COUNTY COUNCIL

OF

TALBOT COUNTY, MARYLAND

2015 Legislative Session, Legislative Day No.: April 11, 2017

Bill No.: 1356

Introduced by: Mr. Bartlett, Mr. Callahan, Mr. Pack, Ms. Price, Ms. Williams

AN ACT TO ESTABLISH THE 2017-2018 ANNUAL BUDGET AND APPROPRIATION ORDINANCE

By the Council: April 11, 2017

Introduced, read first time, ordered posted and public hearings scheduled on Tuesday, May 2, 2017 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601, and at 7:00 p.m. at the Easton High School Cafeteria, 723 Mecklenburg Avenue, Easton, Maryland 21601.

By Order Susan W. Moran
Secretary

A BILL ENTITLED

AN ACT TO ESTABLISH THE FISCAL YEAR 2017 -2018 ANNUAL BUDGET AND APPROPRIATION ORDINANCE.

SECTION 1. BE IT ENACTED by the County Council of Talbot County, Maryland, that the Fiscal Year 2018 Annual Budget and Appropriation Ordinance is as follows:

TALBOT COUNTY, MARYLAND
REVENUE BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
Property Taxes		
Real Property	36,512,000	
Education Supplement (1.59 cents)	1,171,900	
Railroad & Public Utilities	800,000	
Penalties & Interest	165,000	
Semi Annual Service Charge	3,500	
Discount on Taxes	(246,000)	38,406,400
Income Tax		
Local Income Tax	26,900,000	26,900,000
Other Local Taxes		
Recordation	5,250,000	
Transfer	3,300,000	
Public Accommodations	1,200,000	
Admissions and Amusement	20,000	
Mobile/Manufactured Home	60,000	9,830,000
Licenses and Permits		
Beer, Wine & Liquor Licenses	175,000	
Traders Licenses	27,000	
Building Permits	220,000	
Plumbing Permits	10,000	
Gas Permits	6,500	
Floodplain Permits	1,000	
Electrical Licenses	19,000	
Plumbing Licenses	7,000	
HVAC Inspections	9,000	
HVAC Registration	3,000	
Gas Licenses	1,000	
Storm water Permits/Waiver	10,000	
Road Construction Permits	20,000	
Animal Licenses & Fines	4,000	
Marriage Licenses	3,000	
Boat Ramp Permits	130,000	
Boat Ramp Violations	200	645,700
Grants from Federal Government		
FEMA	80,000	
Emergency Management Planner-DHS	75,000	155,000

TALBOT COUNTY, MARYLAND
REVENUE BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
State Shared Taxes		
Highway	325,000	
Recordation Tax	30,000	355,000
Grants from State Government		
Police Protection	124,079	
Sex Offender Grant	10,000	
School Bus Grant	3,000	
Heroin Grant	6,000	
Motor Vehicle Safety Grant	3,500	
Fire, Rescue & Ambulance Fund	290,000	
911	250,000	
MIEMSS	49,000	
Circuit Court Family Services	285,240	
Problem Solving Court	142,559	
Critical Areas	15,000	
Public Landings	12,000	
Tourism	50,000	
DSS - Legal Fees	75,000	
Security Filing Fees	150	1,315,528
General Government		
Zoning Certificates	15,000	
Subdivision Applications	12,000	
Re-Zoning Applications	1,000	
Administrative Variance	2,700	
Board of Appeals	6,000	
Site Plan Review	3,500	
Forest Conservation Fees	2,500	
Critical Area Forest Preservation	10,000	
Bed and Breakfast	600	
Home Occupation	300	
Short Term Rentals	14,000	
Trailer Court Fees	300	
Produce Stand Permits	1,000	
Roadside Vendors License	1,000	
Weed & Litter Fees	2,000	
Access Fees	3,000	
Weed Control Spraying Fees	50,000	
Tourism-Co-Op Advertising Fee	100,000	
Sheriff's Fees	24,000	
911 Center	400,000	
Emergency Medical Services	1,350,000	
MIEMSS - EMS Communications	125,000	
Mosquito Control Fees	115,000	2,238,900

TALBOT COUNTY, MARYLAND
REVENUE BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Public Safety		
Boarding of Local Prisoners	18,000	
Weekender's Fees	2,000	
Live In/Work Out Fees	3,600	
Home Detention Program	500	
Federal Prisoner Program	18,250	
Community Service Fees	3,000	45,350
Recreation		
Boat Slips	60,000	
Other Grants	4,825	
Pools		
Fees - GPM Pool	43,250	
Fees - Bay 100 Pool	56,750	164,825
Miscellaneous		
Interest	75,000	
Miscellaneous Revenues	634,297	709,297
Transfer from Development Impact Fund		
Development Impact Fees	166,000	166,000
Reserve & Unexpended General Funds		
From Prior Years	2,526,000	2,526,000
TOTAL REVENUE BUDGET		**83,458,000**

TALBOT COUNTY, MARYLAND
REVENUE BUDGET
FISCAL YEAR 2018
(continued)

Tax Rates:

1. Real Property Tax revenue for FY 2018 is based on a rate of $.5549 per $100 of assessed valuation plus an Education Supplement of $.0159 per $100 of assessed valuation (total rate of $.5708)for all properties outside the incorporated limits of the Towns of Easton, Oxford, Queen Anne, St. Michaels and Trappe. The FY 2018 Real Property Tax rate is $.4219 per $100 of assessed valuation plus an Education Supplement of $.0159 per $100 of assessed valuation (total rate of $.4378) for all properties within the incorporated limits of the Town of Easton. The FY 2018 Real Property Tax rate is $.4379 per $100 of assessed valuation plus an Education Supplement of $.0159 per $100 of assessed valuation (total rate of $.4538) for all properties within the incorporated limits of the Town of Oxford. The FY 2018 Real Property Tax rate is $.4939 per $100 of assessed valuation plus an Education Supplement of $.0159 per $100 of assessed valuation (total rate $.5098) for all properties within the incorporated limits of the Town of Queen Anne. The FY 2018 Real Property Tax rate is $.4279 per $100 of assessed valuation plus an Education Supplement of $.0159 per $100 of assessed valuation (total rate $.4438) for all properties within the incorporated limits of the Town of St. Michaels. The FY 2018 Real Property Tax rate is $.4569 per $100 of assessed valuation plus an Education Supplement of $.0159 per $100 of assessed valuation (total rate $.4728) for all properties within the incorporated limits of the Town of Trappe.

   Railroad & Public Utilities Tax revenue for FY 2018 is based on a rate of $1.4270 per $100 of assessed valuation for all properties outside the incorporated limits of the Towns of Easton, Oxford, Queen Anne, St. Michaels and Trappe. The FY 2018 Railroad & Public Utilities Tax rate is $1.0945 per $100 of assessed valuation for all properties within the incorporated limits of the Town of Easton. The FY 2018 Railroad & Public Utilities Tax rate is $1.1345 per $100 of assessed valuation for all properties within the incorporated limits of the Town of Oxford. The FY 2018 Railroad & Public Utilities Tax rate is $1.2745 per $100 of assessed valuation for all properties within the incorporated limits of the Town of Queen Anne. The FY 2018 Railroad & Public Utilities Tax rate is $1.1095 per $100 of assessed valuation for all properties within the incorporated limits of the Town of St. Michaels. The FY 2018 Railroad & Public Utilities Tax rate is $1.182 per $100 of assessed valuation for all properties within the incorporated limits of the Town of Trappe.

   A service charge based on a rate of 0.83 percent will be applied to the unpaid balance of Real Property Taxes due in December on the properties with the semi-annual tax payment option.

2. Local Income Tax revenue for FY 2018 is based on a rate of 2.40 percent of the Maryland Taxable Income.

3. Recordation Tax revenue for FY 2018 is based on a rate of $6.00 per $500 of the value of the recorded transaction.

4. Transfer Tax revenue for FY 2018 is based on a rate of 1.0 percent of the actual consideration paid for the conveyance of title, except that the first fifty thousand dollars ($50,000) of consideration payable on the conveyance of owner-occupied residential property intended to be used by the buyer as an owner-occupied residence shall be exempt from this tax.

5. Mobile/Manufactured Home Rental Community Tax revenue for FY 2018 is based on a rate of $50 per mobile/manufactured home per quarter.

6. Public Accommodations Tax revenue for FY 2018 is based on a rate of 4.0 percent of the value of the rental of rooms for sleeping accommodations provided to transients.

7. Admissions and Amusement Tax revenue for FY 2018 is based on a rate of 5.0 percent of the value of the admissions.

TALBOT COUNTY, MARYLAND
SCHEDULE OF FEES
FISCAL YEAR 2018

PLANNING OFFICE

Board of Appeals - Application Fee	$ 400.00 plus advertising cost and adjacent property owner notice costs
Board of Appeals - Administrative Appeal - Administrative/Adjudicatory Order or concerning accommodations for the benefit of disabled citizens (refundable upon successful appeal)	400.00 plus advertising cost and adjacent property owner notice costs
Board of Appeals - Extension Request (filed prior to expiration of approval)	200.00 plus advertising cost and adjacent property owner notice costs
Administrative Variance	300.00
Minor Variance	300.00
Expansion of Non-Conforming Structure	300.00
Growth Allocation - 25 acres or less	2,500.00
- more than 25 acres less than 50 acres	5,000.00
- 50 acres or more	10,000.00
Subdivision waiver	25.00
Subdivision Application-Minor/Non-Critical Area - Per Lot	200.00
Subdivision Application-Minor/Critical Area - Per Lot	250.00
Subdivision Application-Major/Non-Critical Area -$600 Base Fee plus a Per Lot Fee of	400.00
Subdivision Application-Major/Critical Area -$600 Base Fee plus a Per Lot Fee of	600.00
Minor Line Revision	150.00
Major Line Revision	300.00
Zoning Amendments - Map and Text Amendments	500.00
Site Plan Waiver	25.00
Administrative Site Plan Review	50.00
Site Plan Review - Major/Commercial/Industrial Uses - Building up to 10,000 sq. ft.	200.00
Building over 10,000 sq. ft. & up to 15,000 sq. ft.	1,000.00
Building over 15,000 sq. ft.	2,000.00
Minor Site Plan	150.00
Re-Evaluation Fee Subdivision Appl.-Major/Site Plan Review - Major/Commercial/Industrial	1/3 original application fee
Trailer Court License - Annual	75.00
Produce Stand Permit - Annual	50.00
Bed and Breakfast Permit - Annual	75.00
Home Occupation Permit - Biennial	75.00
Short Term Rental Permit - Initial	250.00
- Renewal	100.00
Roadside Vendor License - Short Term (up to 7 days)	25.00
Roadside Vendor License - Long-Term (up to 1 year)	500.00
Use Certificates	50.00
Wireless Communication Facility License - Annual	900.00
Landscape Plan	50.00

FOREST CONSERVATION

Declaration of Intent	25.00
Simplified Forest Stand	100.00
Intermediate Forest Stand Delineation	200.00
Full Forest Stand Delineation	300.00
Forest Conservation Plan	300.00
Forest Conservation Fee in Lieu	0.30 per square foot
Forest Conservation Penalty Fee	0.90 per square foot

TALBOT COUNTY, MARYLAND
SCHEDULE OF FEES
FISCAL YEAR 2018
(continued)

CRITICAL AREA PRESERVATION

Forest Preservation Plan	100.00
Property Maintenance Permit	20.00
Critical Area Fee in Lieu	0.30 per square foot
Critical Area Buffer Fee in Lieu	1.50 per square foot
Simplified Buffer Management Plan	50.00
Minor Buffer Management Plan	100.00
Major Buffer Management Plan	150.00

CONSERVATION FEE FOR RELEASE OF AGRICULTURAL USE RESTRICTION

Ag parcels created prior to April 7, 2008 (per development right):

Year 1-2	May not be released
Year 3	30,000.00
Year 4	20,000.00
Year 5	10,000.00

Ag parcels created on or after April 7, 2008 (per development right):

Year 1-3	May not be released
Year 4	70,000.00
Year 5	60,000.00
Year 6	50,000.00
Year 7	40,000.00
Year 8	30,000.00
Year 9	20,000.00
Year 10	10,000.00

PERMITS & INSPECTIONS

Code Council's Building Valuation Data establishing the minimum value by construction by type)*

Up to $1,000 VOC	25.00
$1,000 to $5,000 VOC	40.00
$5,000 to $20,000 VOC - $50.00 plus a per $1,000 fee of	4.00
$20,000 VOC and over - $110.00 plus a per $1,000 fee of	5.00
Amendment to Building Permit	40.00
Re-inspection Fee	40.00
Floodplain Management (A & V Zones)	35.00
Zoning Certificate - Per Certificate	70.00

*Except manufactured units, which shall be based on retail price

CONSTRUCTION WITHOUT APPROVED PERMIT - **Double Permit Fee (Minimum $100)**

HVAC PERMITS

HVAC - tied to a Building Permit (Residential & Non - Residential)	70.00
Manufactured Dwelling, per unit (including mobile home on foundation)	70.00
Replacement (incl. repairs, alterations, etc.)	40.00
HVAC - Not tied to a Building Permit (Residential & Non - Residential, New Systems)	70.00
Re-inspection Fee	40.00

TALBOT COUNTY, MARYLAND
SCHEDULE OF FEES
FISCAL YEAR 2018
(continued)

PLUMBING PERMITS	
Plumbing - tied to a Building Permit (Residential & Non - Residential)	70.00
Manufactured Dwelling, per unit (including mobile home on foundation)	70.00
Plumbing - Not tied to a Building Permit (Residential & Non - Residential, New Systems)	70.00
Re-inspection Fee	40.00
GAS PERMITS	
Gas/Fuel - tied to a Building Permit (Residential & Non - Residential)	70.00
Manufactured Dwelling, per unit (including mobile home on foundation)	70.00
Replacement (Change out tank)	40.00
Gas/Fuel - Not tied to a Building Permit (Residential & Non - Residential, New Systems)	70.00
Re-inspection Fee	40.00
PLUMBING/GAS FITTER LICENSES	
Master Plumber/Gas Fitter- Biennial	125.00
Master Plumber (No Gas) -Biennial	125.00
Master Gas Fitter- Biennial	125.00
Propane Gas Fitter- Biennial	125.00
Journeyman -Biennial	10.00
HVAC REGISTRATION	
Master Biennial	125.00
Master Restricted (less than 5 Master requirements) -Biennial	125.00
Journeyman . - Biennial	10.00
ELECTRICAL LICENSE (NEW AND RENEWAL)	
Master - Biennial	150.00
General - Biennial	100.00
Limited - Biennial	60.00
Shelved (all classes) - Biennial	30.00
Inspection Agency - Biennial	150.00
ELECTRICAL INSPECTIONS - COMMERCIAL, INDUSTRIAL, INSTITUTIONAL	
All Electric Inspections completed by Middle Department Inspection Agency (MDIA). Permit Fees paid to MDIA (All switches, lighting & receptacles to be considered as outlets.)	
ADMINISTRATIVE FEE - per permit	20.00
ROUGH WIRING INSPECTION	
1 to 50 Outlets	30.00
Each Additional Group of 25 Outlets	6.00
FINAL WIRING INSPECTION	
1 to 50 Outlets	30.00
Each Additional Group of 25 Outlets	6.00
EQUIPMENT & APPLIANCES	
Outlet of 30 KW or Less	37.00
Each Additional Outlet	6.00
Cable or Baseboard Heat - 1st Unit	18.00
Each Additional Unit	6.00

TALBOT COUNTY, MARYLAND
SCHEDULE OF FEES
FISCAL YEAR 2018
(continued)

MOTORS, GENERATORS, TRANSFORMERS, CENTRAL HEATING, DUCT HEATERS, AIR CONDITIONERS, AND WELDERS	
Less that 1/2 HP, KW, KVA (each)	12.00
Each Additional Unit	6.00
1/2 to 10 HP, KW, KVA (each)	17.00
Over 10 to 30 HP, KW, KVA (each)	23.00
Over 30 to 50 HP, KW, KVA (each)	28.00
Over 50 HP, KW, KVA (each)	34.00
FEEDERS & SUB-PANELS	
Not Over 200 amps	15.00
225 to 400 amps	20.00
Over 400 to 800 amps	25.00
Over 800 to 1200 amps	35.00
SERVICE, METER EQUIPMENT, MOTOR CONTROL CENTERS*	
100 amps	30.00
Over 100 to 200 amps	38.00
Over 200 to 400 amps	50.00
Over 400 to 1000 amps	95.00
Over 1000 amps	123.00
PRIMARY TRANSFORMERS, ENCLOSURES & SUBSTATIONS	
Up to 15 KVA	67.00
Over 15 to 35 KVA	100.00
Over 35 KVA	112.00
Applies to each bank of transformers.	
LOW VOLTAGE & SIGNALING SYSTEMS	
First 15 Devices	67.00
Each Additional 5 Devices	6.00
CONSTRUCTION SERVICE*	
Up to 400 amps	45.00
Over 400 amps - Regular fees apply	
SWIMMING POOLS	
Bonding Only	45.00
Motors, Pumps, Lighting & Receptacles	45.00
Bonding & Wiring	90.00
Additional Trips	45.00
Re-inspection Fee	45.00
ELECTRICAL INSPECTIONS - RESIDENTIAL	
NEW CONSTRUCTION	
SFD Unit to 200 amps	85.00
SFD Unit to 400 amps	100.00
SFD Unit to 600 amps	135.00
Multi-family - 1st Unit	67.00
additional units (each)	56.00
Townhouses (each)	56.00
Modular Dwelling up to 200 amps	50.00
MOBILE HOME*	
Service Only	50.00

TALBOT COUNTY, MARYLAND
SCHEDULE OF FEES
FISCAL YEAR 2018
(continued)

MINOR ALTERATIONS & ADDITIONS*	
Not over 200 amps, including 1 to 6 outlets (Rough & Final)	40.00
Not over 200 amps, including 7 to 40 outlets (Rough & Final)	50.00
* Additional Trips (each)	45.00
Re-inspection Fee	45.00

Special inspection conditions not provided for, apply for fee. Minimum fee: $45.

PUBLIC WORKS

PUBLIC ROAD REVIEW FEE	500.00
STORM WATER MANAGEMENT	
Permit - Shoreline Erosion Control	50.00
Grading Plan Review	50.00
Revision/Review Fee - (Per hour, 2 hour minimum)	50.00
Annual Continuance Permit or Maintenance Inspection - Per Facility (BMP)	200.00
Variance Request/Waiver	300.00
SINGLE LOT RESIDENTIAL DEVELOPMENT	
Permit - Nonstructural Measures	200.00
Permit - Micro-Scale Practice (single BMP)	300.00
MULTI-LOT RESIDENTIAL AND NON-RESIDENTIAL DEVELOPMENT	
Permit - Structural - Per Facility (BMP)	500.00
SHARED SANITARY FACILITIES	
Limited (Class I) per Dwelling Unit	125.00
Intermediate (Class II) per Dwelling Unit	225.00
Major (Class III) Flat Fee	7,500.00
GIS DATA FEE - first CD no charge - additional CD's (each)	65.00
WEED AND LITTER ENFORCEMENT - First Occurrence	150.00
- Second Occurrence	200.00
- Third Occurrence	300.00
CULVERT INSTALLATION* - County Road Entrance	
Up to 30 Feet	800.00
Over 30 Feet - $500 plus a per foot fee of	25.00
* Does not include culvert	
CULVERT INSTALLATION* - County Road Entrance	
Up to 30 Feet	1,500.00
Over 30 Feet - $500 plus a per foot fee of	40.00
*Includes culvert	
ROAD SIGNS	
Road Name Sign	200.00
Regulatory/Traffic Sign	200.00
Additional Sign (post co-location)	100.00
Large Sign (as approved by Roads Superintendent)	$150 + Material Costs
Vandalism Replacement (per sign/post)	$150 + Material Costs
Vandalism Reinstallation (per post)	150.00

PERMISSION TO PERFORM WORK IN COUNTY RIGHT-OF-WAY	
Residential Permit - Any work that ties into a county road right-of-way, landscape, etc. performed by landowner	$50/inspection
Subcontractor Permit- Any work performed by subcontractors/utility companies, etc. that ties into county road right-of-way	$50/inspection
maintenance work within County road rights-of-way to provide subcontractor list to the county. Does not exclude said contractor or subcontractors from obtaining Subcontractor Permit per project.	150.00
WEED CONTROL	
Spraying Fee - Noxious Weeds - per hour	50.00
Spraying Fee - Phragmites - per hour	125.00
Spraying Fee - SHA - per hour	150.00
Spraying Fee - CREP & CRP - per hour	85.00

EMERGENCY SERVICES

EMERGENCY MEDICAL SERVICES	
ALS Services - Base Rate/Assessment/Transport	600.00
ALS II Services - Base Rate	650.00
BLS Services - Base Rate	425.00
BLS Transport	125.00
Extra Attendant CPR/stairs/other	75.00
Mileage - per loaded mile	15.00
SPECIAL OPERATIONS / HAZMAT*	
Level 1 Response	250.00
Level 2 Response	500.00
Level 3 Response	750.00
Level 4 Response	2,000.00

*Rates are for up to 4 hours of operations, $100.00 per each additional or partial hour thereafter. Rates do not include personnel or equipment used. Fees for personnel and equipment will be billed based on hours of actual use at scene.

ANIMAL CONTROL

LICENSES - DOGS & CATS	
Neutered / Spayed	5.00
Not Neutered / Spayed	25.00
REDEMPTION FEES	
Neutered / Spayed - 1st Offense.	35.00
Neutered / Spayed - 2nd Offense.	75.00
Neutered / Spayed - 3rd Offense.	150.00
Not Neutered / Spayed - 1st Offense.	45.00
Not Neutered / Spayed - 2nd Offense.	135.00
Not Neutered / Spayed - 3rd Offense.	300.00
ADOPTION FEES	
Dogs - up to 6 months of age	150.00
Dogs - over 6 months of age	90.00
Cats - up to 6 months of age	75.00
Cats - over 6 months under 6 years of age	50.00
Cats - over 6 years of age	25.00

TALBOT COUNTY, MARYLAND
SCHEDULE OF FEES
FISCAL YEAR 2018
(continued)

PUBLIC LANDINGS

BOAT SLIPS	
Up to 25 Foot Slip / Annual Fee	450.00
30 Foot Slip / Annual Fee	500.00
35 Foot Slip / Annual Fee	525.00
40 Foot Slip / Annual Fee	550.00
Utility Access Fee - Annual Fee	55.00
BOAT RAMP PERMIT	
Annual	45.00
COMMERCIAL USE PERMIT	
Annual Permit	175.00
MARINE PUMP OUT FEES	
First 50 Gallons	5.75
Each Additional Gallon	0.12
COMMUNITY POOLS	
DAILY ADMISSION	
Adult (18 -65)	5.00
Youth (3 - 17)	4.00
Senior/Military	4.00
Group (20+ per person)	3.00
SEASON PASSES	
Individual	75.00
Senior/Military	65.00
Family of 4	200.00
Additional Member.	25.00

ALCOHOLIC BEVERAGES LICENSES

Class A	400.00
Class B	750.00
Class B-F	1,200.00
Class B-R	500.00
Class B-T	150.00
Class C	150.00
Class D	1,000.00
Class E	2,000.00
Class F-A	1,500.00
Class G	800.00
Class G-C	800.00
Class H.	35.00
Class J	45.00
Caterer's Endorsement	200.00
Application Fee - Classes A, B, B-F, B-T, C, D, G, G-C	100.00
Application Fee - Class E.	200.00
Application Fee - Classes F-A and B-R (single applicant, separate application for each license).	200.00
Application Fee - Classes H, J	-
Late Fee (renewals filed after March 31)	100.00

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
County Council		
Salaries & Benefits	157,188	
Operating Expense	57,150	214,338
Circuit Court		
Salaries & Benefits	259,513	
Operating Expense	38,880	298,393
Court Stenographer		
Salaries & Benefits	44,446	
Operating Expense	150	44,596
Circuit Court Family Services		
Salaries & Benefits	133,240	
Operating Expense	152,000	285,240
Circuit Court Problem Solving Court		
Salaries & Benefits	111,830	
Operating Expense	30,729	142,559
Orphans' Court		
Salaries & Benefits	50,505	
Operating Expense	2,225	52,730
State's Attorney		
Salaries & Benefits	799,190	
Operating Expense	74,165	873,355
Victim-Witness Program		
Salaries & Benefits	167,938	
Operating Expense	6,126	174,064
County Administration		
Salaries & Benefits	663,767	
Operating Expense	59,850	
Capital Outlay	8,000	731,617

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Board of Supervisors of Elections		
Salaries & Benefits	246,021	
Operating Expense	133,974	379,995
Registration and Election		
Salaries & Benefits	46,000	
Operating Expense	3,600	49,600
Finance Office		
Salaries & Benefits	728,611	
Operating Expense	287,669	1,016,280
Assessment Office		
Operating Appropriation	275,000	275,000
County Attorney		
Salaries & Benefits	344,884	
Operating Expense	25,725	370,609
Planning & Zoning		
Salaries & Benefits	752,894	
Operating Expense	44,800	797,694
Board of Appeals		
Salaries & Benefits	92,041	
Operating Expense	21,075	113,116
Historic Preservation Commission		
Operating Expense	5,400	5,400
County Buildings Maintenance		
Salaries & Benefits	428,185	
Operating Expense	623,840	1,052,025
Library Maintenance		
Operating Expense	133,700	133,700

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Information Technology		
Salaries & Benefits	285,655	
Operating Expense	112,524	
Capital Outlay	145,000	543,179
Insurance		
Operating Expense	177,310	177,310
Board of Liquor License Commissioners		
Salaries & Benefits	11,767	
Operating Expense	3,275	15,042
Sheriff		
Salaries & Benefits	3,175,487	
Operating Expense	482,700	
Capital Outlay	105,175	3,763,362
DARE		
Salaries & Benefits	48,633	
Operating Expense	14,210	62,843
Volunteer Fire Companies		
State Fire/Rescue Fund	227,500	
Operating Appropriation	1,162,559	
Incentive Program	322,100	
Operating Expense	31,500	
Workers Compensation	45,000	1,788,659
Emergency Medical Services		
Salaries & Benefits	3,353,471	
Operating Expense	524,941	
Capital Outlay	339,000	4,217,412
Hazardous Materials		
Salaries & Benefits	1,140	
Operating Expense	14,800	15,940

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Central Booking		
Salaries & Benefits	217,528	
Operating Expense	51,500	
Capital Outlay	161,000	430,028
Detention Center		
Salaries & Benefits	2,892,950	
Operating Expense	1,126,584	
Capital Outlay	18,000	4,037,534
Permits & Inspections		
Salaries & Benefits	333,502	
Operating Expense	32,850	366,352
Board of Electrical Examiners		
Salaries & Benefits	6,450	
Operating Expense	1,940	8,390
Emergency Management		
Salaries & Benefits	1,722,610	
Operating Expense	360,603	2,083,213
Animal Control		
Operating Expense	985	
Contractual Services	410,000	
Capital Outlay	9,000	419,985
School Crossing Guards		
Operating Appropriation	61,700	61,700
County Roads		
Salaries & Benefits	1,445,073	
Operating Expense	1,203,154	
Debt Service	52,000	
Capital Outlay	622,000	3,322,227
Public Works		
Salaries & Benefits	650,576	
Operating Expense	36,050	686,626

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Recycling/Solid Waste		
Salaries & Benefits	85,577	
Operating Expense	602,250	687,827
Mosquito Control		
Operating Appropriation	120,000	120,000
Social Services		
Operating Appropriation	25,300	
Contractual Services	85,000	110,300
Senior Services		
Operating Appropriation	243,047	243,047
Other Social Services		
Operating Appropriation	298,695	298,695
Parks & Recreation		
Salaries & Benefits	218,251	
Operating Expense	155,894	374,145
Community Pools		
George P. Murphy Pool		
Salaries & Benefits	74,842	
Operating Expense	26,300	
Capital Outlay	7,600	
Bay 100 Pool		
Salaries & Benefits	72,831	
Operating Expense	24,340	
Capital Outlay	7,000	212,913
Public Landings & Wharves		
Salaries & Benefits	192,298	
Operating Expense	47,335	239,633
Other Parks, Recreation & Culture		
Operating Appropriation	12,000	12,000

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Cooperative Extension		
Operating Expense	183,248	183,248
Weed Control		
Salaries & Benefits	62,347	
Operating Expense	25,840	88,187
Conservation of Natural Resources		
Operating Appropriation	5,000	5,000
Office of Economic Development		
Salaries & Benefits	143,038	
Operating Expense	87,326	230,364
Other Economic Development		
Operating Expense	23,500	23,500
Tourism		
Salaries & Benefits	162,582	
Operating Expense	393,430	556,012
Principal On Long-Term Debt		
Operating Expense	859,632	859,632
Interest On Long-Term Debt		
Operating Expense	178,217	178,217
Board of Education		
Operating Appropriation	36,879,230	
Non - Recurring Expense Appropriation	1,122,932	
Debt Service	3,272,132	41,274,294
Chesapeake College		
Operating Appropriation	1,618,108	
Debt Service	187,356	
Capital Outlay	97,859	1,903,323

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Health Department		
Operating Appropriation	1,641,803	
School Health	639,697	
Addictions Program	76,800	
Senior Services Program	50,000	2,408,300
Library Administration		
Operating Appropriation	1,265,723	1,265,723
Payments to Municipalities		
Public Accommodations Tax	900,000	
State Fire/Rescue Fund	50,000	
Bank Stock	7,535	957,535
Employee Benefits		
Retirees Health Insurance	400,000	
Other Operating	80,000	480,000
Miscellaneous	295,992	295,992
Reserve for Contingencies	600,000	600,000
Transfer to Other Funds		
Recreation Fund	820,000	
Development Impact Fund	20,000	840,000
TOTAL APPROPRIATION BUDGET		**83,458,000**

SECTION 2. BE IT FURTHER ENACTED that, subject to the provisions hereinafter set forth and subject to the Public General Laws of Maryland and the Talbot County Charter relating to budgetary and fiscal procedures, the several amounts hereinafter specified, or so much thereof as shall be sufficient to accomplish the purposes designated, are hereby approved, appropriated and authorized to be disbursed for the Capital Projects specified for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

TALBOT COUNTY, MARYLAND
CAPITAL BUDGET
FISCAL YEAR 2018

	Authorization	Sub-Totals FY 2018
County Facilities		
Security Enhancements -County Buildings/Facilities	200,000	200,000
Waterways & Wharves		
Public Landings Maintenance Program	50,000	
Black Walnut Point - Stone Revetment	150,000	200,000
Highways & Streets		
Culvert Replacement Program	1,000,000	
Bellevue Road	200,000	
Black Dog Alley	200,000	1,400,000
Parks & Recreation		-
Public Schools		
St. Michaels Roof Replacement	550,000	
Easton Elementary Schools	2,700,000	
Easton High School - Metasys HVAC	17,000	
PA/Scoreboard	9,000	3,276,000
TOTAL CAPITAL BUDGET		**5,076,000**

SUMMARY OF CAPITAL BUDGET APPROPRIATIONS

	Prior	FY 2018	Sub-Total
County Facilities	21,326,300	200,000	21,526,300
Waterways & Wharves	2,109,000	200,000	2,309,000
Highways & Streets	8,570,000	1,400,000	9,970,000
Parks & Recreation	935,000	-	935,000
Public Schools	1,922,749	3,276,000	5,198,749
TOTAL	**34,863,049**	**5,076,000**	**39,939,049**

TALBOT COUNTY, MARYLAND
CAPITAL BUDGET
FISCAL YEAR 2018
(continued)

SOURCE OF FUNDS

	FY 2018	Sub-Total
Local Funds		
Unexpended Capital Funds from Completed Projects	1,406,500	
Development Impact Fees	119,500	1,526,000
Federal & State Grants	850,000	850,000
Long Term Borrowing	2,700,000	2,700,000
TOTAL FUNDING FY 2018		**5,076,000**

APPLICATION OF FUNDS

Local Funds		
County Facilities	200,000	
Waterways & Wharves	150,000	
Highways & Streets	600,000	
Parks & Recreation	-	
Public Schools	576,000	1,526,000
Federal & State Grants		
Waterways & Wharves	50,000	
Highways & Streets	800,000	850,000
Long Term Borrowing		
Public Schools	2,700,000	2,700,000
TOTAL FUNDING FY 2018		**5,076,000**

SECTION 3. BE IT FURTHER ENACTED that the FY 2018 Annual Budget and Appropriation for the Development Impact Fund is as follows:

TALBOT COUNTY, MARYLAND
DEVELOPMENT IMPACT FUND
REVENUE BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
Development Impact Fees		
Library	20,000	
Parks & Recreation	25,000	
Public Schools	85,000	
General Government	60,000	
Community College	4,000	
Transportation - East	4,000	
Transportation - West	5,000	
Transportation - Easton	115,000	
Interest	2,000	
		320,000
TOTAL REVENUE BUDGET		**320,000**

TALBOT COUNTY, MARYLAND
DEVELOPMENT IMPACT FUND
APPROPRIATION BUDGET
FISCAL YEAR 2018

Development Impact Fees		
Transfer to General Fund	166,000	
Transfer to Recreation Fund	22,250	
Transfer to Capital Projects Fund	119,500	
Reserves/Future Use	12,250	320,000
TOTAL APPROPRIATION BUDGET		**320,000**

SECTION 4. BE IT FURTHER ENACTED that the FY 2018 Annual Budget and Appropriation for the Grants & Special Revenues Fund is as follows:

TALBOT COUNTY, MARYLAND
GRANTS & SPECIAL REVENUES FUND
REVENUE BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
State and Federal Grants		
Chesapeake & Atlantic Coastal Bays Trust-DNR	500,000	
Department of Transportation	950,000	
Department of Housing & Comm Development	100,000	
Department of Human Resources	78,000	
Emergency Services	100,000	
Administrative Office of the Courts	67,500	
Governor's Office of Crime Control & Prevention	25,000	1,820,500
Community Programs		
Franchise Fees	125,000	125,000
Other Grants		
Other Grants	25,000	25,000
Miscellaneous Revenues		
Contributions	10,000	
Other	50,000	60,000
TOTAL REVENUE BUDGET		**2,030,500**

TALBOT COUNTY, MARYLAND
GRANTS & SPECIAL REVENUES FUND
APPROPRIATION BUDGET
FISCAL YEAR 2018

Grants Fund		
Public Works - Bay Trust Program	500,000	
Community Transit	930,000	
Emergency Services	100,000	
Highway/Public Safety	53,900	
Community Programs	125,000	
Emergency Transitional Housing	25,900	
Homelessness Prevention Program	5,200	
Emergency Shelter	145,000	
DHR - Child Support	78,000	
Circuit Court	67,500	2,030,500
TOTAL APPROPRIATION BUDGET		**2,030,500**

SECTION 5. BE IT FURTHER ENACTED that the FY 2018 Annual Budget and Appropriation for the Recreation Facilities Enterprise Fund is as follows:

TALBOT COUNTY, MARYLAND
RECREATION FACILITIES
REVENUE BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
Talbot County Community Center		
Admissions	60,000	
Programs	140,000	
Rentals	72,500	
Skating Clubs	151,000	
Skating Lessons	55,000	
Skate Rentals	18,000	
Snack Bar/Vending/Other	43,000	
Sponsorship	18,500	
Transfer from Development Impact Fund	22,250	
County Appropriation	400,975	981,225
Hog Neck Golf Course		
Green Fees	940,000	
Handicap Fees	5,500	
Cart Rentals	40,250	
Pro Shop/Driving Range	182,500	
Concessions	130,000	
Other Income	32,000	
County Appropriation	419,025	1,749,275
TOTAL REVENUE BUDGET		**2,730,500**

TALBOT COUNTY, MARYLAND
RECREATION FACILITIES
APPROPRIATION BUDGET
FISCAL YEAR 2018

Talbot County Community Center		
Salaries & Benefits	324,088	
Operating Expense	444,387	
Debt Service	172,750	
Repair & Replacement	40,000	981,225
Hog Neck Golf Course		
Salaries & Benefits	708,565	
Operating Expense	454,160	
Repair & Replacement	418,500	
Debt Service	168,050	1,749,275
TOTAL APPROPRIATION BUDGET		**2,730,500**

SECTION 6. BE IT FURTHER ENACTED that the FY 2018 Annual Budget and Appropriation for Sanitary Districts #1 (Unionville, Tunis Mills, Copperville), #2 (St. Michaels, Rio Vista, Bentley Hay and Royal Oak, Newcomb, Bellevue, and Martingham), #5 (Tilghman), Septage Receiving and Onsite Sewage Disposal System is as follows:

TALBOT COUNTY, MARYLAND
SANITARY DISTRICTS
REVENUE BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
Sanitary District #1		
(Unionville, Tunis Mills, Copperville)		
Sewer Service Charges	111,820	
Ready-to-Serve Charges	60,000	
Penalties and Interest	500	
Interest Income	250	172,570
Sanitary District #2		
(St. Michaels, Rio Vista, Bentley Hay)		
Sewer Service Charges	1,005,250	
Ready-to-Serve Charges	360,000	
Penalties and Interest	1,500	
Other Income	30,000	
Interest Income	500	1,397,250
Sanitary District #2		
(Royal Oak, Newcomb, Bellevue)		
Sewer Service Charges	265,300	
Ready-to-Serve Charges	96,000	
Other Income	30,000	
Interest Income	500	391,800
Sanitary District #2		
(Martingham)		
Sewer Service Charges	233,450	
Penalties and Interest	200	
Other Income	20	233,670
Sanitary District #5		
(Tilghman)		
Sewer Service Charges	295,300	
Ready-to-Serve Charges	7,450	
Penalties and Interest	1,000	
Benefit Charges	20,000	
Interest Income	1,000	324,750
Septage Receiving		
Service Charges	560,000	
Energy/Wind Income	30,000	590,000
Onsite Sewage Disposal System		
State Grants	914,000	914,000
TOTAL REVENUE BUDGET		**4,024,040**

TALBOT COUNTY, MARYLAND
SANITARY DISTRICTS
REVENUE BUDGET
FISCAL YEAR 2018
(continued)

SANITARY DISTRICT RATES/PER EQUIVALENT DWELLING UNIT

	Annual Service Charge	Annual Benefit Charge	Ready-to-Serve Charge	System Expansion Charge	Annual Bay Restoration Fee
District #1					
Unionville/Tunis Mills/Copperville	600	-	$10,000-12,000	-	60
District #2					
St. Michaels	600	-	$10,000-12,000	-	60
Rio Vista/Bentley Hay	600	-	$10,000-12,000	-	60
Royal Oak/Newcomb/Bellevue	600	-	$10,000-12,000	-	60
Martingham	670	-	$12,000	-	60
District #5					
Tilghman (Existing)	435	10	1,490	N/A	60
Tilghman (Designated New Areas)	435	324	1,490	2,500	60

TALBOT COUNTY, MARYLAND
SANITARY DISTRICTS
APPROPRIATION BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
Sanitary District #1		
(Unionville, Tunis Mills, Copperville)		
Salaries & Benefits	37,957	
Administrative Expense	1,800	
Fuel & Utilities	9,700	
Motor Vehicle Operation	1,800	
Contractual Services	18,500	
Sludge Disposal	4,000	
Supplies & Materials	10,750	
Insurance	1,050	
Repair & Replacement	44,013	
Debt Service	43,000	172,570

TALBOT COUNTY, MARYLAND
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Sanitary District #2		
(St. Michaels, Rio Vista, Bentley Hay)		
Salaries & Benefits	391,863	
Administrative Expense	8,200	
Fuel & Utilities	76,200	
Motor Vehicle Operation	5,000	
Contractual Services	179,000	
Sludge Disposal	50,000	
Supplies & Materials	81,000	
Repair & Replacement	138,487	
Insurance	22,500	
Debt Service	445,000	1,397,250
Sanitary District #2		
(Royal Oak, Newcomb, Bellevue)		
Salaries & Benefits	86,234	
Administrative Expense	3,250	
Fuel & Utilities	31,050	
Motor Vehicle Operation	2,000	
Contractual Services	84,500	
Sludge Disposal	12,000	
Supplies & Materials	35,000	
Insurance	3,100	
Repair & Replacement	30,666	
Debt Service	104,000	391,800
Sanitary District #2		
(Martingham)		
Salaries & Benefits	57,769	
Administrative Expense	2,900	
Fuel & Utilities	34,850	
Motor Vehicle Operation	2,000	
Contractual Services	(16,000)	
Sludge Disposal	3,000	
Supplies & Materials	6,000	
Equipment Replacement	7,401	
Insurance	750	
Debt Service	135,000	233,670
Sanitary District #5		
(Tilghman)		
Salaries & Benefits	140,624	
Administrative Expense	3,550	
Fuel & Utilities	24,500	
Motor Vehicle Operation	2,750	
Contractual Services	60,000	
Supplies & Materials	28,400	
Insurance	4,200	
Repair & Replacement	28,726	
Debt Service	32,000	324,750

TALBOT COUNTY, MARYLAND
SANITARY DISTRICTS
APPROPRIATION BUDGET
FISCAL YEAR 2018
(continued)

	Budget FY 2018	Sub-Totals FY 2018
Septage Receiving		
Salaries & Benefits	150,529	
Administrative Expense	5,400	
Fuel & Utilities	14,000	
Motor Vehicle Operation	3,000	
Contractual Services	30,300	
Supplies & Materials	23,250	
Insurance	11,500	
Repair & Replacement	39,821	
Debt Service	312,200	590,000
Onsite Sewage Disposal System		
Salaries & Benefits	65,396	
Administrative Expense	350	
Motor Vehicle Operation	2,500	
Contractual Services	827,150	
Repair & Replacement	18,604	914,000
TOTAL APPROPRIATION BUDGET		**4,024,040**

SECTION 7. BE IT FURTHER ENACTED that, subject to the provisions hereinafter set forth and subject to the Public General Laws of Maryland and the Talbot County Charter relating to budgetary and fiscal procedures, the several amounts hereinafter specified, or so much thereof as shall be sufficient to accomplish the purposes designated, are hereby approved, appropriated and authorized to be disbursed for the Sanitary Districts Capital Projects specified for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

TALBOT COUNTY, MARYLAND
SANITARY DISTRICTS
CAPITAL BUDGET
FISCAL YEAR 2018

	Authorization	Sub-Totals FY 2018
Sanitary District #2		
Wastewater System Improvements	5,195,000	
Tricefields Sewer Extension	420,000	
Martingham - Generator	100,000	
Watershed Improvement Plan East & Northeast Region	1,500,000	7,215,000
TOTAL CAPITAL BUDGET		**7,215,000**
Source of Funds		
Federal and State Grants	5,663,000	
Long Term Borrowings	1,552,000	7,215,000
TOTAL FUNDS FY 2018		**7,215,000**

APPLICATION OF FUNDS

Federal and State Grants		
Sanitary District #2		
Wastewater System Improvements	3,743,000	
Tricefields Sewer Extension	420,000	
Watershed Improvement Plan East & Northeast Region	1,500,000	5,663,000
Long Term Borrowings		
Sanitary District #2		
Wastewater System Improvements	1,452,000	
Martingham - Generator	100,000	1,552,000
TOTAL FUNDING FY 2018		**7,215,000**

SECTION 8. BE IT FURTHER ENACTED that the FY 2018 Annual Budget and Appropriation for the Easton Airport Enterprise Fund is as follows:

TALBOT COUNTY, MARYLAND
EASTON AIRPORT
REVENUE BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
Operations		
Land Rents	262,808	
Office Rentals	29,000	
Room Rentals	10,140	
Advertising	6,000	
Ramp Fees	20,000	
Farm Rent	10,375	
Tie Down Fees	18,000	
Interest	750	
Commissions	1,000	
Miscellaneous	12,000	
Tower	24,000	
Airport Day	94,932	
Transfer from Hangars	261,372	750,377
Fuel Facility		
Fuel Receipts	2,045,800	
Miscellaneous	350	2,046,150
Hangars		
Rent Receipts	596,758	596,758
TOTAL REVENUE BUDGET		**3,393,285**

TALBOT COUNTY, MARYLAND
EASTON AIRPORT
APPROPRIATION BUDGET
FISCAL YEAR 2018

Operations		
Salaries & Benefits	358,173	
Operating Expense	155,125	
Tower Operations/Maintenance	37,000	
Debt Service	100,150	
Capital Outlay	94,932	
FAA Match	4,997	750,377
Fuel Facility		
Fuel Expense	1,839,200	
Operating Expense	6,000	
Debt Service	14,525	
Repair & Replacement	186,425	2,046,150
Hangars		
Operating Expense	22,000	
Transfer to Operations	261,372	
Debt Service	139,250	
Repair & Replacement	174,136	596,758
TOTAL APPROPRIATION BUDGET		**3,393,285**

SECTION 9. BE IT FURTHER ENACTED that, subject to the provisions hereinafter set forth and subject to the Public General Laws of Maryland and the Talbot County Charter relating to budgetary and fiscal procedures, the several amounts hereinafter specified, or so much thereof as shall be sufficient to accomplish the purposes designated, are hereby approved, appropriated and authorized to be disbursed for the Easton Airport Capital Projects specified for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

TALBOT COUNTY, MARYLAND
EASTON AIRPORT
CAPITAL BUDGET
FISCAL YEAR 2018

	Authorization	Sub-Totals FY 2018
Easton Airport		
Pavement Management Program -Runway 15-33 and Taxiway B	100,000	100,000
TOTAL CAPITAL BUDGET		**100,000**
SOURCE OF FUNDS		
Federal and State Grants	95,000	
Local Funds	5,000	100,000
TOTAL FUNDS FY 2018		**100,000**

SECTION 10. BE IT FURTHER ENACTED that the FY 2018 Annual Budget and Appropriation for the Talbot Family Network is as follows:

TALBOT COUNTY, MARYLAND
TALBOT FAMILY NETWORK
REVENUE BUDGET
FISCAL YEAR 2018

	Budget FY 2018	Sub-Totals FY 2018
State and Federal Grants		
Administration	100,000	
Community Partnership	233,650	
Other Grants	150,000	
County Appropriation	2,500	486,150
TOTAL REVENUE BUDGET		**486,150**

TALBOT COUNTY, MARYLAND
TALBOT FAMILY NETWORK
APPROPRIATION BUDGET
FISCAL YEAR 2018

Talbot Family Network		
Administration	100,000	
Community Programs	386,150	486,150
TOTAL APPROPRIATION BUDGET		**486,150**

SECTION 11. BE IT FURTHER ENACTED that this Ordinance shall take effect on July 1, 2017.

PUBLIC HEARING

Having been posted and Notice of time and place of hearings and Title of Bill No. _____ having been published, public hearings were held on _____ at _____ p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland, and at _____ p.m. at the Easton High School Cafeteria, 723 Mecklenburg Avenue, Easton, Maryland 21601.

BY THE COUNCIL

ENACTED: _____

By Order: _____
Secretary

Williams –

Price –

Bartlett –

Pack -

Callahan –

EFFECTIVE: _____