney						
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	0.0	0.0	1.0	1.0
Paralegal	23	1.0	1.0	1.0	0.0	0.0
Office Specialist II	19	0.0	0.0	0.0	1.0	1.0
Office Assistant III	17	1.0	1.0	1.0	0.0	0.0
TOTAL		4.0	4.0	4.0	4.0	4.0

		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
County Treasurer	Level	Actual	Adopted Budget	Requested Budget	Recommended Budget	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	0.6	0.4	0.4	0.4	0.4
TOTAL		7.6	7.4	7.4	7.4	7.4
Detention Center						
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	9.0	11.0	11.0	11.0	11.0
Correctional Officer	CO1/CO2	53.0	51.0	51.0	51.0	51.0
Building Maintenance Mechanic	808	2.0	2.0	2.0	2.0	2.0
Work Release Supervisor	23	2.0	2.0	2.0	2.0	2.0
Case Manager	22	1.0	0.0	0.0	0.0	0.0
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	0.0	2.0	2.0	2.0	2.0
Office Assistant II	16	2.0	0.0	0.0	0.0	0.0
Office Aide	13	1.0	2.0	2.0	2.0	2.0
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	0.6	0.5	0.5	0.5
TOTAL		87.6	87.6	87.5	87.5	87.5
Director - Community Resources						
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	0.0	1.0	1.0	1.0	1.0
Community Resources Specialist	22	1.0	0.0	0.0	0.0	0.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
Program Monitor	18	0.5	0.5	0.0	0.0	0.0
Office Assistant II (CAASA)	16	0.5	0.5	0.5	0.5	0.5
TOTAL		5.0	5.0	4.5	4.5	4.5
Director of General Services						
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	0.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant	22	1.0	0.0	0.0	0.0	0.0
Mailroom Clerk	14	1.0	1.0	1.0	1.0	1.0
TOTAL		5.0	5.0	5.0	5.0	5.0
Director of Public Safety						
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
Office Assistant III	17	0.0	0.0	0.4	0.0	0.0
TOTAL		2.0	2.0	2.4	2.0	2.0

		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
	Level	Actual	Adopted	Requested	Recommended	Commissioners
Economic Development			Budget	Budget	Budget	Budget
Economic Development - Director	C	1.0	1.0	1.0	1.0	1.0
Business Development Manager	28	0.0	1.0	1.0	1.0	1.0
Business Development Specialist	27	1.0	0.0	0.0	0.0	0.0
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	0.0	1.0	1.0	1.0	1.0
Economic Development Program Assistant	21	1.0	0.0	0.0	0.0	0.0
Audio Visual Technician	21	0.4	0.4	0.0	0.0	0.0
Media Specialist	21	0.0	0.0	1.0	0.9	0.9
Business Retention Assistant	20	0.0	1.0	1.0	1.0	1.0
Tourism Program Assistant	19	0.0	1.0	1.0	1.0	1.0
Business Retention Assistant	18	1.0	0.0	0.0	0.0	0.0
Tourism Program Assistant	18	1.0	0.5	0.0	0.0	0.0
Office Specialist I	18	1.0	1.0	1.0	1.0	1.0
Office Assistant III	17	1.0	0.5	0.5	0.5	0.5
TOTAL		12.4	12.4	12.5	12.4	12.4
Election Board						
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
Emergency Management						
Emergency Management Division Chief	26	1.0	1.0	1.0	1.0	1.0
Emergency Management Specialist	23	0.0	1.0	1.0	1.0	1.0
Safety Technician	23	0.0	0.0	1.0	0.0	0.0
Emergency Management Specialist	21	1.0	0.0	0.0	0.0	0.0
Office Assistant I	15	1.0	1.0	1.0	1.0	1.0
TOTAL		3.0	3.0	4.0	3.0	3.0
Environmental Commission						
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
Engineering						
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
Engineering Division Chief	28	1.0	1.0	1.0	1.0	1.0
Project Engineer II	27	4.0	4.0	4.0	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	1.0	1.0	0.0	0.0
Executive Administrative Assistant	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
Administrative Aide	20	1.0	0.0	0.0	0.0	0.0
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	14.6	14.6	14.6

Finance & Budget	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
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	0.0	1.0	1.0	1.0	1.0
Capital Projects Analyst	26	1.0	1.0	1.0	1.0	1.0
Purchasing Officer	26	0.0	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	0.0	1.0	1.0	1.0
Purchasing Officer	25	1.0	0.0	0.0	0.0	0.0
Budget Analyst	24	1.0	1.0	0.0	0.0	0.0
Risk Management/Benefits Specialist	24	1.0	0.0	0.0	0.0	0.0
Accountant I	23	1.0	1.0	1.0	1.0	1.0
Grants Analyst	23	1.0	0.0	0.0	0.0	0.0
Grants Coordinator	23	0.0	1.0	1.0	1.0	1.0
Benefits Coordinator	22	0.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant I	22	1.0	1.0	1.0	1.0	1.0
Purchasing Specialist	22	0.0	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	0.0	0.0	0.0	1.0
Accounts Payable Technician	20	0.0	2.0	2.0	2.0	2.0
Accounts Receivable Technician I	20	0.0	2.0	2.0	2.0	2.0
Account Technician II	20	2.0	0.0	0.0	0.0	0.0
Benefits Assistant	20	1.0	1.0	1.0	1.0	1.0
Fixed Asset/Purchasing Assistant	20	0.0	0.0	0.0	1.0	1.0
Purchasing Assistant	20	4.0	1.0	1.0	1.0	1.0
Risk Management Assistant	20	1.0	1.0	1.0	1.0	1.0
Account Technician I	19	3.0	0.0	0.0	0.0	0.0
Fixed Asset/Purchasing Assistant	18	1.0	1.0	1.0	0.0	0.0
Office Assistant II	16	1.0	1.0	1.0	1.0	1.0
TOTAL		25.5	25.5	25.5	25.5	26.5
Fire-Rescue-EMS Division						
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	0.0	0.0	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		5.5	5.5	6.5	6.5	6.5
Fleet Maintenance						
Fleet Maintenance - Division Chief	813	1.0	1.0	1.0	1.0	1.0
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
Office Specialist II	19	1.0	0.0	0.0	0.0	0.0
Inventory Control Clerk	18	1.0	1.0	1.0	1.0	1.0
Office Assistant II	16	0.0	1.0	1.0	1.0	1.0
TOTAL		9.0	9.0	9.0	9.0	9.0

		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
	Level	Actual	Adopted	Requested	Recommended	Commissioners
			Budget	Budget	Budget	Budget
Highway Maintenance						
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
Historic District Commission						
Office Assistant II	16	0.1	0.1	0.3	0.3	0.1
TOTAL		0.1	0.1	0.3	0.3	0.1
Inspections & Permits						
Inspections & Permits Division Chief	27	0.0	0.0	0.0	1.0	1.0
Inspections & Permits Division Chief	26	1.0	1.0	1.0	0.0	0.0
Land Management Systems Coordinator	25	0.0	0.0	0.0	1.0	1.0
Permit Coordinator	25	0.0	0.0	0.0	1.0	1.0
Land Management Systems Coordinator	24	0.0	1.0	1.0	0.0	0.0
Permit Coordinator	24	0.0	1.0	1.0	0.0	0.0
Building Inspector	23	0.0	0.0	0.0	2.0	2.0
Electrical Inspector	23	0.0	2.0	2.0	2.0	2.0
Plumbing Inspector	23	0.0	0.0	0.0	2.0	2.0
Building Inspector	22	2.0	2.0	2.0	0.0	0.0
Electrical Inspector	22	2.0	0.0	0.0	0.0	0.0
Permits Manager	22	1.0	0.0	0.0	0.0	0.0
Permit Technician II	22	0.0	0.0	0.0	1.0	1.0
Plumbing Inspector	22	2.0	2.0	2.0	0.0	0.0
Permit Technician II	21	1.0	1.0	1.0	0.0	0.0
Permit Technician I	20	0.0	0.0	0.0	3.5	3.5
Permit Technician I	19	3.5	3.5	3.5	0.0	0.0
Temporary Inspectors	n/a	0.7	0.7	0.7	0.7	0.7
TOTAL		13.2	14.2	14.2	14.2	14.2
Liquor Board						
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
Mosquito Control						
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	0.3	0.2	0.2	0.2
Truck Driver Operator I/II (Seasonal)	H05/07	1.4	1.4	1.1	1.1	1.5
Mosquito Control Field Inspector	H04	0.0	0.0	0.4	0.4	0.0
TOTAL		4.1	4.1	4.1	4.1	4.1

Natural Resources	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 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
Park Technician	20	0.6	0.0	0.0	0.0	0.0
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	0.4	0.4	0.2	0.2	0.2
Naturalist (Hourly)	H13	1.2	1.5	1.0	1.0	1.0
Park Ranger (Hourly)	H07	0.5	0.8	0.5	0.5	0.8
Grounds Maintenance Worker (Hourly)	H05	0.8	0.8	0.8	0.8	0.8
Park Technician (Hourly)	H05	0.5	0.5	0.5	0.5	0.5
Park Aide I (Hourly)	H04	1.2	1.2	1.0	1.0	1.2
Summer Co-Op Students	n/a	0.5	0.5	0.5	0.5	0.5
TOTAL		14.7	14.7	13.4	13.4	13.9
Office on Aging						
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	0.0	0.0	1.0	1.0
Aging Services Program Manager	26	0.0	0.0	0.0	1.0	1.0
Aging Services Fiscal Manager	25	1.0	1.0	1.0	0.0	0.0
Aging Services Program Manager	25	1.0	1.0	1.0	0.0	0.0
Aging Services Special Projects/Database Admin	24	0.0	0.0	1.0	0.0	0.0
Aging Social Services Map Coordinator	22	0.0	3.0	3.0	3.0	3.0
Aging Social Services Coordinator	22	3.0	0.0	0.0	0.0	0.0
Long Term Care Coordinator	22	1.0	1.0	1.0	1.0	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
Ceramics Instructor (Part-time)	16	1.0	0.0	0.0	0.0	0.0
Program Assistant (Part-time)	15	0.7	1.8	1.8	1.8	1.8
Buildings & Grounds Maintenance Worker I	13	1.0	2.0	2.0	2.0	2.0
Custodian	11	2.0	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	0.0	0.5	0.4	0.5	0.5
Program Assistant (Temporary)	n/a	0.1	0.1	0.1	0.1	0.1
Custodian (Temporary)	n/a	0.1	0.1	0.2	0.1	0.1
Nutrition Van Driver (Temporary)	n/a	0.1	0.2	0.2	0.2	0.2
TOTAL		22.6	23.3	24.3	23.3	23.3
Orphan's Court						
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

		FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Parks & Recreation						
Division Chief - Parks & Recreation	29	0.0	1.0	1.0	1.0	1.0
Division Chief - Parks & Recreation	28	1.0	0.0	0.0	0.0	0.0
Recreation Supervisor	26	0.0	1.0	1.0	1.0	1.0
Business Manager	25	0.6	0.6	0.6	0.6	0.6
Park Supervisor	25	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	25	1.0	0.0	0.0	0.0	0.0
Aquatics Supervisor	24	1.0	1.0	1.0	1.0	1.0
Parks Water Maintenance Specialist	24	0.8	0.0	0.0	0.0	0.0
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	0.0	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	0.0	1.0	1.0	1.0	1.0
Building Maintenance Mechanic	20	0.0	1.0	1.0	1.0	1.0
Administrative Aide	20	1.0	0.0	0.0	0.0	0.0
RecTrac Administrator	19	1.0	0.0	0.0	0.0	0.0
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	6.0	6.0	6.0
Buildings & Grounds Worker II	14	5.0	5.0	5.0	5.0	5.0
Facility Coordinator II	14	1.0	1.0	2.0	1.0	1.0
Front Desk Attendant (Part-time)	14	3.4	2.4	3.1	3.1	3.1
Building Supervisor (Part-time)	12	9.7	9.7	8.5	8.5	8.5
Custodian	11	2.8	2.8	3.2	3.2	3.2
Customer Service Attendant III (Hourly)	Ho9	0.0	0.5	0.5	0.5	0.5
Recreation Aide (Hourly)	Ho7	0.0	1.2	1.2	1.2	1.2
Facility Coordinator I (Hourly / Seasonal)	Ho5	6.2	5.2	5.4	5.4	5.4
Grounds Maintenance Worker (Seasonal)	Ho5	8.8	8.8	8.7	8.7	8.7
TOTAL		69.2	69.2	70.2	69.2	69.2
Personnel						
Director - Personnel	C	1.0	1.0	1.0	1.0	1.0
Personnel Manager	28	0.0	1.0	1.0	1.0	1.0
Personnel Manager	27	1.0	0.0	0.0	0.0	0.0
Senior Personnel Analyst	26	0.0	1.0	1.0	1.0	1.0
Personnel Analyst II	25	1.0	0.0	0.0	0.0	0.0
Personnel Analyst II	24	0.0	0.0	0.0	1.0	1.0
Personnel Administrative Specialist	23	0.0	1.0	1.0	1.0	1.0
Executive Administrative Assistant	22	1.0	0.0	0.0	0.0	0.0
Personal Analyst I	22	0.0	0.0	0.0	1.0	1.0
Personnel Analyst	22	1.0	2.0	2.0	0.0	0.0
Personnel Assistant	20	1.0	0.0	0.0	0.0	0.0
Personnel Aide	19	1.0	1.0	1.0	1.0	1.0
Office Assistant I	15	0.6	0.6	1.0	0.6	0.6
TOTAL DIRECT STAFF		7.6	7.6	8.0	7.6	7.6
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	9.0	8.6	8.6
Project Management						
Construction Project Division Chief	26	1.0	1.0	1.0	1.0	1.0
Erosion & Sediment Control Inspectors	22	3.0	0.0	0.0	0.0	0.0
Public Works Inspector II	22	3.0	6.0	6.0	6.0	6.0
TOTAL		7.0	7.0	7.0	7.0	7.0

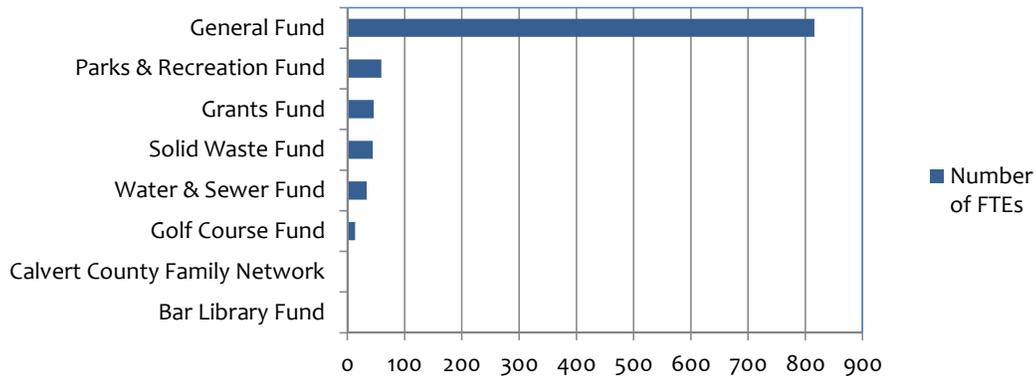
		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
		Actual	Adopted	Requested	Recommended	Commissioners
Railway Museum	Level		Budget	Budget	Budget	Budget
Curator Railway Museum	23	1.0	1.0	1.0	1.0	1.0
Office Specialist II	19	0.0	1.0	1.0	1.0	1.0
Office Assistant III	17	1.0	0.0	0.0	0.0	0.0
TOTAL		2.0	2.0	2.0	2.0	2.0
Sheriff's Office						
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	2.0	2.0	2.0	2.0	2.0
Deputy Sheriff Lieutenant	SLS	3.0	3.0	3.0	3.0	3.0
Deputy Sheriff First Sergeant	SSF	5.0	6.0	6.0	6.0	6.0
Deputy Sheriff Sergeant	SSS	11.7	10.7	10.7	10.7	10.7
Internal Affairs Investigator - Sergeant	SSS	1.0	1.0	1.0	1.0	1.0
Deputy Sheriff Corporal	SCS	14.0	14.0	14.0	14.0	14.0
Deputy Sheriff	SFS/SDS	71.0	72.0	97.0	76.0	76.0
Crime Scene Technician	809	2.0	2.0	3.0	2.0	2.0
Fleet Technician	801	0.0	0.0	1.0	1.0	1.0
Special Deputy	C	10.6	10.6	15.5	10.5	10.5
Academy Director	C	0.0	0.0	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
Civilian Victims Services Coordinator	C	0.0	0.0	1.0	0.0	0.0
Grants Manager	C	0.0	0.0	0.5	0.0	0.0
Cadet	C	0.0	0.0	2.3	0.0	0.0
Property Room Assistant	C	0.0	0.0	0.4	0.4	0.4
Systems Analyst II	25	0.0	0.0	1.0	0.0	0.0
Civilian Public Information Specialist	24	0.0	0.0	1.0	0.0	0.0
Civilian Quartermaster	23	0.0	0.0	0.5	0.0	0.0
Crime Analyst	22	0.0	0.0	1.0	0.0	0.0
Executive Administrative Assistant I	22	0.0	0.0	0.0	1.0	1.0
Executive Administrative Aide	21	1.0	1.0	1.0	0.0	0.0
Special Projects Coordinator	21	1.0	1.0	1.0	1.0	1.0
Communication Operator Supervisor	21	0.0	0.0	1.0	1.0	1.0
Civilian Duty Officer Supervisor	21	0.0	1.0	0.0	0.0	0.0
Civil Process Specialist	20	0.7	0.7	2.7	0.7	0.7
Computer Services Technician I	20	0.0	0.0	1.0	0.0	0.0
Administrative Aide	20	0.0	1.0	1.0	1.0	1.0
Office Specialist II	19	1.0	1.0	1.0	1.0	1.0
Civilian Duty Officer Supervisor	18	1.0	0.0	0.0	0.0	0.0
Office Specialist I	18	2.1	2.0	2.0	2.0	2.0
Office Assistant III	17	1.0	1.4	2.4	2.4	2.4
Office Assistant II	16	4.3	3.1	4.1	3.1	3.1
Communication Operator	16	0.0	0.0	8.0	5.0	5.0
Civilian Duty Office Aide	16	0.0	5.0	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	2.0	2.0	1.0	1.0
Civilian Duty Office Aide	13	5.0	0.0	0.0	0.0	0.0
SUBTOTAL		143.6	144.6	193.1	150.9	150.9
Dominion						
Deputy Sheriff Captain	SCPS	1.0	2.0	2.0	2.0	2.0
Deputy Sheriff Lieutenant	SLS	1.0	0.0	0.0	0.0	0.0
Deputy Sheriff Sergeant	SSS	2.0	2.0	2.0	2.0	2.0
Deputy Sheriff Corporal	SCS	1.0	1.0	1.0	1.0	1.0
Deputy Sheriff	SFS	5.0	5.0	6.0	6.0	6.0
SUBTOTAL		10.0	10.0	11.0	11.0	11.0
TOTAL		153.6	154.6	204.1	161.9	161.9

	Level	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Soil Conservation District						
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
State's Attorney						
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	0.0	4.0	5.0	4.0	4.0
Assistant State's Attorney II	A	1.0	0.0	0.0	0.0	0.0
Assistant State's Attorney I	A	2.0	0.0	0.0	0.0	0.0
Investigator	A	1.0	1.0	2.0	1.0	2.0
Legal Office Specialist	23	0.0	0.0	0.0	1.0	1.0
Community Service Coordinator	22	1.0	1.0	1.0	1.0	1.0
Legal Office Specialist	22	1.0	1.0	1.0	0.0	0.0
Victim Witness Advocate	20	2.0	4.0	4.0	5.0	5.0
Legal Secretary II	19	1.0	1.0	1.0	1.0	1.0
Victim Witness Advocate I	19	2.0	0.0	0.0	0.0	0.0
Legal Secretary I	18	4.0	4.0	4.0	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	3.0	2.0	2.0
TOTAL		25.0	26.0	29.0	26.0	27.0
Technology Services						
Technology Services Director	C	1.0	1.0	1.0	1.0	1.0
Technology Services Infrastructure Manager	28	0.0	1.0	1.0	1.0	1.0
Technology Services Program Manager	28	0.0	1.0	1.0	1.0	1.0
Network Administrator Supervisor	26	1.0	0.0	0.0	0.0	0.0
Systems Analyst Supervisor	26	1.0	1.0	1.0	1.0	1.0
Technology Services Project Coordinator	26	1.0	0.0	0.0	0.0	0.0
GIS Administrator	25	1.0	1.0	1.0	1.0	1.0
Network Administrator II	25	1.0	2.6	3.0	2.6	2.0
Systems Analyst II	25	3.0	3.0	3.0	3.0	3.0
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	1.0
Network Administrator I	24	3.0	2.0	2.0	2.0	2.0
Systems Analyst I	24	2.0	2.0	2.0	2.0	2.0
Computer Services Technician II	22	0.0	3.0	3.0	3.0	3.0
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
Computer Services Technician II	20	1.0	0.0	0.0	0.0	0.0
Computer Services Technician I	20	0.0	1.0	1.0	1.0	1.0
Computer Services Technician I	18	3.0	0.0	0.0	0.0	0.0
Office Assistant III	17	0.0	1.0	1.0	1.0	1.0
Office Assistant II	16	1.0	0.0	0.0	0.0	0.0
TOTAL		23.0	23.6	24.0	23.6	23.0
Transportation						
Transportation Division Chief	27	0.0	0.0	0.0	1.0	1.0
Transportation Services Supervisor	25	1.0	1.0	1.0	0.0	0.0
Driver Dispatch/Supervisor	19	1.0	1.0	1.0	1.0	1.0
Office Specialist I	18	0.8	0.8	1.0	1.0	1.0
Equipment Mechanic (paid by Grant)	808	1.0	1.0	1.0	1.0	1.0
TOTAL		3.8	3.8	4.0	4.0	4.0

GENERAL FUND STAFFING SUMMARY	FY 2014 Actual	FY 2015 Adopted Budget	FY 2016 Requested Budget	FY 2016 Recommended Budget	FY 2016 Commissioners Budget
Board of County Commissioners	6.0	6.0	6.0	6.0	6.0
Clerk To County Commissioners	1.0	1.0	1.0	1.0	1.0
County Administrator	2.0	2.0	2.0	2.0	2.0
County Attorney	4.0	4.0	4.0	4.0	4.0
Technology Services	23.0	23.6	24.0	23.6	23.0
Circuit Court	12.9	13.9	13.9	13.9	13.9
Orphans Court	3.0	3.0	3.0	3.0	3.0
State's Attorney	25.0	26.0	29.0	26.0	27.0
County Treasurer	7.6	7.4	7.4	7.4	7.4
Finance & Budget	25.5	25.5	25.5	25.5	25.5
Personnel	8.6	8.6	9.0	8.6	8.6
Community Planning & Building	29.9	28.9	30.0	29.4	29.4
Inspections & Permits	13.2	14.2	14.2	14.2	14.2
TOTAL GENERAL GOVERNMENT	161.7	164.1	169.0	164.6	165.0
Director of Public Safety	2.0	2.0	2.4	2.0	2.0
Control Center	34.0	34.0	35.0	34.0	34.0
Emergency Management	3.0	3.0	4.0	3.0	3.0
Fire-Rescue-EMS	5.5	5.5	6.5	6.5	6.5
Sheriff's Office	153.6	154.6	204.1	161.9	161.9
Detention Center	87.6	87.6	87.5	87.5	87.5
Animal Control	7.0	7.0	7.0	7.0	7.0
TOTAL PUBLIC SAFETY	292.7	293.7	346.5	301.9	301.9
Director of General Services	5.0	5.0	5.0	5.0	5.0
Buildings & Grounds	30.0	30.0	30.0	30.0	30.0
Mosquito Control	4.1	4.1	4.1	4.1	4.1
Parks & Recreation	69.2	69.2	70.2	69.2	69.2
Calvert Marine Museum	41.0	42.5	43.3	42.3	42.5
Natural Resources	14.7	14.7	13.4	13.4	13.9
Railway Museum	2.0	2.0	2.0	2.0	2.0
TOTAL GENERAL SERVICES	166.0	167.5	168.0	166.0	166.7
Engineering	14.6	14.6	14.6	14.6	14.6
Project Management	7.0	7.0	7.0	7.0	7.0
Highway Maintenance	35.0	35.0	35.0	35.0	35.0
Fleet Maintenance	9.0	9.0	9.0	9.0	9.0
TOTAL PUBLIC WORKS	65.6	65.6	65.6	65.6	65.6
Economic Development	12.4	12.4	12.5	12.4	12.4
TOTAL ECONOMIC DEVELOPMENT	12.4	12.4	12.5	12.4	12.4
Director of Community Resources	5.0	5.0	4.5	4.5	4.5
Office on Aging	22.6	23.3	24.3	23.3	23.3
Transportation	3.8	3.8	4.0	4.0	4.0
TOTAL COMMUNITY RESOURCES	31.4	32.1	32.8	31.8	31.8
Calvert Library	54.7	54.4	55.2	54.8	54.8
Soil Conservation	5.0	5.0	5.0	5.0	5.0
Election Board	9.0	9.0	9.0	9.0	9.0
Liquor Board	3.2	3.2	3.2	3.2	3.2
TOTAL INDEPENDENT BOARDS	71.9	71.6	72.4	72.0	72.0
Environmental Commission	0.1	0.1	0.1	0.1	0.1
Historic District Commission	0.1	0.1	0.1	0.1	0.1
TOTAL COMMISSIONS	0.2	0.2	0.2	0.2	0.2
TOTAL POSITIONS BUDGETED	801.9	807.2	867.0	814.5	815.6
Note: FTE's include full time, part time, seasonal, substitute, temporary, intern, and co-op positions.					
Staffing Level Guide: E = Elected A = Appointed C = Contract					

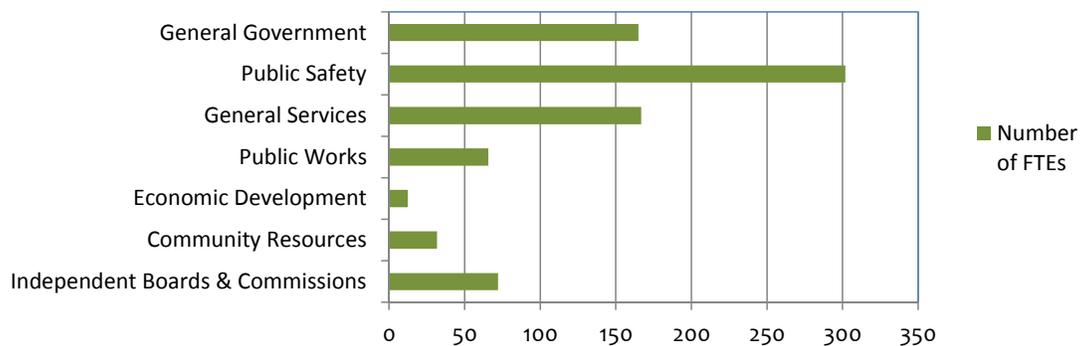
STAFFING SUMMARIES AND GRAPHS

County Government Staffing by Fund



COUNTY GOVERNMENT STAFFING SUMMARY	FY 2016 Adopted Budget	Percentage of Total County Staff
expressed in Full Time Equivalents (FTEs)		
General Fund	815.6	80.4%
Water & Sewer Fund	33.7	3.3%
Solid Waste Fund	44.6	4.4%
Grants Fund	46.2	4.6%
Bar Library Fund	0.7	0.1%
Calvert County Family Network Fund	0.7	0.1%
Golf Course Fund	13.3	1.3%
Parks & Recreation Fund	59.5	5.9%
TOTAL COUNTY POSITIONS BUDGETED	1014.3	100.0%

General Fund Staffing by Function



GENERAL FUND STAFFING SUMMARY	FY 2016 Adopted Budget	Percentage of General Fund Staff
expressed in Full Time Equivalents (FTEs)		
General Government	165.0	20.2%
Public Safety	301.9	37.0%
General Services	166.7	20.4%
Public Works	65.6	8.0%
Economic Development	12.4	1.5%
Community Resources	31.8	3.9%
Independent Boards & Commissions	72.2	8.9%
TOTAL GENERAL FUND POSITIONS BUDGETED	815.6	100.0%

GENERAL FUND STAFFING SUMMARY (FTE) RECONCILIATION	FY 2015 Adopted Budget	FY 2015 Actual Budget	FY 2015 Increase/ (Decrease)	FY 2016 Adopted Budget	FY 2016 Increase / (Decrease)	Reason
Board of County Commissioners	6.0	6.0	0.0	6.0	0.0	
Clerk To County Commissioners	1.0	1.0	0.0	1.0	0.0	
County Administrator	2.0	2.0	0.0	2.0	0.0	
County Attorney	4.0	4.0	0.0	4.0	0.0	
Technology Services	23.6	23.6	0.0	23.0	(0.6)	A
Circuit Court	13.9	13.9	0.0	13.9	0.0	
Orphans Court	3.0	3.0	0.0	3.0	0.0	
State's Attorney	26.0	26.0	0.0	27.0	1.0	B
County Treasurer	7.4	7.4	0.0	7.4	0.0	
Finance & Budget	25.5	25.5	0.0	25.5	0.0	
Personnel	8.6	8.6	0.0	8.6	0.0	
Community Planning & Building	28.9	28.8	(0.1)	29.4	0.6	#1 / C
Inspections & Permits	14.2	14.2	0.0	14.2	0.0	
TOTAL GENERAL GOVERNMENT	164.1	164.0	-0.1	165.0	1.0	
Director of Public Safety	2.0	2.0	0.0	2.0	0.0	
Control Center	34.0	34.0	0.0	34.0	0.0	
Emergency Management	3.0	3.0	0.0	3.0	0.0	
Fire - Rescue - EMS	5.5	6.5	1.0	6.5	0.0	#2
Sheriff's Office	154.6	160.9	6.3	161.9	1.0	#3 / D
Detention Center	87.6	87.6	0.0	87.5	(0.1)	E
Animal Control	7.0	7.0	0.0	7.0	0.0	
TOTAL PUBLIC SAFETY	293.7	301.0	7.3	301.9	0.9	
Director of General Services	5.0	5.0	0.0	5.0	0.0	
Buildings & Grounds	30.0	30.0	0.0	30.0	0.0	
Mosquito Control	4.1	4.1	0.0	4.1	0.0	
Parks & Recreation	69.2	69.2	0.0	69.2	0.0	
Calvert Marine Museum	42.5	42.5	0.0	42.5	0.0	
Natural Resources	14.7	13.4	(1.3)	13.9	0.5	#4 / F
Railway Museum	2.0	2.0	0.0	2.0	0.0	
TOTAL GENERAL SERVICES	167.5	166.2	(1.3)	166.7	0.5	
Engineering	14.6	14.6	0.0	14.6	0.0	
Project Management	7.0	7.0	0.0	7.0	0.0	
Highway Maintenance	35.0	35.0	0.0	35.0	0.0	
Fleet Maintenance	9.0	9.0	0.0	9.0	0.0	
TOTAL PUBLIC WORKS	65.6	65.6	0.0	65.6	0.0	
Economic Development	12.4	12.4	0.0	12.4	0.0	
TOTAL ECONOMIC DEVELOPMENT	12.4	12.4	0.0	12.4	0.0	
Director of Community Resources	5.0	5.5	0.5	4.5	(1.0)	#5 / G
Office on Aging	23.3	23.3	0.0	23.3	0.0	
Transportation	3.8	4.0	0.2	4.0	0.0	#6
TOTAL COMMUNITY RESOURCES	32.1	32.8	0.7	31.8	(1.0)	
Calvert Library	54.4	54.8	0.4	54.8	0.0	#7
Soil Conservation	5.0	5.0	0.0	5.0	0.0	
Election Board	9.0	9.0	0.0	9.0	0.0	
Liquor Board	3.2	3.2	0.0	3.2	0.0	
TOTAL INDEPENDENT BOARDS	71.6	72.0	0.4	72.0	0.0	
Environmental Commission	0.1	0.1	0.0	0.1	0.0	
Historic District Commission	0.1	0.1	0.0	0.1	0.0	
TOTAL COMMISSIONS	0.2	0.2	0.0	0.2	0.0	
TOTAL POSITIONS BUDGETED	807.2	814.2	7.0	815.6	1.4	

NOTE: FY 2015 Actual FTE counts as of May 19, 2015.

GENERAL FUND STAFFING RECONCILIATION REASONS / EXPLANATIONS**FY 2015 ADJUSTMENTS - 7.0 FTE INCREASE OVERALL**

GENERAL GOVERNMENT

- #1 Community Planning & Building: 0.1 FTE decrease for calculation error for part-time Office Assistant II

PUBLIC SAFETY

- #2 Fire - Rescue - EMS: 1.0 FTE increase for new Emergency Medical Services Specialist position
- #3 Sheriff's Office: 5.0 FTE increase for new Deputy Sheriff positions, 1.0 FTE increase for new Fleet Mechanic position, 0.4 FTE increase for new Property Room Assistant position, 0.1 FTE decrease for Special Deputy positions.

GENERAL SERVICES

- #4 Natural Resources: 1.3 FTE decrease due to realignment of staff

COMMUNITY RESOURCES

- #5 Director, Community Resources: 0.5 FTE increase for Program Monitor position
- #6 Transportation: 0.2 FTE increase for Office Specialist position because of grant funding change

INDEPENDENT BOARDS

- #7 Calvert Library: 0.4 FTE increase due to realignment for Public Librarian position

FY 2016 ADJUSTMENTS - 1.4 FTE INCREASE OVERALL

GENERAL GOVERNMENT

- A Technology Services: 0.6 FTE decrease due to removal of short-term Network Administrator part-time position
- B State's Attorney Office: 1.0 FTE increase for new investigator position
- C Community Planning & Building: 0.6 FTE increase for Planner III position that moved from Special Revenue funds

PUBLIC SAFETY

- D Sheriff's Office: 1.0 FTE increase for new Academy Director position
- E Detention Center: 0.1 FTE decrease for Custodian position

GENERAL SERVICES

- F Natural Resources: 0.5 FTE increase due to error correction in FY 2015 realignment

COMMUNITY RESOURCES

- G Director, Community Resources: 1.0 FTE decrease for Program Monitor position because state grant funding ended June 30, 2015.

ENTERPRISE FUNDS						
		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
Water & Sewer	Level	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
W&S Division Chief	28	1.0	1.0	1.0	1.0	1.0
Project Engineer II	27	0.7	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	0.0	1.0	1.0	1.0
W&S Operations Superintendent	25	1.0	1.0	1.0	1.0	1.0
W&S Area Supervisor	24	2.0	0.0	0.0	0.0	0.0
W&S Infrastructure Supervisor	24	0.0	0.0	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	0.0	1.0	0.0	0.0	0.0
System Supervisor	24	0.0	1.0	0.0	0.0	0.0
W&S Plant Supervisor	23	0.0	0.0	4.0	4.0	4.0
W&S Plant Supervisor II	23	3.0	4.0	0.0	0.0	0.0
W&S Laboratory Supervisor	23	0.0	1.0	1.0	1.0	1.0
Master Electrician	22	1.0	1.0	1.0	1.0	1.0
Plant Laboratory Specialist	22	1.0	0.0	0.0	0.0	0.0
Executive Administrative Aide	21	0.0	0.0	1.0	1.0	1.0
W&S Maintenance Crew Leader	21	0.0	1.0	1.0	1.0	1.0
Plant Supervisor I	21	2.0	0.0	0.0	0.0	0.0
Administrative Aide	20	1.0	2.0	1.0	1.0	1.0
W&S Mechanical Maintenance Technician	19	2.0	2.0	2.0	2.0	2.0
Office Specialist II	19	1.0	0.0	0.0	0.0	0.0
W&S Plant Operator / Operator Trainee	19/15	10.0	12.0	11.0	11.0	11.0
W&S Technician	19	0.0	0.0	2.0	2.0	2.0
W&S Plant Laboratory Assistant Technician	18	0.0	0.0	1.0	1.0	1.0
Sampler/Lab Assistant	18	1.0	1.0	0.0	0.0	0.0
Septage Receiving Attendant	15	1.0	1.0	1.0	1.0	1.0
Grounds Maintenance (Seasonal)	H05	1.0	0.0	0.0	0.0	0.0
TOTAL		30.7	32.7	33.7	33.7	33.7
Solid Waste						
Solid Waste Division Chief	27	0.0	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	1.0	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 Coordinator	24	1.0	1.0	1.0	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	0.0	1.0	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	0.0	0.0	0.0	0.0
Office Specialist I	18	0.0	0.0	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
Weigh Clerk	16	3.5	3.5	3.5	3.5	3.5
Landfill Maintenance Worker I	15	4.0	3.0	3.0	3.0	3.0
Solid Waste Truck Driver	16	4.0	4.0	5.0	5.0	5.0
Solid Waste Compactor Operator	13	18.3	19.3	19.3	19.3	19.3
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	42.6	44.6	44.6	44.6
ENTERPRISE FUNDS TOTAL		73.3	75.3	78.3	78.3	78.3

GRANTS FUND						
		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
		Actual	Adopted	Requested	Recommended	Commissioners
Circuit Court	Level		Budget	Budget	Budget	Budget
Drug Court Coordinator	CC5	0.0	0.0	1.0	1.0	1.0
Family Services Coordinator	CC5	0.0	1.0	1.0	1.0	1.0
Judicial Secretary	CC4	0.0	0.6	0.6	0.6	0.6
Legal Secretary	CC2	0.0	1.0	1.0	1.0	0.6
Administrative Aide	CC1	0.0	0.6	1.0	1.0	1.0
Family Services Coordinator	A	1.0	0.0	0.0	0.0	0.0
Legal Secretary III	21	0.6	0.0	0.0	0.0	0.0
Legal Secretary I	18	0.2	0.0	0.0	0.0	0.0
Office Assistant I	15	1.0	0.0	0.0	0.0	0.0
Bailiff	A	0.4	0.0	0.0	0.0	0.0
TOTAL		3.2	3.2	4.6	4.6	4.2
Community Planning and Building						
Planner II	24	1.1	1.0	1.5	1.5	1.5
Intern	n/a	0.0	0.0	0.3	0.3	0.3
TOTAL		1.1	1.0	1.8	1.8	1.8
Emergency Management						
Emergency Planning Specialist	23	1.0	1.0	1.0	1.0	1.0
Emergency Planner	22	1.0	1.0	1.0	1.0	1.0
TOTAL		2.0	2.0	2.0	2.0	2.0
Office on Aging						
Developmental Disabilities 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	H19	0.0	2.0	2.0	2.0	2.0
Medicaid Waiver Coordinator	H19	0.6	0.0	0.0	0.0	0.0
Developmental Disabilities Aide	H13	0.0	0.5	0.5	0.5	0.5
TOTAL		4.2	6.1	6.1	6.1	6.1
Parks & Recreation						
Counselor II TRS (Seasonal)	H07	0.0	0.0	0.9	0.9	0.9
Counselor I TRS (Seasonal)	H06	0.0	0.0	0.5	0.5	0.5
Personal Care Attendant TRS (Seasonal)	H06	0.0	0.0	0.3	0.3	0.3
One-to-One Counselor TRS (Seasonal)	H04	0.0	0.0	1.0	1.0	1.0
TOTAL		0.0	0.0	2.7	2.7	2.7
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	0.9	0.5	0.0	0.0	0.0
Office Assistant III	17	0.0	0.0	0.4	0.4	0.4
Office Assistant II	16	0.0	0.0	0.4	0.4	0.4
TOTAL		5.4	5.0	5.3	5.3	5.3

GRANTS FUND (cont'd)						
		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
	Level	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
State's Attorney						
Senior Assistant State's Attorney	A	1.0	1.0	1.0	1.0	1.0
Assistant State's Attorney	25	1.0	0.0	0.0	0.0	0.0
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
Office Assistant II	16	1.0	0.0	0.0	0.0	0.0
TOTAL		6.0	4.0	4.0	4.0	4.0
Substance Abuse						
Substance Abuse & Fiscal Manager	27	1.0	0.0	0.0	0.0	0.0
Substance Abuse Clinical Coordinator	26	1.0	2.0	2.0	2.0	2.0
Addiction Counselor II	21	2.0	0.0	0.0	0.0	0.0
Addiction Counselor/Adolescent	21	1.0	0.0	0.0	0.0	0.0
Office Assistant II - P/T	16	0.6	0.0	0.0	0.0	0.0
Custodian	n/a	0.4	0.3	0.3	0.3	0.3
TOTAL		6.0	2.3	2.3	2.3	2.3
Transportation						
Bus/Van Driver	14	14.9	16.4	16.4	16.4	16.4
Office Specialist I	18	0.2	0.0	0.0	0.0	0.0
Bus/Van Driver (Temporary)	n/a	2.0	1.4	1.4	1.4	1.4
TOTAL		17.1	17.8	17.8	17.8	17.8
GRANTS FUND TOTAL		45.0	41.4	46.6	46.6	46.2

SPECIAL REVENUE FUNDS						
		FY 2014	FY 2015	FY 2016	FY 2016	FY 2016
	Level	Actual	Adopted Budget	Requested Budget	Recommended Budget	Commissioners Budget
Bar Library Fund						
Assistant Circuit Court Administrator	CC04	0.0	0.0	0.7	0.7	0.7
Administrative Aide	CC01	0.0	0.7	0.0	0.0	0.0
TOTAL		0.0	0.7	0.7	0.7	0.7
Calvert Family Network						
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
Golf Course						
Golf Course General Manager	25	0.0	0.0	1.0	1.0	1.0
Golf Course General Manager	24	1.0	1.0	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	H13	1.0	1.0	0.8	0.8	0.8
Golf Course Maintenance Foreman	H10	1.0	1.0	0.8	0.8	0.8
Golf Course Kitchen/Bar Manager (Seasonal)	H10	0.5	0.5	0.5	0.5	0.5
Golf Shop Attendant I (Hourly)	H06	0.8	0.8	0.8	0.8	0.8
Golf Course Maintenance Worker (Hourly)	H05	0.0	0.0	1.7	1.7	1.7
Golf Course Maintenance Worker (Seasonal)	H05	1.4	1.4	2.3	2.3	2.3
Golf Course Starter/Ranger (Hourly)	H02	0.8	0.8	0.8	0.8	0.8
Outside Golf Course Attendant (Seasonal)	H02	0.0	0.0	0.2	0.2	0.2
Outside Golf Course Attendant (Hourly)	H02	0.8	0.8	0.7	0.7	0.7
Bartender (Hourly)	H02	0.8	0.8	0.8	0.8	0.8
Beverage Cart Attendant (Seasonal)	H01	0.8	0.8	0.8	0.8	0.8
TOTAL		11.0	11.0	13.3	13.3	13.3

SPECIAL REVENUE FUNDS (cont'd)						
		FY 2015	FY 2016	FY 2016	FY 2016	FY 2016
Parks & Recreation		Adopted	Requested	Recommended	Commissioners	
Self-Sustaining Fund	Level	FY 2014 Actual	Budget	Budget	Budget	Budget
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	0.0	1.0	1.0	1.0	1.0
Aquatics Facility Assistant Manager	20	1.0	0.0	0.0	0.0	0.0
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
Front Desk Attendant	14	0.5	0.5	0.0	0.0	0.0
Custodian	11	1.5	1.5	1.7	1.7	1.7
Head Swim Coach (Hourly)	H14	0.8	0.8	0.0	0.0	0.0
Summer League Swim Coach (Seasonal)	H13	0.5	0.5	0.3	0.3	0.3
Water Park Manager (Seasonal)	H12	0.2	0.2	0.3	0.3	0.3
Swimming Lesson Supervisor (Seasonal)	H12	0.0	0.0	0.1	0.1	0.1
Swimming Lesson Supervisor (Temporary)	H12	0.7	0.7	0.0	0.0	0.0
Swimming Lesson Supervisor (Hourly)	H12	0.0	0.0	0.7	0.7	0.7
Lifeguard Instructor (Hourly)	H12	0.0	0.0	0.3	0.3	0.3
Facility Supervisor I/II (Hourly)	H10/H11	0.0	0.0	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	0.0	0.0	0.5	0.5	0.5
Water Park Assistant Manager (Seasonal)	H10	1.0	1.0	0.9	0.9	0.9
Water Safety Instructor (Seasonal)	H10	2.0	2.0	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	1.4	1.4	3.2	3.2	3.2
Pool Manager (Hourly)	H10	3.2	3.2	2.7	2.7	2.7
Assistant Swim Coach I (Hourly)	H10	1.0	1.0	1.0	1.0	1.0
Customer Service Attendants III (Hourly)	H09	0.0	0.0	1.0	1.0	1.0
Counselor II TRS (Hourly)	H07	0.5	0.5	0.0	0.0	0.0
Program Coordinator TRS (Seasonal)	H07	0.3	0.3	0.0	0.0	0.0
Park Ranger (Seasonal)	H07	1.5	1.5	1.5	1.5	1.5
Reservation Clerk (Seasonal)	H07	0.8	0.8	0.5	0.5	0.5
Assistant Pool Manager (Seasonal)	H07	0.2	0.2	0.2	0.2	0.2
Assistant Pool Manager (Hourly)	H07	2.9	2.9	2.1	2.1	2.1
Customer Service Attendants II (Hourly)	H07	3.4	3.4	2.9	2.9	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	0.0	0.0	1.3	1.3	1.3
Facility Coordinator I (Hourly)	H05	1.0	1.0	0.0	0.0	0.0
Grounds Maintenance Worker (Hourly)	H05	1.5	1.5	0.0	0.0	0.0
Lifeguard I/II (Seasonal)	H03/H05	3.3	3.3	9.0	9.0	9.0
Lifeguard I/II (Hourly)	H03/H05	14.7	14.7	11.5	11.5	11.5
Camp Aide (Seasonal)	H02	1.4	1.4	1.5	1.5	1.5
Concession Stand Attendant (Seasonal)	H02	3.4	3.4	3.0	3.0	3.0
Pool Clerk/Gate Attendant (Seasonal)	H02	1.9	1.9	2.3	2.3	2.3
Pool Clerk/Gate Attendant (Hourly)	H02	1.0	1.0	0.9	0.9	0.9
TOTAL		58.5	58.5	59.5	59.5	59.5
Planning & Zoning						
Planner II	24	0.6	0.6	0.0	0.0	0.0
TOTAL		0.6	0.6	0.0	0.0	0.0
SPECIAL REVENUE FUNDS TOTAL		71.1	71.5	74.2	74.2	74.2
OTHER FUNDS TOTAL		189.3	188.2	199.0	199.0	198.7

OTHER FUNDS STAFFING SUMMARY (FTE) RECONCILIATION	FY 2015 Adopted Budget	FY 2015 Actual Budget	FY 2015 Increase/ (Decrease)	FY 2016 Adopted Budget	FY 2016 Increase / (Decrease)	Reason
Water & Sewer	32.7	32.7	0.0	33.7	1.0	a
Solid Waste	42.6	42.6	0.0	44.6	2.0	b
TOTAL ENTERPRISE FUNDS	75.3	75.3	0.0	78.3	3.0	
Circuit Court Grant Funds	3.2	3.2	0.0	4.2	1.0	c
Community Planning & Bldg Grant Funds	1.0	1.8	0.8	1.8	0.0	#1
Emergency Management Grant Funds	2.0	2.0	0.0	2.0	0.0	
Office on Aging Grant Funds	6.1	6.1	0.0	6.1	0.0	
Parks & Recreation Grant Funds	0.0	2.7	2.7	2.7	0.0	#2
Sheriff's Office Grant Funds	5.0	5.3	0.3	5.3	0.0	#3
State's Attorney Grant Funds	4.0	4.0	0.0	4.0	0.0	
Substance Abuse Grant Funds	2.3	2.3	0.0	2.3	0.0	
Transportation Grant Funds	17.8	17.8	0.0	17.8	0.0	
TOTAL GRANT FUNDS	41.4	45.2	3.8	46.2	1.0	
Bar Library Fund	0.7	0.7	0.0	0.7	0.0	
Calvert Family Network	0.7	0.7	0.0	0.7	0.0	
Golf Course	11.0	13.3	2.3	13.3	0.0	#4
Parks & Recreation	58.5	59.5	1.0	59.5	0.0	#5
Planning & Zoning	0.6	0.6	0.0	0.0	(0.6)	#6
TOTAL SPECIAL REVENUE FUNDS	71.5	74.8	3.3	74.2	-0.6	
TOTAL OTHER POSITIONS BUDGETED	188.2	195.3	7.1	198.7	3.4	

Final Staffing Schedule after all corrections

REASON EXPLANATIONS:

FY 2015 Adjustments

Grant Funds

- #1 Circuit Court: 0.5 FTE increase for Planner II position; 0.3 FTE increase for Intern position
- #2 Parks & Recreation: 2.7 FTE correction because positions were erroneously recorded in Special Revenue Funds
- #3 Sheriff's Office: 0.5 FTE decrease for Office Specialist position; 0.8 FTE increase for two Office Assistant positions at 0.4 FTE each

Special Revenue Funds

- #4 Golf Course: 2.3 FTE increase to realign staffing needs to meet operational needs
- #5 Parks & Recreation: 1.0 FTE increase was made to realign certain positions in order to allow for part time fluctuations
- #6 Planning & Zoning: 0.6 Planner II position is now funded in the General Fun

FY 2016 Adjustments

Enterprise Funds

- a: Water & Sewer: 1.0 FTE increase for new Operator Trainee position per Staffing Study
- b: Solid Waste: 1.0 FTE increase for new Office Specialist II; 1.0 FTE increase for new Truck Driver position

Grant Funds

- c: 1.0 FTE increase for new Adult Drug Court Coordinator position

PAY SCALES



Solomons Island, Maryland

[70 HOUR](#)
[80 HOUR](#)
[CIRCUIT COURT](#)
[CORRECTIONAL OFFICER](#)
[DEPUTY SHERIFF](#)
[HOURLY / SEASONAL](#)

70 HOUR CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

(HOURLY SALARY)
(BI-WEEKLY SALARY)
(ANNUAL SALARY)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	
711	14-32	14-83	15-35	15-91	16-45	17-02	17-45	17-90	18-33	18-79	19-05	19-31	19-59	19-87	20-14	20-39	20-66	20-94	21-24	
	1,002.40	1,038.10	1,074.50	1,113.70	1,151.50	1,191.40	1,221.50	1,253.00	1,283.10	1,315.30	1,333.50	1,351.70	1,371.30	1,390.90	1,409.80	1,427.30	1,446.20	1,465.80	1,486.80	
	26,062	26,991	27,937	28,956	29,939	30,976	31,759	32,578	33,361	34,198	34,671	35,144	35,654	36,163	36,655	37,110	37,601	38,111	38,657	
712	14-89	15-43	15-97	16-52	17-11	17-70	18-13	18-58	19-06	19-54	19-82	20-09	20-37	20-65	20-94	21-23	21-51	21-80	22-10	
	1,042.30	1,080.10	1,117.90	1,156.40	1,197.70	1,239.00	1,269.10	1,300.60	1,334.20	1,367.80	1,387.40	1,406.30	1,425.90	1,445.50	1,465.80	1,486.10	1,505.70	1,526.00	1,547.00	
	27,100	28,083	29,065	30,066	31,140	32,214	32,997	33,816	34,689	35,563	36,072	36,564	37,073	37,583	38,111	38,639	39,148	39,676	40,222	
713	15-51	16-05	16-58	17-18	17-79	18-39	18-86	19-34	19-83	20-32	20-60	20-89	21-18	21-48	21-78	22-08	22-37	22-67	22-97	
	1,085.70	1,123.50	1,160.60	1,202.60	1,245.30	1,287.30	1,320.20	1,353.80	1,388.10	1,422.40	1,442.00	1,462.30	1,482.60	1,503.60	1,524.60	1,545.60	1,565.90	1,586.90	1,607.90	
	28,228	29,211	30,176	31,268	32,378	33,470	34,325	35,199	36,091	36,982	37,492	38,020	38,548	39,094	39,640	40,186	40,713	41,259	41,805	
714	16-11	16-67	17-25	17-89	18-49	19-14	19-64	20-10	20-61	21-13	21-43	21-73	22-04	22-34	22-64	22-96	23-28	23-60	23-92	
	1,127.70	1,166.90	1,207.50	1,252.30	1,294.30	1,339.80	1,374.80	1,407.00	1,442.70	1,479.10	1,500.10	1,521.10	1,542.80	1,563.80	1,584.80	1,607.20	1,629.60	1,652.00	1,674.40	
	29,320	30,339	31,395	32,560	33,652	34,835	35,745	36,582	37,510	38,457	39,003	39,549	40,113	40,659	41,205	41,787	42,370	42,952	43,534	
715	16-77	17-36	17-96	18-57	19-22	19-91	20-39	20-91	21-44	21-99	22-29	22-59	22-91	23-23	23-56	23-89	24-20	24-52	24-85	
	1,173.90	1,215.20	1,257.20	1,299.90	1,345.40	1,393.70	1,427.30	1,463.70	1,500.80	1,539.30	1,560.30	1,581.30	1,603.70	1,626.10	1,649.20	1,672.30	1,694.00	1,716.40	1,739.50	
	30,521	31,595	32,687	33,797	34,980	36,236	37,110	38,056	39,021	40,022	40,568	41,114	41,696	42,279	42,879	43,480	44,044	44,626	45,227	
716	17-44	18-05	18-66	19-32	20-01	20-69	21-22	21-75	22-30	22-85	23-17	23-50	23-83	24-16	24-49	24-81	25-16	25-49	25-85	
	1,220.80	1,263.50	1,306.20	1,352.40	1,400.70	1,448.30	1,485.40	1,522.50	1,561.00	1,599.50	1,621.90	1,645.00	1,668.10	1,691.20	1,714.30	1,736.70	1,761.20	1,784.30	1,809.50	
	31,741	32,851	33,961	35,162	36,418	37,656	38,620	39,585	40,586	41,587	42,169	42,770	43,371	43,971	44,572	45,154	45,791	46,392	47,047	
717	18-12	18-76	19-43	20-09	20-79	21-52	22-07	22-62	23-19	23-77	24-10	24-43	24-77	25-13	25-48	25-83	26-18	26-52	26-87	
	1,268.40	1,313.20	1,360.10	1,406.30	1,455.30	1,506.40	1,544.90	1,583.40	1,623.30	1,663.90	1,687.00	1,710.10	1,733.90	1,759.10	1,783.60	1,808.10	1,832.60	1,856.40	1,880.90	
	32,978	34,143	35,363	36,564	37,838	39,166	40,167	41,168	42,206	43,261	43,862	44,463	45,081	45,737	46,374	47,011	47,648	48,266	48,903	
718	18-85	19-52	20-19	20-90	21-64	22-38	22-95	23-52	24-10	24-71	25-06	25-40	25-79	26-15	26-50	26-86	27-21	27-59	27-96	
	1,319.50	1,366.40	1,413.30	1,463.00	1,514.80	1,566.60	1,606.50	1,646.40	1,687.00	1,729.70	1,754.20	1,778.00	1,805.30	1,830.50	1,855.00	1,880.20	1,904.70	1,931.30	1,957.20	
	34,307	35,526	36,746	38,038	39,385	40,732	41,769	42,806	43,862	44,972	45,609	46,228	46,938	47,593	48,230	48,885	49,522	50,214	50,887	
719	19-62	20-30	21-00	21-74	22-48	23-27	23-89	24-46	25-06	25-71	26-09	26-44	26-80	27-19	27-56	27-94	28-31	28-69	29-07	
	1,373.40	1,421.00	1,470.00	1,521.80	1,573.60	1,628.90	1,672.30	1,712.20	1,754.20	1,799.70	1,826.30	1,850.80	1,876.00	1,903.30	1,929.20	1,955.80	1,981.70	2,008.30	2,034.90	
	35,708	36,946	38,220	39,567	40,914	42,351	43,480	44,517	45,609	46,792	47,484	48,121	48,776	49,486	50,159	50,851	51,524	52,216	52,907	
720	20-38	21-11	21-85	22-61	23-40	24-22	24-81	25-44	26-08	26-73	27-10	27-49	27-88	28-26	28-66	29-04	29-43	29-84	30-24	
	1,426.60	1,477.70	1,529.50	1,582.70	1,638.00	1,695.40	1,736.70	1,780.80	1,825.60	1,871.10	1,897.00	1,924.30	1,951.60	1,978.20	2,006.20	2,032.80	2,060.10	2,088.80	2,116.80	
	37,092	38,420	39,767	41,150	42,588	44,080	45,154	46,301	47,466	48,649	49,322	50,032	50,742	51,433	52,161	52,853	53,563	54,309	55,037	
721	22-03	22-77	23-60	24-40	25-26	26-17	26-79	27-47	28-18	28-86	29-28	29-69	30-12	30-52	30-94	31-37	31-80	32-24	32-65	
	1,542.10	1,593.90	1,652.00	1,708.00	1,768.20	1,831.90	1,875.30	1,922.90	1,972.60	2,020.20	2,049.60	2,078.30	2,108.40	2,136.40	2,165.80	2,195.90	2,226.00	2,256.80	2,285.50	
	40,095	41,441	42,952	44,408	45,973	47,629	48,758	49,995	51,288	52,525	53,290	54,036	54,818	55,546	56,311	57,093	57,876	58,677	59,423	
722	23-78	24-61	25-47	26-36	27-29	28-25	28-95	29-68	30-42	31-17	31-61	32-06	32-50	32-95	33-41	33-87	34-33	34-78	35-27	
	1,664.60	1,722.70	1,782.90	1,845.20	1,910.30	1,977.50	2,026.50	2,077.60	2,129.40	2,181.90	2,212.70	2,244.20	2,275.00	2,306.50	2,338.70	2,370.90	2,403.10	2,434.60	2,468.90	
	43,280	44,790	46,355	47,975	49,668	51,415	52,689	54,018	55,364	56,729	57,530	58,349	59,150	59,969	60,806	61,643	62,481	63,300	64,191	

(HOURLY SALARY)
(BIWEEKLY SALARY)
(ANNUAL SALARY)

70 HOUR CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
723	25-93	26-81	27-78	28-74	29-75	30-78	31-54	32-34	33-15	33-99	34-46	34-93	35-43	35-94	36-44	36-91	37-43	37-92	38-45
	1,815.10	1,876.70	1,944.60	2,011.80	2,082.50	2,154.60	2,207.80	2,263.80	2,320.50	2,379.30	2,442.20	2,445.10	2,480.10	2,515.80	2,550.80	2,583.70	2,620.10	2,654.40	2,691.50
	47,193	48,794	50,560	52,307	54,145	56,020	57,403	58,859	60,333	61,863	62,717	63,573	64,483	65,411	66,321	67,176	68,123	69,014	69,979
724	28-25	29-24	30-26	31-33	32-42	33-55	34-39	35-25	36-14	37-02	37-55	38-10	38-62	39-16	39-71	40-24	40-78	41-34	41-90
	1,977.50	2,046.80	2,118.20	2,193.10	2,269.40	2,348.50	2,407.30	2,467.50	2,529.80	2,591.40	2,628.50	2,667.00	2,703.40	2,741.20	2,779.70	2,816.80	2,854.60	2,893.80	2,933.00
	51,415	53,217	55,073	57,021	59,004	61,061	62,590	64,155	65,775	67,376	68,341	69,342	70,288	71,271	72,272	73,237	74,220	75,239	76,258
725	30-78	31-88	32-97	34-15	35-34	36-57	37-49	38-44	39-38	40-38	40-92	41-51	42-09	42-68	43-28	43-85	44-46	45-04	45-67
	2,154.60	2,231.60	2,307.90	2,390.50	2,473.80	2,559.90	2,624.30	2,690.80	2,756.60	2,826.60	2,864.40	2,905.70	2,946.30	2,987.60	3,029.60	3,069.50	3,112.20	3,152.80	3,196.90
	56,020	58,022	60,005	62,153	64,319	66,557	68,232	69,961	71,672	73,492	74,474	75,548	76,604	77,678	78,770	79,807	80,917	81,973	83,119
726	33-58	34-75	35-97	37-22	38-51	39-87	40-86	41-88	42-92	43-99	44-61	45-25	45-87	46-52	47-15	47-79	48-46	49-09	49-78
	2,350.60	2,432.50	2,517.90	2,605.40	2,695.70	2,790.90	2,860.20	2,931.60	3,004.40	3,079.30	3,122.70	3,167.50	3,210.90	3,256.40	3,300.50	3,345.30	3,392.20	3,436.30	3,484.60
	61,116	63,245	65,465	67,740	70,088	72,563	74,365	76,222	78,114	80,062	81,190	82,355	83,483	84,666	85,813	86,978	88,197	89,344	90,600
727	36-58	37-87	39-20	40-56	41-98	43-45	44-55	45-65	46-80	47-96	48-63	49-32	50-00	50-71	51-42	52-10	52-81	53-52	54-26
	2,560.60	2,650.90	2,744.00	2,839.20	2,938.60	3,041.50	3,118.50	3,195.50	3,276.00	3,357.20	3,404.10	3,452.40	3,500.00	3,549.70	3,599.40	3,647.00	3,696.70	3,746.40	3,798.20
	66,576	68,923	71,344	73,819	76,404	79,079	81,081	83,083	85,176	87,287	88,507	89,762	91,000	92,292	93,584	94,822	96,114	97,406	98,753
728	39-88	41-27	42-73	44-24	45-75	47-37	48-56	49-76	51-00	52-28	53-01	53-75	54-52	55-26	56-03	56-79	57-57	58-34	59-14
	2,791.60	2,888.90	2,991.10	3,096.80	3,202.50	3,315.90	3,399.20	3,483.20	3,570.00	3,659.60	3,710.70	3,762.50	3,816.40	3,868.20	3,922.10	3,975.30	4,029.90	4,083.80	4,139.80
	72,582	75,111	77,769	80,517	83,265	86,213	88,379	90,563	92,820	95,150	96,478	97,825	99,226	100,573	101,975	103,358	104,777	106,179	107,655
729	43-47	44-98	46-57	48-22	49-88	51-63	52-91	54-24	55-60	56-97	57-77	58-59	59-40	60-23	61-07	61-89	62-74	63-58	64-48
	3,042.90	3,148.60	3,259.90	3,375.40	3,491.60	3,614.10	3,703.70	3,796.80	3,892.00	3,987.90	4,043.90	4,101.30	4,158.00	4,216.10	4,274.90	4,332.30	4,391.80	4,450.60	4,513.60
	79,115	81,864	84,757	87,760	90,782	93,967	96,296	98,777	101,192	103,685	105,141	106,634	108,108	109,619	111,147	112,640	114,187	115,716	117,354
730	47-38	49-03	50-76	52-54	54-38	56-27	57-67	59-12	60-59	62-10	62-97	63-85	64-76	65-66	66-58	67-47	68-38	69-30	70-26
	3,316.60	3,432.10	3,553.20	3,677.80	3,806.60	3,938.90	4,036.90	4,138.40	4,241.30	4,347.00	4,407.90	4,469.50	4,533.20	4,596.20	4,660.60	4,722.90	4,786.60	4,851.00	4,918.20
	86,232	89,235	92,383	95,633	98,972	102,411	104,959	107,598	110,274	113,022	114,605	116,207	117,863	119,501	121,176	122,795	124,452	126,126	127,873
731	51-66	53-45	55-33	57-25	59-25	61-33	62-86	64-44	66-04	67-71	68-65	69-63	70-59	71-58	72-59	73-56	74-54	75-56	76-60
	3,616.20	3,741.50	3,873.10	4,007.50	4,147.50	4,293.10	4,400.20	4,510.80	4,622.80	4,739.70	4,805.50	4,874.10	4,941.30	5,010.60	5,081.30	5,149.20	5,217.80	5,289.20	5,362.00
	94,021	97,279	100,701	104,195	107,835	111,621	114,405	117,281	120,193	123,232	124,943	126,727	128,474	130,276	132,114	133,879	135,663	137,519	139,412

Shift differential remains \$0.88 for straight time and \$1.32/hour for overtime.

*Bi-weekly salary is calculated by multiplying 70 hours X hourly rate

*Annual salary is calculated by multiplying bi-weekly salary X 26 payrolls - annual salary will be rounded to the nearest dollar.

(HOURLY SALARY)
(BIWEEKLY SALARY)
(ANNUAL SALARY)

80 HOUR CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	
801	13-83	14-29	14-81	15-33	15-86	16-40	16-82	17-23	17-69	18-11	18-36	18-62	18-88	19-15	19-42	19-69	19-96	20-22	20-48	
	1,106.40	1,143.20	1,184.80	1,226.40	1,268.80	1,312.00	1,345.60	1,378.40	1,415.20	1,448.80	1,468.80	1,489.60	1,510.40	1,532.00	1,553.60	1,575.20	1,596.80	1,617.60	1,638.40	1,658.40
	28,766	29,723	30,805	31,886	32,989	34,112	34,986	35,838	36,795	37,669	38,189	38,730	39,270	39,832	40,394	40,955	41,517	42,058	42,598	43,139
802	15-19	15-75	16-27	16-85	17-45	18-06	18-50	18-95	19-45	19-95	20-21	20-48	20-76	21-05	21-35	21-67	21-95	22-25	22-54	22-84
	1,215.20	1,260.00	1,301.60	1,348.00	1,396.00	1,444.80	1,480.00	1,516.00	1,556.00	1,596.00	1,616.80	1,638.40	1,660.80	1,684.00	1,708.00	1,733.60	1,756.00	1,780.00	1,803.20	1,826.40
	31,595	32,760	33,842	35,048	36,296	37,565	38,480	39,416	40,456	41,496	42,037	42,598	43,181	43,784	44,408	45,074	45,656	46,280	46,883	47,486
803	15-97	16-51	17-11	17-70	18-32	18-94	19-44	19-94	20-40	20-91	21-20	21-50	21-80	22-11	22-41	22-71	23-02	23-33	23-67	24-01
	1,277.60	1,320.80	1,368.80	1,416.00	1,465.60	1,515.20	1,555.20	1,595.20	1,632.00	1,672.80	1,696.00	1,720.00	1,744.00	1,768.80	1,792.80	1,816.80	1,841.60	1,866.40	1,893.60	1,920.80
	33,218	34,341	35,589	36,816	38,106	39,395	40,435	41,475	42,432	43,493	44,096	44,720	45,344	45,989	46,613	47,237	47,882	48,526	49,234	49,934
804	16-77	17-36	17-96	18-57	19-22	19-91	20-39	20-91	21-44	21-98	22-28	22-58	22-90	23-22	23-55	23-88	24-19	24-51	24-85	25-19
	1,341.60	1,388.80	1,436.80	1,485.60	1,537.60	1,592.80	1,631.20	1,672.80	1,715.20	1,758.40	1,782.40	1,806.40	1,832.00	1,857.60	1,884.00	1,910.40	1,935.20	1,960.80	1,988.00	2,016.00
	34,882	36,109	37,357	38,626	39,978	41,413	42,411	43,493	44,595	45,718	46,342	46,966	47,632	48,298	48,984	49,670	50,315	50,981	51,688	52,400
805	17-61	18-21	18-84	19-52	20-18	20-90	21-43	21-97	22-49	23-06	23-38	23-73	24-06	24-39	24-72	25-05	25-39	25-76	26-11	26-48
	1,408.80	1,456.80	1,507.20	1,561.60	1,614.40	1,672.00	1,714.40	1,757.60	1,799.20	1,844.80	1,870.40	1,898.40	1,924.80	1,951.20	1,977.60	2,004.00	2,031.20	2,060.80	2,088.80	2,116.80
	36,629	37,877	39,187	40,602	41,974	43,472	44,574	45,698	46,779	47,965	48,630	49,358	50,045	50,731	51,418	52,104	52,811	53,581	54,309	55,037
806	18-48	19-13	19-78	20-47	21-19	21-95	22-48	23-05	23-64	24-23	24-57	24-91	25-26	25-61	25-98	26-32	26-67	27-04	27-40	27-78
	1,478.40	1,530.40	1,582.40	1,637.60	1,695.20	1,756.00	1,798.40	1,844.00	1,891.20	1,938.40	1,965.60	1,992.80	2,020.80	2,048.80	2,078.40	2,105.60	2,133.60	2,163.20	2,192.00	2,220.80
	38,438	39,790	41,142	42,578	44,075	45,656	46,758	47,944	49,171	50,398	51,106	51,813	52,541	53,269	54,038	54,746	55,474	56,243	56,992	57,741
807	19-40	20-08	20-78	21-50	22-27	23-03	23-62	24-22	24-80	25-44	25-80	26-16	26-52	26-87	27-27	27-63	28-01	28-40	28-76	29-15
	1,552.00	1,606.40	1,662.40	1,720.00	1,781.60	1,842.40	1,889.60	1,937.60	1,984.00	2,035.20	2,064.00	2,092.80	2,121.60	2,149.60	2,181.60	2,210.40	2,240.80	2,272.00	2,300.80	2,329.60
	40,352	41,766	43,222	44,720	46,322	47,992	49,130	50,378	51,584	52,915	53,664	54,413	55,162	55,890	56,722	57,470	58,261	59,072	59,821	60,610
808	20-37	21-08	21-83	22-59	23-37	24-20	24-79	25-40	26-05	26-69	27-08	27-45	27-85	28-23	28-61	29-02	29-40	29-81	30-22	30-63
	1,629.60	1,686.40	1,746.40	1,807.20	1,869.60	1,936.00	1,983.20	2,032.00	2,084.00	2,135.20	2,166.40	2,196.00	2,228.00	2,258.40	2,288.80	2,321.60	2,352.00	2,384.80	2,417.60	2,450.40
	42,370	43,846	45,406	46,987	48,610	50,336	51,563	52,832	54,184	55,515	56,326	57,096	57,928	58,718	59,509	60,362	61,152	62,005	62,858	63,711
809	21-39	22-13	22-90	23-72	24-54	25-39	26-04	26-67	27-35	28-04	28-43	28-81	29-23	29-64	30-06	30-46	30-85	31-29	31-72	32-15
	1,711.20	1,770.40	1,832.00	1,897.60	1,963.20	2,031.20	2,083.20	2,133.60	2,188.00	2,243.20	2,274.40	2,304.80	2,338.40	2,371.20	2,404.80	2,436.80	2,468.00	2,503.20	2,537.60	2,572.00
	44,491	46,030	47,632	49,338	51,043	52,811	54,163	55,474	56,888	58,323	59,134	59,925	60,798	61,651	62,525	63,357	64,168	65,083	65,978	66,883
810	22-45	23-24	24-06	24-89	25-78	26-66	27-33	28-03	28-72	29-43	29-86	30-27	30-69	31-11	31-55	32-00	32-42	32-84	33-32	33-80
	1,796.00	1,859.20	1,924.80	1,991.20	2,062.40	2,132.80	2,186.40	2,242.40	2,297.60	2,354.40	2,388.80	2,421.60	2,455.20	2,488.80	2,524.00	2,560.00	2,593.60	2,627.20	2,665.60	2,704.00
	46,696	48,339	50,045	51,771	53,622	55,453	56,846	58,302	59,738	61,214	62,109	62,962	63,835	64,709	65,624	66,560	67,434	68,307	69,306	70,201

80 HOUR CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

(HOURLY SALARY)
(BI-WEEKLY SALARY)
(ANNUAL SALARY)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
811	24.69	25.56	26.46	27.39	28.34	29.34	30.08	30.82	31.60	32.38	32.83	33.30	33.76	34.25	34.71	35.19	35.65	36.15	36.63
	1,975.20	2,044.80	2,116.80	2,191.20	2,267.20	2,347.20	2,406.40	2,465.60	2,528.00	2,590.40	2,626.40	2,664.00	2,700.80	2,740.00	2,776.80	2,815.20	2,852.00	2,892.00	2,930.40
	51,355	53,165	55,037	56,971	58,947	61,027	62,566	64,106	65,728	67,350	68,286	69,264	70,221	71,240	72,197	73,195	74,152	75,192	76,190
812	27.66	28.63	29.65	30.66	31.74	32.84	33.68	34.53	35.38	36.27	36.76	37.28	37.80	38.34	38.86	39.40	39.92	40.47	41.03
	2,212.80	2,290.40	2,372.00	2,452.80	2,539.20	2,627.20	2,694.40	2,762.40	2,830.40	2,901.60	2,940.80	2,982.40	3,024.00	3,067.20	3,108.80	3,152.00	3,193.60	3,237.60	3,282.40
	57,533	59,550	61,672	63,773	66,019	68,307	70,054	71,822	73,590	75,442	76,461	77,542	78,624	79,747	80,829	81,952	83,034	84,178	85,342
813	30.98	32.07	33.20	34.36	35.55	36.80	37.70	38.66	39.62	40.62	41.19	41.76	42.37	42.95	43.54	44.14	44.73	45.34	45.95
	2,478.40	2,565.60	2,656.00	2,748.80	2,844.00	2,944.00	3,016.00	3,092.80	3,169.60	3,249.60	3,295.20	3,340.80	3,389.60	3,436.00	3,483.20	3,531.20	3,578.40	3,627.20	3,676.00
	64,438	66,706	69,056	71,469	73,944	76,544	78,416	80,413	82,410	84,490	85,675	86,861	88,130	89,336	90,563	91,811	93,038	94,307	95,576
814	34.68	35.93	37.17	38.48	39.81	41.22	42.25	43.31	44.39	45.48	46.12	46.77	47.43	48.09	48.77	49.43	50.09	50.77	51.47
	2,774.40	2,874.40	2,973.60	3,078.40	3,184.80	3,297.60	3,380.00	3,464.80	3,551.20	3,638.40	3,689.60	3,741.60	3,794.40	3,847.20	3,901.60	3,954.40	4,007.20	4,061.60	4,117.60
	72,134	74,734	77,314	80,038	82,805	85,738	87,880	90,085	92,331	94,598	95,930	97,282	98,654	100,027	101,442	102,814	104,187	105,602	107,058
815	38.83	40.23	41.62	43.08	44.58	46.16	47.31	48.49	49.68	50.93	51.65	52.39	53.11	53.85	54.61	55.35	56.09	56.85	57.64
	3,106.40	3,218.40	3,329.60	3,446.40	3,566.40	3,692.80	3,784.80	3,879.20	3,974.40	4,074.40	4,132.00	4,191.20	4,248.80	4,308.00	4,368.80	4,428.00	4,487.20	4,548.00	4,611.20
	80,766	83,678	86,570	89,606	92,726	96,013	98,405	100,859	103,334	105,934	107,432	108,971	110,469	112,008	113,589	115,128	116,667	118,248	119,891

Shift differential remains \$0.88 for straight time and \$1.32/hour for overtime.

*Bi-weekly salary is calculated by multiplying 80 hours X hourly rate

*Annual salary is calculated by multiplying bi-weekly salary X 26 payrolls - annual salary will be rounded to the nearest dollar.

CIRCUIT COURT CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

(HOURLY SALARY)
(BI-WEEKLY SALARY)
(ANNUAL SALARY)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
CC01	20,38	21,11	21,85	22,61	23,40	24,22	24,81	25,44	26,08	26,73	27,10	27,49	27,88	28,26	28,66	29,04	29,43	29,84	30,24
	1,426.60	1,477.70	1,529.50	1,582.70	1,638.00	1,695.40	1,736.70	1,780.80	1,825.60	1,871.10	1,897.00	1,924.30	1,951.60	1,978.20	2,006.20	2,032.80	2,060.10	2,088.80	2,116.80
	37,092	38,420	39,767	41,150	42,588	44,080	45,154	46,301	47,466	48,649	49,322	50,932	50,742	51,433	52,161	52,853	53,563	54,309	55,037
CC02	21,11	21,87	22,61	23,45	24,24	25,08	25,71	26,37	27,01	27,70	28,08	28,45	28,86	29,28	29,68	30,05	30,45	30,86	31,30
	1,477.70	1,530.90	1,582.70	1,641.50	1,696.80	1,755.60	1,799.70	1,845.90	1,890.70	1,939.00	1,965.60	1,991.50	2,020.20	2,049.60	2,077.60	2,103.50	2,131.50	2,160.20	2,191.00
	38,420	39,803	41,150	42,679	44,117	45,646	46,792	47,993	49,158	50,414	51,106	51,779	52,525	53,290	54,018	54,691	55,419	56,165	56,966
CC03	22,03	22,77	23,60	24,40	25,26	26,17	26,79	27,47	28,18	28,86	29,28	29,69	30,12	30,52	30,94	31,37	31,80	32,24	32,65
	1,542.10	1,593.90	1,652.00	1,708.00	1,768.20	1,831.90	1,875.30	1,922.90	1,972.60	2,020.20	2,049.60	2,078.30	2,108.40	2,136.40	2,165.80	2,195.90	2,226.00	2,256.80	2,285.50
	40,095	41,441	42,952	44,408	45,973	47,629	48,758	49,995	51,288	52,525	53,290	54,036	54,818	55,546	56,311	57,093	57,876	58,677	59,423
CC04	22,78	23,60	24,41	25,31	26,17	27,08	27,75	28,47	29,17	29,90	30,31	30,71	31,16	31,61	32,04	32,44	32,87	33,32	33,78
	1,594.60	1,652.00	1,708.70	1,771.70	1,831.90	1,895.60	1,942.50	1,992.90	2,041.90	2,093.00	2,121.70	2,149.70	2,181.20	2,212.70	2,242.80	2,270.80	2,300.90	2,332.40	2,364.00
	41,460	42,952	44,426	46,064	47,629	49,286	50,505	51,815	53,089	54,418	55,164	55,892	56,711	57,530	58,313	59,041	59,823	60,642	61,480
CC05	27,86	28,85	29,85	30,94	32,00	33,11	33,94	34,81	35,66	36,56	37,06	37,56	38,10	38,65	39,17	39,67	40,20	40,74	41,31
	1,950.20	2,019.50	2,089.50	2,165.80	2,240.00	2,317.70	2,375.80	2,436.70	2,496.20	2,559.20	2,594.20	2,629.20	2,667.00	2,705.50	2,741.90	2,776.90	2,814.00	2,851.80	2,891.70
	50,795	52,507	54,327	56,311	58,240	60,260	61,771	63,354	64,901	66,539	67,449	68,359	69,342	70,343	71,289	72,199	73,164	74,147	75,184
CC06	28,11	29,08	30,11	31,14	32,25	33,37	34,22	35,06	35,95	36,83	37,34	37,86	38,41	38,93	39,48	40,03	40,56	41,09	41,67
	1,967.70	2,035.60	2,107.70	2,179.80	2,257.50	2,335.90	2,395.40	2,454.20	2,516.50	2,578.10	2,613.80	2,650.20	2,688.70	2,725.10	2,763.60	2,802.10	2,839.20	2,876.30	2,916.90
	51,160	52,926	54,800	56,675	58,695	60,733	62,280	63,809	65,429	67,031	67,959	68,905	69,906	70,853	71,854	72,855	73,819	74,784	75,839
CC07	40,00	41,43	42,85	44,43	45,95	47,55	48,72	49,99	51,19	52,48	53,21	53,92	54,70	55,49	56,25	56,94	57,71	58,49	59,31
	2,800.00	2,900.10	2,999.50	3,110.10	3,216.50	3,328.50	3,410.40	3,499.30	3,583.30	3,673.60	3,724.70	3,774.40	3,829.00	3,884.30	3,937.50	3,985.80	4,039.70	4,094.30	4,151.70
	72,800	75,403	77,987	80,863	83,629	86,541	88,670	90,982	93,166	95,514	96,842	98,134	99,554	100,992	102,375	103,631	105,032	106,452	107,944

Bailiffs are not on a pay scale but are paid an annual rate of \$64/day.

*Bi-weekly salary is calculated by multiplying 70 hours X hourly rate

*Annual salary is calculated by multiplying bi-weekly salary X 26 payrolls - annual salary will be rounded to the nearest dollar.

CORRECTIONAL OFFICER CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

(HOURLY SALARY)
(BI-WEEKLY SALARY)
(ANNUAL SALARY)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
CO1	19,66	20,36	21,06	21,80	22,55	23,34	23,95	24,54	25,15	25,78	26,15	26,50	26,87	27,26	27,64	28,02	28,39	28,77	29,16
	1,572.80	1,628.80	1,684.80	1,744.00	1,804.00	1,867.20	1,916.00	1,963.20	2,012.00	2,062.40	2,092.00	2,120.00	2,149.60	2,180.80	2,211.20	2,241.60	2,271.20	2,301.60	2,332.80
	40,893	42,349	43,805	45,344	46,904	48,547	49,816	51,043	52,312	53,622	54,392	55,120	55,890	56,701	57,491	58,282	59,051	59,842	60,653
CO2	21,90	22,64	23,43	24,27	25,10	26,00	26,65	27,31	28,00	28,67	29,07	29,48	29,90	30,33	30,73	31,16	31,58	32,02	32,45
	1,752.00	1,811.20	1,874.40	1,941.60	2,008.00	2,080.00	2,132.00	2,184.80	2,240.00	2,293.60	2,325.60	2,358.40	2,392.00	2,426.40	2,458.40	2,492.80	2,526.40	2,561.60	2,596.00
	45,552	47,091	48,734	50,482	52,208	54,080	55,432	56,805	58,240	59,634	60,466	61,318	62,192	63,086	63,918	64,813	65,686	66,602	67,496
CO3	24,06	24,91	25,80	26,68	27,62	28,59	29,30	30,03	30,77	31,54	32,01	32,44	32,88	33,35	33,82	34,28	34,73	35,21	35,68
	1,924.80	1,992.80	2,064.00	2,134.40	2,209.60	2,287.20	2,344.00	2,402.40	2,461.60	2,523.20	2,560.80	2,595.20	2,630.40	2,668.00	2,705.60	2,742.40	2,778.40	2,816.80	2,854.40
	50,045	51,813	53,664	55,494	57,450	59,467	60,944	62,462	64,002	65,603	66,581	67,475	68,390	69,368	70,346	71,302	72,238	73,237	74,214
CO4	26,47	27,39	28,37	29,35	30,37	31,44	32,25	33,03	33,87	34,70	35,20	35,67	36,19	36,69	37,22	37,70	38,23	38,73	39,29
	2,117.60	2,191.20	2,269.60	2,348.00	2,429.60	2,515.20	2,580.00	2,642.40	2,709.60	2,776.00	2,816.00	2,853.60	2,895.20	2,935.20	2,977.60	3,016.00	3,058.40	3,098.40	3,143.20
	55,058	56,971	59,010	61,048	63,170	65,395	67,080	68,702	70,450	72,176	73,216	74,194	75,275	76,315	77,418	78,416	79,518	80,558	81,723
CO5	30,73	31,82	32,94	34,11	35,29	36,53	37,42	38,38	39,34	40,33	40,88	41,45	42,04	42,63	43,23	43,79	44,40	44,99	45,61
	2,458.40	2,545.60	2,635.20	2,728.80	2,823.20	2,922.40	2,993.60	3,070.40	3,147.20	3,226.40	3,270.40	3,316.00	3,363.20	3,410.40	3,458.40	3,503.20	3,552.00	3,599.20	3,648.80
	63,918	66,186	68,515	70,949	73,403	75,982	77,834	79,830	81,827	83,886	85,030	86,216	87,443	88,670	89,918	91,083	92,352	93,579	94,869

Shift differential remains \$0.88 for straight time and \$1.32/hour for overtime.

*Bi-weekly salary is calculated by multiplying 80 hours X hourly rate

*Annual salary is calculated by multiplying bi-weekly salary X 26 payrolls - annual salary will be rounded to the nearest dollar.

DEPUTY SHERIFF CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

(HOURLY SALARY)
(BI-WEEKLY SALARY)
(ANNUAL SALARY)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
SDS01	21.68	22.82	24.08	25.42	26.83	27.35	27.87	28.42	29.51	30.11	30.68	31.30	31.92	32.53	33.17	33.81	34.50	35.18	35.84
	1,734.40	1,825.60	1,926.40	2,033.60	2,146.40	2,188.00	2,229.60	2,273.60	2,360.80	2,408.80	2,454.40	2,504.00	2,553.60	2,602.40	2,653.60	2,704.80	2,760.00	2,814.40	2,867.20
	45,094	47,466	50,086	52,874	55,806	56,888	57,970	59,114	61,381	63,629	63,814	65,104	66,394	67,662	68,994	70,325	71,760	73,174	74,547
SFS02	23.21	24.50	25.89	27.32	28.85	29.40	29.98	30.55	31.70	32.32	32.94	33.61	34.27	34.93	35.63	36.34	37.03	37.77	38.51
	1,856.80	1,960.00	2,071.20	2,185.60	2,308.00	2,352.00	2,398.40	2,444.00	2,536.00	2,585.60	2,635.20	2,688.80	2,741.60	2,794.40	2,850.40	2,907.20	2,962.40	3,021.60	3,080.80
	48,277	50,960	53,851	56,826	60,008	61,152	62,358	63,544	65,936	67,226	68,515	69,909	71,282	72,654	74,110	75,587	77,022	78,562	80,101
SCS03	24.93	26.33	27.82	29.38	31.04	31.64	32.24	32.87	34.06	34.72	35.40	36.12	36.82	37.54	38.30	39.04	39.80	40.58	41.38
	1,994.40	2,106.40	2,225.60	2,350.40	2,483.20	2,531.20	2,579.20	2,629.60	2,724.80	2,777.60	2,832.00	2,889.60	2,945.60	3,003.20	3,064.00	3,123.20	3,184.00	3,246.40	3,310.40
	51,854	54,766	57,866	61,110	64,563	65,811	67,059	68,370	70,845	72,218	73,632	75,130	76,586	78,083	79,664	81,203	82,784	84,406	86,070
SSS04	26.79	28.29	29.90	31.60	33.38	34.03	34.66	35.36	36.59	37.32	38.07	38.81	39.57	40.36	41.15	41.96	42.78	43.63	44.49
	2,143.20	2,263.20	2,392.00	2,528.00	2,670.40	2,722.40	2,772.80	2,828.80	2,927.20	2,985.60	3,045.60	3,104.80	3,165.60	3,228.80	3,292.00	3,356.80	3,422.40	3,490.40	3,559.20
	55,723	58,843	62,192	65,728	69,430	70,782	72,093	73,549	76,107	77,626	79,186	80,725	82,306	83,949	85,592	87,277	88,982	90,750	92,539
SSF05	28.54	30.14	31.85	33.65	35.54	36.25	36.92	37.66	38.96	39.75	40.53	41.34	42.17	42.97	43.82	44.69	45.58	46.49	47.39
	2,283.20	2,411.20	2,548.00	2,692.00	2,843.20	2,900.00	2,953.60	3,012.80	3,116.80	3,180.00	3,242.40	3,307.20	3,373.60	3,437.60	3,505.60	3,575.20	3,646.40	3,719.20	3,791.20
	59,363	62,691	66,248	69,992	73,923	75,400	76,794	78,333	81,037	82,680	84,302	85,987	87,714	89,378	91,146	92,955	94,806	96,699	98,571
SLS06	33.82	35.66	37.60	39.64	41.83	42.62	43.40	44.27	45.66	46.58	47.49	48.45	49.41	50.38	51.38	52.40	53.43	54.48	55.56
	2,705.60	2,852.80	3,008.00	3,171.20	3,346.40	3,409.60	3,472.00	3,541.60	3,652.80	3,726.40	3,799.20	3,876.00	3,952.80	4,030.40	4,110.40	4,192.00	4,274.40	4,358.40	4,444.80
	70,346	74,173	78,208	82,451	87,006	88,650	90,272	92,082	94,973	96,886	98,779	100,776	102,773	104,790	106,870	108,992	111,134	113,318	115,565
SCPS07	35.85	37.80	39.85	42.01	44.34	45.18	46.00	46.92	48.40	49.38	50.34	51.36	52.37	53.41	54.46	55.55	56.63	57.75	58.88
	2,868.00	3,024.00	3,188.00	3,360.80	3,547.20	3,614.40	3,680.00	3,753.60	3,872.00	3,950.40	4,027.20	4,108.80	4,189.60	4,272.80	4,356.80	4,444.00	4,530.40	4,620.00	4,710.40
	74,568	78,624	82,888	87,381	92,227	93,974	95,680	97,594	100,672	102,710	104,707	106,829	108,930	111,093	113,277	115,544	117,790	120,120	122,470

Shift differential remains \$0.88 for straight time and \$1.32/hour for overtime.

*Bi-weekly salary is calculated by multiplying 80 hours X hourly rate

*Annual salary is calculated by multiplying bi-weekly salary X 26 payrolls - annual salary will be rounded to the nearest dollar.

(HOURLY WAGE)

HOURLY/SEASONAL CALVERT COUNTY PAY SCALE
EFFECTIVE June 29, 2015

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
H01	3.69	3.82	3.95	4.08	4.23	4.37	4.52	4.69	4.85	5.03
H02	N/A	N/A	N/A	8.25	8.44	8.74	9.05	9.36	9.70	10.03
H03	N/A	N/A	8.42	8.72	9.02	9.34	9.68	10.01	10.36	10.72
H04	N/A	8.67	8.97	9.29	9.61	9.95	10.29	10.66	11.02	11.41
H05	8.88	9.20	9.51	9.85	10.19	10.54	10.92	11.30	11.70	12.11
H06	9.39	9.72	10.06	10.41	10.77	11.16	11.54	11.95	12.36	12.80
H07	10.15	10.50	10.87	11.26	11.65	12.06	12.47	12.91	13.37	13.84
H08	10.91	11.30	11.70	12.10	12.52	12.96	13.41	13.89	14.37	14.87
H09	11.42	11.82	12.23	12.65	13.11	13.56	14.04	14.52	15.03	15.56
H10	12.18	12.60	13.04	13.50	13.98	14.46	14.97	15.50	16.04	16.59
H11	14.21	14.70	15.23	15.76	16.31	16.88	17.47	18.08	18.71	19.37
H12	15.23	15.77	16.31	16.88	17.47	18.09	18.71	19.37	20.05	20.74
H13	16.24	16.81	17.40	18.01	18.63	19.29	19.97	20.66	21.39	22.14
H14	17.26	17.87	18.48	19.14	19.81	20.49	21.22	21.96	22.72	23.52
H15	19.29	19.97	20.65	21.39	22.13	22.91	23.71	24.53	25.40	26.29
H16	21.11	21.85	22.61	23.40	24.22	25.06	25.94	26.85	27.79	28.76
H17	23.12	23.93	24.76	25.63	26.52	27.46	28.41	29.41	30.44	31.51
H18	25.13	26.01	26.91	27.86	28.83	29.84	30.88	31.97	33.08	34.24
H19	27.14	28.09	29.06	30.09	31.13	32.23	33.36	34.52	35.73	36.98

Governor O'Malley signed a new minimum wage law in May 2014.

Annual incremental increases are planned until the minimum wage reaches \$10.10 on July 1, 2018.

These pay scales have been revised to meet the second set of increases required by the new law. These increases take effect July 1, 2015.





Chesapeake Bay

FEES & TAX RATES

- [ASSESSABLE PROPERTY BASE](#)
- [TAX RATES & GENERAL FEES](#)
- [PROPERTY TAX RATES](#)
- [WATER & SEWER FEE SCHEDULE](#)
- [SOLID WASTE FEE SCHEDULE](#)

CALVERT COUNTY ASSESSABLE PROPERTY BASE

	FY 2014 Actual	FY 2015 Budget	FY 2016 Budget
Real Property:			
Full Year			
County	\$ 10,329,321,767	\$ 10,279,200,000	\$ 10,300,000,000
North Beach	243,599,677	231,000,000	231,000,000
Chesapeake Beach	745,670,700	737,300,000	737,600,000
Half Year (New Construction)	42,011,920	30,000,000	55,000,000
Business Personal Property	101,281,390	115,000,000	115,000,000
Public Utilities	855,709,234	856,500,000	857,000,000
	<hr/>	<hr/>	<hr/>
Total Assessable Base	<u><u>\$ 12,317,594,688</u></u>	<u><u>\$ 12,249,000,000</u></u>	<u><u>\$ 12,295,600,000</u></u>

CALVERT COUNTY TAX RATES AND GENERAL FEES

TAX	BASIS	FY 2015 RATES	FY 2016 RATES
Property Tax*	Real: (per \$100 of assessed value)		
	County	\$ 0.892	\$ 0.892
	Chesapeake Beach	\$ 0.556	\$ 0.556
	North Beach	\$ 0.556	\$ 0.556
	Personal: (per \$100 of assessed value)		
	County	\$ 2.23	\$ 2.23
	Chesapeake Beach	\$ 1.39	\$ 1.39
	North Beach	\$ 1.39	\$ 1.39
Local Income Tax*	Percentage of taxable income	2.80 %	2.80 %
Admissions & Amusement Tax*	Percentage of receipts	1.00 %	1.00 %
Hotel Tax*	Percentage of receipts	5.00 %	5.00 %
Recordation Tax*	Per each \$500 of value when property is sold and title recorded	\$ 5.00	\$ 5.00
Trailer Park Tax*	Percentage of space rental receipts	20.00 %	20.00 %
Cable TV Franchise Tax	Percentage of subscriber revenues	5.00 %	5.00 %
911 Fee (local)	Monthly Telephone Bill	\$ 0.75	\$ 0.75
Excise Tax	Per residential single family dwelling unit		
	Schools	\$ 7,800	\$ 7,800
	Roads	\$ 3,500	\$ 3,500
	Parks	\$ 1,300	\$ 1,300
	Solid Waste	\$ 350	\$ 350
	Per commercial square foot		
	Solid Waste	\$ 0.11	\$ 0.11
Utility Permit Fee	Per permit	\$ 240	\$ 240

*These resolutions are listed in the Appendix; see summary on page 293.

CALVERT COUNTY PROPERTY TAX RATES

FISCAL YEAR	COUNTY APPROVED TAX RATE	CONSTANT YIELD TAX RATE**
2004	0.892	0.856
2005	0.892	0.842
2006	0.892	0.830
2007	0.892	0.805
2008	0.892	0.793
2009	0.892	0.803
2010	0.892	0.825
2011	0.892	0.857
2012	0.892	0.911
2013	0.892	0.953
2014	0.892	0.932
2015	0.892	0.902
proposed 2016	0.892	0.898

FISCAL YEAR	CHESAPEAKE BEACH		NORTH BEACH	
	APPROVED TAX RATE	CONSTANT YIELD TAX RATE**	APPROVED TAX RATE	CONSTANT YIELD TAX RATE**
2004	0.556	0.531	0.556	0.531
2005	0.556	0.531	0.556	0.552
2006	0.556	0.494	0.556	0.490
2007	0.556	0.502	0.556	0.499
2008	0.556	0.502	0.556	0.515
2009	0.556	0.495	0.556	0.486
2010	0.556	0.502	0.556	0.495
2011	0.556	0.502	0.556	0.499
2012	0.556	0.669	0.556	0.639
2013	0.556	0.555	0.556	0.554
2014	0.556	0.554	0.556	0.562
2015	0.556	0.566	0.556	0.588
proposed 2016	0.556	0.554	0.556	0.551

**The "constant yield tax rate" is certified to the County by the State Department of Assessments and Taxation. It represents the property tax rate for the coming tax year that will generate the same amount of revenue that was generated during the current tax year. As assessments increase, the constant yield tax rate decreases. In other words, if assessments increase and the approved tax rate stays the same, the County will generate more taxes than in the current year, thus a tax increase has occurred. In such cases, the county must advertise the tax increase and hold a public hearing. This is done as part of the annual budget process.

WATER & SEWER AND SOLID WASTE FEE SCHEDULE

Water & Sewer Fund	Jan-Dec 14	Jan-Dec 15	Jan-Dec 16
<i>Rates shown do not include the Maryland Bay Restoration Fee.</i>	FY 2014/15	FY2015/16	FY2016/17
Base plus Variable Rates			
Base water rate charged per EDU	\$ 49.22	\$ 53.29	\$ 55.16
Variable water rate charged per 1,000 gallons	\$ 1.97	\$ 2.15	\$ 2.63
Base sewer rate charged per EDU	\$ 109.55	\$ 110.86	\$ 110.86
Variable sewer rate charged per 1,000 gallons	\$ 4.98	\$ 5.04	\$ 5.04
Fixed Rate - Unmetered Sewer			
Base rate charged per EDU	\$ 159.35	\$ 161.26	\$ 161.26
Base plus Variable Rates - Water & Sewer			
Base rate charged per EDU	\$ 58.77	\$ 164.15	\$ 166.02
Variable rate charged per 1,000 gallons	\$ 6.95	\$ 7.19	\$ 7.67
Other Fees -- Charges per 1,000 gallons			
Bulk Water	\$ 3.75	\$ 3.75	\$ 3.75
Septage Treatment Plant	\$ 20.00	\$ 20.00	\$ 20.00
Holding Tank	\$ 10.00	\$ 10.00	\$ 10.00
Septage	\$ 45.00	\$ 45.00	\$ 45.00
Solid Waste Fund			
<i>Fees take effect 7/1/2015</i>	FY 2014	FY2015	FY2016
Solid Waste Fee	\$ 117.00	\$ 119.00	\$ 121.00
Tipping Fee - Residential (per ton)			
Residential (per ton)	\$ 68.74	\$ 70.11	\$ 70.69
Commercial (per ton)	\$ 76.37	\$ 77.90	\$ 78.54
Tire (per ton)	\$ 178.00	\$ 178.00	\$ 178.00
Impact Fee			
Commercial (per square foot)	\$ 0.11	\$ 0.11	\$ 0.11
Residential	\$ 350.00	\$ 350.00	\$ 350.00





Dominion Cove Point LNG

ECONOMIC FACTORS

[ECONOMIC FACTORS](#)
[RESOLUTIONS & FINANCIAL POLICIES](#)
[GLOSSARY & ACRONYMS](#)
[INDEX](#)

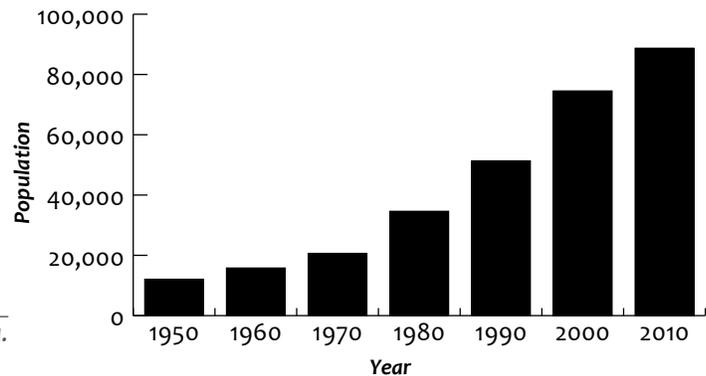
ECONOMIC FACTORS

SELECTED DEMOGRAPHIC AND ECONOMIC FACTORS

Population

The population of Calvert County has increased 630% over the last 60 years as set forth below.

2010	88,737
2000	74,563
1990	51,372
1980	34,638
1970	20,682
1960	15,826
1950	12,100



Source: U.S. Department of Commerce, U.S. Census Bureau.

The following table sets forth the population of Calvert County in its two incorporated municipalities for the years 1980, 1990, 2000 and 2010.

Municipality	1980	1990	2000	2010
Chesapeake Beach	1,408	2,403	3,180	9,919
North Beach	1,504	1,179	1,880	4,345

Source: U.S. Department of Commerce, U.S. Census Bureau, Official Population Count, 1980, 1990, 2000 and 2010.

The following table sets forth the most recently published age and sex distribution estimates for Calvert County for the Census years 1990, 2000 and 2010.

Age	1990				2000				2010			
	Male	%	Female	%	Male	%	Female	%	Male	%	Female	%
0-4	2,086	8.2	1,980	7.6	2,528	6.9	2,549	6.7	2,594	5.9	2,394	5.3
5-19	6,098	23.9	5,756	22.2	9,707	26.4	9,016	23.9	10,494	24.0	10,045	22.3
20-44	10,436	40.9	10,880	42.0	12,850	35.0	13,809	36.5	12,790	29.3	13,384	29.7
45-64	4,959	19.4	4,595	17.7	8,910	24.2	8,567	22.7	13,533	31.0	13,820	30.7
65+	1,908	7.6	2,675	10.5	2,772	7.5	3,855	10.2	4,302	9.8	5,381	12.0
Total	25,487	100%	25,885	100%	36,767	100%	37,796	100%	43,713	100%	45,024	100%

Source: U.S. Department of Commerce, U.S. Census Bureau, Official Population Count 1990, 2000 and 2010. The average Calvert County household size was 2.85 persons in the 2010 Census, 2.91 persons in the 2000 Census, 3.01 persons in the 1990 Census and 3.19 persons in the 1980 Census.

Business, Employment and Labor

APPENDIX ECONOMIC FACTORS

In the following table, statistics are provided relating to the distribution of employment by employer classification by place of work for calendar years 2008-2012.

<u>Classification</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Contract Construction	1,925	1,864	1,815	1,823	1,793
Finance, insurance, real estate	667	618	613	618	606
Transportation, communications and utilities (excluding railroads)	4,686	4,596	4,624	4,708	4,678
Manufacturing	628	619	640	579	596
Service and other	9,115	9,161	9,314	9,549	9,633
Local and State Government	3,999	4,038	4,082	4,084	4,141
Federal Government	148	171	144	138	131
Total	21,168	21,067	21,232	21,499	21,578

Source: Maryland Department of Labor, Licensing and Regulation, Office of Labor Market; Analysis and Information, "Employment and Payrolls." Annual averages for years 2008 -2013.

Listed below are the ten largest employers located in Calvert County:

<u>Employer</u>	<u>Principal Product or Activity</u>	<u>June 2013 Employment</u>	<u>2014 Employment</u>
Calvert County Board of Education ¹	Public Education	2,135	2,109
Calvert Memorial Hospital	Hospital	1,200	1,200
County Government	Government	1,193	1,098
Constellation Energy Group	Nuclear Power	900	900
Navy Recreation Center	Military Recreation	289	289
Chesapeake Beach Resort and Spa	Hotel	260	267
Asbury Solomons	Retirement Community	250	250
Wal-Mart Prince Frederick	Retail Chain	235	235
Wal-Mart Dunkirk	Retail Chain	220	220
Safeway	Grocery Store	200	200

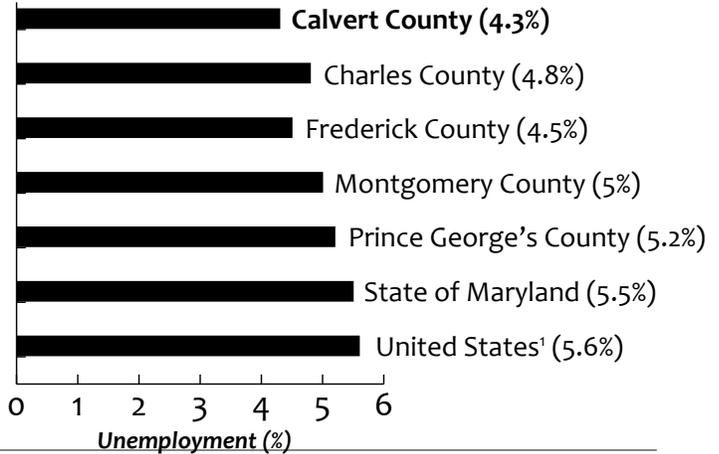
Source: Calvert County Department of Economic Development.

1. Full Time Equivalent (FTE) positions.

ECONOMIC FACTORS

The number of persons living in Calvert County who were available for work and composed the work force totaled 47,500 in December, 2014 and the total employment for this force was 45,452 resulting in an unemployment rate of 4.3% for this period. Certain comparative unemployment rates are given below for December, 2014.

Calvert County	4.3%
Charles County	4.8
Frederick County	4.5
Montgomery County.....	5.0
Prince George’s County	5.2
State of Maryland.....	5.5
United States ¹	5.6



Source: “State of Maryland Civilian Labor Force, Employment, and Unemployment by Place of Residence, January, 2015” Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information.
 1. U.S. Department of Labor, Bureau of Labor Statistics.

Unemployment

Calvert County’s unemployment rate remains consistently low and stable when compared to other jurisdictions in Maryland. In 2014, Calvert’s average annual unemployment rate is the third lowest in the state and significantly lower than the 2014 national average of 5.6%.

Average Unemployment Rate by County

<u>County</u>	<u>2010*</u>	<u>2011*</u>	<u>2012*</u>	<u>2013*</u>	<u>2014</u>
Anne Arundel	7.1%	6.6%	6.1%	6.0%	5.2%
Calvert County	6.6	6.1	5.7	5.7	5.0
Carroll County	7.2	6.6	6.2	5.8	5.0
Charles County	6.6	6.2	6.0	6.0	5.5
Frederick County	6.9	6.3	5.8	5.7	5.0
Montgomery County	5.8	5.3	5.1	5.0	4.5
St. Mary’s County	6.5	6.2	5.9	5.9	5.2

Source: “State of Maryland Civilian Labor Force, Employment, and Unemployment by Place of Residence, January, 2015” Maryland Department of Labor, Licensing and Regulation, Office of Labor Market Analysis and Information.
 *Estimates are revised to the 2012 Benchmark from the Current Population Survey.

Income

Personal income growth in Calvert County, the State and the United States from 2009 to 2013 is shown below.

Calvert County, State of Maryland, and United States Average Per-Capita Personal Income

<u>Calendar Year</u>	<u>Calvert County</u>	<u>% Change from Previous Year</u>	<u>State of Maryland</u>	<u>% Change from Previous Year</u>	<u>United States</u>	<u>% Change from Previous Year</u>
2009	\$44,700	0.2%	\$48,247	0.5%	\$39,635	(2.6)%
2010	45,666	2.1	49,070	1.7	39,945	0.7
2011	49,374	3.9	52,191	3.2	42,332	4.0
2012	50,824	2.9	53,659	2.8	44,200	1.3
2013	50,632	(0.4)	53,826	0.3	44,765	0.0

Source: Maryland Department of Planning, Planning Data Services from U.S. Bureau of Economic Analysis, November, 2014.

Calvert County and the State of Maryland Total Personal Income (\$000's)

<u>Calendar Year</u>	<u>Personal Income (\$000's)</u>		<u>% Change from Previous Year</u>	
	<u>Calvert County</u>	<u>State of Maryland</u>	<u>Calvert County</u>	<u>State of Maryland</u>
2009	\$3,944,473	\$274,980,101	0.9%	0.2%
2010	4,060,283	283,633,895	2.9	3.1
2011	4,238,187	295,235,516	4.3	4.0
2012	4,524,583	316,681,620	6.7	7.2
2013	4,581,341	329,559,646	4.3	4.0

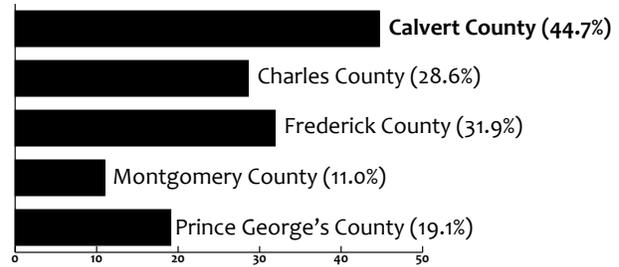
Source: Maryland Department of Planning, Planning Data Services, from U.S. Bureau of Economic Analysis, November 2014.

Commuting Patterns

The Census Bureau 2009-2013 American Community Survey determined the work commuting patterns for workers 16 years and older for the labor forces for each of Maryland's counties with populations of 65,000 or more and the City of Baltimore. Comparative figures for workers commuting outside the county of residence for the subdivisions in the Maryland portion of the Washington Metropolitan Statistical Area MSA are presented below.

ECONOMIC FACTORS

Calvert County	44.7%
Charles County	28.6
Frederick County	31.9
Montgomery County.....	11.0
Prince George’s County	19.1

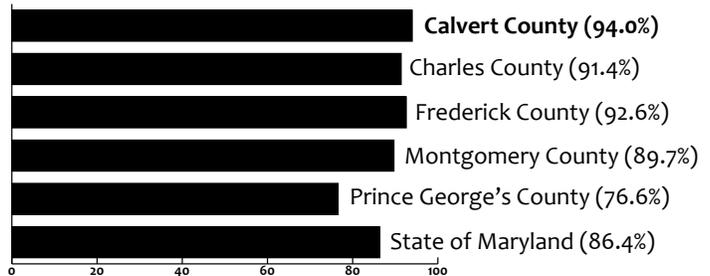


Source: U.S. Census Bureau, 2010, 2009-2013 American Community Survey, Table S0801.

Education

Survey results of the number of high school students in the Maryland portion of the Washington PMSA and the State as a whole who graduated in 2014, as a percentage of their ninth grade enrollment four grades earlier, are presented below:

Calvert County	94.0%
Charles County	91.4
Frederick County	92.6
Montgomery County.....	89.7
Prince George’s County	76.6
State of Maryland.....	86.4



Source: MD State Department of Education. Maryland Report Card 2014 Performance Report State and School Systems.

The following table sets forth the years of school completed by persons 25 years of age and older as a percentage of the population, as described in the 2009-2013 American Community Survey for Calvert County and the other counties in the Maryland portion of the Washington PMSA and the State:

		<u>Calvert</u>	<u>Charles</u>	<u>Frederick</u>	<u>Montgomery</u>	<u>Prince George’s</u>	<u>State</u>
Elementary (grades K-8)		1.9%	2.7%	3.0%	4.8%	7.4%	4.4%
High School	1-3 Years	5.2	6.1	5.1	4.0	7.1	6.9
	4 Years	32.2	31.1	25.5	14.3	27.1	25.9
College	No degree	24.0	26.0	20.4	14.6	22.8	19.7
	Associate degree	6.7	7.5	7.7	5.2	5.9	6.3
	Bachelor’s degree	17.8	16.6	23.2	26.4	17.4	20.1
	Graduate/ Professional degree	12.2	10.1	15.0	30.7	12.4	16.7

Source: Table S1501 – Educational Attainment. U.S. Bureau of the Census, 2011. 2009-2013 American Community Survey. American Fact Finder.

Economy

Over the past several decades, Calvert County has transitioned from an agricultural community into a mixed community with both suburban and rural characteristics. This is due to the county's strategic geographic proximity to Washington, D.C., Baltimore, Annapolis and the Patuxent River Naval Air Station.

Calvert County's economy remains stable when compared to other jurisdictions in Maryland and the nation. Several factors have contributed to the economic stability including: 1) a strong and positive local business climate; 2) job market stability; 3) proximity to major employment centers in Washington, D.C. and Virginia; 4) an enhanced focus on business retention and expansion efforts that have served to strengthen and encourage development of the County's existing industries and provided strong support during a national economic downturn; and 5) an enhanced focus on economic development activities. The following table reflects jobs located in the County regardless of place of residence.

<u>Year</u>	<u>Total Private Sector Jobs</u>	<u>Financial</u>	<u>Prof/Bus Services</u>	<u>Other Services</u>	<u>Target Market</u>
2009	17,021	667	1,691	821	3,179
2010	16,858	618	1,776	774	3,168
2011	17,006	613	1,933	765	3,311
2012	17,277	618	1,882	782	3,282
2013	17,306	606	2,134	712	3,452

Source: Maryland Department of Labor, Licensing and Regulation, Division of Workforce Development and Adult Learning.

Property Tax Data

County Commissioners of Calvert County, Maryland Summary of Property Tax Levies and Collections From the FY 2014 CAFR Statistical Schedule 9

Fiscal Year	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percent of levy		Amount	Percent of Levy
2005	78,990,817	77,613,438	98.26%	1,294,300	78,907,738	99.89%
2006	87,749,160	86,285,379	98.33%	1,308,330	87,593,709	99.82%
2007	99,359,697	97,787,042	98.42%	1,377,991	99,165,033	99.80%
2008	115,850,743	113,954,907	98.36%	1,842,551	115,797,458	99.95%
2009	126,099,233	123,501,219	97.94%	2,094,900	125,596,119	99.60%
2010	137,446,533	133,596,703	97.20%	2,468,876	136,065,579	99.00%
2011	134,047,010	130,037,865	97.01%	2,578,268	132,616,133	98.93%
2012	128,140,153	125,344,923	97.82%	2,795,230	128,140,153	100.00%
2013	122,271,620	118,376,406	96.81%	2,563,774	120,940,180	98.91%
2014	119,166,157	116,735,560	97.96%	2,430,597	119,166,157	100.00%

Major Taxpayers

County Commissioners of Calvert County, Maryland
Principal Property Taxpayers
From the FY 2014 CAFR Statistical Schedule 8

Name of Taxpayer	Fiscal Year 2014				Fiscal Year 2005				
	Taxable Assessed Value ⁽¹⁾	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value ⁽²⁾	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Constellation Energy Group	\$ 1,286,711,557	(3)	10.15%	\$ 685,956,820	1	9.07%			
Dominion (Cove Point)	735,647,410	2	5.80%	165,829,530	2	2.20%			
Southern Maryland Electric Co.	57,819,210	3	0.46%	38,978,460	3	0.52%			
Asbury-Solomons	33,455,408	4	0.26%	31,768,632	5	0.42%			
Fox Run Ltd. Partnership	28,652,800	5	0.23%	22,091,866	7	0.29%			
Dunkirk Gateway	24,077,500	6	0.19%			0.00%			
Holiday Inn - Solomons	22,820,000	7	0.18%	17,542,666	8	0.23%			
Verizon	19,260,410	8	0.15%	32,105,640	4	0.43%			
Market Square Shopping Center	17,871,533	9	0.14%			0.00%			
Dunkirk Market Place	10,950,600	10	0.08%	8,527,800	10	0.11%			
Town Square Shopping Center				9,018,600	9	0.12%			
Horizons on the Bay				23,636,400	6	0.31%			
	\$ 2,236,366,428		17.64%	\$ 1,034,556,414		13.70%			

NOTES:

- (1) Source: Maryland State Department of Assessments and Taxation
- (2) Source: Department of Finance and Budget
- (3) Estimated value due to changes in Maryland property tax law during FY08 a PILOT (payments in lieu of taxes) agreement was entered into with Constellation which changed the taxable assessment.



Calvert Marine Museum

RESOLUTIONS & FINANCIAL POLICIES



POLICIES AND RESOLUTIONS

Resolution	Date Adopted	County Code or Resolution Number	Appendix Page
FY 2015 Adopted Budget Letter from the Board of County Commissioners			294-295
Calvert County Code:			
Title 5 Budget and Finance	1996/1985/1981	Section 5-101 to Section 5-304	296-299
Taxing Resolutions:			
Budget Adoption FY 2016	6/2/2015	xx-15	301-305
Income Tax			
Real Property Tax			
Public Utility Tax			
Payment in Lieu of Taxes			
Service Charge on Real Property Bills			
Water and Sewer Rates			
Solid Waste Charges and Fees			
Admission and Amusement Tax	6/13/2006	24-06	306-307
Hotel Tax	5/20/2003	16-03	308-310
Recordation Tax	9/28/1999	36-99	311
Trailer Park Tax	2/16/82	8-82	312-313
Formal Policies:			
Stabilization Arrangement	6/7/2011	16-11	315
Fund Balance Policy	6/7/2011	17-11	316
Debt Policy	9/22/2009 and 11/19/2013	37-09 and 48-13	317-327
Transfer of Budget Appropriations	8/7/2007	27-07	328-329
Investment Policy	8/22/1995	31-95	330-335
Models:			
Debt Affordability/Long Term Debt	11/13/2001		336-337



**CALVERT COUNTY
BOARD OF COUNTY COMMISSIONERS**

Courthouse, 175 Main Street
Prince Frederick, Maryland 20678
410-535-1600 • 301-855-1243
www.co.cal.md.us

Board of Commissioners
Gerald W. Clark
Pat Nutter
Susan Shaw
Evan K. Slaughenhoupt Jr.
Steven R. Weems

TO THE CITIZENS OF CALVERT COUNTY:

We are pleased to present to you the fiscal year 2015 budget which begins July 1, 2014. The General Fund budget totals \$242,922,582. Within this budget, we continue to address the County's priorities signifying our commitment towards an educational partnership, public safety, growth management, promoting homeownership, fiscal responsibility, and investing in our future. This budget does not increase your property or income taxes, the largest categories of taxes that most citizens pay. In the case of property tax, almost all county taxpayers are paying less or the same amount as last year.

√ **Educational Partnership:** More than half of this budget is spent funding the operations 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 for effective financial planning. In addition to the \$109.4m state required, "maintenance of effort" funding (level cost per student), the county is providing an additional \$2.3m, to be used as the BOE decides. This continues the County's practice of funding our schools above the maintenance of effort level.

√ **Public Safety:** The safety of our citizens is of the utmost importance. Our 2010 violent crime rate was the lowest since 1976. Calvert County remains one of the safest counties in the State, proving that effective law enforcement is in place. Calvert County had a 15% reduction in the crime rate from 2011 to 2012. Many of our citizens are also volunteers, continuing Calvert's tradition of a 100% volunteer Fire/Rescue/EMS membership, providing 100% effective emergency medical and fire response. Through innovative marketing and strategic actions, this remarkable tradition continues. Funding for public safety in the fiscal year 2015 budget totals \$28,516,125, representing 11.7% of the General Fund budget.

√ **Growth Management:** We have successfully responded to your request to maintain the rural character of Calvert County through effective growth management. Adjustments to our zoning policies have resulted in the reduction of population projections for 2020 from 122,000 to 96,000, a 21% reduction. This coupled with the current economic cycle has resulted in a reduction in building permits issued. We continue with a proactive and consistent planning approach. The County has preserved almost 30,000 acres of the 140,000 acre total.

√ **Promoting Homeownership:** We are continuing to provide assistance to our citizens in response to the tough economic climate. The County plans include more than \$500,000 in Homeowner Credits with additional funds towards anticipated Homestead Credits in fiscal year 2014. The Homestead and

Homeowner Tax Credit programs are in place to provide some relief to homeowners towards their property tax bills. Additionally, the County has an established, 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 at www.co.cal.md.us.

√ **Fiscal Responsibility:** The Board (of County Commissioners) continues to exercise conservative financial management for the good of our citizens. The financial plan presented in this year’s budget shows the majority of resources directed to the most important services that a government provides. County management continues to lower operating budgets at every opportunity to do so, without impacting services. We continue to balance our budget without affecting services and without having to raise taxes. This budget uses \$5.9m of fund balance to pay for the general fund transfer to capital projects and to provide funding to the trust fund established to subsidize the cost of health insurance to retirees of both the school system and county government. In the intermediate term, the Board has discretion over the funding of each of these items and therefore this transfer is for onetime items. Note that this budget does include salary increases and position reclassifications for County employees.

√ **Investing in Our Future:** The Public Safety category, at \$9.3m, is the largest funding commitment of our fiscal year 2015 capital improvement plan (CIP) budget, followed by the Education and Public Works categories. Most of the Public Safety funds will be used to upgrade the current 800 MHz analog trunked communications system to a digital 800 MHz P-25 compliant communications system. The current analog system is outdated and equipment is becoming obsolete. Educational funding included in the FY 2015 allows for the continuation of the Northern High School renovation/addition. The fiscal year 2015 CIP budget totals \$28,406,977. The CIP plan is reviewed annually to take into consideration changes in the economy to include the County’s financial forecast and the cost of commodities, in addition to the requests being heard from the citizens.

We would like to thank you, the citizens, for continuing to work with us to identify and ensure that 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. Your efforts and contributions have afforded us the opportunity to present this structurally balanced budget.

Sincerely,

Board of County Commissioners for Calvert County

Pat Nutter, President
 Steven R. Weems, Vice President
 Gerald W. Clark
 Susan Shaw
 Evan K. Slaughenhaupt Jr.

TITLE 5
BUDGET AND FINANCE

ANNOTATED CODE OF MARYLAND REFERENCES

Fiscal year — See Art. 24, § 1-102 and Art. 19, § 35.

Annual audit of county accounts, records, etc. — See Art. 19, §§ 40 and 41.

PUBLIC LOCAL LAW REFERENCES

County Treasurer — See Title 3.

Agricultural land preservation program — See Title 12.

Contracts and purchasing — See Title 6.

Subtitle 1

Budget

§ 5-101. Composition; contents. [1985, ch. 715, § 2]

- (a) Composition. The county budget shall consist of the current expense budget, the capital program and capital budget, and the budget message.
- (b) Contents of current expense budget. The proposed current expense budget shall contain not less than the following information:
 - (1) A detailed statement of all revenue estimated to be received by the county during the next fiscal year, showing all funds and sources of income;
 - (2) A statement of the bonded and other indebtedness of the county and all debt service requirements;
 - (3) A statement of the estimated cash surplus available for expenditures;
 - (4) Estimates of the amounts necessary for conducting the business of the county in the next fiscal year to be financed from the estimated revenue, classified by department, program, services, and project, together with a comparative statement of authorized expenditures and revenues from the fiscal year then ending; and
 - (5) Any other material that the Commissioners require.
- (c) Contents of capital program. The proposed capital program shall list and describe the proposed capital projects to be undertaken in the next fiscal year (including those previously authorized) and in each of the next five fiscal years, the proposed means of financing them, and the relative priority of each project in each fiscal year.
- (d) Contents of capital budget. The proposed capital budget shall include:

§ 5-101 CALVERT COUNTY CODE § 5-102

- (1) A statement of anticipated revenues for the next fiscal year from all borrowing and other sources, and
 - (2) The amount proposed to be spent on each project in the next fiscal year, including those previously authorized, considering the priorities set out in the capital program.
- (e) Contents of budget message. The budget message shall explain through a narrative and summary tables the current budgets and capital program. It shall at least describe all important features of the budgets and capital program and indicate any significant changes in programs, projects, fiscal policies, and expenditures compared to the fiscal year then ending.

§ 5-102. Budget requests; hearings, availability of copies. [Code 1981, §§ 4-201, 4-202; 1985, ch. 715, § 2]

- (a) Itemized budget requests. At a public hearing held on the date set by the Commissioners, each county department, agency, or board receiving county funds shall submit to the County Commissioners and to the Director of Administration and Finance, an itemized budget request for all funds requested for the next fiscal year. The Commissioners shall publish notice of the time and place of this hearing in at least two county newspapers for at least two weeks before the hearing is held. At this hearing, county citizens may present their views on budget requests and funding levels.
- (b) Public hearing. Before taking final action on a proposed budget, the County Commissioners shall hold a public hearing to permit county residents to comment on it. The Commissioners shall publish notice of the time and place of the hearing in at least two county newspapers for at least two weeks before the hearing is held. The final budget shall be adopted by a resolution approved by the Commissioners.
- (c) Availability of copies. By the time of the first notice of public hearing, the proposed county v budget shall be filed with the clerk of the County Commissioners and be available for public inspection. One copy shall be supplied to each newspaper of general circulation in the county and to each branch of the county library and copies shall be made available to the public at or below cost.

§ 5-103. Subsequent budget changes. [1985, ch. 715, § 2; 1996, ch. 49, § 1]

- (a) The County Commissioners may change an adopted budget only by resolutions that comply with this section, the Maryland Constitution, state laws or public local laws. Changes may not be subdivided to alter the applicability of the requirements of this section.

- (b) The County Commissioners by resolution may establish procedures for the administrative transfer of appropriations between general classifications of expenditures in the current expense budget within the same office or department, transfers between departments, agencies, boards or commissions, interproject transfers of appropriations between capital projects in the capital budget, and the addition of new budget items.
- (c) Any change involving funds totaling more than \$100,000 may be made only by resolution approved by the Commissioners after compliance with the publication and hearing requirements applicable to the original proposed budget. **[Amended 2001, ch. 237]**
- (d) To meet a public emergency affecting life, health, or property, the Commissioners by resolution may make emergency appropriations from contingent or surplus funds.

Subtitle 2

Permitted Appropriations

§ 5-201. Compliance with budget provisions. [1985, ch. 715, § 2]

All appropriations made under this subtitle shall comply with the provisions of Subtitle 1 of this title.

§ 5-202. Calvert Memorial Hospital. [Code 1981, § 4-401; 1985, ch. 715, § 2]

The County Commissioners may appropriate a sum in an amount to be determined by them to the Calvert Memorial Hospital.

1 § 5-203. Fair Board. [Code 1981, § 4-402; 1985, ch. 715, § 2; 1991, ch. 225.; 1992, ch. 22, § 1]

(a) The County Commissioners shall appropriate annually not less than \$5,000 to the Fair Board of Calvert County.

(b) The County Commissioners may loan monetary aid to the Fair Board.

§ 5-204. Preservation of historic sites, museums, etc. [Code 1981, § 4-403; 1985, ch. 715, § 2]

The County Commissioners may appropriate a sum in an amount to be determined by them for the benefit of the hemlock stand on Hellen Creek, the Chesapeake Beach Railway Museum, and the Jefferson Patterson Park and Museum.

1 Editor's Note: Section 2, Ch. 225 of 1991, provides, in part, that subsection (b) of this section "shall remain effective until December 31, 1994 and at the end of December 31, 1994, and with no further action required by the General Assembly, [subsection (b) of this section] shall be abrogated and of no further force and effect."

§ 5-203 CALVERT COUNTY CODE § 5-302

Subtitle 3

Audits

§ 5-301. Appointment, duties, removal, etc., of auditor. [Code 1981, § 1-101; 1985, ch. 715, § 2]

The County Commissioners shall appoint and pay an auditor who annually shall audit the books, records, vouchers, and accounts of all persons, offices, boards, and commissions that collect, handle, or disburse funds of the county. The Commissioners may remove the auditor in their discretion, and shall fill all vacancies immediately. All audits shall be conducted by certified public accountants.

§ 5-302. Duties of officials; powers of auditor. [Code 1981, § 1-102; 1985, ch. 715, § 2]

The officials whose finances are being audited shall produce, upon request of the auditor, any and all books, vouchers, accounts, and other records and papers in any way pertaining to the funds or an audit of them. The auditor may summon, with or without directions to produce books and records, and examine under oath or affirmation, which the auditor may administer, officials whose affairs are being audited or any other person deemed necessary on the matters pertaining to the county funds or relating to the matters being audited. For these purposes the auditors shall have the power to issue process compelling the attendance of a witness and the production of the records and papers of a witness. Any person who refuses or neglects to produce any books, vouchers, accounts, or other records and papers, as required, or refuses to respond to the summons or to be sworn or affirmed, or being sworn or affirmed, to answer the questions of the auditor relating to the funds or the matters and finances to be audited, is guilty of a misdemeanor, and on conviction shall be fined not more than \$500 for each offense. The auditor, whenever possible, shall require the production or the attendance and testimony at the office or place where the books and records are kept or where the official duties of the official whose finances are being audited are principally carried on.

§ 5-303. Auditor's report. [Code 1981, § 1-103; 1985, ch. 715, § 2]

The auditor shall submit to the County Commissioners each year by the date set by them, a management letter and a report on the revenues and disbursements of county funds for that fiscal year. The report shall contain the information required by the Commissioners and be executed in a manner that gives the citizens of the county an intelligent understanding of the revenues and expenditures of the county. The management letter and report shall be available for public inspection and copies shall be made available to the public at or below cost. The auditors shall prepare a summary of the report which shall be published in at least 1 county newspaper within a month after the report is received by the Commissioners.

§ 5-304. Accounting system. [Code 1981, § 1-104; 1985, ch. 715, § 2]

Upon recommendation by the auditor, the County Commissioners may require the use of any system of bookkeeping or accounting by the officials subject to an audit under this subtitle.



0000675237

RESOLUTION NO. 15-15
SUBJECT: FY2016 Calvert County Revenues and Appropriations
Page 1 of 5

**A RESOLUTION FOR THE PURPOSE OF ADOPTING
THE OPERATING AND CAPITAL IMPROVEMENT
BUDGETS FOR FISCAL YEAR 2016 AND LEVYING TAXES**

Budget Authority

WHEREAS, the 1985 Laws of Maryland, Chapter 725, the 1991 Laws of Maryland, Chapter 225, the 1992 Laws of Maryland, Chapter 22, the 1996 Laws of Maryland, Chapter 49, the 2001 Laws of Maryland, Chapter 237, together codified as the Code of Public Local Laws of Maryland, Article 5, (Calvert County), Title 5, authorizes and empowers the Board of County Commissioners of Calvert County to adopt a Budget and Appropriations each fiscal year;

Compliance with Budget Procedures

WHEREAS, the Staff Recommended Budget was received in the office of the Board of County Commissioners by March 24, 2015;

WHEREAS, in accordance with the Code of Public Local Laws of Maryland, Article 5, (Calvert County), Section 5-102(b), a public hearing on the County Commissioners' Recommended Budget was duly advertised and conducted on May 19, 2015;

WHEREAS, the Board of County Commissioners of Calvert County received and has considered a County Budget for Fiscal Year 2016 consisting of the current expense (operating) budget, the capital program and capital improvement budget, and the budget message;

Property Tax Authority

WHEREAS, Tax-Property Article of the Maryland Annotated Code, Sections 6-202, 6-204, 6-302, 6-306 and 6-308 authorizes and empowers the Board of County Commissioners of Calvert County to levy a property tax and set the property tax rate for each fiscal year;

Authority for a Service Charge for the Semi-Annual Payment of Property Taxes

WHEREAS, the Maryland Department of Assessments and Taxation has approved a service charge of six-hundredths percent, (0.06%), of the amount of tax due at the second installment to cover lost interest income and administrative expenses associated with the semiannual payment for a property owner electing to pay real property taxes under a semiannual payment schedule pursuant to Section 10-204.3 of the Tax-Property Article of the Maryland Annotated Code. As a result, the service charge shall be effective at the rate of six-hundredths percent, (0.06%), of the amount of tax due at the second installment;

Income Tax Levy Authority

WHEREAS, pursuant to Section 10-106(a) (iii) of the Tax-General Article of the Maryland Annotated Code the Board of County Commissioners of Calvert County shall set, by ordinance or resolution, a County Income Tax equal to at least one percent, (1%), but not more than three and

two-tenth percent (3.20%) of an individual's Maryland taxable income for the taxable year beginning after December 31, 2001;

WHEREAS, *Tax-General Article* of the Maryland Annotated Code, Section 10-106(a)(2) authorizes the County income tax to continue until the County changes the rate by ordinance or resolution;

WHEREAS, the Board of County Commissioners of Calvert County, by Resolution 33-03, adopted September 30, 2003, set the County Income Tax Rate at two point eight percent (2.8%) of an individual's Maryland taxable income;

Water & Sewer Rate Authority

WHEREAS, the Board of County Commissioners is authorized by Sections 9-661 & 9-722(a)(1) of the *Environment Article* of the Maryland Annotated Code to establish a reasonable charge that is not less than the actual cost for connection with a water or sewerage system;

WHEREAS, the Board of County Commissioners is authorized by Sections 9-662 & 9-723(a) of the *Environment Article* of the Maryland Annotated Code and Section 16-201(a)(3) of the Code of Public Local Laws of Calvert County, Maryland to establish reasonable rates for water service, and reasonable charges for sewer upkeep and sewer service;

Solid Waste Fee and Tipping Rate Authority

WHEREAS, the Board of County Commissioners is authorized by Section 13-403(b)(3) of the *Local Government Article* of the Maryland Annotated Code to establish a reasonable charge set and collect reasonable service charges or fees for the disposal of garbage;

Findings

WHEREAS, the revenue required for the implementation of the operating and capital improvements budgets for Fiscal Year 2016 necessitates a real property tax rate of Eighty-Nine and Two-Tenths of a cent (\$.892) per One Hundred Dollars (\$100.00) on the full cash assessed valuation of real property (with the exception of operating real property of a public utility) located outside the municipal limits of North Beach and Chesapeake Beach;

WHEREAS, the required revenue of the implementation of the said operating and capital improvements budgets for Fiscal Year 2016 necessitates an operating real and personal property of a public utility and a personal property tax rate of Two Dollars and Twenty-Three Cents (\$2.23) per One Hundred Dollars (\$100.00) on the assessed valuation of property located outside the municipal limits of North Beach and Chesapeake Beach;

WHEREAS, the Board of County Commissioners has considered a tax rate differential for the Towns of Chesapeake Beach and North Beach, pursuant to *Tax-Property Article*, Section 6-306 of the Maryland Annotated Code;

000047239

RESOLUTION NO. 15-15
SUBJECT: FY2016 Calvert County Revenues and Appropriations
Page 3 of 5

WHEREAS, the revenue required for the implementation of the said operating and capital improvements budgets necessitates a real property tax rate of Fifty-Five and Six-Tenths of a cent (\$.556) per One Hundred Dollars (\$100.00) on the full cash assessed valuation of real property (with the exception of operating real property of a public utility) located inside the municipal limits of North Beach and Chesapeake Beach;

WHEREAS, the required revenue of the implementation of the said operating and capital improvements budgets necessitates an operating real and personal property of a public utility and a personal property tax rate of One Dollar and Thirty-Nine Cents (\$1.39) per One Hundred Dollars (\$100.00) on the assessed valuation of property located inside the municipal limits of North Beach and Chesapeake Beach; and

WHEREAS, the Board of County Commissioners of Calvert County believes it to be in the best economic interest of the County and its citizens to maintain the current County Property Tax rates.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Calvert County, Maryland that there is hereby levied a real property tax rate of Eighty-Nine and Two-Tenths of a cent (\$0.892) per One Hundred Dollars (\$100.00) on the full cash assessed valuation of real property (with the exception of operating real property of a public utility) located outside the municipal limits of both North Beach and Chesapeake Beach in the estimated amount of Ten Billion Three Hundred Million Dollars (\$10,300,000,000).

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that there is hereby levied a real property tax of Fifty-Five and Six-Tenths of a cent (\$.556) per One Hundred Dollars (\$100.00) of the full cash assessed valuation of real property (with the exception of operating real property of a public utility) within the municipal limits of North Beach and Chesapeake Beach, in the estimated amount of Two Hundred Thirty-One Million Dollars (\$231,000,000) in the Town of North Beach and Seven Hundred Thirty-Seven Million Dollars (\$737,000,000) in the Town of Chesapeake Beach.

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that a personal property rate of Two Dollars and Twenty-Three Cents (\$2.23) per One Hundred Dollars (\$100.00) is hereby levied on the assessed valuation of operating real and operating personal property of a public utility and personal property located outside the municipal limits of both North Beach and Chesapeake Beach in the estimated amount of Nine Hundred Sixty-Five Million Dollars (\$965,000,000).

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that a personal property tax rate of One Dollar and Thirty-Nine cents (\$1.39) per One Hundred Dollars (\$100.00) is hereby levied on the assessed valuation of operating real and operating personal property of a public utility and personal property located within the municipal limits of North Beach and Chesapeake Beach, in the estimated amount of One Million Dollars (\$1,000,000) in the Town of North Beach and Seven Million Dollars (\$7,000,000) in the Town of Chesapeake Beach.

0000470240

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that, notwithstanding the foregoing, every valid Tax Credit agreement and agreement for the Payment In Lieu of Taxes executed by the Board of County Commissioners of Calvert County, Maryland heretofore, shall supersede the tax rates set forth herein and taxes levied hereby for so long as that agreement shall remain valid and effective.

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that an interest rate of 0.20% annual percentage rate (APR) be established for the semi-annual real property tax payment option. This APR plus an administrative fee (10% of the APR) equates to a total semi-annual payment service charge rate of 0.22%. Therefore, for the three-month period, October 2015 to December 2015, this fee is 0.06%.

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that General Fund appropriations for FY 2016 in the amount of Two Hundred Thirty-eight Million, Eight Hundred Forty-Seven Thousand, Two Hundred Seventy-Seven Dollars (\$238,847,277), allocated as set forth in Exhibit 1 and incorporated herein by reference, is adopted and enacted for the County Fiscal Year beginning July 1, 2015 (FY 2016).

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that the Capital Improvement appropriations for FY 2016 in the amount of Thirty-six Million, Eight Hundred Sixty-seven Thousand, Nine Hundred Dollars (\$36,867,900), allocated as set forth in Exhibit 1 attached hereto and incorporated herein by reference, is adopted and enacted for the County Fiscal Year beginning July 1, 2015 (FY 2016).

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that the capital program for the fiscal years ending June 30, 2017; June 30, 2018; June 30, 2019; June 30, 2020 and June 30, 2021; is hereby approved as set forth in the Calvert County Capital Improvement Plan, a copy of which is attached hereto as Exhibit 1 and incorporated herein by reference.

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that the following rates shall supersede those currently in effect:

1. The water base rate shall be \$55.16 per equivalent dwelling unit, per quarter;
2. The sewer base rate shall be \$110.86 per equivalent dwelling unit, per quarter;
3. The variable rates shall be \$2.63 for water and \$5.04 for sewer per quarter, per 1,000 gallons;
4. The fixed sewer rate shall be \$161.26 per quarter; and
5. All other water or sewer rates in effect and not modified hereby shall remain in effect.

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that the solid waste tipping fee shall be \$70.69 per ton for residents of Calvert County, and \$78.54 per ton for commercial customers.

EX00067241

RESOLUTION NO. 15-15
SUBJECT: FY2016 Calvert County Revenues and Appropriations
Page 5 of 5

BE IT FURTHER RESOLVED by the Board of County Commissioners of Calvert County, Maryland that the solid waste user fee imposed shall be \$121 per year and shall be levied as prescribed in Resolution 42-99.

BE IT FURTHER RESOLVED, by the Board of County Commissioners of Calvert County, Maryland that this Resolution shall be effective as set forth below upon recordation and publication of a fair summary.

DONE, this 2nd day of June, 2015, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

Aye: 5
Nay: 0
Absent/Abstain: 0

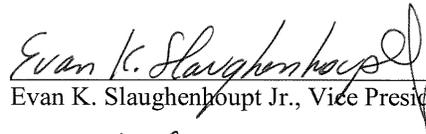
Effective Date of Ordinance: July 1, 2015
Effective Date of Property Tax & Service Charge: July 1, 2015
Effective Date of Income Tax Rate: January 1, 2016
Effective Date of Water and Sewer Rates: January 1, 2016
Effective Date of Solid Waste Rates: July 1, 2015

ATTEST:

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


Maureen Frederick, Clerk


Steven R. Weems, President

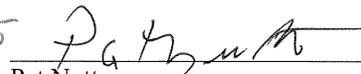

Evan K. Slaughenhoupt Jr., Vice President

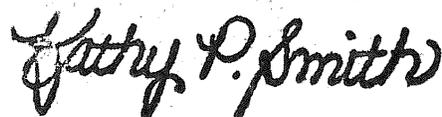
Approved for form and legal sufficiency
by:


Mike Hart


John B. Norris, County Attorney


Tom Hejl

Received for Record June 3 2015
at 9:50 o'clock A M. Same day
recorded in Liber KPS No. 47
Folio 237 COUNTY COMMISSIONERS
ORDINANCES AND RESOLUTION.

Pat Nutter



BK00025PG068

RESOLUTION NO. 24-06

PERTAINING TO A CHANGE IN THE ADMISSIONS AND AMUSEMENT TAX

WHEREAS, by Resolution Number 18-03, dated May 20, 2003, the Board of County Commissioners imposed a tax of 10% on gross receipts derived from any admissions and amusements as authorized by Section 4-102 of the Tax-General Volume of the Annotated Code of Maryland; and

WHEREAS, Section 4-102 of the Tax-General Volume of the Annotated Code of Maryland authorizes the County to charge as much as 10% of the gross receipts derived from any admissions and amusements; and

WHEREAS, on May 23, 2006, a duly advertised hearing was conducted concerning the decrease of the admission and amusement tax from 10% to 1%; and

WHEREAS, the Board of County Commissioners voted to decrease the admission and amusements tax from 10% to 1%.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Calvert County, Maryland, that pursuant to the authority of Section 4-102 of the Tax-General Volume of the Annotated Code of Maryland, a tax is imposed on the gross receipts derived from any admissions and amusement charge as defined in Section 4-101(b) of the Tax-General Volume of the Annotated Code of Maryland, at the rate of 1%, except as this imposition of tax is limited by the exemptions set forth in Section 4-102 of the Tax-General Volume of the Annotated Code of Maryland; and

AND BE IT FURTHER RESOLVED, that the rate of 1% shall remain in effect until changed by resolution of this Board; and

BE IT FURTHER RESOLVED, that the new rate of 1% shall become effective on August 1, 2006.

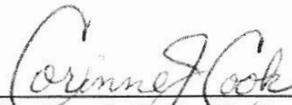
BK00025PG069

BE IT FURTHER RESOLVED, that the passage of this resolution shall immediately be certified to the Comptroller of the Treasury of the State of Maryland

DONE, this 12 day of June, 2006, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF CALVERT COUNTY, MARYLAND


Corinne J. Cook, Clerk

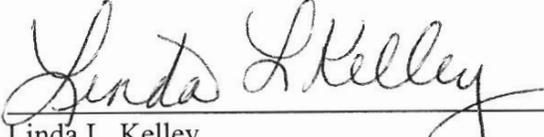

David F. Hale, President

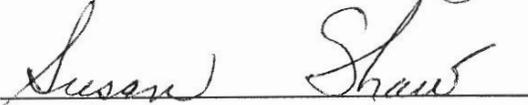

Wilson H. Parran, Vice President

Approved for legal sufficiency on 6/13/06
by


Gerald W. Clark


Emanuel Demedis
County Attorney


Linda L. Kelley


Susan Shaw

Received for Record 6-14 2006
at 9:10 o'clock A.M. Same day
recorded in Liber 68 No. 25
Folio 68 COUNTY COMMISSIONERS
ORDINANCE



ORDINANCE NO. 16-03

[Pertaining to the enactment of Article IV of Chapter 136 of the Code of Calvert County]

For the purpose of imposing a tax on a transient charge paid to a hotel located in Calvert County.

By enacting a new article to Chapter 136 of the Code of Calvert County, Volume 1 (2000 Edition and March 2003 Supplement, as amended).

Pursuant to authority granted in Article 24, Title 9, Subtitle 3 of the Annotated Code of Maryland, as may be amended from time to time, and following a duly advertised public hearing held on May 20, 2003.

Be it Ordained by the Board of County Commissioners of Calvert County, Maryland, that Chapter 136 of the Code of Calvert County, Volume 1, **Be** and the same hereby **Is** amended to include the following Article IV:

Article IV
Hotel Rental Tax

§ 136-21. Definitions.

As used in this article, the following words have the meanings indicated:

ACCOMODATION TAX – The tax authorized under this article.

BOARD – The Board of County Commissioners of Calvert County, Maryland.

COUNTY – As the context requires, Calvert County.

HOTEL – An establishment, including an apartment, cottage, hostelry, inn, motel, rooming house or tourist home that offers sleeping accommodation for compensation to any transient.

PERSON – A natural person, individual, firm, corporation, partnership, association or other legal entity.

TRANSIENT – Any person who, for any period not exceeding four (4) consecutive months, obtains sleeping accommodation at any hotel, either at his or her own expense or at the expense of another.

BK00019PG275

TRANSIENT CHARGE – A hotel charge for sleeping accommodations for a period not exceeding four (4) consecutive months, but does not include any hotel charge for services and accommodations other than sleeping accommodations.

§ 136-22. Imposition and rate.

- A. The Board hereby imposes an accommodation tax on the amount paid for a transient charge.
- B. The accommodation tax shall be five (5) percent of the transient charge and shall be effective July 1, 2003.

§ 136-23. Payment, collection and return.

- A. A person shall pay the accommodation tax to the hotel when the person pays the transient charge.
- B. The hotel shall:
 - (1) Give the person who is required to pay a transient charge a bill that identifies the transient charge as a separate item from any other charge; and
 - (2) Collect the accommodation tax from the person who pays the transient charge.
- C. The hotel shall hold in trust the accommodation tax collected for the county until the hotel pays the tax to the county as required by this article.
- D. The hotel shall, on the form the county requires, complete, sign and file an accommodation tax return and remit payment in full to the county on or before the 21st day of each month for the preceding month.
- E. The hotel is allowed, for administrative costs, a discount of one-half (½) of one (1) percent of the gross amount of the accommodations tax collected, provided that the hotel, on or before the due date:
 - (1) Files the accommodation tax return; and
 - (2) Pays the accommodation tax.

§ 136-24. Administration.

- A. The Board may adopt regulations consistent with Title 9 of Article 24 of the Annotated Code of Maryland, as amended, and Title 11 of the Tax-General Article of the Maryland

Code Annotated, as amended, to provide for orderly, systematic and thorough administration of the accommodation tax.

- B. The Board may increase the surety bond that the county requires for its Treasurer in order to cover the revenue the Treasurer collects from the accommodation tax. The county may treat any additional premium due to the surety bond increase allowed as an administrative tax administrative cost.
- C. From the accommodation tax revenue collected, the Board shall distribute a reasonable sum for accommodation tax administrative costs to the general fund of the county.

And be it Further Ordained by the Board of County Commissioners of Calvert County, Maryland, that this Ordinance shall take effect July 1, 2003, or the date this Ordinance is approved, whichever is later.

Approved and Done this 20th day of May, 2003.

Attest:

Board of County Commissioners of Calvert County, Maryland

Mary S. Watson
Mary S. Watson, Clerk

David F. Hale
David F. Hale, President

Linda L. Kelley
Linda L. Kelley, Vice-President

Gerald W. Clark
Gerald W. Clark

Wilson H. Parran
Wilson H. Parran

Approved for Legal Sufficiency on 5/20/03
By: Emanuel Demedis
Emanuel Demedis
County Attorney

Susan Shaw
Susan Shaw

Received for Record May 20 2003
at 3:30 o'clock P M. Same day
recorded in Liber KPS No. 19
Folio 279 COUNTY COMMISSIONERS
ORDINANCES AND RESOLUTION.

Gentry P. Smith

BK00011PG263

RESOLUTION NO. 36-99

PERTAINING TO THE ADOPTION OF A RECORDATION TAX RATE IN CALVERT COUNTY

WHEREAS, the Board of County Commissioners pursuant to Section 12-103, Tax Property Article of The Annotated Code of the Public General Laws of Maryland, is granted the power to set, by law, the recordation tax rate in Calvert County; and

WHEREAS, the Board of County Commissioners at a public meeting held on September 21, 1999 has given consideration to the rate that should be applied effective November 1, 1999.

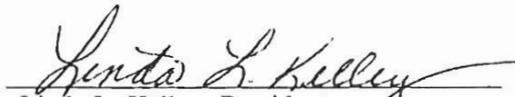
NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Calvert County that the recordation tax rate of Five and NO/100THS Dollars (\$5.00) for each Five Hundred and NO/100THS Dollars (\$500.00) or fraction of Five Hundred and NO/100THS Dollars (\$500.00) of consideration payable or of the principal amount of the debt secured of an instrument of writing which are recorded with the Clerk of the Circuit Court for Calvert County, Maryland BE and hereby IS adopted and said rate shall be effective November 1, 1999.

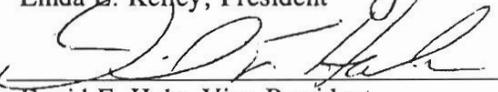
DONE, THIS 28th DAY OF Sept, 1999, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF CALVERT COUNTY,
MARYLAND


Mary S. Watson, Clerk

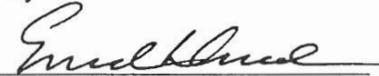

Linda L. Kelley, President


David F. Hale, Vice-President

Approved for legal sufficiency

On 9/28/99

By



Emanuel Demedis

County Attorney

Patrick M. Buehler


John Douglas Parrar

Received for Record Sept. 29, 1999
at 9:45 o'clock A. M. Same day
recorded by Book No. 11
File 263 COUNTY COMMISSIONERS
CREATED BY RESOLUTION

Barbara A. Stinnett



RESOLUTION 8-82

A RESOLUTION AMENDING RESOLUTION 70-38 LEVYING A TAX ON MOBILE HOME PARKS: FIXING THE AMOUNT AND PROVIDING FOR THE COLLECTION THEREOF: AND PRESCRIBING FOR VIOLATION OF THE RESOLUTION.

WHEREAS, by Resolution 70-38 the Board of County Commissioners of Calvert County imposed a tax on mobile home parks and provided for the collection thereof, and

WHEREAS, the reorganization of County government has made part of Resolution 70-38 obsolete, and

WHEREAS, it is the desire and intent of the Board of County Commissioners of Calvert County to enact the provisions of Resolution 70-38 as amended and to set out the text in its entirety.

Section 1. BE IT RESOLVED BY the County Commissioners for Calvert County, Maryland, that the following definitions shall apply whenever used in this resolution unless a different meaning appears from the context.

(1) Mobile Home. A detached single family residential dwelling unit, designed for transportation, after fabrication, on streets or highways on its own wheels or on flatbeds or other trailers, and arriving at the site where it is to be occupied as a dwelling complete and ready for occupancy except for minor and incidental unpacking assembling operations, located on wheels, jacks or other temporary or permanent foundations.

(2) Mobile Home Park. Any site, lot, parcel, or tract of land which is improved, used or intended to provide a location for the accommodation of two or more mobile homes or trailers which are used for living purposes, regardless of whether or not a charge is made for such accommodation.

(3) "Gross monthly charges" means the gross charges for rental, leasing or use of any space, facilities, or accommodations within a Mobile Home Park and the gross charges for the providing of any services to Mobile Homes located in the Park.

Section 2. AND BE IT FURTHER RESOLVED BY the County Commissioners for Calvert County, Maryland, pursuant to the power and authority contained in Section 12C of Article 81 of the Annotated Code of Maryland (1980 edition) that every person, firm or corporation operating and conducting a Mobile Home Park in Calvert County shall collect from the Mobile Home owner a monthly tax computed at twenty per centum of the gross monthly charges collected by

- 2 -

the Mobile Home Park with a minimum of at least \$10.00 per occupied trailer-space per month.

Section 3. AND BE IT FURTHER RESOLVED that the aforesaid tax shall be accumulated and paid monthly to the Treasurer of Calvert County. On or before the fifteenth day of each month after the effective date of this resolution, every Mobile Home Park operator having two or more spaces in operation, shall file with the Treasurer, with a copy for the Supervisor of Assessments of Calvert County, a report showing the amount of tax due for each month preceding the filing of such report and shall pay to the Treasurer of Calvert County the total tax for the preceding month as shown thereon.

Section 4. AND BE IT FURTHER RESOLVED that if any person, firm or corporation required to collect and remit the tax imposed by this resolution fails to file a statement and a remittance, or if the Treasurer has reasonable cause to believe that an erroneous statement has been filed, the Treasurer may proceed to determine the amount due to the County, and in connection therewith shall make such investigations and take such testimony and other evidence as may be necessary; provided, however, that notice of at least ten days be given and opportunity to be heard be given to any person, firm or corporation that may become liable for an amount determined by the Treasurer.

Section 5. AND BE IT FURTHER RESOLVED that every Mobile Home Park operator shall keep an _____ in on the premises of the Mobile Home Park a register showing the name, address, license / _____ and/or serial number, date of arrival, date of departure, and amount charged each Mobile Home owner. Said register shall be kept up to date and shall be available at all reasonable times to inspection by the County Commissioners, the Treasurer of Calvert County or their authorized representatives. All Mobile Home owners shall

sign in and sign out personally. Said register shall be retained by the Park operator for at least two years.

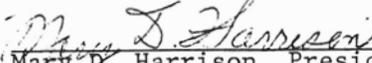
Section 6. AND BE IT FURTHER RESOLVED that failure to pay to the Treasurer taxes when due as described in this resolution shall be subject to a penalty of one per centum per month.

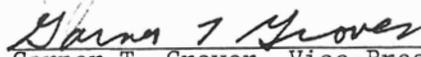
Section 7. AND BE IT FURTHER RESOLVED that any person, firm or corporation liable for the collection of the tax imposed by this resolution who or which (1) willfully fails to collect and pay the taxes imposed by this resolution; or (2) willfully fails to file any report required by this resolution; or (3) willfully makes any false statement or misleading omission in any report filed as required by this resolution or (4) willfully fails to maintain a register as required by this resolution is guilty of a misdemeanor and upon conviction thereof, shall be fined not more than \$100.00 or imprisoned for not more than thirty (30) days, or both for each offense: such fine or imprisonment at the discretion of the court.

Section 8. AND BE IT FURTHER RESOLVED that the provisions of this resolution shall take effect on the 1st day of March, 1982.

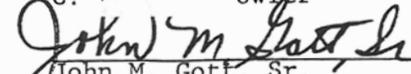
DONE This 16th day of February, 1982.

BOARD OF COUNTY COMMISSIONERS
OF CALVERT COUNTY


Mary D. Harrison, President


Garner T. Grover, Vice-President


C. F. Fowler


John M. Gott, Sr.


Jesse J. Reid

ATTEST:


Imogene S. Winters, Clerk

BK 00036 PG 391

RESOLUTION NO. 16-11

[PERTAINING TO THE REPEAL OF RESOLUTION NO. 13-96 AND THE RE-ESTABLISHMENT OF A POLICY ON CALVERT COUNTY'S STABILIZATION ARRANGEMENT]

WHEREAS, upon the advice and recommendation of certain bond rating agencies, the Board of County Commissioners of Calvert County, Maryland, adopted Resolution 13-96 establishing a Stabilization Arrangement Amount within the Committed Fund Balance for contingency and emergency situations as determined by the County Commissioners; and

WHEREAS, the Board of County Commissioners recognizes the fact that the County is dependent upon revenues from its two largest taxpayers, Constellation Energy Group LLC and Dominion, both members of the energy industry; and

WHEREAS, the Board of County Commissioners desire a short-term replacement source, in the event of a catastrophic change in the value of their enterprise assets.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Calvert County, Maryland, that the policy contained in Resolution 13-96 be, and the same hereby is repealed, and be it further

RESOLVED, that the following policies are hereby established with regard to the maintenance of the County's Stabilization Arrangement Amount within the Committed Fund Balance:

- 1) The Stabilization Arrangement Amount within the Committed Fund Balance shall be maintained at a level of \$10 million or eight percent (8%) of the current operating budget, whichever is greater.
- 2) In the event the Stabilization Arrangement Amount within the Committed Fund Balance is drawn below a level of eight percent (8%) of current budgeted General Fund expenditures, the funds shall be replenished, as indicated in number one, within two years.
- 3) This Stabilization Arrangement Amount is intended to be used only after all other available fund balances are exhausted and that use shall be at the sole discretion of the Board of County Commissioners of Calvert County.

BE IT FURTHER RESOLVED, that this Resolution shall become effective immediately upon its adoption.

DONE, this 7 day of June, 2011, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

ATTEST:

Coinne J. Cook
Coinne J. Cook, Clerk

BOARD OF COUNTY COMMISSIONERS
OF CALVERT COUNTY, MARYLAND

Susan Shaw
Susan Shaw, President

Patrick Nutter
Patrick Nutter, Vice President

Gerald W. Clark
Gerald W. Clark

Evan K. Slaughenhoupt Jr.
Evan K. Slaughenhoupt Jr.

Steven R. Weems
Steven R. Weems

Approved for legal
sufficiency on 6/7/11

By: Emilia Demedis
Emilia Demedis
County Attorney
6/17/11 20:11
M. Same day
391 COUNTY COMMISSIONERS
SERVICES AND ADMINISTRATION

Walter R. Smith

BK00036PG392

RESOLUTION NO. 17-11

[PERTAINING TO THE CLASSIFICATION OF FUND BALANCES IN
GOVERNMENTAL FUNDS]

WHEREAS, the Board of County Commissioners of Calvert County, Maryland, seeks to adhere to the reporting requirements set forth by Governmental Accounting Standards Board (GASB) Statement No. 54 Fund Reporting and Governmental Fund Type definitions; and

WHEREAS, one of the mandates of GASB No. 54 requires a governmental entity to establish the order in which source of funds will be spent to meet the expenditures of the governmental entity.

NOW THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Calvert County, Maryland, establishes the following order in which fund balances will be spent when multiple fund balance types are available for a specific purpose: nonspendable, restricted, committed, assigned and unassigned; and

BE IT FURTHER RESOLVED, that the Director of the Department of Finance and Budget, or his designee, is hereby authorized to identify the fund balance components from which funds are to be drawn to pay a particular expenditure; and,

BE IT FURTHER RESOLVED, that this Resolution shall become effective immediately upon its adoption.

DONE, this 7 day of June, 2011, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF CALVERT COUNTY, MARYLAND

Corinne J. Cook
Corinne J. Cook, Clerk

Susan Shaw
Susan Shaw, President

Pat Nutter
Pat Nutter, Vice President

Approved for legal
sufficiency on 6/7/11

Gerald W. Clark
Gerald W. Clark

By: Emanuel Demedis
Emanuel Demedis
County Attorney

Evan K. Slaughenhoupt Jr.
Evan K. Slaughenhoupt Jr.

Steven R. Weems
Steven R. Weems

Received for Record..... 6/9 2011
at 10:45 o'clock A M. Same day
recorded in Liber KPS No. 34
File # 392 COUNTY COMMISSIONERS
FINANCE AND ADMINISTRATION

Jerry R. Smith

RES. NO. 17-11

0K00031PG136

RESOLUTION NO. 37-09

PERTAINING TO THE ADOPTION OF A DEBT POLICY

WHEREAS, the Board of County Commissioners for Calvert County, Maryland, has general authority to adopt policies for Calvert County, Maryland; and

WHEREAS, 2009, MD Acts, c. 693, requires that each local government unit adopt a local debt policy; and

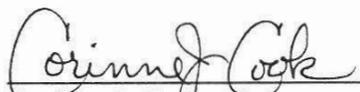
WHEREAS, the Board of County Commissioners for Calvert County, Maryland, met in public session on September 22, 2009, and determined to adopt the Debt Policy.

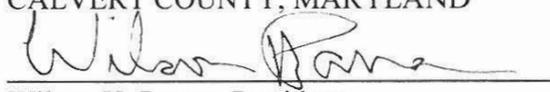
NOW, THEREFORE, BE IT RESOLVED AND ORDAINED, by the Board of County Commissioners for Calvert County, Maryland, that the Debt Policy, attached hereto as Exhibit A, BE and the same hereby IS adopted as the official Debt Policy for Calvert County, Maryland.

DONE, this 22 day of Sept., 2009, by the Board of County Commissioners for Calvert County, Maryland, sitting in regular session.

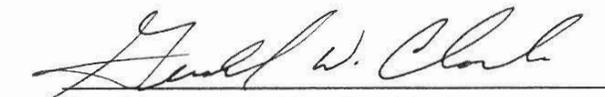
ATTEST:

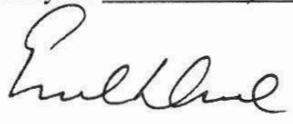
BOARD OF COUNTY COMMISSIONERS
CALVERT COUNTY, MARYLAND


Corinne J. Cook, Clerk


Wilson H. Parran, President

Approved for legal
sufficiency on 9/22/09
by

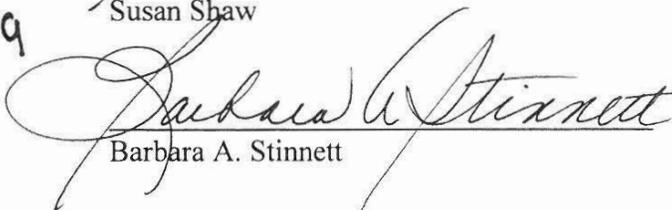

Gerald W. Clark, Vice President


Emanuel Demedis
County Attorney


Linda L. Kelley


Susan Shaw

Received for Record 9/24 2009
at 9:15 o'clock 3A M. Same day
recorded in Liber KPS No. 31
Folio 136 COUNTY COMMISSIONERS
ORDINANCES AND RESOLUTION.


Barbara A. Stinnett

**PERTAINING TO THE AMENDMENT OF THE DEBT POLICY
FOR CALVERT COUNTY, MARYLAND**

WHEREAS, Section 17-207 of the *Local Government Article* of the Maryland Annotated Code, requires the Board of County Commissioners of Calvert County, Maryland (hereinafter, the “Board of County Commissioners”) to adopt a local debt policy;

WHEREAS, the Board of County Commissioners did adopt such a policy as set forth in Resolution No. 37-09, *Pertaining to the Adoption of a Debt Policy* (hereinafter referred to as the Debt Policy”);

WHEREAS, the Office of Finance and Budget has recommended that the Board of County Commissioners adopt certain amendments to Debt Policy, more specifically set forth below;

WHEREAS, a public hearing regarding the certain amendment of the Debt Policy of Calvert County was duly advertised in for two consecutive weeks before the public hearing held on November 19, 2013, at which time the Board of County Commissioners received public comment;

WHEREAS, upon due consideration of the comments of the public and staff and in furtherance of the public health, safety and welfare, 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 certain amendments to the Debt Policy as set forth herein.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Calvert County, Maryland hereby approves and enacts the following amendments to the Debt Policy:

1. Section IV of the Debt Policy shall be amended by repealing section IV of the Debt Policy in its entirety and adopting in its place the following:

§IV. Debt Limits.

- A. The County periodically requests authorization from the General Assembly, which specifies a not to exceed principal amount of bonds that can be issued pursuant to that authorization.
- B. The County has a Debt Affordability model that it uses to determine the amount of new debt the County can afford to support. The model is driven by revenue and growth assumptions with established standards controlling the amount of new debt to be issued over the life of the CIP. The County uses the following guidelines in deciding how much additional General Obligation Debt may be issued in the six-year CIP period:
 - The ratio of General Fund Debt Service to General Fund Revenue; 9.5%;
 - The ratio of General Fund Debt to Assessed Value of Taxable Real Property; 1.8%; and

BK00043PG403

Resolution No. 48-13

Re: Amendment of the Debt Policy of Calvert County

Page 2 of 3

- Other standards as may be appropriate.
2. Section VII, DEBT MANAGEMENT POLICIES, Subpart (E), *Debt Management Policies*, shall be amended by repealing Section VII, Subpart (E) in its entirety and adopting in its place the following:

E. Each year in conjunction with the adoption of the capital budget, the Capital Projects Analyst will file a “Declaration of Official Intent to Reimburse.” This provides the County with the right to reimburse itself from future General Obligation Debt issues for capital costs advanced prior to the issuance of the debt. These reimbursement rights are subject to rules promulgated by the Internal Revenue Service.

BE IT FURTHER ORDAINED by the Board of County Commissioners of Calvert County, Maryland that the Debt Policy, as amended hereby, shall remain in full force and effect.

BE IT FURTHER ORDAINED by the Board of County Commissioners of Calvert County, Maryland that, in the event any portion of this Policy is found to be unconstitutional, illegal, null or void, by a court of competent jurisdiction, it is the intent of the Board of County Commissioners to sever only the invalid portion or provision, and that the remainder of the Policy shall be enforceable and valid, unless deletion of the invalid portion would defeat the clear purpose of the Policy, or unless deletion of the valid portion would produce a result inconsistent with the purpose and intent of the Board of County Commissioners in enacting this Policy.

BE IT FURTHER ORDAINED by the Board of County Commissioners of Calvert County, Maryland that the foregoing recitals are hereby incorporated and adopted as if fully set forth.

BE IT FURTHER ORDAINED by the Board of County Commissioners of Calvert County, Maryland that this Policy shall be adopted and effective upon recordation, which shall be no sooner than ten (10) days from the date of adoption.

DONE, this 19th day of November, 2013, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

Aye: 5
 Nay: 0
 Absent/Abstain: 0

(Signatures on following page)

ATTEST:

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

Maureen L. Frederick
Maureen Frederick, Clerk

Pat Nutter
Pat Nutter, President

Steven R. Weems
Steven R. Weems, Vice President

Approved for legal sufficiency on
November 14, 2013 by:

Gerald W. Clark
Gerald W. Clark

John B. Norris
John B. Norris, County Attorney

Susan Shaw
Susan Shaw

Evan K. Slaughenhaupt, Jr.
Evan K. Slaughenhaupt, Jr.

Received for Record... December 2, 2013
at 10:45 o'clock... A.M. on Monday
the 43 day of November
A.D. 2013... COUNTY COMMISSIONERS
OF CALVERT COUNTY AND RESOLUTION.

John B. Norris

320
CALVERT COUNTY
FY 2016 ADOPTED BUDGET

BK00031FG137

DEBT POLICY FOR CALVERT COUNTY MARYLAND

This debt policy is intended to provide Calvert County management with written guidelines and restrictions affecting the amount, issuance process and type of debt issued. The County uses debt to spread the costs of public facilities/amenities (Capital Projects) over a longer period of time. The citizens using the facilities in the future will be the same tax payers supporting the general fund's payment of debt service.

I. INTRODUCTION

- A. This Debt policy reflects the combined practices of Calvert County (also referred to as the "County") with respect to long-term debt management. Debt policies are written guidelines and restrictions that affect the amount and type of debt issued by Calvert County.
- B. This debt policy is to be used in conjunction with the operating and capital budgets, the Capital Improvement Program (CIP) and other fiscal policies.
- C. Adherence to debt policies signals to the rating agencies and the capital markets that Calvert County is well managed and will meet its obligations in a timely manner. Following this debt policy will enhance the quality of debt related decisions by imposing order and discipline and by promoting consistency and continuity in decision making. Adherence to this debt policy will help to ensure that Calvert County maintains a sound financial position and credit quality is protected. This debt policy demonstrates the County's commitment to long-term financial planning and will be positively regarded by the municipal market when reviewing Calvert County's credit quality.
- D. Calvert County's debt policy is intended to apply to most forms of long-term obligations including General Obligation Debt, capital leases, State revolving loan funds, conduit debt, and inter-fund borrowings. Vested leave and health care benefits, while they fit the definition of long term debt, are not intended to be covered by this policy.

II. QUALIFYING USES OF DEBT/PROHIBITIONS ON THE USE OF DEBT

Much of the CIP is expected to be funded with debt. Capital assets usually have a long useful life and will serve future, as well as current, taxpayers. It would be inequitable and an unreasonable fiscal burden to make current taxpayers pay for capital projects out of current tax revenues. Accordingly, debt issues are advisable, necessary and equitable.

- A. Debt issued for projects should have a term equal to or less than the useful life of the asset financed.
- B. Prior to considering debt as a source of funding capital projects, the County shall determine if other potential revenue sources, such as pay-as-you-go (Paygo), intergovernmental aid or private contributions are available.
- C. Projects costing less than \$500,000 will not be funded from borrowings unless as a part of a group of projects.

- D. The County may share funding with municipalities in their projects if it is clear that the County will receive the benefit of these projects.
- E. The County will consider issuing debt to improve leased property only if the County has a non-cancellable lease on the property that exceeds the economic life of the asset and the maturity of the debt.
- F. The County will only issue debt to construct or acquire public facilities for which it expects to sustain future annual operational and maintenance costs. By providing a yearly budget to the Buildings and Grounds division and consistent with the philosophy of keeping the capital facilities and infrastructure systems in good repair and to maximize the capital stock's useful life, the County will set aside sufficient revenue from operations to fund ongoing normal maintenance needs.
- G. The County has no intent to issue long-term debt to reduce the unfunded liability of the Pension Trust.
- H. The County has no intent to issue long-term debt to reduce the unfunded liability of the Other Post Employment Benefits Trust.
- I. Long-term debt may not be used to finance ongoing and recurring operational expenditures and expenses.

III. TYPES OF DEBT INSTRUMENTS

A. General Obligation Debt

1. General Obligation Bonds – General Obligation (“G.O.”) Bonds are the most common form of debt instrument for Calvert County. These are generally tax-exempt and are backed by the full faith and credit of Calvert County. General Obligation Bonds are issued to finance the purchase, construction and equipment of infrastructure and facilities for a wide variety of functions such as transportation, public schools, community college, public safety, roads and highways, bridges and other programs. Calvert County issues General Obligation Bonds pursuant to authorization granted from time to time by the Maryland General Assembly at the request of the County.
2. Bond Anticipation Notes (BANs) - These are generally short term in nature and are issued as interim financing for a variety of financial reasons. On occasion BANs may be issued in one or more smaller amounts before a single larger size G.O. issue is executed. Proceeds of future G.O. Bond issues would be used to pay off the BANs. State law permits the issuance of BANs by Calvert County.
3. Agricultural Land Preservation Installment Purchase Agreements (IPAs) – These are general obligation debt instruments to fund purchases of property development rights and are backed by the full faith and credit of Calvert County. When these agreements are entered into, a treasury security is purchased to pay the principal when due. Because of this source for payment, this debt is not part of Debt Affordability calculations.

BK00031PG139

4. State of Maryland Revolving Loan Programs – The loan programs the County regularly participates in are those offered by the Maryland Department of the Environment. Interest rates are generally lower than those for which the County qualifies on its own merit in the open market. On occasion, loans may be for no interest. On some loans, the State assesses fees to supplement the low interest rates.
 5. The recently enacted American Recovery and Reinvestment Act (“ARRA”) provides a number of taxable and tax-exempt financing options, some with a limited duration. Calvert County will review appropriate ARRA options and utilize them where such an issuance would benefit the County.
- B. Other Forms of Debt
1. Revenue Bonds
 - a. Revenue Bonds are secured by the pledge of particular revenues to their repayment. The revenues pledged may be those of a Special Revenue or Enterprise fund, or they may be derived from revenues received from or in connection with a particular project, all or part of which is financed from the proceeds of revenue bonds.
 - b. Revenue Bonds are generally tax-exempt and structured to be self-supporting. Because they are self-supporting they are excluded from Debt Affordability calculations.
 - c. Revenue-based debt generally carries a higher interest rate but allows a direct relationship between the cost of a project and the users who benefit from it.
 2. Interfund Loans – Loans may be extended between funds of the County. In such an event, interest rates will be determined by the Board of County Commissioners. No inter-fund loans will be executed without a plan of repayment to the affected fund.
- C. Other Financing Mechanisms
1. Capital Leases – this form of financing is used regularly for the purchase of substantial equipment that may not qualify to be financed with General Obligation Bonds. The term of this form of financing is typically five to ten years. The equipment being purchased is sometimes the collateral for the leases. Capital Lease agreements are subject to annual appropriation.

IV. DEBT LIMITS

- A. The County periodically requests authorization from the General Assembly, which specifies a not to exceed principal amount of bonds that can be issued pursuant to that authorization.
- B. The County has a Debt Affordability model that it uses to determine the amount of new debt the County can afford to support. The model is driven by revenue and growth assumptions with established standards controlling the amount of new debt to be issued over the life of the CIP. The County uses the following guidelines in deciding how much additional General Obligation Debt may be issued in the six-year CIP period:

DK00031PG140

- There are guidelines relative to:
 1. The ratio of General Fund Debt Service to General Fund Revenue
 - Set at 9.5%;
 2. The ratio of General Fund Debt to Assessed Value of Taxable Real Property.
 - Set at 4.5%;
 3. The ratio of Debt Per Capita
 - Set at \$1,500;
 4. Other standards as may be appropriate.

V. DEBT STRUCTURE: TERM

- A. Bonds are typically issued for 15 years. The Agricultural Land Preservation Installment Purchase Agreements (IPA) program typically limits terms to between ten (10) and twenty (20) years. When bond market conditions warrant, or when a specific project would have a shorter useful life, then different repayment terms may be used.
- B. Capital Leases generally have a term of five to ten years.
- C. County debt issues may be structured for repayment with near level debt service payments or level principal payments. Current County practice has been to utilize the near-level debt service payment method to facilitate the budget process.
- D. The size of the debt issue should be such that economies of scale are reached with regard to issuance costs, including but not limited to Bond Counsel, Financial Advisor, and rating fees.

VI. METHOD OF SALE

- A. Competitive sales should generally be used for General Obligation Debt issues. Negotiated sales may be used if the Board of County Commissioners (BOCC), in conjunction with the Director of Finance and Budget and the County's Financial Advisor, determines that such a sale method is in the best interests of the County.
- B. Electronic bidding systems should be encouraged in order to enhance participation.

VII. DEBT MANAGEMENT POLICIES

- A. The County will at all times manage its debt and sustain its strong financial position, including healthy reserves, to seek and maintain the highest credit rating possible. As established in Resolution No. 13-96, based on recommendations by certain bond rating agencies, an Undesignated Unreserved Fund Balance of \$10 million or eight percent (8%) of the current operating budget whichever is greater shall be maintained as detailed in the resolution.
- B. The County may seek credit enhancements such as letters of credit or insurance when necessary for marketing purposes or cost effectiveness.
- C. The County will consider utilizing debt service reserve funds for certain debt issuances if advantageous to the County for marketing or cost mitigation purposes.
- D. The County will monitor compliance with bond covenants as applicable. Bond covenants are generally related to Revenue Bonds or special obligation debt.
- E. Each year in conjunction with the adoption of the capital budget, the Capital Projects Coordinator will file a "Declaration of Official Intent to Reimburse." This provides

BK00031PG141

the County with the right to reimburse itself from future General Obligation Debt issues for capital costs advanced prior to the issuance of the debt. These reimbursement rights are subject to rules promulgated by the Internal Revenue Service.

VIII. FINANCING MECHANISMS

- A. The County pledges its full faith and credit to repayment of all General Obligation Debt. Accordingly, paying principal and interest on General Obligation Debt is the absolute first claim on County resources.
- B. In addition to its general income and property tax resources the County may allocate portions of certain revenue sources to the repayment of its General Obligation Debt
- C. The County will consider various financing techniques, including fixed or variable interest rate debt, to minimize the interest costs over the life of the issue. These techniques will be evaluated based on market conditions and risk.
- D. Use of Derivatives/Swaps
 - 1. A derivative is an instrument that receives its value from or gets its value from another instrument, asset, index or event. County policy is to not use derivatives. Any use of derivatives would require a revision to the County's current policy. This policy is not intended to preclude the investment by the County in U.S. Treasury STRIPS (Separate Trading in Registered Interest and Principal Securities) and, in particular, the County may invest in STRIPS in connection with its agricultural land preservation program.
 - 2. A swap is an interest rate exchange transaction. County policy is to not enter into swap agreements. Again, any use of Swaps would require a revision to the County's current policy.

IX. REFUNDING

- A. The County, in conjunction with its Financial Advisor, will monitor its outstanding debt in light of current debt market conditions and will refund any qualifying debt when sufficient savings can be realized.

X. POST-ISSUANCE ADMINISTRATION/ARBITRAGE

- A. In connection with each issuance of debt the interest on which will qualify for exemption from federal income tax, the County will execute such certificate(s) and file such information returns as Bond Counsel advises are necessary and appropriate to establish qualification for such exemption.
- B. Subsequent to the issuance of any issue of tax-exempt debt the County will comply with such requirements for the maintenance of the tax-exempt status of the interest payable on the debt (including without limitation restrictions related to arbitrage yield restrictions, rebate of arbitrage profits, and private business use) as are contained in the certificate(s) referenced in paragraph X.A or as may otherwise become applicable to the debt subsequent to its issuance.
- C. The County intends that its tax-exempt debt be issued in such amounts and at such times relative to the expected expenditure of proceeds as to reasonably expect, as of

the time of issuance, that the expenditure of proceeds will qualify for an exception to the arbitrage rebate and yield restriction rules of federal income tax law.

- D. The investment of unspent bond proceeds shall be in accordance with the County's Investment Policy, the tax certificate executed by the County in connection with the issuance of such debt, and the trust indenture or other documents, if any, entered into by the County in connection with the issuance of the debt and imposing restrictions on such investment.
- E. All trust accounts will be closed timely when no longer needed.

XI. CONTINUING DISCLOSURE

- A. The County will comply with all disclosure requirements established by the Securities and Exchange Commission.
- B. The Continuing Disclosure Agreements can be found as an appendix to every Official Statement.

XII. SERVICE PROVIDERS

- A. The BOCC is responsible for establishing a selection and contracting process for professional services relative to the issuance of debt. The criteria used in selecting service providers include quality of services, cost of services, experience in their respective expertise, and ability and willingness to comply with the County's terms and conditions. The main service providers include:
 - 1. Financial Advisor
 - a. The Financial Advisor's primary role is assisting in the issuance of General Obligation Debt.
 - b. The Director of Finance and Budget shall advise the BOCC relative to the solicitation for, selection of and contract duration of the Financial Advisor.
 - c. The County shall not limit itself to having a single Financial Advisor or firm under contract at any one time if desired.
 - 2. Bond Counsel
 - a. As part of its responsibility to manage outside attorney contracts, the County Attorney will work closely with the Director of Finance and Budget and advise the BOCC relative to the duties and responsibilities and the solicitation and selection of and duration of employment for Bond Counsel.
 - b. Bond Counsel's primary role is assisting in the issuance of General Obligation Debt.
 - c. In addition to debt related issues, Bond Counsel may be employed to handle issues related to tax matters and Internal Revenue Service procedural issues.
 - d. The County shall not limit itself to having a single Bond Counsel firm under contract at any one time if desired.

DK000316143

Attachment A

XIII. CREDIT RATINGS

- A. The County's ability to borrow at the lowest cost of funds depends upon its credit standing as assessed by major credit rating agencies.
- B. In order to enhance the County's position in the debt market, the Director of Finance and Budget will be responsible for determining whether ratings will be requested.
- C. The Director of Finance and Budget is responsible for maintaining relationships with these agencies and keeping them informed relative to material economic events that occur in the County between debt issuances (between official rating events). The BOCC, Bond Counsel and the County's Financial Advisor may be consulted when determining whether an economic event is of significant proportion to qualify for such a notification.
- D. The County shall maintain adequate systems of internal control, comply with applicable laws and regulations, and conduct its financial affairs in such a way as to sustain a strong financial position in order to maintain the highest credit rating level possible.

XIV. ADMINISTRATION/RESPONSIBILITIES

- A. The BOCC is responsible for implementing and revising these policies as appropriate.
- B. The Director of Finance and Budget is responsible for:
 - 1. The administration of these policies.
 - 2. Analyzing debt issuances or other debt related proposals, responding to such proposals and recommending to the President of the Board of County Commissioners if in the opinion of the Director of Finance and Budget, or their designee the proposed financing agreement is beneficial to the County and complies with the County's long term financial strategy.
- C. The Director of Finance and Budget, based upon advice and counsel from the Financial Advisor and Bond Counsel, may deviate from the guidelines established in this Debt Policy on a case by case basis, as may be warranted in particular circumstances, with the advance approval of the BOCC.

BK00026PG715

RESOLUTION NO. 2707

**A RESOLUTION CONCERNING THE ADMINISTRATIVE
TRANSFER OF BUDGET APPROPRIATIONS**

WHEREAS, pursuant to the authority granted in Article 5, of the Code of Public Local Laws for Calvert County, Maryland, the Board of County Commissioners of Calvert County, Maryland, has the power to establish procedures for the administrative transfer of appropriations between specified categories of expenditures in the County's expenditures listed in the current budget; and

WHEREAS, the Board of County Commissioners has via previous resolution 8-97 empowered the Director of Finance and Budget to make administrative transfers of appropriations, in the amount of not more than five thousand dollars (\$5,000.00) each.

WHEREAS, the Board of County Commissioners finds that it is in the County's best interests to increase the Director of Finance and Budget's authority to conduct administrative transfers of appropriations from an upper limit of five thousand dollars (\$5,000.00) to ten thousand dollars (\$10,000.00) and to establish the County Administrator's authority to conduct administrative transfers of appropriations in the amount of not more than twenty-five thousand dollars (\$25,000.00) each.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED by the Board of County Commissioners of Calvert County, Maryland, that the Director of Finance and Budget is empowered to make administrative transfers of expenditures within the current expense budget, within the same office or department, between departments, agencies, boards or commissions, inter-project transfers of appropriations between capital projects in the capital budget, and, the addition of new budget items, in the amount of not more than ten thousand dollars (\$10,000.00) each, and be it further

RESOLVED, that by the Board of County Commissioners of Calvert County Maryland, that the County Administrator is empowered to make administrative transfers of appropriations in the amount of not more than twenty-five thousand dollars (\$25,000.00) each, and be it further

RESOLVED, that any change involving funds totaling more than twenty-five thousand dollars (\$25,000.00) but less than one hundred thousand dollars (\$100,000.00) be approved by the Board of County Commissioners without passage of a resolution, and be it further

RESOLVED, that any change involving funds totaling more than one hundred thousand dollars (\$100,000.00) may be made only by resolution approved by the Board of Commissioners after compliance with the publication and hearing requirements applicable to the original proposed budget; and be it further

BK00026PG716

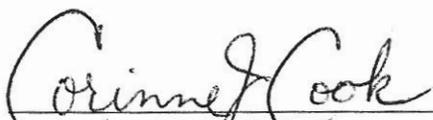
RESOLVED, that in order to meet a public emergency affecting life, health or property, the Board of Commissioners by resolution may make emergency appropriation without meeting publication and public hearing requirements.

AND BE IT FURTHER RESOLVED, that these provisions shall be effective immediately.

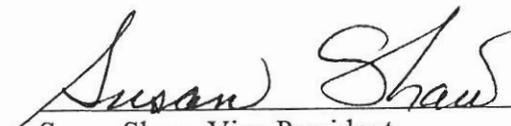
DONE, this 7 day of Aug., 2007, by the Board of County Commissioners of Calvert County, Maryland, sitting in regular session.

ATTEST:

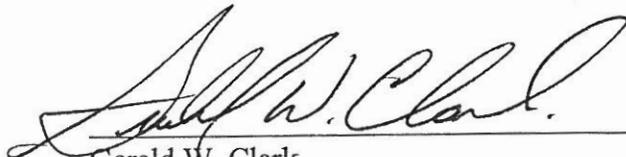
BOARD OF COUNTY COMMISSIONERS
OF CALVERT COUNTY, MARYLAND

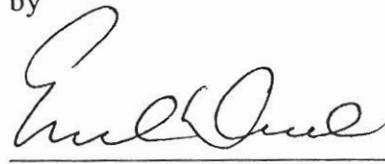

Corinne J. Cook, Clerk

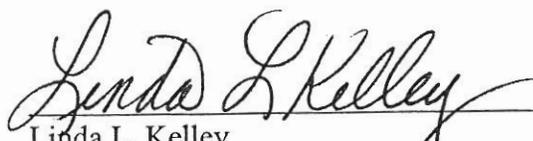

Wilson H. Parran, President

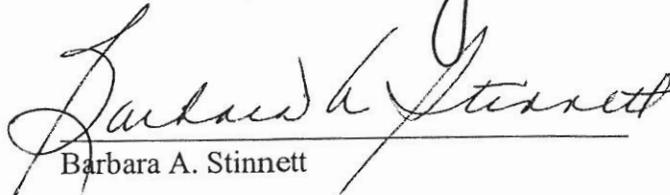

Susan Shaw, Vice President

Approved for legal
sufficiency on 8/7/07
by


Gerald W. Clark


Emanuel Demedis
County Attorney


Linda L. Kelley


Barbara A. Stinnett

Received for Record 8/14 2007
at 1:55 o'clock P. M. Same day
recorded in Liber KPS No. 26
Folio 116 COMMISSIONERS
ORDINANCES & RESOLUTIONS



CALVERT COUNTY GOVERNMENT
INVESTMENT POLICY AND GUIDELINES

**AUTHORITY: Article 95, § 22,
Annotated Code of Maryland and
State Finance & Procurement Article § 6-222**

Introduction

At such time as the County shall have on deposit funds not needed for immediate expenditure, the Director of Finance and Budget or his/her designee is authorized to invest such funds until the time they will be needed in such securities as are indicated in these guidelines.

Policy

It is the policy of the Board of County Commissioners of Calvert County to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

Scope

This investment policy applies to all financial assets of the Board of County Commissioners of Calvert County. These assets are included in the following funds:

General Fund
Capital Project Funds
Enterprise Funds
Trust and Agency Funds
Special Revenue Funds

This investment policy also applies to those agencies whose investments are managed by County staff.

This policy does not cover the financial assets of the Calvert County Sheriff's and Correctional Officers Pension Plan or the Calvert County Volunteer Fire Department and Rescue Squad Pension Plan. There is a separate investment policy which governs these assets.

Investment Objectives

I. Safety of principal;

A. Gains through price appreciation may be taken at the discretion of the Investment Manager.

B. No principal loss will be realized without approval from the Director of Finance and Budget.

II. Long-run preservation of principal; low volatility of market value;

III. Liquidity to meet short term working capital needs;

IV. Best available yield consistent with safety and liquidity objectives.

Investment Guidelines

I. The standard of prudence to be applied by the investment officer shall be the “prudent person” rule, which states, “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.” The prudent person rule shall be applied in the context of managing the overall portfolio.

II. Investments are limited to:

1. Any obligation for which the United States has pledged its full faith and credit for the payment of principal and interest:

a. There shall be no dollar limitation on investments in any U.S. Government obligation.

2. Any obligation that a federal agency issues in accordance with an act of Congress:

a. There is no dollar limitation on federal agency obligations guaranteed by or backed by the full faith and credit of the U.S. Government.

b. Investment in the debt of other federal agencies, instrumentalities, and/or government sponsored corporations shall not exceed 10% of the portfolio at the time of purchase.

3. Bankers' Acceptances (BA's) of domestic and foreign banks that maintain the highest short term deposit rating from Standard & Poor's (A-1) and/or Moody's (P-1) or a long term deposit rating no lower than AA from either Standard & Poor's or Moody's:

- a. The maximum investments in individual domestic or foreign banking institutions shall be limited to the greater of \$1,000,000 or 10% of the total investment portfolio at the time of purchase.
- b. The total investment in Bankers' Acceptances shall not exceed 25% of the entire investment portfolio.

4. Repurchase Agreements (repo's) with dealers on the Approved List of Securities Dealers (attached) and/or with banking institutions that maintain the highest short term deposit rating from Standard & Poor's (A-1) and/or Moody's (P-1) or a long term deposit rating no lower than AA from Standard and Poor's and/or AA from Moody's:

- a. Repo's must be collateralized by one of the following types of obligations:
 - U.S. Government obligations backed by the full faith and credit of the U.S. Government;
 - or
 - federal agency obligations that are backed by the full faith and credit of the U.S. Government.
- b. Value of the underlying repurchase collateral must be equal to or exceed 102% of the principal and interest amount of the investment.
- c. The maximum repo investments with authorized banking institutions or securities dealers may not exceed the greater of \$5,000,000 or 10% of the total investment portfolio at the time of purchase.
- d. Prior to negotiating repo trades with any financial institution, a repurchase agreement contract mutually acceptable to both the County and financial institution must be executed.

5. Certificates of deposit of financial institutions that are nationally chartered or chartered in the State of Maryland:

- a. The deposit must be interest bearing; and

b. the financial institution provides collateral, equal to the investment criteria outlined in these guidelines, with a market value that equals or exceeds 102% of the amount by which the deposit exceeds the deposit insurance, and custodian holds the collateral.

c. The maximum investments in nationally or Maryland chartered banking institutions shall not exceed the greater of \$5,000,000 or 10% of the total portfolio at the time of purchase.

6. Securities of, or other interests in, any open-end or closed-end management type of investment company or investment trust registered under the provisions of the federal Investment Company Act of 1940.

a. The portfolio of the investment company fund or trust is limited to direct obligations of the U.S. Government and to repurchase agreements fully collateralized by U.S. Government obligations and;

b. the investment company fund or trust takes delivery of that collateral, either directly or through an authorized custodian.

c. The investment company fund or trust must maintain a net asset value of \$1.00 at all times and the fund or trust must provide investors with daily liquidity.

d. The maximum investments in an investment company or trust of any one company shall not exceed the greater of \$5,000,000 or 25% of the total portfolio at the time of purchase.

7. Other investment instruments and guidelines which receive the express written approval of the Director of Finance and Budget.

8. Relative to sovereign risk, at any time, no more than \$1,000,000 or 10% of the total investment portfolio is to be invested with financial institutions residing in a single foreign country.

9. Investment maturities in any permitted investment shall not exceed 24 months in duration unless prior approval is received from the Director of Finance and Budget or his/her designee. Investment in securities exceeding 24 months in duration shall not exceed 20% of the total investment portfolio at the time of purchase.

10. No principal loss will be realized without the express approval of the Director of Finance and Budget.

11. Principal and interest income will be reinvested immediately upon receipt.

12. The borrowing of money for the sole purpose of investment is prohibited.

Ethics and Conflicts of Interest

Officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Director of Finance and Budget any material (15% or more ownership) financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the County's portfolio. Employees and officers having material ownership as defined above shall subordinate their personal investment transactions to those of the County, particularly with regard to the time of purchases and sales.

Authorized Dealers/Brokers

All of the County's investments with the exception of certificates of deposit, money market accounts, and investments in the Maryland Local Government Investment Pool are required to be third party held, thereby eliminating the risk of using a dealer/broker who is in financial hardship. Therefore, the dealer/broker used in an investment transaction is at the discretion of the authorized individual making the trade.

It is the County's policy to limit the purchase of certificates of deposit to \$100,000 per financial institution covered under FDIC insurance. All money market accounts are to be maintained at the financial institution where the County has contracted its banking services.

Custodial/Investment Manager Guidelines

1. The investment manager is not permitted to invest public funds of Calvert County in a manner inconsistent with this adopted policy.

2. All investments, with the exception of directly purchased C.D.'s, must be third party held.

3. All securities purchased by the County or agencies shall be delivered versus payment to the applicable primary safekeeping bank or correspondent bank, on the settlement day.
4. The custodian will provide a monthly report of each portfolio's transactions to the Director of Finance and Budget.
5. The Investment Manager will issue quarterly reports and will be available for meetings with the Director of Finance and Budget.
6. The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the Board of Commissioners of Calvert County investment risk constraints and cash flow needs.
7. Performance Measurement Standards - Results will be reviewed on a quarterly basis using time weighted, dollar weighted, balanced index, and consumer prices. The manager is expected to outperform the appropriate measures over a full market cycle. The benchmarks are as follows:

Calvert County Government's portfolio return will be measured against:

Merrill Lynch 1-3 year government securities,
and,
91-day Treasury Bill Index.

Due to liquidity demands, the Board of Education's portfolio return will be measured against:

30-day Treasury Bill Index.

Reporting Requirements

The County shall file an investment report with the State Treasurer every January 15 and July 15, beginning January 15, 1996. The report shall be:

- a. prepared and certified by the investment manager for accuracy and compliance with the approved policy;
- b. certified by the County Administrator as to the date on which the form was received, and a statement that he/she has checked the report and has verified that the information contained in the report complies with the approved policy.

[This reporting requirement ended in October of 1999 and last required report was filed on July 15, 1999]

LONG-TERM OBLIGATIONS

Over the years, Calvert County has issued debt to pay for capital projects and school construction. Our debt issues have been for fifteen-year terms with a recent extension to twenty-five years for public infrastructure (Enterprise Funds). The County has received the following ratings from the three major rating agencies:

Fitch Ratings AAA
 Moody's Investors Service, Inc. Aa1
 Standard & Poor's AAA

The Board of County Commissioners of Calvert County approved the debt affordability guidelines proposed by the County's Financial Advisor, Davenport and Co. LLC, on November 13, 2001 and modified on November 19, 2013. The approved guidelines are as follows:

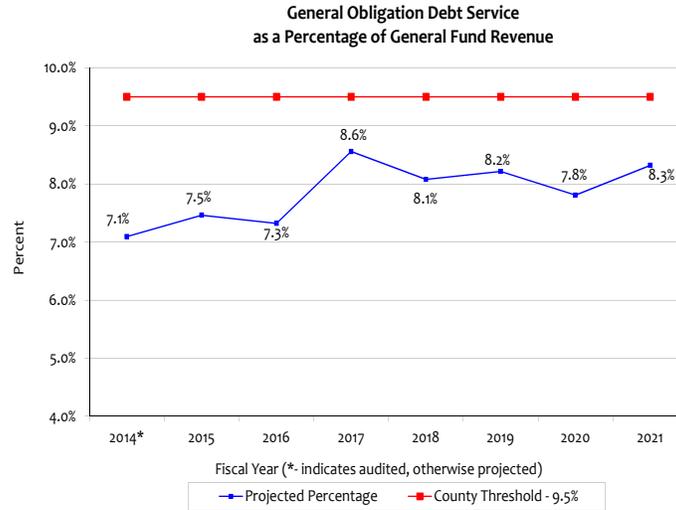
- * General fund debt to assessed value 4.5%
- * Debt service as a percent of current General Fund Revenues 9.5%

This means the County should only issue debt up to the point that the debt service, principal and interest payments do not exceed 9.5% of County revenues. The County's projected Fiscal Year 2015 level of debt service is 7.5% of General Fund revenue. The chart on the right shows the level of County debt, actual and projected, to the debt affordability guideline for the Fiscal Years 2014 through 2021.

The minimum annual principal and interest requirements to amortize all outstanding debt, except accumulated unpaid vacation, personal and sick leave, estimated landfill closure and postclosure costs as of June 30 ,2014 are as follows:

Years Ending June 30:	Governmental Activities	Business-Type Activities
2015	17,687,913	2,114,380
2016	19,674,389	1,834,737
2017	17,484,514	1,818,988
2018	17,104,201	1,805,322
2019	16,052,895	1,847,698
2020-2024	51,667,277	7,870,700
2025-2029	11,039,849	4,816,862
2030+	3,399	8,666,979
Deferred loss on refunding/premium	7,459,804	698,902
	<u>158,174,241</u>	<u>31,474,568</u>
Principal	\$132,240,550	\$ 25,588,514
Interest	<u>25,933,691</u>	<u>5,886,054</u>
	<u>\$158,174,241</u>	<u>\$ 31,474,568</u>

LONG-TERM OBLIGATIONS - ALL FUNDS



Long-term General Fund obligations as of June 30, 2014 (from Note 7 in the FY 2014 Comprehensive Annual Financial Report):

Bond Description and Year	Amount Borrowed	Rate	Due serially through	Governmental Activities Balance
<i>Governmental Activities</i>				
<i>General Obligation Bonds</i>				
Consolidated Public Improvement Project Bonds, 2005 Series	\$ 6,995,000	3.375% - 4.1%	April 1, 2015	\$ 490,000
Consolidated Public Improvement Project Bonds, 2006 Series	10,885,000	4% - 5%	April 1, 2016	1,450,000
Consolidated Public Improvement Project Bonds, 2007 Series	29,780,000	4% - 5%	April 1, 2022	8,265,000
Consolidated Public Improvement Project Bonds, 2008 Series	22,250,000	3% - 5%	April 1, 2023	14,700,000
Consolidated Public Improvement Project Bonds, 2009 Series	18,485,000	2% - 3.5%	April 1, 2024	13,090,000
Consolidated Public Improvement Project Bonds, 2010 Series	13,921,232	3% - 5%	July 1, 2025	11,787,936
Refunding Bonds, 2010 Series (replaced the 2002 Series bonds)	4,900,000	3% - 4%	January 1, 2016	3,100,000
Consolidated Public Improvement Project Bonds, 2011 Series	19,256,271	2% - 5%	May 1, 2026	15,401,283
Refunding Bonds, 2011 Series (replaced the 2003/2004 Series bonds)	15,360,000	2% - 5%	July 15, 2018	15,360,000
Consolidated Public Improvement Project Bonds, 2012 Series	6,290,000	3% - 4%	April 1, 2027	5,007,251
Refunding Bonds, 2012 Series (replaced the 2005/2006 Series bonds)	6,425,000	3% - 4%	April 1, 2027	6,425,000
Consolidated Public Improvement Project Bonds, 2012 Series (CHGC)	516,280	2% - 5%	April 1, 2027	447,744
Consolidated Public Improvement Project Bonds, 2013 Series	5,415,000	3% - 4%	April 1, 2028	5,170,000
Refunding Bonds, 2013 Series (replaced the 2003/2007 Series bonds)	10,437,071	3% - 4%	April 1, 2028	10,383,573
Consolidated Public Improvement Project Bonds, 2014 Series	5,760,000	2% - 5%	May 1, 2029	5,760,000
<i>Shore Erosion Control</i>				
Western Shores (non-interest bearing)	261,042	n/a	July 1, 2017	52,209
Solomons United Methodist Church (non-interest bearing)	32,150	n/a	July 1, 2026	16,718
Our Lady Star of the Sea (non-interest bearing)	84,987	n/a	July 1, 2029	54,392
<i>Other</i>				
The Land Preservation Program	10,611,555	3% - 5%		7,819,640
Total General Obligation Bonds and Notes Receivables	<u>187,665,588</u>			124,780,746
Estimated Landfill Postclosure Costs				390,000
Premium, 2009, 2010, 2011, 2012, 2013, 2014 Series				7,459,804
Accumulated Unpaid Employee Leave				9,175,756
Total Governmental Activities	<u>\$ 187,665,588</u>			<u>\$ 141,806,306</u>

Long-term enterprise fund obligations as of June 30, 2014 (from Note 7 in the FY 2014 Comprehensive Annual Financial Report):

Bond Description and Year <i>Business-Type Activities</i>	Amount Borrowed	Rate	Due serially through	Business-Type Activities Balance
<i>General Obligation Bonds - Water and Sewer</i>				
Consolidated Public Improvement Project Bonds, 2010 Series	\$ 2,314,702	3% - 5%	July 1, 2025	\$ 1,959,996
Consolidated Public Improvement Project Bonds, 2011 Series	2,769,000	2% - 5%	May 1, 2036	2,414,724
Consolidated Public Improvement Project Bonds, 2012 Series	3,065,000	3% - 4%	April 1, 2037	2,820,000
Refunding Bonds, 2013 Series (replaced the 2003 Series bonds)	225,330	3% - 4%	April 1, 2022	224,175
Consolidated Public Improvement Project Bonds, 2013 Series	1,180,000	3% - 4%	April 1, 2038	1,155,000
Consolidated Public Improvement Project Bonds, 2014 Series	3,275,000	2% - 5%	May 1, 2039	3,275,000
<i>Notes Payable - Water and Sewer</i>				
Water Supply Facilities Loan Note	89,775	6.6%	November 1, 2019	34,317
General Fund Note - Dares Beach Water Supply	258,225	6.6%	June 30, 2019	82,773
General Fund Note - Prince Frederick (non-interest bearing)	863,254	n/a	January 1, 2025	306,442
General Fund Note - Shores of Calvert (interest bearing)	171,127	1.50%	July 1, 2032	156,215
General Fund Note - Water and Sewer	7,000,000	0.00%	June 30, 2052	6,625,000
Maryland Department of the Environment (MDE) Note	250,000	4.64%	February 1, 2033	200,782
Maryland Water Quality Financing Admin Note - Solomons Wastewater	3,982,024	2.55%	August 1, 2015	257,936
Maryland Water Quality Financing Admin Note - Dares Beach	500,000	1.6%	August 1, 2020	201,551
Maryland Water Quality Financing Admin Note - Prince Frederick	6,300,000	1.5%	February 1, 2022	2,746,946
Maryland Water Quality Financing Admin Note - Patuxent Business Park	400,000	1%	February 1, 2024	219,381
Maryland Water Quality Financing Admin Note - Chesapeake Beach	1,071,036	1.1%	February 2, 2028	763,074
Maryland Water Quality Financing Admin Note - Chesapeake Beach WWTP	<u>342,986</u>	1.1%	February 1, 2036	<u>342,986</u>
Total General Obligation Bonds and Notes Receivables	34,057,459			23,786,298
Premium, 2010, 2011, 2012, 2013, 2014 Series				633,703
Accumulated Unpaid Employee Leave				<u>231,230</u>
Total Water and Sewer	<u>\$ 34,057,459</u>			<u>\$ 24,651,231</u>
<i>General Obligation Bonds - Solid Waste</i>				
Consolidated Public Improvement Project Bonds, 2010 Series	\$ 274,066	3% - 5%	July 1, 2025	\$ 232,068
Consolidated Public Improvement Project Bonds, 2011 Series	1,000,000	2% - 5%	May 1, 2026	803,993
Refunding Bonds, 2013 Series (replaced the 2003 Series bonds)	<u>67,599</u>	2% - 5%	April 1, 2022	<u>67,253</u>
Total General Obligation Bonds	1,341,665			1,103,314
Estimated Landfill Postclosure Costs				1,830,058
Premium, 2010 & 2011 Series				65,199
Accumulated Unpaid Employee Leave				<u>324,962</u>
Total Solid Waste	<u>\$ 1,341,665</u>			<u>\$ 3,323,533</u>
Total Business Type Activities	<u>\$ 35,399,124</u>			<u>\$ 27,974,764</u>

GLOSSARY & ACRONYMS



*Otter Exhibit at Calvert Marine Museum
Solomons, Maryland*

Accounting System	The total structure of records and procedures which are used to record, classify, and report information on the financial position and operations of a governmental unit.
Accrual Basis of Accounting	The recognition of a financial transaction at the time of occurrence, rather than at the time of the actual receipt or payment.
Appropriation	An authorization granted by a legislative body to incur obligations and make expenditures for specific purposes within a specific time frame.
Arbitrage	Arbitrage is the difference which occurs when tax-exempt bonds bear interest at a lower rate than comparable taxable securities. This difference happens when a local government unit (in normal market conditions) issues tax-exempt bonds and invests the bond proceeds in higher-yielding taxable securities. Since local governments do not pay income taxes, the spread between the interest payments on the bonds and the interest earnings on the investments is profit, or arbitrage, for the local government. In some cases the local government must “rebate” the arbitrage to the Federal government.
Assessable Tax Base	The total valuation placed upon real and personal property, less certain exemptions, by the State Department of Assessments and Taxation for the purposes of levying property taxes. The Board of County Commissioners determines the tax rate to be applied against the tax base to generate tax revenues to support the annual budget. The Northern, Southern and Central areas are assessed on a three-year revolving cycle.
Assessed Valuation	The valuation established for individual real estate or other property by the State for purposes of taxation. The assessment for real property is currently established at 100% of market value.
Authorized Position	Employee positions authorized in the annual budget by the Board of the County Commissioners.
Balanced Budget	A budget in which all expenditures are equaled by all revenues. The County’s General Fund budget must be balanced by State Law.
Base plus Variable Rate	The current county-wide rate structure for the Water and Sewer (W&S) Fund, which charges users of the systems based on two factors. The first factor is the base rate, which is based on the fixed costs for operating W&S, and is charged per equivalent dwelling unit. The Variable part of the rate is based on operating costs that vary with consumption, such as electricity and chemicals, and is charged per 1,000 gallons used. Customers are only charged for the services they use, which may be water only, sewer only or both water and sewer.

Basis of Accounting	The cash basis of accounting records revenue when cash is received, and expenses when they are paid in cash. This contrasts with the accrual basis, which records income items when they are earned and records deductions when expenses are incurred regardless of the flow of cash. Calvert County uses cash, modified accrual and full accrual accounting. On page 15 of this document there is a description of the way the County uses each basis for budget and annual reporting purposes.
Bay Restoration Fee (BRF)	The Bay Restoration Fee is charged on water and sewer utility bills on behalf of the Maryland Bay Restoration Fund. This fund is used to upgrade Maryland's wastewater treatment plants with enhanced nutrient removal (ENR) technology so they are capable of achieving wastewater effluent quality of 3 mg/l total nitrogen and 0.3 mg/l total phosphorus. A similar fee billed on real property tax bills to septic system users goes to the Fund to be used for upgrading onsite systems and implement cover crops to reduce nitrogen loading to the Bay. This fee was initiated in 2004 and increased in 2012.
Bond	A written promise to pay a specified sum of money, called the face value of principal amount, at a specified date or dates in the future, called the maturity date, together with periodic interest at a specified rate. Bonds are primarily used to finance capital projects.
Bond Rating	An evaluation of the credit quality of bonds usually made by independent rating services. Ratings generally measure the probability of the timely repayment of principal of and interest on municipal bonds. Before a bond issuance, rating agencies may require information on demographics, debt burden, economic base, finances and management structure. The information is evaluated and the bond issue is assigned a letter rating which reflect the creditworthiness of the bonds. For example, Moody's Investors Service has 19 different gradations of bond ratings in 9 bond categories ranging from highest quality (Aaa) to default status (C). The higher the credit rating, the more favorable the effect on the marketability of the bond. Calvert County's bond ratings are shown in the performance measures for the County Commissioners.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing those expenses.
Budget Calendar	The schedule of key dates which Calvert County follows in the preparation and adoption of the budget.

Budget Document	The document prepared by the Department of Finance & Budget to present the comprehensive financial program of the Board of County Commissioners. Included in the document are the Commissioners' budget message, performance and workload information. The County's long-term capital improvements program is also incorporated in the document.
Budget Message	A general discussion of the budget by the Board of County Commissioners which contains an overview of the approved budget, explains some of the principal budget issues and major items funded, and describes how the budget is financed.
Capital Budget	A plan of capital expenditures and the means of financing usually based on the first year of the capital improvement program; represents the appropriation of bonds or operating revenue for improvements to facilities and other infrastructure.
Capital Connection Fee	A fee (sometimes called a tap fee) which is implemented to cover the cost of providing service for new users to a water or sewerage system. The fees are used to construct treatment plants, major pumping stations and conveyance facilities that provide capacity for the users of the system.
Capital Improvement Plan (CIP)	A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth in each capital project, identifying the beginning and ending date for each project, the amount to be expended in each year, and the method for financing those expenditures. Annually, the Board of County Commissioners adopts the first year of the capital budget and approves the future years for planning purposes.
Capital Outlay	An expenditure expected to have a useful life greater than five years or an estimated total cost of \$5,000 or more.
Capital Project	Major construction, acquisition or renovation activities which add value to a government's physical assets or significantly increases useful life.
Capital Project Fund	This fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlay including the acquisition or construction of capital facilities and other capital assets.
Component Unit	A legally separate organization for which the elected officials of the primary government are financially accountable.
Cost-of-Living Adjustment (COLA)	An increase in salaries to offset the impact of inflation on compensation.
Code of Maryland Regulations (COMAR)	The Code of Maryland Regulations, often referred to as COMAR, is the official compilation of all administrative regulations issued by agencies of the state of Maryland.
Debt Service	The required principal and interest payments due on debt issued by the County for financing long-term capital improvements according to a predetermined payment schedule.

Department/Division	A basic organizational unit of a government which is functionally unique in its delivery of services.
Depreciation	The accounting process of expensing capital assets over its estimated useful life.
Encumbrances	A commitment of funds against an appropriation which may be in the form of a purchase order or contract. The encumbrance reserves the appropriated funds for a future expenditure. The total of expenditures and encumbrances for a department in a given fiscal year may not exceed its total appropriation.
Enterprise Fund	A fund established to account for operations that are financed and operated in a manner similar to business enterprises and where operations are entirely or predominately self-supporting by user charges. Examples in Calvert County are the Water and Sewer Fund and the Solid Waste Fund.
Enterprise Resource Planning (ERP)	Enterprise resource planning (ERP) is business management software—usually a suite of integrated applications—that an entity can use to collect, store, manage and interpret data from many business activities. ERP provides an integrated view of core business processes using common databases maintained by a database management system. The applications that make up the system share data across the various departments that provide the data. In Calvert County, the following ERP systems are used: MUNIS for tax billing, Hansen for land management, Sunguard for fund accounting and utility billing, Wasteworks for solid waste accounting, and RecTrac for parks and recreation billing and reporting
Equivalent Dwelling Unit (EDU)	An “Equivalent Dwelling Unit”, or EDU is defined as the amount of water or sewerage used daily by one single-family residential household. The EDU is the unit of measure by which the user is charged for capital connection fees, and for the base rate on water or sewer service. For Calvert County, 200 gallons per day is the basis for one EDU. Commercial users are assigned EDUs based their consumption or estimated consumption using the 200 gallon per day benchmark.
Excise Tax Fees	One-time charges assessed against new development that attempt to recover from the developer the capital cost of the additional public facilities needed to serve that development. The current impact fee in Calvert County is \$12,950, and is utilized for parks and recreation facilities, school facilities, and landfills.
Expenditures	The payment for goods delivered or services rendered and which decreases net financial resources. It is not linked to a specific measurement period.
Expenses	A consumption of net assets, or an outflow of resources that is applicable to a specific reporting period. An expense is not necessarily a cash outflow (i.e., depreciation expense).

Fiduciary Funds	A fund established for assets held in a trustee or agent capacity for outside parties, including individuals, private organizations, and other governments.
Fiscal Year (FY)	A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. Calvert County's fiscal year begins on July 1 and end on June 30 of the following year. Fiscal year 2016 begins on July 1, 2015 and will end on June 30, 2016.
Fixed Assets	Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.
Full-time Equivalent (FTE)	A method of measuring the equivalent full time personnel by comparing hours worked to an annualized equivalency.
Fund	An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.
Fund Balance	The excess of the assets of a fund over its liabilities and reserves. Fund balance is also sometimes called net assets. A negative fund balance is sometimes called a deficit. Since the adoption of GASB 54, there are five types of governmental fund balance. They are:
	* Nonspendable --Amounts that cannot be spent because they are either in a nonspendable form, or are legally or contractually required to be maintained intact.
	* Nonspendable --Amounts that cannot be spent because they are either in a nonspendable form, or are legally or contractually required to be maintained intact.
	* Committed --Amounts that can only be used for specific purpose pursuant to constraints imposed by formal action of the County's highest level of decision making authority. The Board of County Commissioners (BOCC) is the highest level of decision-making authority, and committed funds are established by resolution or legislation. Those committed amounts cannot be used for any other purpose unless the BOCC removes or changes the specified used by taking the same type of action it employed previously to commit those amounts.
	* Assigned --Amounts that are constrained by the County's intent to be used for specific purposes, but are neither restricted nor committed. The authority for assigning fund balance is expressed by the BOCC or their designee as established in the County's Fund Balance Policy.

Fund Balance (continued)	* Unassigned --Amounts that have not been restricted, committed or assigned to specific purposes within the general fund. The general fund is the only fund that reports a positive unassigned fund balance amount. Other governmental funds besides the general fund can only report a negative unassigned fund balance amount.
GAAP	Generally Accepted Accounting Principles are called GAAP. This term refers to the common set of accounting principles, standards and procedures that entities use to compile their financial statements. GAAP are a combination of authoritative standards set by policy boards that reflect the commonly accepted ways of recording and reporting accounting information.
GASB	The Government Accounting Standards Board, or GASB, is the independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local government.
Gate Fee	See Tipping Fee
General Fund Transfer	In Calvert County this refers to the transfer of general fund current revenues from the operating budget to the capital budget to finance certain capital projects in lieu of borrowing funds. Utilizing current revenues instead of long-term financing is often referred to as “pay-as-you-go” or “pay-go”. It also refers to transfers to any enterprise or special revenue fund.
General Obligation Bonds (GO Bonds)	Bonds that are secured by the full faith and credit of the issuing body and generally are considered to be payable from taxes, user fees, and other general revenues.
Governmental Funds	Governmental funds are the operating funds for local government. They do not include proprietary (business) funds, or fiduciary funds held in trust. Governmental funds are where the bread-and-butter services can be found—police, fire, social services, inspections and permits, and so on. There are five types of governmental funds:
	* The General Operating fund is used to account for all transactions of a governmental unit which are not accounted for in another fund. Generally, this is the governmental accounting fund that accounts for the ordinary operations of a governmental unit which are financed from taxes and other general revenues.
	* 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 to expenditures for specified purposes, such as the Land Preservation Fund.
	* Debt service funds account for the repayment of debt. Calvert County does not use a debt service fund.

	* The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities of the County. The Capital Projects Fund is a major fund.
	* Permanent funds account for resources that cannot be expended, but must be held in perpetuity. Calvert County does not have any permanent funds.
Grade/Step	Refers to the placement on the Calvert County salary schedules and depends on the position classification and the individual employee status and longevity.
Grant	A contribution of assets by one entity to another entity to support a program or effort. Typically, these contributions are made to local governments from the state and federal governments and are usually made to aid in the support of a specified function, but may also be for general purposes.
Homestead Tax Credit	A State property tax credit program that limits the increase in residential taxable assessments each year to a fixed percentage. Each county is required to limit taxable assessment increases to 10% or less.
Impact Fee	An impact fee is a fee that is imposed by a local government on a new or proposed development project to pay for all or a portion of the costs of providing public services to the new development.
Income Tax	Income tax is a government levy imposed on individuals or entities (taxpayers) that varies with the income or profits (taxable income) of the entity. This levy may be charged at various levels of government. Income tax is the second largest revenue source for Calvert County.
Investment	Securities purchased and held for the production of income in the form of interest and dividends. An investment instrument is the specific type of security which a government purchases and holds.
Maintenance of Effort (MOE)	This is a State law that sets a funding “floor” for public schools from county governments. It requires them to spend at least the same amount per student as the previous fiscal year.
Major/Non-Major Fund	Major funds are funds whose revenues, expenditures/expenses, assets, or liabilities are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds. Any other fund may be reported as a major fund if the government’s officials believe that fund is particularly important to financial statement users. Nonmajor funds are governmental funds that do not meet the criteria for a major fund and are reported in the aggregate in the combining financial statements.

Modified Accrual	The basis of accounting under which expenditures are recorded when the related fund liability is incurred and revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). In Calvert, the modified accrual basis of accounting is used by all governmental fund types which includes the general fund.
Non-major Fund	See major/non-major fund
Non-recurring Capital Project Type	Non-recurring capital projects are one-time projects to construct, renovate or rebuild a capital asset. These projects are typically schools, public facilities, or roads.
Operating Budget	The annual budget which supports the day-to-day operations of the County government. Most of the expenditures occur in the general fund, but there are also some operational costs funded through enterprise and special revenue funds.
Operating Expenditures	The costs of day-to-day operations such as personnel, materials, and equipment required for a department to function.
Other Post Employment Benefits (OPEB)	Government Accounting Standards Board (GASB) Statement 43 requires that a post employment benefit plan be set up and that disclosure of the funding status of the plan be shown in the county's financial statements. The post employment benefit required to be disclosed under this Statement is healthcare insurance costs. GASB Statement 45 requires that the county account for the actuarially determined liability of the post employment benefit and annual contribution to the plan.
Pay-Go	Pay-Go funding is the application of operating revenues for projects. The County typically used this type of financing for projects that are relatively small in nature, have short life spans, or as a supplement to long-term financing.
Pay Scale	A matrix of grades and corresponding salary ranges that define the compensation of employees who occupy positions with established classes of work.
Performance/Workload Indicator	Specific quantitative measures of work performed or to be accomplished within an activity or program (e.g., total circulation of library books and materials). Also, a specific quantitative measure of results obtained through an activity or program (e.g., percentage of library materials available within seven days of the request at a specific branch library.
Proprietary Funds	See Enterprise funds.

Property Tax	Tax on the value of real and personal property and is levied almost exclusively by local governments. In Maryland, the State Department of Assessments and Taxation is responsible for the valuation and assessment of all property in the State. The local government is responsible for setting the tax rate to be applied to the property assessments to general revenues in support of the local budget. The property tax is the major revenue source in Maryland county governments. The current local real property tax rate in Calvert County is \$.892 per \$100 of assessed value. The current local personal property tax rate in Calvert County is \$2.23 per \$100 of assessed value.
Public-Private Partnership	A public-private partnership (PPP) is a government service or private business venture which is funded and operated through a partnership of government and one or more private sector companies. Sometimes referred to as PPP, P3 or P ³ .
Recurring Capital Project Type	Recurring capital projects are periodic, repetitive expenses such as roof replacements, non-specific road improvements and mechanical system replacements.
Revenue	Funds that a government receives as income and represents an increase in net financial resources. These receipts may include tax payments, interest earnings, service charges, fees, grants, intergovernmental payments, and other miscellaneous sources.
Special Revenue Funds	These funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. These funds must receive most of their revenues from dedicated sources such as user fees, rather than transfers from other governmental funds.
Step Increase	An adjustment to an employee salary rate in accordance with the applicable pay scale.
Tap Fee	See Capital Connection Fee
Tipping Fee	The charge levied upon a given quantity of waste received at a waste processing facility. It is generally levied to offset the cost of operating a landfill or a transfer station which accepts solid waste. Also called a gate fee.
Transferable Development Right (TDR)	A land use program that seeks to steer development away from those areas a community wants to preserve toward those areas it wants to develop. It works by separating the right to develop land from the right to own it and converting the former into a marketable credit.

ACRONYMS

ACA	Affordable Health Care Act
ADA	Americans with Disabilities Act
A&E	Architecture & Engineering
AED	Automated External Defibrillator
ALS	Advanced Life Support
BOCC	Board of County Commissioners
BOE	Board of Education
CAFR	Comprehensive Annual Financial Report
CALEA	Commission on Accreditation for Law Enforcement Agencies
CALS	Calvert Advanced Life Support
CB	Chesapeake Beach
CCFN	Calvert County Family Network
CC	Capital Connection
CCG	Calvert County Government
CCM	Calvert Country Market
CCPS	Calvert County Public Schools
CCSA	Calvert County State's Attorney
CCSO	Calvert County Sheriff's Office
CDBG	Community Development Block Grant
CHESPAX	Chesapeake/Patuxent
CIP	Capital Improvement Plan
CIT	Criminal Investigative Team
CJIS	Criminal Justice Information System
CLG	Certified Local Government
CMH	Calvert Memorial Hospital
CMM	Calvert Marine Museum
COLA	Cost-of-Living Adjustment

COMAR	The Code of Maryland Regulations
CP&B	Community Planning & Building
CPI	Consumer Price Index
CSM	College of Southern Maryland
DCSAP	Detention Center Substance Abuse Program
DDA	Developmental Disabilities Administration
DPW	Department of Public Works
EEOP	Equal Employment Opportunity Plan
EMD	Emergency Medical Dispatcher
EMS	Emergency Medical Service
ERP	Enterprise Resource Program
ESG	Emergency Shelter Grant
ETHS	Emergency Transitional Housing Service
FLSA	Fair Labor Standards Act
FREMS	Fire-Rescue-Emergency Management System
FTE	Full-Time Equivalent
GAAP	Generally Accepted Accounting Principles
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographical Information System
G.O.	General Obligation (Bonds)
GOC	Governor's Office for Children
HIDTA	High Intensity Drug Trafficking Area
HUD	Housing and Urban Development
HVAC	Heating Ventilation & Air Conditioning
IPA	Industrial Park Authority
IVR	Interactive Voice Response System
IWIF	Injured Workers Insurance Fund

JSAP	Jail Substance Abuse Program
LAR	Leveraging Program
LGIT	Local Governments Insurance Trust
LMB	Local Management Board
MOE	Maintenance of Effort
MALPF	Maryland Agricultural Land Preservation Foundation
MAP	Maryland Access Point
MHT	Maryland Historical Trust
MIEMSS	Maryland Institute for Emergency Medical Services System
MIPPA	Medicare Improvements of Patients and Providers Act
MPFOA	Maryland Government Finance Officers Association
MTA	Maryland Transit Authority
MTDB	Maryland Tourism Development Board
MUNIS	Municipal Information System
NB	Town of North Beach
OOA	Office on Aging
OPEB	Other Post Employment Benefits
PF	Prince Frederick
PILG	Preservation Incentives for Local Governments
PIT	Precision Immobilization Technique
PAR	Purchase and Retire Program
PEAR	Public Education and Awareness
PMSA	Primary Metropolitan Statistical Area
PPP, P3, P ³	Public-Private Partnership
PWA	Public Works Agreement
RFP	Request for Proposals
RS	Rescue Squad
SBDC	Small Business Development Center

SCOF	Senior Center Operating Fund
SHA	State Highway Administration
SHIP	Senior Health Insurance Program
SMADC	Southern Maryland Agricultural Development Commission
SMP	Senior Medicare Patrol
So MD	Southern Maryland
STEM	Science, Technology, Engineering, Math
TC	Town Center
TDR	Transferable Development Right
TRS	Therapeutic Recreation Services
VAWA	Violence Against Women Act
VFD	Volunteer Fire Department
VRS	Volunteer Rescue Squad
VRSFD	Volunteer Rescue Squad Fire Department
WMD	Weapons of Mass Destruction
WTP	Water Treatment Plant
WWPS	Wastewater Pump Station
WWTP	Wastewater Treatment Plant

INDEX



Fishing Pier, Solomons

INDEX

A

Accounting & Auditing 62
Acronyms **349-352**
Administrator, County 4, 6, 8-9, 13, 15, **50-51**,
250, 258, 335
African American Family Day **135**
Agriculture Committee **135**
Animal Control **84-85**
Annmarie Garden **135**
Appeals, Variances, & Exceptions 6, **66-67**, 249
ARC of Southern MD **135**
Arts Council of Calvert County **135**
Attorney, Office of County 5, 6, 8-9, 40, **58-59**,
257, 264
Attorney, Office of State's 5, 6, 8-9, 40, **58-59**,
257, 264
Auditing & Related Services **63**

B

Bar Library Fund 6, 16, 22, 139, 200, **208**, 264
Board of Appeals 6, **66-67**, 249
Board of Education 2, 10, 16, 40, 46, **126**, 210,
285, 294, 335
Budget Calendar **18**, 341
Budget Summary **22-30**
Buildings & Grounds, Division of 6, 8-9, 88,
90-91, 247

C

Calvert Family Network Fund 6, 16, 22, 201, **210**,
264
Calvert Hospice **135**

Calvert Library 6, 8-9, 16, **130-131**, 219, 247
Calvert Marine Museum 6, 8-9, 16-17, 22, 43, 88,
90, **96-97**, 219, 222-223, 228-229, 232, 234, 236,
242, 248, 258
Capital Projects 3, 6, 15-16, 18-19, 22-23, 25-30, 41,
43, 46, 62-63, 88, 90, 94, 139, 205-206, **215-243**,
252, 336
Children's Day at Jefferson Patterson Park **135**
Christmas in April **135**
Circuit Court 5, 40, **56-57**, 58, 160, 164, 208, 249,
258, 263, 272
Clerk to the County Commissioners **49**, 249, 258
College of Southern Maryland 25, **127**
Community Planning & Building, Dept. of 4, 6,
8-9, 14, **66-67**, 164, 249, 258, 263
Community Resources, Department of 4, 6, 8-9,
26-30, **117-123**
Community Resources, Director of 4, **118-119**
Contingency, Board of County
Commissioners **33**
Control Center 6, 8-9, **74-75**, 249, 258
County Administrator 4, 6, 8-9, 13, 15, **50-51**, 250,
258, 335
County Attorney, Office of 4, 6, 8-9, 18-19, **52-53**,
250, 258
County Commissioners, Board of 4, 6-7, 13,
15-16, 18-19, 38, 46, **48-49**, 50, 52, 56, 66, 84,
142, 211, 215, 217, 247, 258, 294-295
County Officials Directory **4-5**
County Treasurer 5-6, 8-9, **60-61**, 250, 258

D

Debt Service 25-30, 32-33, 39, 41, 43, **139**, 142,
145-147, 151, 200, 205, 215-216

Bold indicates primary reference page(s)

- Description of Funds **16**
- Detention Center 5-6, 8-9, 35, 38, **82-83**, 232, 234, 236, 238, 240, 250, 258
- Development Review 6, **66-67**, 104
- Directory, County Officials **4-5**
- E**
- East John Youth Center **135**
- ECHO House/ Project ECHO **135**, 177
- Economic Development, Department of 4, 6, 8-9, 16, 26-30, 32, 39, 48, **114-115**, 127, 160, 201, 211, 251, 258-259, 285, 289
- Economic Factors **284-288**
- Election Board **133**, 251, 258
- Emergency Management 6, 8-9, 38, **76-77**, 189, 192, 251, 258, 263
- Employees' Recognition Committee **135**
- Employees' Representative Committee **135**
- Engineering, Division of 6, 8-9, **104-105**, 251, 258
- Enterprise Funds 6, 8-9, 15-17, 22-23, 28-30, **141-151**, 215, 217, 221, 230-231, 233, 235-237, 239, 241, 243, 262, 336
- Environmental Commission 39, **134**, 251, 258
- Ethics Commission 39, **134**
- Excise Tax Fund 6, 16-17, 22, 25, 37, 45, 200, **205**
- F**
- Fair Board **135**
- Farmer's Market Association **135**
- Fees & Tax Rates **277-281**
- Finance & Budget, Department of 4, 6, 8-9, 15, 18-19, 38, **62-63**, 138, 252, 258
- Fire & Rescue Volunteer Departments 6, 8-9, 25, 38, **78-79**
- Fire-Rescue-EMS, Division of 6, 8-9, 25, 38, **78-79**
- Fleet Maintenance, Division of 6, 8-9, 18, 39, **110-111**, 252, 258
- Forestry Service 6, 39, **133**
- Fund Balance Trends **46**
- Fund Structure 16, **17**
- Fund Types **16**
- G**
- General Fund Expenditure Highlights **40**
- General Fund Expenditures by Organization 10, **28-30**
- General Fund Forecast **41**
- General Fund Revenues 10, **32-37**, 45, 216, 336
- General Government 6, 26-30, 32, 36, 38, **47-69**
- General Services, Department of **87-101**, 250, 258, 259
- General Services, Division of 8-9, **88-89**, 258, 250
- General Services Grants 157, 158, 160, 161, **172-174**
- Glossary **340-347**
- Golf Course Fund 16, 17, 22, 40, 94, 139, 200, **204**, 264
- Grand Jury 38, **57**
- Grants Fund 16, 17, 22, 40, 139, **153-197**, 263-264
- Grant Program Areas **160-163**
- H**
- Health Department 25, 36, 39, **128**
- Heritage Committee **135**
- Highway Lighting 39, **109**
- Highway Maintenance, Division of 8-9, 39, **108-109**, 253, 258
- Historic District Commission 39, **134**, 253, 258
- Historical Society **135**

Housing Authority 17, 35, 39, **133**

Housing Fund 16, 22, 201, **211**

I

Incentive Fund 16, 17, 201, **211**

Independent Boards 17, **133**, 258

Inspections & Permits 6, 8-9, 38, **68-69**, 253, 258

Insurance 25, 26, 27, 28, 29, 30, 32, 33, 37, 39, 41, **138**, 333

J

Jefferson Patterson Park 12, **135**, 298

L

Land Preservation Fund 16, 17, 22, 40, 139, 200, **206**

Library, Bar 6, 16, 22, 139, 200, **208**, 264

Library, Calvert 6, 8-9, 16, 35, 36, 37, 39, **130-131**, 247, 258, 297

Liquor Board 39, **133**, 253, 258

Long-Term Obligations 11, **336-337**

M

Maryland Association of Counties 38, **49**

Mission Statement, Board of County Commissioners 1

Models: Debt Affordability / Long Term Debt 293, **316-317**

Mosquito Control 6, 8-9, 37, 38, 90, 91, **92-93**, 253, 258

N

Natural Resources, Division of 8-9, 38, 88, **98-99**, 254, 258

O

Office of County Attorney 4, 6, 8-9, 18-19, **52-53**, 250, 258

Office of State's Attorney 5, 6, 8-9, 40, **58-59**, 257, 264

Office on Aging, Division of 6, 8-9, 36, 39, **120-121**, 254, 258, 263

Organization Chart 6

Orphans Court 5, 38, **57**, 254, 258

Other Financing Uses **139**

P

Parks & Recreation, Division of 6, 8-9, 90, **94-95**, 160, 205, 255, 258

Parks & Recreation Fund 16, 22, 200, **202-203**, 265

Patuxent River Appreciation Day **135**

Paupers Burial 38, **49**

Pay Scales **267-275**

Pensions & Insurance 25, 32-33, **138**

Personnel, Office of 4, 6, 8-9, 38, **64-65**, 255, 258

Planning and Zoning Fund 22, 200, **209**

Planning & Zoning, (aka Community Planning & Building) 4, 6, 8-9, 14, **66-67**, 164, 249, 258, 263

Planning Commission **67**, 249

Policies:

Debt Policy 293, **317**

Fund Balance Policy 293, **344**

Investment Policy 293, **330**

Stabilization Arrangement **46**, 293

Transfer of Budget Appropriations 293

Project ECHO/ECHO House **135**, 177

Project Management 6, 8-9, 39, **106-107**, 255, 258

Promise Resource Center, The **135**

Public Safety, Department of 4, 8-9, 26-30, 32, 35-36, 38, 54, **71-85**, 250, 258-259

Bold indicates primary reference page(s)

Public Safety, Division of 6, **72-73**
 Public Safety, Grants 156-158, 160, 163, **189-197**
 Public Works, Department of 4, 6, 8-9, 26-30, 32,
 36, 39, **103-111**, 251, 255, 258-259

R

Railway Museum 8-9, 38, 88, 90, **100-101**, 256,
 258

Resident Trooper 38, **73**

Resolutions & Financial Policies **291-337**

Revenue Highlights **42-45**, 142, 154, 200-201

Revolving Loan Fund 16, 201, **211**

S

Salary Pay Scales **267-275**

Schedule of Grant Revenue **156-158**

Sheriff's Office 6, 8-9, 38, 80-81, 156, 163, **189-191**,
 193, 195, 256, 258, 263

Social Services, Department of 36, 39, **132**

Soil Conservation District 35, 36, 39, **132**, 257-258

Solid Waste & Recycling Fund 8-9, 15-16, **22**, 28,
 40, 139

Solid Waste Rates & Fees 279, **281**

Solomons Annual Events **135**

Sources & Uses Summary, General Fund **26-30**

Southern MD Center for Family Advocacy **135**

Southern MD Higher Education Center **135**

Southern MD Resource Conservation &
 Development **135**

Special Revenue Funds 22, 26-27, **199-211**,
 264-265

St. Mary's College **135**

Staffing **245-265**

State Agencies **125-135**

State's Attorney, Office of 5, 6, 8-9, 40, **58-59**,
 257, 264

State Dept. of Assessments & Taxation 39, **132**

Substance Abuse Treatment 6, 8-9, **129**

T

Tax Rates & Fees **277-281**

Taxing Resolutions:

Admission & Amusement Tax 34, **306-307**

Budget Adoption FY 2015 **294-295**

Hotel Tax 34, **308-310**

Recordation Tax 34, 45, **311**

Trailer Park Tax 34, **312-314**

Technology Services, Department of 4, 8-9, 38,
 54-55, 215-243, 257-258, Volume II

Town Center Garden Club **135**

Transportation, Division of 6, 8-9, 39, 118,
 122-123, 156-158, 162, 175, 188, 215-243, 257-258,
 264, Volume II

Treasurer, County 5-6, 8-9, 38, 47, **60-61**, 250,
 258

Tri County Council **135**

Tri County Youth Services Bureau **135**

U

University of Maryland Extension 39, **132**

W

Washington Ear **135**

Water & Sewer Fund 6, 8-9, 22-23, 28, **142-147**

Water & Sewer Rates and Fees 281

Where the Money Comes From 24

Where the Money Goes 25

Women, Commission for **134**

