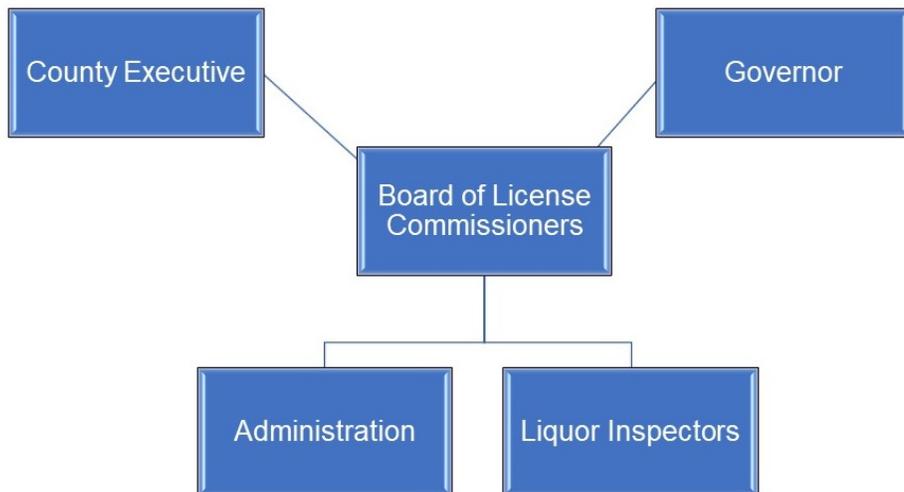


Board of License Commissioners



MISSION AND SERVICES

The Board of License Commissioners (BOLC) provides alcoholic beverage management services to the citizens, residents, and visitors of Prince George’s County in order to promote and maintain quality alcoholic beverage establishments that operate in a manner that benefits the community.

CORE SERVICES

- Provide alcoholic beverage license management for Prince George’s County in a manner that promotes and maintains quality alcoholic beverage establishments
- Issue alcoholic beverage licenses to qualifying establishments
- Conduct inspections of licensed establishments

FY 2026 KEY ACCOMPLISHMENTS

- Increased customer outreach to reduce license violations.
- Increased undercover operations to target problematic businesses.

STRATEGIC FOCUS AND INITIATIVES FOR FY 2027

The Board’s top priorities in FY 2027 are:

- Target underage consumption by using summer youth participants and 1,000-hour employees to eliminate sales to minors.
- Enhance the automation and efficiency of the alcoholic beverage licensing and inspection process.
- Reduce the time of application submission to effectuation of license.

FY 2027 BUDGET SUMMARY

The FY 2027 proposed budget for the Board of License Commissioners is \$2,336,400, an increase of \$82,800 or 3.8% over the FY 2026 approved budget.

Expenditures by Fund Type

Fund Types	FY 2025 Actual		FY 2026 Budget		FY 2026 Estimate		FY 2027 Proposed	
	Amount	% Total						
General Fund	\$2,048,291	100.0%	\$2,177,400	100.0%	\$2,246,700	100.0%	\$2,336,400	100.0%
Total	\$2,048,291	100.0%	\$2,177,400	100.0%	\$2,246,700	100.0%	\$2,336,400	100.0%

Reconciliation from Prior Year

	Expenditures
FY 2026 Approved Budget	\$2,177,400
Increase Cost: Compensation - Mandated Salary Requirements	\$79,000
Add Compensation — Increase funding for a part time Liquor Inspector and a 1,000 hour position to assist in enforcing laws and regulations	41,400
Increase Cost: Fringe Benefits — Change in the fringe benefit rate from 33.3% to 33.0% to align with projected costs	35,100
Increase Cost: Technology Cost Allocation — Increase in OIT charges based on anticipated countywide costs for technology	6,600
Add Operating — Increase funding for training for the Maryland Alcohol Licensing Associations	2,400
Decrease Cost: Operating — Decrease in mileage reimbursement and court reporter fees to meet operational needs	(5,500)
FY 2027 Proposed Budget	\$2,336,400

STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2025 Budget	FY 2026 Budget	FY 2027 Proposed	Change FY26-FY27
General Fund				
Full Time - Civilian	9	9	9	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	9	9	9	0
Part Time	19	19	19	0
Limited Term	0	0	0	0
TOTAL				
Full Time - Civilian	9	9	9	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	9	9	9	0
Part Time	19	19	19	0
Limited Term	0	0	0	0

Positions By Classification	FY 2027		
	Full Time	Part Time	Limited Term
Administrative Aide	3	0	0
Administrative Assistant	1	0	0
Chief Liquor Inspector	1	0	0
Deputy Chief Liquor Inspector	2	0	0
Director	1	0	0
Human Resources Analyst	1	0	0
Liquor Inspector	0	19	0
TOTAL	9	19	0

Expenditures by Category - General Fund

Category	FY 2025 Actual	FY 2026 Budget	FY 2026 Estimate	FY 2027 Proposed	Change FY26-FY27	
					Amount (\$)	Percent (%)
Compensation	\$1,337,549	\$1,364,600	\$1,421,900	\$1,485,000	\$120,400	8.8%
Fringe Benefits	449,506	454,300	471,900	489,400	35,100	7.7%
Operating	261,236	358,500	352,900	362,000	3,500	1.0%
Capital Outlay	—	—	—	—	—	
SubTotal	\$2,048,291	\$2,177,400	\$2,246,700	\$2,336,400	\$159,000	7.3%
Recoveries	—	—	—	—	—	
Total	\$2,048,291	\$2,177,400	\$2,246,700	\$2,336,400	\$159,000	7.3%

In FY 2027, compensation expenditures increase 8.8% over the FY 2026 budget primarily due to annualization of FY 2026 and planned FY 2027 salary adjustments. The compensation budget includes funding for nine full time positions and 13 out of 19 part time positions. The compensation budget includes funding for nine full time positions, a 1,000-hour position, and 13 out of 19 part time positions, which is an increase of one funded position over FY 2026. These additions will support inspections in FY 2027. Fringe benefit expenditures increase 7.7% above the FY 2026 budget to align with the FY 2027 budgeted compensation.

Operating expenditures increase 1.0% over the FY 2026 budget due to an increase in the technology cost allocation charge and additional training costs.

SERVICE DELIVERY PLAN AND PERFORMANCE

Goal 1 — Increase compliance with alcoholic beverage laws, rules, and regulations.

Objective 1.1 — Increase the percentage of licensed premises refusing to sell to underage volunteer operatives.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
25%	60%	19%	60%	60%	↓

Trend and Analysis

The Board of License Commissioners will continue to expand its education efforts for both new and existing licensees to ensure they understand and comply with alcoholic beverage laws. Midway through FY 2025, the BOLC was approved for a 1,000-hour employee. The agency relied on this employee, along with Police Department cadets and explorers, to conduct underage compliance checks. However, the Police Department was not always able to provide youth participants consistently. FY 2025 saw a drop in businesses refusing to sell to underage operatives which typically indicates weaker compliance with age-restriction laws. With limited capacity to conduct compliance checks, it's likely that businesses became more lax in this regard, leading to the weaker compliance rate.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Workload, Demand and Production (Output)					
Alcohol beverage business licenses suspended/revoked	0	0	2	0	0
Licensed premises in the County	636	636	639	644	650
Alcoholic beverage license hearings held	42	69	24	24	24
Routine inspections	5,274	4,950	3,188	2,800	2,800
Compliance checks	178	50	48	50	50
New alcoholic beverage licenses approved	42	69	56	56	56
Compliance checks per licensed premise	15	12	13	1	13
Licensed establishments inspected monthly	33%	65%	33%	33%	33%
Community meetings attended	8	30	28	28	28
Impact (Outcome)					
Volunteer minor operatives	2	1	1	1	1
Licensed businesses refusing to sell to underage volunteer operatives	63%	60%	19%	60%	60%
Total alcoholic beverage violations	60	72	69	60	60

Objective 1.2 — Increase the percentage of establishments in compliance with the Special Entertainment Permit provisions.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
100%	99%	100%	100%	100%	↑

Trend and Analysis

The BOLC will continue educating licensees on the rules and regulations governing entertainment to help them avoid violations and penalties and maintain compliance. The decline in entertainment inspections conducted by the liquor board may be attributed to staffing or budget constraints, changes in enforcement priorities, or a reduction in the number of licensed venues and events requiring oversight. Inspection activity may also decrease when resources are reassigned to higher-risk concerns, such as underage sales and other alcohol-related investigations.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Workload, Demand and Production (Output)					
Businesses with a Special Entertainment Permit	96	104	100	100	100
Inspections for entertainment	978	883	512	512	512
Impact (Outcome)					
Establishments in compliance with the requirement of the Special Entertainment Permit	97%	99%	100%	100%	100%

Goal 2 — Improve administration of the application review and hearing process.

Objective 2.1 — Increase the percentage of establishments with compliant tax accounts with the State of Maryland and the Prince George's County Government.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
100%	100%	100%	100%	100%	↔

Trend and Analysis

In FY 2025, the BOLC purchased a comprehensive software suite to support the management of licensing and inspection processes. The agency is currently customizing the system to meet its operational needs. All establishments must be current on their taxes in order to retain their license for the year. There was a significant increase in applications reviewed due to new businesses seeking alcoholic beverage licenses, and some licensees who previously lost their licenses due to tax issues reapplied once those issues were resolved.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Workload, Demand and Production (Output)					
Licensed premises in the County	636	636	639	644	650
New applications reviewed	42	71	101	75	75
Impact (Outcome)					
Establishments in tax compliance	100%	100%	100%	100%	100%

Objective 2.2 — Decrease the duration to complete a violation notice hearing.

FY 2031 Target	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected	Trend
63	63	63	63	63	↔

Trend and Analysis

The BOLC has maintained a relatively lower average number of days between violation and hearing. Sixty-three days is the standard for violation processing.

Performance Measures

Measure Name	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Workload, Demand and Production (Output)					
Licensed premises in the County	636	636	639	644	650
Alcoholic beverage violations issued	60	72	69	69	69
Alcoholic beverage violations adjudicated	70	72	69	69	69
Efficiency					
Violations issued per inspector	5	6	5	5	5
Impact (Outcome)					
Days between the violation being written to the time of the hearing	63	63	63	63	63

