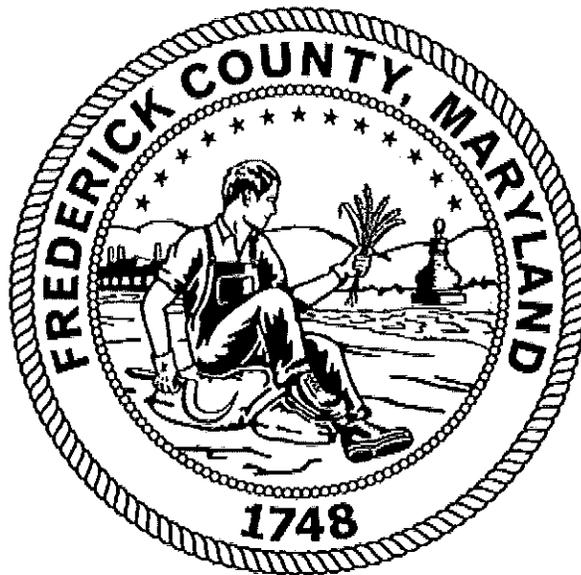


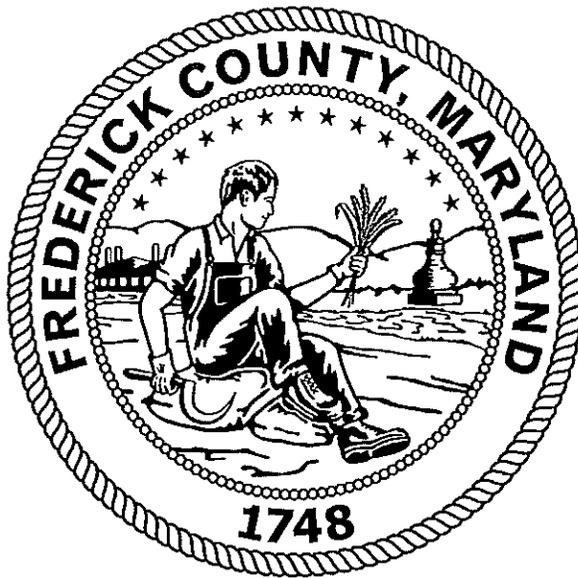
FREDERICK COUNTY, MARYLAND ADOPTED

FISCAL YEAR 2017
OPERATING AND CAPITAL BUDGETS



Jan H. Gardner, County Executive

Frederick County, Maryland
Adopted Operating & Capital Budgets
Fiscal Year 2017
July 1, 2016 – June 30, 2017



Prepared By:

Budget Staff
County Executive's Office

**FREDERICK COUNTY, MARYLAND
FISCAL YEAR 2017
ADOPTED OPERATING BUDGETS & CAPITAL BUDGETS**

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**FREDERICK COUNTY, MARYLAND
FISCAL YEAR 2017
ADOPTED OPERATING BUDGETS & CAPITAL BUDGETS**

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**Frederick County, Maryland
Summary of Elected and Appointed Officials**

**County Executive
Jan H. Gardner**

County Council

Bud Otis, President, At Large
M.C. Keegan-Ayer, Vice President, District 3
Tony Chmelik, Treasurer, District 2
Jerry Donald, District 1
Jessica Fitzwater, District 4
Kirby Delauter, District 5
Billy Shreve, At Large

Sheriff

Charles A. "Chuck" Jenkins

State's Attorney

J. Charles Smith III, Esquire

Administrative Judge of the Circuit Court

Honorable Julie R. Stevenson Solt

Clerk of the Circuit Court

Sandra K. Dalton, Clerk

Appointed Officials

Chief Administrative Officer
Special Administrative Director
Budget Director
Communications Director
Economic Development Director

Douglas D. Browning
Margaret L. Nusbaum
Richard P. Harcum
Vivian D. Laxton
Helen L. Propheter

County Attorney

John S. Mathias, Esquire

Animal Control Division Director
Citizens Services Division Director
Emergency Management Division Director
Finance Division Director
Fire and Rescue Services Division Director
Health Services Division Health Officer
Human Resources Division Director
Interagency Information Technologies Division Director
Internal Audit Director
Parks and Recreation Division Director
Planning and Permitting Division Director
Public Works Division Director
Transit Services Division Director
Utilities and Solid Waste Management Division Director
Volunteer Fire and Rescue Services Division Director

Linda A. Shea
Patricia B. Rosensteel
John E. "Jack" Markey
Lori L. Depies, CPA
Thomas W. Owens
Barbara A. Brookmyer, MD, MPH
Mitchell L. Hose
Thomas A. Dixon
Tricia A. Griffis
W. Paul Dial
Steven C. Horn
Charles F. Nipe
Nancy Norris
Kevin L. Demosky
Clarence "Chip" Jewell, III

Component Units

Board of Education

President	Brad W. Young
Vice President	Elizabeth Barrett
Member	Zakir Bengali, Ph.D.
Member	Colleen E. Cusimano
Member	Kathryn B. Groth
Member	April F. Miller, O.D
Member	Joy Schaefer
Student Member	Sarah Perez
Superintendent	Theresa R. Alban, Ph.D.

Frederick Community College Board of Trustees

Chairperson	Myrna R. Whitworth
Vice Chairperson	David F. Bufter
Trustee	Debra S. Borden
Trustee	Nick Diaz
Trustee	Gary V. Fearnow
Trustee	Timothy J. Wesolek
Trustee	Roger A. Wilson
President	Elizabeth Burmaster

Frederick County Public Library Board

Chairperson	Cheryl G. Smith
Vice Chairperson	George J. Laugelli
Secretary/Treasurer	Deborah Kiser
Member	Candy Greenway
Member	Thomas C. Kutz
Member	Susan L. Manny
Member	Blanca Poteat
Public Libraries Director	Darrell L. Batson



FREDERICK COUNTY GOVERNMENT

OFFICE OF THE COUNTY EXECUTIVE

Jan H. Gardner
County Executive

Douglas D. Browning, Chief Administrative Officer

April 15, 2016

Fiscal Year 2017 Budget Message

Dear Frederick County Citizens:

I am pleased to present the annual FY 17 operating and capital budgets for Frederick County. These budgets reflect a stronger economy, incorporate community priorities and values, and reflect a sensible, balanced approach to ensuring exceptional schools, safe communities, and a high quality of life.

And, there is good news! The economy in Frederick County is recovering and this stronger economy has provided a modest growth in revenues. In the past year, Frederick County businesses have added over 3,200 new jobs, unemployment has fallen below 4%, and economic output has exceeded \$11 billion.

The proposed budget is fiscally responsible with no increase in property tax or income tax rates and adheres to long standing conservative policies and debt affordability standards. The budget ensures that we live within our means while investing in our future prosperity.

Ultimately this budget is about people and ensuring that Frederick County is the best place to live, work and raise a family.

Financial Highlights

- The General Fund budget is based on existing tax rates for both property taxes and income taxes. There are no tax increases.
- The overall General Fund budget reflects a modest increase of 4.5%, similar to surrounding jurisdictions and the State of Maryland.
- Pension and Other Post Employment Benefits (OPEB) obligations are fully funded at the annual required contribution levels. Frederick County's pension plan is 96% funded (market value of assets) and OPEB is 62% funded (actuarial value). Our pension and retiree health benefits are clearly among the most well funded in the state of Maryland.
- The \$10.4 million structural deficit inherited from the prior administration was fully resolved in one year through the current adopted budget. The proposed FY 17 budget makes progress to restore reserves and plan for the future.

The budget invests strategically and wisely in education, public safety, people, and services. It affords a high quality of life through the use of our libraries, parks, health department, transit, and other county agencies.

Budget Highlights

EDUCATIONAL EXCELLENCE

Public education must continue to provide the path to opportunity for all students. We know that exceptional public education lifts our students, their families, and our property values, and ensures our long-term economic prosperity. Keeping the promise of public education means providing the opportunity for all our students to be successful and achieve their full potential. Great schools allow our students to become productive citizens who can compete in a rapidly changing economy.

Frederick County Public Schools

- The budget provides \$10.5 million in funding to the Frederick County Public Schools above the minimum required Maintenance of Effort (MOE) level and an additional \$500,000 in one-time funding for school technology.
- This investment in public education will allow our schools to make real progress to provide the best teachers and staff in our classrooms and schools to make sure our children have access to the programs, materials, and curriculum they need to be prepared for work or higher education. Our collective goal is to provide a pathway to success for all students.
- The capital budget, through a shared solution, advances the renovation/replacement of Frederick High School that is expected to open for students in August of 2017. The capital improvement program also provides for site work to begin on both Sugarloaf Elementary School in Urbana and the new Butterfly Ridge Elementary school on the west side of the City of Frederick. These two new elementary schools will open for students in August of 2018.

Frederick Community College

- Frederick Community College (FCC) plays an important role in lifelong learning and training adults of all ages for the workplace. The budget reflects an investment of \$700,000 to help keep community college affordable and accessible. This investment will provide salary improvements for staff and make improvements to campus security.
- The capital budget provides for the renovation and reconfiguration of the Advanced Technology Center at the Monroe Center Campus and the co-location of Frederick County Workforce Services. This project has received state funding support.

Frederick County Public Libraries

- Frederick County Public Libraries are booming with an average of 100,000 people visiting one of our public libraries every month. Our public libraries are truly part of our educational system and offer life-long educational opportunities.
- The budget proposes adding three librarians to restore operating hours at our regional libraries – C. Burr Artz, Urbana and Thurmont. This will allow expanded hours until 9 p.m. during the week at these locations, facilitate greater use of the community rooms, and accommodate the needs of our library patrons.
- The long-awaited Walkersville Branch Library will move forward with construction. A significant portion of this project is funded by library impact fees and state funding.

Infants and Toddlers Program

- The Health Department provides support to early childhood education through the County's Developmental Center. The Infants and Toddlers Program provides early intervention to our youngest residents, ultimately making a tremendous difference to long-term educational outcomes. This service is federally mandated.
- The budget meets increasing demand for early childhood intervention services providing for two Occupational Therapists, a Speech Language Pathologist and funding for substitute therapists.

CREST – Center for Research and Education in Science and Technology

- CREST is Frederick County's first higher education center. It is uniquely designed to provide higher education in science and technology fields specifically to provide advanced degrees to meet workforce needs for local biotech and life science companies. The budget proposes \$40,000 in annual funding to match city and state funds.

SAFE COMMUNITIES

One of the fundamental responsibilities of local government is to ensure the safety of its citizens. Frederick County is fortunate to have a safe community provided by the hard work and dedication of our public safety employees in the Frederick County Sheriff's Office, Frederick County Division of Fire and Rescue Services, 9-1-1 Communications and Emergency Management. The budget provides staff to meet growing call volume, provides competitive pay, and supports training and equipment.

Sheriff's Office

- This budget provides for a new pay scale for both deputies and corrections staff. It is critically important that we pay competitive wages to value our existing employees and attract the best and brightest to work in our community. In addition, the budget provides for two new deputies for courthouse security, one new deputy for narcotics, and a fiscal services director.

Division of Fire and Rescue Service

- The top priority in Fire and Rescue is to improve staffing levels to staff equipment and meet growing call volume. To achieve this goal, the budget adds 12 new firefighter positions. The budget also funds a firefighter/EMT recruit class, supports the fire-paramedic conversion approved in the current fiscal year, and provides equipment and training support.
- The budget supports a volunteer recruiter position, previously grant funded, that fulfills the priority request of the Frederick County Volunteer Fire and Rescue Association.
- The upcoming fiscal year will see construction begin for a new Middletown Fire Station. This project is funded by former fire tax dollars that were collected in the suburban tax district for this purpose.
- The operating and capital budget provides funding to lease five new engines and one hook and ladder truck.

Emergency Management

- 9-1-1 communications is a busy place and our call takers are on the front line of almost every emergency. On average, a call taker handles 50 calls per hour. The budget provides for four new call takers to meet growing call volume. These positions are part of a three-year plan to increase current capabilities and to staff closer to industry standards.
- The budget provides for an additional emergency planner to work with our municipalities and other public safety partners.

Animal Control

- The budget provides funds to convert two part-time animal care positions to full-time to meet workload and provide appropriate care for the animals at our shelter. County staff is supported by many volunteers as well as grant funding.

VALUING PEOPLE AND EMPLOYEES

Serving people is what Frederick County does best. The county provides a wide array of quality services through the Department of Aging, the Health Department, TransIT, Parks and Recreation and many other areas.

Our county employees do a great job and really care about the service they provide to the Frederick County community. County employees, whether they are out on a road crew, working at the landfill, maintaining one of our beautiful parks, or assisting a customer at the library, provide quality work and exceptional customer service.

The budget provides County employees with a well-deserved and earned merit or step salary increase. This is an average of a 3.5% salary improvement. The county will continue to value employees through service awards, the county picnic and the tuition reimbursement program.

Seniors

- The budget continues to support our Meals on Wheels program by providing operating funds for a donated van; increases direct services through the Senior Care Grant; and expands the Maryland Access Program (MAP) to help seniors navigate through a complex array of services to connect to the services and resources they need.

Frederick County Health Department

- In the face of a dramatic rise in overdoses and fatalities stemming from heroin and opioid abuse, the State of Maryland has decided to transition Health Departments away from providing direct substance abuse treatment to an oversight role. Treatment programs will shift to private sector providers. The Frederick County Health Department has been approved to continue the substance abuse program in the detention center as well as the methadone treatment program. Because the state will no longer directly support these programs, the budget provides gap funding to continue these critical substance abuse treatment and prevention programs.

Citizens Services

- To address the need for affordable housing, the budget provides additional funding, primarily payments through the Moderately Priced Dwelling Unit program, the Homebuyer Assistance Program, the Deferred Loan Program, and Emergency Rehabilitation.
- The Child Advocacy Center provides services to children who have been victims of abuse or neglect and also provides support services to the entire family. The budget provides funds to convert a part-time administrative position to full-time.

- Fulfilling a campaign promise to restore the county's longstanding productive partnership with our non-profit human service agencies, the budget provides a modest increase of \$250,000 to Community Partnership Grants. Grants awarded this year went to over 20 human service non-profit agencies in the county to provide for basic human needs, such as food, housing, medical care, car repair so people can get to work, and other basic needs.

TransIT

- TransIT provides an incredible bang for the buck. For less than \$100,000 in local funds, TransIT will purchase eight small buses, two hybrid cars for long distance para-transit trips, and four all-electric busses. The budget will also restore peak hour service in the Route 85 corridor to help get people to their jobs.

Parks & Recreation

Frederick County parks are a treasure we all share. Frederick County has 2,100 acres of county parkland and more than 2 million visitors came to at least one of our parks last year.

- The capital improvement program for FY 17 includes funding for the first phase of construction of the Othello Park near Rosemont and Brunswick, which will add needed sports fields and recreational opportunities in this area of the county. The capital budget also provides for planned upgrades to the Kemptown Park near Mount Airy/Monrovia. The Point of Rocks Commons Park also will move forward in the upcoming year.

INVESTING IN INFRASTRUCTURE

The infrastructure that we collectively own in Frederick County includes roads, bridges, the solid waste transfer station, libraries, the public safety training facility, senior centers, and water and sewer systems among many others. We often take this infrastructure for granted but we depend on it every day for water from our faucets, to drive to work, and for school. Infrastructure plays an important role in our daily lives.

- A portion of our budget invests in the repair, replacement and maintenance of our infrastructure, while at the same time we build new schools, roads, libraries and parks to keep up with the population growth in the county.
- The Public Works Division maintains approximately 1,300 miles of county roads and over 400 bridges and pipe structures, manages vertical construction, handles County building maintenance, and manages fleet services.

- This year's operating budget includes funding for basic materials to maintain our roads, while the capital budget includes funds for the Pavement Management Program to reconstruct and pave roads and maintain tar-and-chip rural roads.
- The capital budget also includes the replacement of the bridge on Gas House Pike, several federally funded bridge deck replacements, the completion of the northern section of Boyers Mill Road and the completion of the Ijamsville Road Phase II project.
- Fleet Services has reverted to realistic vehicle replacement schedules to reduce maintenance and repair budgets, which have increased by as much as \$2.0 million as a result of lengthening replacement cycles during the term of the previous administration. To restore reserve funds and to allow the purchase of new replacement vehicles, fuel savings will be diverted to the fleet fund for the next several years.

Planning and Permitting

- The County participates in both state and local agricultural preservation programs and has preserved almost 54,000 acres of farmland, putting Frederick in the top ten counties in the nation for Agriculture Preservation. Frederick County is proud of its agricultural heritage and wants to ensure a legacy of viable agriculture for the future. The budget provides for an additional position to assist with the county agricultural preservation programs.
- As the economy has improved so has the volume of permits and associated inspections. The budget adds a permitting inspection coordinator to make sure the county can continue to process permits and inspections in an efficient and timely manner.

Division of Utilities and Solid Waste Management

It is important that we maintain our solid waste and water and sewer infrastructure. Repair and replacement of equipment and infrastructure is well-planned and ongoing. These areas operate as self-supporting enterprise funds and are very well managed. We have planned for water and sewer capacity for the next several decades and maintain our systems well.

- These special fund budgets provide for a replacement loader for the transfer station operation at the landfill, a replacement sweeper for litter clean up, and a replacement grapple for the material handler at the transfer station.
- The water and sewer fund budget adds two electrical maintenance technicians to support additional water treatment plant and wastewater treatment plant operations including pump stations, as well as capital items like a stainless steel clarifier rake, a high service pump, and an ionized water system, among other items.

JOBS AND ECONOMIC DEVELOPMENT

The county's Office of Economic Development works to retain existing businesses, help existing businesses expand and grow, and helps to market Frederick County to prospective businesses that are looking to for a new place to grow and prosper. We feel the buzz as the economy heats up and we are ready to capture that energy and expand job opportunities so more people can live and work in Frederick County.

- To ensure our long-term economic prosperity and job creation, the budget restores one economic development specialist position.
- A key initiative for the upcoming year is to support our business and technology incubator, FITCI – The Frederick Innovation and Technology Center Inc. – and plans to create a new downtown business and innovation center, which will house key business and economic development partners as well as a second incubator location focused on the technology and IT industry sector. This is exciting and will help us to keep more of our young people working in the vibrant downtown city of Frederick.

A FISCALLY RESPONSIBLE BUDGET THAT ENSURES PROSPERITY

The FY17 operating and capital budgets are lean, balanced and fiscally responsible.

The budget makes clear and compelling progress to meet the needs of a growing community. It is a balanced approach to ensuring exceptional educational opportunities, a safe community, and a high quality of life.

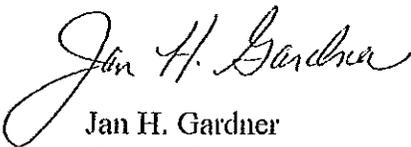
This budget includes a significant increase to educational funding to make real progress for educational excellence. Growing public safety call volume is addressed by providing increased staffing in law enforcement, fire and rescue, and emergency communications. Employees are valued with a pay increase after seeing no increase last year.

The County continues to responsibly maintain the public investment in its infrastructure and is in compliance with new mandates.

This budget makes tremendous progress to ensure great schools, safe communities and a high quality of life. Working together, Frederick County will continue to be a wonderful place to live, work, and raise a family.

Frederick County has a rich history and a bright future.

Sincerely,



Jan H. Gardner
County Executive

Budget Process and Calendar

With input from the Chief Administrative Officer, The Budget Director and Budget staff, after meetings with County departments, the Board of Education, Frederick Community College, and Frederick County Libraries, the County Executive proposes an annual budget to the County Council no later than April 15. The County Council shall adopt the "Annual Budget and Appropriations Ordinance of Frederick County", no later than May 25.

September - Budget instructions for the Operating and Capital Improvements Program are released to County departments and Agencies

October - CIP submissions are due to the Budget Office

November - Preliminary Operating Budgets and Base Budget requests are due to the Budget Office

December - County Executive holds a public hearing to receive proposals to be included in the Budget

January - Additional Budget requests are due from all County departments
CIP Committee meets with County departments and Agencies to discuss requests

February - The County Executive and the Budget Committee begin meeting to review Operating and CIP budget requests
BOE, FCC and Library submit Operating Budget requests

March - The County Executive and Budget Committee meet with County departments and Agencies to Review Budget Requests
The County Executive releases the Draft Budget and holds a public hearing to receive Comments on the Budget requests

April - The County Executive shall publicly submit a Proposed Budget to the Council, along with a Budget message, supporting tables and a financial plan that explains the Proposed Operating Budget, the Capital Budget and the Capital Improvement Program

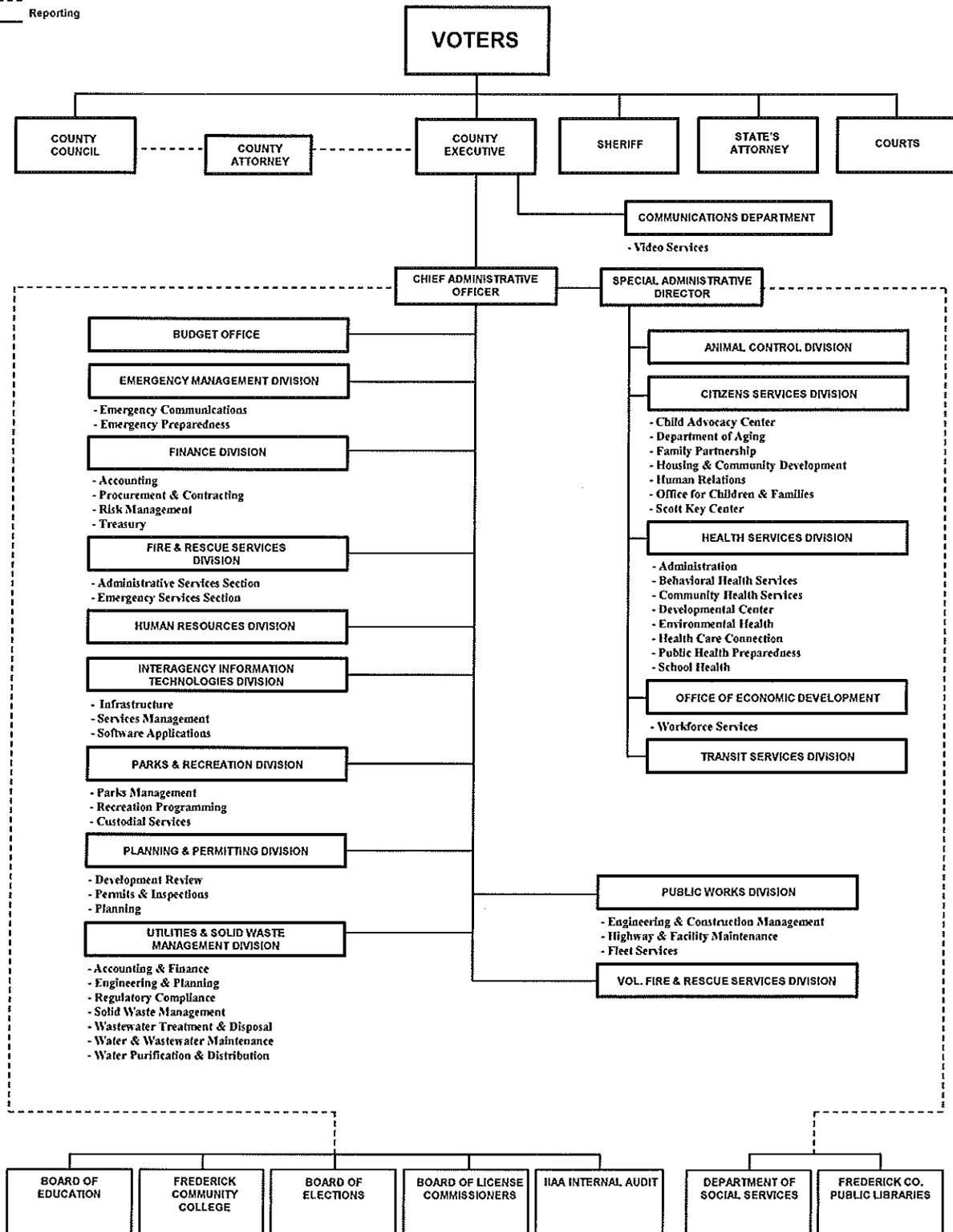
May - The Council shall hold at least one public hearing on the Budget
The Council shall adopt the "Annual Budget and Appropriations Ordinance of Frederick County"

**FREDERICK COUNTY, MARYLAND
TAX RATES
(Per \$100 of Assessed Value)
FISCAL YEAR 2017**

	<u>FY2017 ADOPTED</u>	<u>FY2016 ADOPTED</u>
General Real Property Tax	\$1.0600	\$1.0600
City of Frederick (differential)	\$0.9374	\$0.9340
Town of Myersville (differential)	\$0.9351	\$0.9302
Special Taxing Districts		
Braddock Heights Electric Lighting District	0.0150	0.0150
Libertytown Electric Lighting District	0.0130	0.0130
New Addition Electric Lighting District	0.0170	0.0170
Public Utility Tax	\$2.340	\$2.340
Railroad Public Utility Tax	\$0.9360	\$0.9360
Recordation Tax	\$6.00/\$500 of consideration	\$6.00/\$500 of consideration
General Fund	68.33%	68.33%
School Construction Fund	16.67%	16.67%
Agricultural Preservation Fund	10.00%	10.00%
Parks Acquisition & Development Fund	5.00%	5.00%
Total	<u>100.00%</u>	<u>100.00%</u>
911 Fees	\$0.75/line	\$0.75/line
Income Tax	2.96%	2.96%

FREDERICK COUNTY GOVERNMENT Organization Chart

Key
 - - - - - Coordination
 _____ Reporting





Frederick County, Maryland County Profile

Frederick County, approximately 45 miles from Baltimore and Washington, D.C. is the state's largest county in land area.

Frederick County was created out of Prince George's County on June 10, 1748. It is believed the name of the County originated with Frederick, the sixth and final Baron of Baltimore. The County government was administrated by a Levy Court, appointed by an act of the Maryland State Legislature, until December 26, 1851, when the first elected Board of County Commissioners took office.

On Tuesday, November 6, 2012, the Voters of Frederick County Adopted a new form of Government. Charter of Frederick County, Maryland went into effect December 1, 2014. Frederick County Charter Government includes one elected County Executive and seven elected County Council members.

Fiscal Year 2017 Tax Rate per \$100 of Assessed Value	\$1.060
Form of Government (elected)	Charter
Land Area (square miles)	664
County Road Mileage.....	1,273 centerline miles
Real Property Assessed Value (Budget)	\$27,724,439,844
County Government Workforce (Budgeted full time equivalent)	2,111
Incorporated Municipalities	12
Brunswick	Middletown
Burkittsville	Mount Airy
Emmitsburg	Myersville
Frederick City	New Market
	Rosemont
	Thurmont
	Walkersville
	Woodsboro
Population (estimated April 2016)	246,011
Racial/Ethnic Mix (2010 U.S. Census)	
Percentage Black	8.4%
Percentage White	77.8%
Percentage Hispanic/Latino	7.3%
Percentage Asian	3.8%
Percentage Other.....	2.7%

County Profile

Public School Enrollment 40,970 (March 2016)

Number of Public Schools

Elementary Schools	36
Middle Schools	13
High Schools.....	10
Special Schools.....	4
Public Charter (K thru 8).....	3

Public Park Land Acreage

Parks – acreage	
County.....	2,099
State	11,523
Federal	8,681
Municipal.....	10,712

Water & Sewer

Frederick County Operated (sewer plants/collection systems).....	12
Number of Residents served (sewer).....	85,500
Miles of Sewer Mains.....	373*
Daily Plant Capacity	16,043,000
Water Systems (water plants/distribution systems).....	15
Number of Accounts (water)	23,063
Miles of Water Mains	314*
Daily Systems Capacity (gallons).....	17,198,000

Agriculture

Number of Farms	1,308
Acreage	181,512
Preserved farmland with easements (December 2015).....	52,937 acres

Land Use

Agriculture.....	51%
Commercial/Industrial	3%
Residential	10%
Municipal.....	6%
Institutional	1%
Conservation/Water/Parks	26%
Right-of-Way.....	3%

Statistics provided by the County Planning & Permitting Division, County Geographical Information Systems, and State Department of Assessments & Taxation staff. Agriculture information is provided by the 2012 US Census of Agriculture.

*Water & Sewer statistics are as of 3/31/2016 except for miles of mains (6/30/2015).

Land Area-County Road Mileage Based on 2012 State Highway Administration Report.

THE EFFECTIVE DATE OF THIS ORDINANCE IS JULY 1, 2016

ORDINANCE NO. 16-02-002

RE: Annual Budget and Appropriations Ordinance of Frederick County

The County Council of Frederick County, Maryland, has determined to adopt, pursuant to Frederick County Code, Sections 2-7-46 through 2-7-49, the attached Budget for the Fiscal Year 2017 beginning July 1, 2016, and ending June 30, 2017, and the appropriations to the various County Departments, Agencies and Organizations are hereby made as shown in the budget.

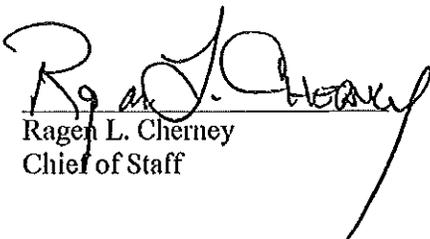
The County Council adopted decreases or deletions to the Fiscal 2017 Proposed Budget are identified in Exhibit A and have been removed from the Budget for the Fiscal Year 2017 attached hereto as Exhibit B.

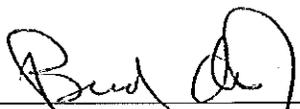
NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL OF FREDERICK COUNTY, MARYLAND, that the Budget for the Fiscal Year 2017 is hereby adopted.

The undersigned certifies that this Ordinance was approved and adopted on the 17th day of May, 2016.

ATTEST

COUNTY COUNCIL OF
FREDERICK COUNTY, MARYLAND


Ragen L. Cherney
Chief of Staff

By: 
Bud Otis, President
MSC 5/18/16

FY2017 OPERATING BUDGETS
SUMMARY

FY2017 CONSOLIDATED FUND SUMMARY

	General Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds	Component Units	Minus Interfund Transfers	Total All Funds
GENERAL GOVERNMENT							
County Executive	1,317,757						1,317,757
Economic Development	1,447,936					(228,937)	1,218,999
Workforce Services	1,193,544	1,877,411				(605,703)	2,465,252
Budget Office	542,336						542,336
Communications	767,112						767,112
County Council	815,143						815,143
County Attorney	1,440,510						1,440,510
Human Resources	1,236,987						1,236,987
I.I.T.	8,579,776						8,579,776
Financial Administration	5,328,309						5,328,309
Planning & Permitting	7,690,693	14,248,958				(254,312)	21,685,339
Economic Development Loan Fund		229,137					229,137
Board of Elections	1,758,025						1,758,025
Liquor License Commission	479,845						479,845
Animal Control	1,993,365						1,993,365
Internal Audit	310,117						310,117
SDAT	876,118						876,118
Transit	2,225,888	10,154,713				(2,121,023)	10,259,578
Sub-total	38,003,461	26,510,219	0	0	0	(3,209,975)	61,303,705
JUDICIAL							
State's Attorney	6,774,154	1,628,759				(615,309)	7,787,604
Courts	1,617,659	567,268				(46,878)	2,138,049
Sub-total	8,391,813	2,196,027	0	0	0	(662,187)	9,925,653
PUBLIC SAFETY							
Sheriff	45,985,956	48,400				(18,284)	46,016,072
Fire & Rescue Services	54,032,956						54,032,956
Emergency Management	7,792,839						7,792,839
Sub-total	107,811,751	48,400	0	0	0	(18,284)	107,841,867
PUBLIC WORKS	28,317,775			14,663,697			42,981,472
PARKS & RECREATION	8,996,954						8,996,954
UTILITIES & SOLID WASTE							
Water & Sewer			42,289,327				42,289,327
Solid Waste Management			24,586,576				24,586,576
Sub-total	0	0	66,875,903	0	0	0	66,875,903
HEALTH SERVICES							
Health Department	6,796,258	1,199,440				(469,633)	7,526,065
Gypsy Moth Control	40,000						40,000
Deinstitutionalization Day Care	11,514						11,514
Sub-total	6,847,772	1,199,440	0	0	0	(469,633)	7,577,579
CITIZEN'S SERVICES							
Citizens Services	8,152,683	12,004,868	129,400			(2,325,651)	17,961,300
Housing Initiatives		1,230,860					1,230,860
Extension Service	368,850						368,850
Weed Control	243,686						243,686
Social Services	509,665						509,665
Sub-total	9,274,884	13,235,728	129,400	0	0	(2,325,651)	20,314,361

FY2017 CONSOLIDATED FUND SUMMARY

	General Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds	Component Units	Minus Interfund Transfers	Total All Funds
EDUCATION AND LIBRARY							
Board of Education	258,282,797				555,825,971	(258,282,797)	555,825,971
MD School for the Blind	2,000						2,000
Frederick Community College	15,851,025				51,195,834	(15,851,025)	51,195,834
Library	10,541,428				14,056,883	(10,541,428)	14,056,883
Sub-total	284,677,250	0	0	0	621,078,688	(284,675,250)	621,080,688
SENIOR CARE							
Citizens Care and Rehab Center			23,914,500				23,914,500
Montevue Assisted Living			3,931,700				3,931,700
Sub-total	0	0	27,846,200	0	0	0	27,846,200
NON-DEPARTMENTAL							
Tax Equity	4,232,919						4,232,919
Community Partnership Grants	705,335	1,513,969					2,219,304
Debt Service	42,573,124	12,425,115					54,998,239
Transfers to:							
a. Capital Projects Fund	13,055,192	10,920,560					23,975,752
b. Fleet Services Fund	646,131					(646,131)	-
c. Voice Services Fund				1,202,725			1,202,725
d. Montevue Resident Care	3,069,520						3,069,520
Worker's Compensation Fund				4,343,958			4,343,958
Employee Benefits	996,500						996,500
County Non-Departmental	156,511						156,511
Finance Non-Departmental:							
Financial Corp. Grant	50,000						50,000
Other Finance Non-Departme	358,950						358,950
Liability insurances	1,569,289						1,569,289
Contingencies/Unallocated:							
County Contingency	300,000						300,000
Revenue Stabilization	1,079,688						1,079,688
Severe Weather Reserve	1,200,000						1,200,000
Fuel Cost Reserve	549,420						549,420
OPEB Reserve	-						-
Permanent Public Improveme	180,000						180,000
Litigation Reserve	-						-
Unanticipated expenditures	500,000						500,000
Indirect Cost Recovery	(3,277,884)						(3,277,884)
Lighting Districts		15,200					15,200
Sub-total	67,944,695	24,874,844	0	5,546,683	0	(646,131)	97,720,091
TOTAL	560,266,355	68,064,658	94,851,503	20,210,380	621,078,688	(292,007,111)	1,072,464,473

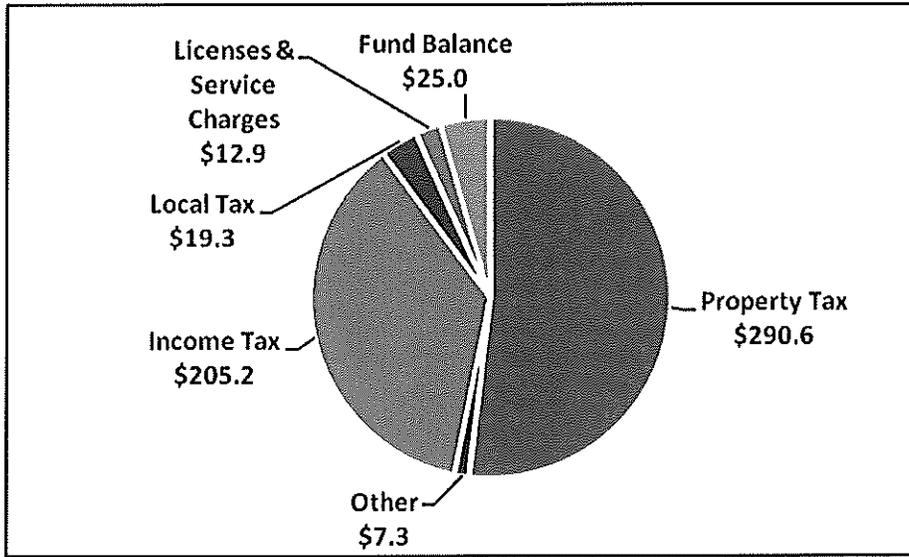
**FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
GENERAL FUND SUMMARY
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
REVENUE					
Property Taxes	267,846,124	271,399,557	276,694,557	290,568,514	5.01%
Local Income Tax	174,145,880	195,202,656	192,924,600	205,212,335	6.37%
Other Local Taxes	17,087,235	19,281,812	18,165,900	19,263,552	6.04%
Licenses & Permits	3,360,551	4,094,070	3,436,600	3,887,800	13.13%
Federal Grants	997,474	1,063,815	1,082,599	1,139,512	5.26%
State Grants	2,895,806	3,445,306	3,078,369	3,078,369	0.00%
Service Charges	9,403,534	9,694,734	8,788,693	9,006,074	2.47%
Fines & Forfeitures	52,760	87,555	52,400	52,400	0.00%
Investment Earnings	247,956	263,472	300,000	300,022	0.01%
Miscellaneous	1,570,488	6,445,273	3,795,722	2,750,047	-27.55%
TOTAL	477,607,808	510,978,250	508,319,440	535,258,625	5.30%
TRANSFER FROM OTHER FUNDS	6,578,033	7,384,860	4,000,000	0	-100.00%
BUDGETED USE OF FUND BALANCE					
-Audited 2011, 2012, 2013, 2014 (respectively)	34,564,993	24,051,966	17,883,347	23,354,530	30.59%
-LOSAP	12,000	55,000	77,168	0	-100.00%
-Reserve for Debt Service	0	0	1,354,673	0	-100.00%
-Severe Weather Reserve	473,553	0	0	14,200	n/a
-Fuel Reserve	1,502,939	200,726	0	0	n/a
-Other	0	0	2,000,000	1,639,000	-18.05%
TOTAL Budgeted Use of Fund Balance	36,553,485	24,307,692	21,315,188	25,007,730	17.32%
SALE OF BOE SURPLUS PROPERTIES	1,802,618	0	1,200,000	0	-100.00%
SALES OF GENERAL FIXED ASSETS	0	0	1,000,000	0	-100.00%
TOTAL ALL SOURCES	522,541,944	542,670,802	535,834,628	560,266,355	4.56%
EXPENDITURES					
Salary & Wages	94,498,988	99,560,812	101,437,656	108,234,423	6.70%
Fringe Benefits	55,045,699	57,015,196	56,919,620	58,946,092	3.56%
Operating	121,032,241	124,549,533	133,461,381	141,656,745	6.14%
Capital Outlay	538,818	839,640	1,412,848	1,390,919	-1.55%
Payments to Governments/Agencies	255,436,723	255,995,600	265,271,300	274,133,822	3.34%
Recoveries	(23,286,960)	(22,817,020)	(22,668,177)	(24,095,646)	6.30%
TOTAL	503,265,509	515,143,761	535,834,628	560,266,355	4.56%

FY2017 \$560.3 Million Adopted Budget

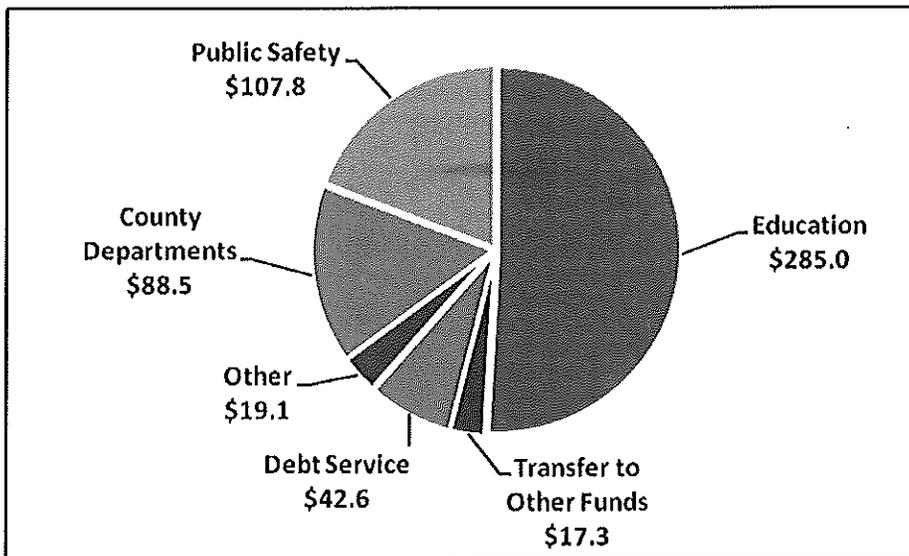
Source of Funds

(\$ Millions)



Use of Funds

(\$ Millions)



FY2017 OPERATING BUDGETS

**FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
GENERAL FUND REVENUE
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
LOCAL PROPERTY TAXES					
Real Estate Taxes	261,686,672	265,438,602	279,904,542	293,879,062	4.99%
Tax Credit - Homestead	(865,131)	(452,594)	(530,400)	(663,000)	25.00%
Municipal Tax Differential	0	0	(8,824,985)	(8,875,048)	0.57%
Public Utilities Tax	7,108,027	7,033,766	7,044,800	7,115,200	1.00%
Payment in Lieu of Taxes	139,422	259,361	83,600	100,300	19.98%
Interest on Taxes	2,694,341	2,660,339	2,713,800	2,713,800	0.00%
Tax Credit - Historic District	(5,996)	(12,425)	(47,300)	(23,700)	-49.89%
Tax Credit - Income Based	(3,231,844)	(3,456,300)	(3,435,200)	(3,538,300)	3.00%
Tax Credit - State Reimbursement	3,272,688	3,319,885	3,435,200	3,538,300	3.00%
Discount of Taxes	(1,673,968)	(1,699,639)	(1,737,200)	(1,757,600)	1.17%
Tax Sales Rev & Exp.	32,074	24,247	28,000	28,000	0.00%
County Tax Credit - Owner Occupied	2,800	400	0	0	n/a
Tax Credit - Ag Land/Bldg	(1,029,577)	(1,115,394)	(1,174,000)	(1,174,000)	0.00%
Tax Credit - County Homeowner Prog	(255,172)	(568,825)	(741,300)	(741,300)	0.00%
Golden Mife Tax Credit	(25,732)	(25,554)	(25,000)	(25,000)	0.00%
Land Trust Tax Credit	0	(5,174)	0	(7,000)	n/a
Carroll Manor Rec Tax Credit	0	(1,138)	0	(1,200)	n/a
Vacant Commercial Tax Credit	(2,480)	0	0	0	n/a
TOTAL PROPERTY TAXES	267,846,124	271,399,557	276,694,557	290,568,514	5.01%
LOCAL INCOME TAX	174,145,880	195,202,656	192,924,600	205,212,335	6.37%
OTHER LOCAL TAXES					
Recordation Taxes-Deeds	12,502,595	13,550,563	13,170,300	13,504,480	2.54%
911 Fees - Local	1,518,137	1,579,061	1,494,300	1,494,300	0.00%
Security Interest Filing Fees	0	130	300	200	-33.33%
Recordation Taxes-Financing	3,066,503	4,152,058	3,501,000	4,264,572	21.81%
TOTAL OTHER LOCAL TAXES	17,087,235	19,281,812	18,165,900	19,263,552	6.04%
LICENSES & PERMITS					
Traders Licenses	190,579	233,753	195,600	195,600	0.00%
Beer Wine Liquor Licenses	356,118	374,911	285,800	300,100	5.00%
Septic System Installation	(1,050)	0	0	0	n/a
Business License Review	0	0	100	100	0.00%
Plumbing Licenses	80,658	14,645	84,000	21,000	-75.00%
Electrical Licenses	41,850	67,800	44,800	112,000	150.00%
Animal Licenses	49,667	51,717	51,600	52,100	0.97%
Marriage Licenses	15,750	17,135	12,900	13,200	2.33%
Electrical Ltr of Reciprocity	765	855	200	300	50.00%
Liquor License Fee	7,345	12,985	14,000	37,701	169.29%
Liquor License Postponement & Re-inspect Fees	200	400	0	1,299	n/a
Raffles Permits	9,516	9,626	9,500	9,500	0.00%
Gaming Permits	1,073	990	800	800	0.00%
Bingo Permits	4,263	4,180	4,400	4,400	0.00%
Tip Jar Permits	24,072	24,526	26,500	26,500	0.00%
Tip Jars per Bag Fee	139,962	149,548	145,500	152,800	5.02%
Fire Dept Gaming Permits	3,080	2,888	3,300	3,300	0.00%
Gaming Distribution Permits	10,970	10,970	9,500	10,000	5.26%

FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
GENERAL FUND REVENUE
FISCAL YEAR 2017

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
LICENSES & PERMITS (Con't)					
Park Alcohol Permits	30,853	9,025	2,000	2,000	0.00%
Zoning Permits	87,160	139,260	86,500	88,200	1.97%
Building Permits	760,500	1,164,756	1,070,000	975,000	-8.88%
Electrical Permits	502,043	634,713	505,200	700,000	38.56%
Plumbing Permits	352,279	431,328	350,000	450,000	28.57%
Driveway Permits	3,661	5,112	3,400	3,700	8.82%
Grading Permits	578,926	581,301	420,000	600,000	42.86%
Forest Resource Permits	10,960	13,292	8,100	10,000	23.46%
Building Reinspect Fee	4,140	4,825	2,800	2,800	0.00%
Electric Reinspect Fee	3,915	6,165	3,500	3,500	0.00%
Plumbing Reinspect Fee	2,385	3,060	1,900	2,100	10.53%
Building Permit Filing Fee	65,771	96,800	75,000	90,000	20.00%
Site Plan Compliance Insp Fee	6,755	6,410	4,700	4,700	0.00%
Building Permit Extension Fee	15,145	19,934	12,900	13,200	2.33%
Plumbing Admini Approval	0	0	300	300	0.00%
Electrical Board Appeals	0	0	100	100	0.00%
Home Occupation Permits	1,240	1,160	1,700	1,500	-11.76%
TOTAL LICENSES & PERMITS	3,360,551	4,094,070	3,436,600	3,887,800	13.13%
FEDERAL GRANTS					
Build America Bond Subsidy	715,695	790,025	789,599	789,599	0.00%
Federal Grants - Pass Thru	2,220	700	0	0	n/a
Federal Pass Thru-A-133 Exempt	279,559	273,090	293,000	349,913	19.42%
TOTAL FEDERAL GRANTS	997,474	1,063,815	1,082,599	1,139,512	5.26%
STATE GRANTS					
Department of Natural Resources		123,399	0		
Maryland State Police	1,041,048	1,035,133	1,048,600	1,048,600	0.00%
MD State Police Fire (Amoss)	364,652	427,259	360,000	360,000	0.00%
Public Safety & Corrections Svcs.	188,865	180,990	190,000	190,000	0.00%
MD Dept of Transportation	1,301,241	1,678,525	1,479,769	1,479,769	0.00%
TOTAL STATE GRANTS	2,895,806	3,445,306	3,078,369	3,078,369	0.00%
SERVICE CHARGES					
Court Costs, Fees and Charges	2,173	2,270	2,700	2,700	0.00%
P & Z Publications	1,716	1,145	900	900	0.00%
P & Z Rezoning	112,177	2,750	11,000	1,200	-89.09%
P & Z Appeals Board Fees	19,985	18,960	10,800	14,000	29.63%
P & Z Preliminary Plat Fees	38,673	58,452	42,000	30,000	-28.57%
P & Z WS Text Amend Fees	21,600	21,600	9,500	15,000	57.89%
P & Z Final/Misc Plats	118,220	148,288	182,000	145,000	-20.33%
P & Z Site Plan Fees	189,835	190,871	171,000	145,000	-15.20%
P & Z Agriculture Cluster Fees	1,140	1,710	2,100	2,100	0.00%
P & Z Sketch Concept	2,850	1,710	1,760	1,760	0.00%
P & Z Resident Cluster	0	1,660	0	0	n/a
Mod/Ext/Waiver Req Fees	5,350	5,800	5,000	3,000	-40.00%

FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
GENERAL FUND REVENUE
FISCAL YEAR 2017

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
SERVICE CHARGES (Con't)					
Subdiv Imprv Plans Planning	5,400	6,730	7,260	7,000	-3.58%
P & Z Forest Application Fee	24,504	26,715	18,700	25,000	33.69%
FRO Exemption	3,465	3,905	4,730	4,000	-15.43%
P & Z FRO Fee in Lieu of Revenue	112,011	16,619	1,000	1,000	0.00%
Onsite Priv Utility Insp	99,978	125,376	95,800	100,600	5.01%
Phase II PUD/MXD Plans	0	0	3,000	100	-96.67%
Plat Recordation	5,995	6,930	9,600	10,000	4.17%
Publications	0	0	110	100	-9.09%
Zoning Verification Letters	9,350	17,820	6,600	12,000	81.82%
C OF O Resp.-Residential	45	115	300	300	0.00%
C OF O RE.- Nonresidential	1,760	2,970	2,300	2,300	0.00%
Dev Rights Ver. Ltrs	2,800	4,200	4,800	5,000	4.17%
Lot of Record Determin.	1,650	3,300	4,200	1,200	-71.43%
Electrical Exam Fee	270	225	200	200	0.00%
Temporary Use & Occup. Fee	6,800	7,100	2,600	2,600	0.00%
Municipal Services Recovery	137,647	87,974	87,000	87,000	0.00%
Election Voters Lists	750	200	500	500	0.00%
Electric - Demand Side Management	31,911	21,655	17,300	19,900	15.03%
Tax Status Reports	120,756	133,682	82,500	82,500	0.00%
Weed Control Fees	229,566	237,143	200,761	243,686	21.38%
Hotel Tax Admin Fees	31,668	34,811	31,000	32,600	5.16%
CDA Admin Fees	14,628	14,921	31,400	32,700	4.14%
Administrative Fee	374	2,662	1,000	1,000	0.00%
APFO Reviews	36,580	10,075	21,000	15,000	-28.57%
APFO Exemption	1,155	3,245	550	3,000	445.45%
Sheriff's Fees	25,879	26,693	22,200	22,200	0.00%
Alt/Sent Admin Fees	28,760	29,900	30,000	30,000	0.00%
Animal Control Collections	55,268	62,191	70,000	70,000	0.00%
Fire Marshall Liquor Insp DFRS	1,886	476	4,700	4,700	0.00%
Ambulance Insurance Billing	5,231,875	5,292,175	5,100,000	5,100,000	0.00%
Fire/Rescue Co. Ins. Proceeds	(1,300,871)	(1,329,383)	(1,179,653)	(1,179,653)	0.00%
Fire/Rescue Co. Subscriptions	368,010	330,201	395,000	395,000	0.00%
Fire/Rescue Co. Subscrip. Credits	(367,836)	(349,333)	(395,000)	(395,000)	0.00%
Fire Systems Review/Insp	178,515	191,388	176,700	185,500	4.98%
LS Site Plan Review	38,600	45,400	25,500	25,500	0.00%
PADDD Admin Fees	5,220	4,080	4,000	4,000	0.00%
Animal Control Medical Receipt	3,000	3,000	3,000	3,000	0.00%
Fire Reinspect Fee	45	135	300	300	0.00%
Drug Court Fees	700	0	300	300	0.00%
Third Millennium Fees	4,480	5,860	3,500	3,500	0.00%
Fingerprinting Fees	51,098	82,913	50,000	50,000	0.00%

FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
GENERAL FUND REVENUE
FISCAL YEAR 2017

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
SERVICE CHARGES (Con't)					
Life Safety Review/Insp	154,753	310,790	150,000	135,000	-10.00%
Site Imprv Plans Engineering	243,207	471,785	264,000	285,000	7.95%
Preliminary Plats Fees	6,584	10,699	10,900	100	-99.08%
Preliminary Final Plats Fees	6,006	6,279	5,200	4,500	-13.46%
Final Plats Fees	7,260	8,030	2,100	10,000	376.19%
Miscellaneous Plats Fees	7,370	9,570	9,500	9,500	0.00%
Pub Imp Admin Doc Proc Fee	7,660	6,894	1,500	1,500	0.00%
Mod/Ext/Waiver Req Fees	880	818	3,000	800	-73.33%
Site Plan (zoning) Review Fees	26,354	30,829	25,000	30,000	20.00%
Rds/Streets Inspections	343,823	193,326	10,000	200,000	1900.00%
Other Fees	20,035	7,363	0	26,906	n/a
Dev Rev Engr Adm Process Fee	4,895	11,440	6,000	12,000	100.00%
Homeowner Exam-Electrical	720	912	800	800	0.00%
Homeowner Exam-Plumbing	112	224	300	300	0.00%
Performance Agree/Surety Mod	1,925	4,596	900	900	0.00%
Deed of Easement Agree Mod/Rel	200	700	350	350	0.00%
Automation Enhancement Fee	81,500	73,500	76,400	80,200	4.97%
Green Card Fee	5,075	0	300	0	-100.00%
Scott Key Ctr Day Prog Fees	906,001	902,571	934,425	934,425	0.00%
Scott Key Ctr Suppl Emp Fees	408,030	604,808	525,000	525,000	0.00%
Nursing Fees - MA	8,068	9,267	10,000	10,000	0.00%
Class Tuition	224,263	261,505	271,500	271,500	0.00%
Day Camp Tuition	185,761	156,083	185,000	140,000	-24.32%
Fountain Rock Fees	62,354	68,342	45,000	65,000	44.44%
Catoctin Creek Nature Center Fees	97,340	87,803	60,000	60,000	0.00%
Synthetic Turf Field	0	32,254	82,000	82,000	0.00%
Recreation Center Program Rev	583,831	517,132	471,200	471,200	0.00%
Museum Fees	66,636	79,489	40,000	65,000	62.50%
Ballfield Fees	29,714	19,615	22,700	22,700	0.00%
Court Papers Reimbursements	195,766	188,825	192,100	192,100	0.00%
TOTAL SERVICE CHARGES	9,403,534	9,694,734	8,788,693	9,006,074	2.47%
FINES AND FORFEITURES					
Court Fines	38,560	47,245	36,400	36,400	0.00%
Alcohol Code Violation Fines	10,450	24,950	15,000	15,000	0.00%
Zoning Fines	1,700	210	0	0	n/a
Fines-Gaming	0	0	200	200	0.00%
Fines-Building	1,000	0	200	200	0.00%
Fines-Electrical	0	0	200	200	0.00%
Fines-Plumbing	0	0	200	200	0.00%
Fines-Environmental	1,000	15,000	200	200	0.00%
Parks & Recs Fines	50	150	0	0	n/a
TOTAL FINES /FORFEITURES	52,760	87,555	52,400	52,400	0.00%
INVESTMENT EARNINGS	247,956	263,472	300,000	300,022	0.01%

FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
GENERAL FUND REVENUE
FISCAL YEAR 2017

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
MISCELLANEOUS					
Rent - Court House Multi Complex	632,138	652,927	641,500	697,900	8.79%
Rent - Animal Health Lab	86,234	84,988	93,500	84,200	-9.95%
Rent - Central Booking	10,117	9,339	9,700	9,900	2.06%
Rent - Recreation Center	80,189	83,331	47,000	47,000	0.00%
Rent - Park Facilities	170,355	168,580	93,300	202,600	117.15%
Rent - Rosehill	5,120	3,220	0	0	n/a
Rent - Libertytown Park	3,900	3,900	6,600	3,900	-40.91%
Rent - LEC	239,427	240,008	295,500	242,300	-18.00%
Rental Income	992,760	1,442,800	1,440,000	0	-100.00%
Rent - Scholl's Lane (In-Kind Revenue)	132,738	136,057	126,300	128,800	1.98%
Rent - Community Living	733	0	0	0	n/a
Rent/Parking - Courthouse	672	714	700	700	0.00%
Rent - Carroll Creek Park Deck	9,556	10,387	6,900	8,600	24.64%
Misc. Parking Revenue	31,401	29,288	35,300	81,800	131.73%
Rent - Rosehill Tenant	7,200	7,200	7,200	7,200	0.00%
Rent - Town of Emmitsburg	2	2	0	0	n/a
Rent - Urbana Farm	7,200	7,200	7,200	7,200	0.00%
Rent - Utica Park	4,745	4,745	4,092	4,092	0.00%
Rent - Winchester Hall	420	60	0	0	n/a
Rent - Old National Pike Park	1,610	6,000	1,700	2,600	52.94%
Rent - Urbana Crop Land	550	688	600	600	0.00%
Rent - Rocky Ridge Park	630	630	630	630	0.00%
Rent - Robin Meadows Park	1,375	1,500	2,500	525	-79.00%
Rent - Point of Rocks Farmland	10,400	10,400	10,400	10,400	0.00%
Rent - Othello DP Land	31,959	31,959	32,000	32,000	0.00%
Rent - BHS	5,560	0	4,000	0	-100.00%
Libertytown Park Concessions	500	200	300	300	0.00%
Animal Control Contributions & Donations	63,827	39,000	39,500	39,000	-1.27%
Collection Charges-NSF	338	2,676	4,000	3,000	-25.00%
Misc Temporary Receipts	1,256	500	0	0	n/a
Misc Vending Machines	20,637	15,682	20,900	20,900	0.00%
Tax Collection Auto Tag Recovery	1,679	2,692	2,000	2,000	0.00%
Misc Pay Phone Commissions	63,223	67,652	59,700	59,700	0.00%
Unanticipated Revenues	0	0	500,000	500,000	0.00%
Miscellaneous Revenues	357,643	411,748	175,000	275,000	57.14%
Interest Income(misc loans,assessments)	3,426	3,274	1,000	1,000	0.00%
Discounts Earned/Lost	501	135	0	0	n/a
Bond Forfeitures	(4,995)	7,781	0	0	n/a
Conduit issuers fees	265,749	19,750	0	0	n/a
ATM Revenues	0	0	400	0	-100.00%
ID Badge Replacement Charge	360	240	0	0	n/a
Peard Rebates	124,428	159,562	125,000	175,000	40.00%
Food Rebates	3,361	4,105	0	0	n/a
Lobbyist Registration Fee	0	0	1,300	700	-46.15%
Gain/Loss on General Fixed Assets	(1,811,690)	372,041	0	0	n/a
Insurance Recovery	1,578	801	0	0	n/a
Contributions & Donations	11,676	23,208	0	100,500	n/a
Proceeds from Refunding Bonds	0	51,136,827	0	0	n/a
Premium GO Bonds	0	1,967,228	0	0	n/a
Pymt to Refunding Lease Escrow	0	(910,517)	0	0	n/a
Pymt to Refunding Agent	0	(49,815,235)	0	0	n/a
TOTAL MISCELLANEOUS	1,570,488	6,445,273	3,795,722	2,750,047	-27.55%

**FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
GENERAL FUND REVENUE
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
TRANSFER FROM OTHER FUNDS					
Transfer from Parks Acquisition & Development	0	1,000,000	0	0	n/a
Transfer from Nursing Home Construction Fund	2,724,743	2,884,860	0	0	n/a
Transfer from Fleet Services Fund	0	3,500,000	0	0	n/a
Transfer from DPDR	0	0	0	0	n/a
Transfer from Fire Tax	0	0	0	0	n/a
Transfer from Impact Fee Fund	1,610,081	0	0	0	n/a
Transfer from CCRC/MAL Fund	1,943,209	0	0	0	n/a
Transfer from SW Operating	0	0	4,000,000	0	-100.00%
Transfer from Water & Sewer	0	0	0	0	n/a
Transfer from Voice Services	0	0	0	0	n/a
Transfer from Workers Compensation Fund	300,000	0	0	0	n/a
TOTAL TRANSFER FROM OTHER FUNDS	6,578,033	7,384,860	4,000,000	0	-100.00%
TOTAL REVENUE	484,185,841	518,363,110	512,319,440	535,258,625	4.48%
BUDGETED USE OF FUND BALANCE					
-Audited 2012, 2013, 2014, 2015 (respectively)	34,564,993	24,051,966	17,883,347	23,354,530	30.59%
-LOSAP	12,000	55,000	77,168	0	-100.00%
-Reserve for Debt Service	0	0	1,354,673	0	-100.00%
-Severe Weather Reserve	473,553	0	0	14,200	n/a
-Fuel Reserve	1,502,939	200,726	0	0	n/a
-Other	0	0	2,000,000	1,639,000	-18.05%
TOTAL Budgeted Use of Fund Balance	36,553,485	24,307,692	21,315,188	25,007,730	17.32%
SALE OF BOE SURPLUS PROPERTIES	1,802,618	0	1,200,000	0	-100.00%
SALES OF GENERAL FIXED ASSETS	0	0	1,000,000	0	-100.00%
TOTAL ALL SOURCES	522,541,944	542,670,802	535,834,628	560,266,355	4.56%

**COUNTY EXECUTIVE'S OFFICE
FISCAL YEAR 2017**

	FY 2014 <u>Actual</u>	FY 2015 <u>Actual</u>	FY 2016 <u>Adopted</u>	FY 2017 <u>Adopted</u>	Percent Change
		*	**	***	
County Manager	1,097,507	506,064	0	0	n/a
County Executive	0	592,935	1,528,352	1,317,757	-13.78%
Communications	0	0	0	767,112	n/a
Budget Office	511,686	571,500	486,664	542,336	11.44%
Office of Economic Development	0	0	893,435	1,218,999	36.44%
Workforce Services	0	0	0	587,841	n/a
Sub-total General Fund	<u>1,609,193</u>	<u>1,670,499</u>	<u>2,908,451</u>	<u>4,434,045</u>	<u>52.45%</u>
Workforce Services Grants	0	0	0	1,877,411	n/a
Economic Development Loans	303,958	0	200	229,137	114468.50%
Sub-total Other Funds	<u>303,958</u>	<u>0</u>	<u>200</u>	<u>2,106,548</u>	<u>1053174.00%</u>
TOTAL ALL FUNDS	<u><u>1,913,151</u></u>	<u><u>1,670,499</u></u>	<u><u>2,908,651</u></u>	<u><u>6,540,593</u></u>	<u><u>124.87%</u></u>
SUMMARY					
Elected Officials	0.00	1.00	1.00	1.00	
FTE Positions	11.00	9.83	21.00	33.52	
Salary & Wages	1,068,263	1,175,350	1,799,261	2,768,444	53.87%
Fringe Benefits	478,044	434,393	753,375	1,171,691	55.53%
Operating	366,844	60,756	356,015	2,600,458	630.43%
Capital Outlay					
Recoveries					
TOTAL	<u><u>1,913,151</u></u>	<u><u>1,670,499</u></u>	<u><u>2,908,651</u></u>	<u><u>6,540,593</u></u>	<u><u>124.87%</u></u>

*On December 1, 2014, Frederick County's Form of Government changed to Charter with an Elected County Executive and an Elected seven (7) member Council. The FY2015 budget includes five (5) months of the Commissioner form of Government and seven (7) months of the Charter Form of Government.

**FY2016 reflects the first full budget year of Charter government with an Elected County Executive. The Office of Economic Development was transferred from the Planning & Permitting Division (*formerly the Community Development Division*) reporting directly to the County Executive.

***For FY2017, the Communications department was formed by the County Executive and Workforce Services was re-organized to report to the Office of Economic Development.

**COUNTY EXECUTIVE'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
COUNTY MANAGER		*			
FTE Positions	7.00	2.92			
Salary & Wages	741,390	350,604			
Fringe Benefits	304,219	128,746			
Operating	51,898	26,714			
Capital Outlay					
Recoveries					
TOTAL	<u><u>1,097,507</u></u>	<u><u>506,064</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

Under the Commissioner form of government, the administrative function of the County government was overseen by the County Manager. IIT, Finance, Public Works, Community Development (*now called Planning & Permitting*), Parks & Recreation, Fire & Rescue, Emergency Management, as well as Utilities and Solid Waste Management, Human Resources, Transit Services, and Citizens Services were under the immediate direction of the County Manager. The County Manager assisted the County Commissioners in management, planning, execution and implementation of programs and activities. Duties included day-to-day scheduling and attending meetings, preparing agendas and generally supervising the office of the County Commissioners.

*On December 1, 2014, Frederick County's Form of Government changed to Charter with an Elected County Executive and an Elected seven (7) member Council. The FY2015 budget includes five (5) months of the Commissioner form of Government and seven (7) months of the Charter Form of Government.

**COUNTY EXECUTIVE'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
COUNTY EXECUTIVE		*		**	
Elected Officials		1.00	1.00	1.00	
FTE Positions		2.92	11.00	9.00	
Salary & Wages		431,028	1,099,146	949,761	-13.59%
Fringe Benefits		135,264	364,088	298,986	-17.88%
Operating		26,643	65,118	69,010	5.98%
Capital Outlay					
Recoveries					
TOTAL	<u><u>0</u></u>	<u><u>592,935</u></u>	<u><u>1,528,352</u></u>	<u><u>1,317,757</u></u>	<u><u>-13.78%</u></u>

*On December 1, 2014, Frederick County's Form of Government changed to Charter with an Elected County Executive and an Elected seven (7) member Council. The FY2015 budget includes five (5) months of the Commissioner form of Government and seven (7) months of the Charter Form of Government.

The County Executive is the chief executive officer of the County and shall faithfully execute the laws. All executive power vested in the County by the Constitution and laws of Maryland and this Charter shall be vested in the Executive. The Executive shall see that the affairs of the executive branch are administered properly and efficiently, and that employees of the executive branch faithfully perform their duties.

***For FY2017, Utilizing two existing employees, the Communications department was formed by the County Executive and Workforce Services was re-organized to report to the Office of Economic Development.

**COUNTY EXECUTIVE'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
COMMUNICATIONS				*	
FTE Positions				7.00	
Salary & Wages				487,093	
Fringe Benefits				234,035	
Operating				45,984	
Capital Outlay					
Recoveries					
TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>767,112</u></u>	

*For FY2017, at the recommendation of her transition team, the County Executive created a Communications Department to work with local and regional media, increase her outreach to the public through avenues such as social media and weekly public information briefings, and inform citizens of her initiatives. The Communications Department works together to produce and disseminate print and broadcast information, coordinate proclamation and recognition ceremonies, notify the public during emergencies, and inform residents about the services and programs provided through Frederick County Government. The department includes the Video Services team (formerly within the IIT Division) and the Public Information Officer combined into a single unit committed to providing a bright future for Frederick County.

**COUNTY EXECUTIVE'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
BUDGET OFFICE					
FTE Positions	4.00	4.00	4.00	4.00	
Salary & Wages	326,873	393,718	315,559	361,826	14.66%
Fringe Benefits	173,825	170,383	159,233	168,638	5.91%
Operating	10,988	7,399	11,872	11,872	0.00%
Capital Outlay					
Recoveries					
TOTAL	<u><u>511,686</u></u>	<u><u>571,500</u></u>	<u><u>486,664</u></u>	<u><u>542,336</u></u>	<u><u>11.44%</u></u>

The Budget Office formulates the proposed County budget after receiving requests from County departments, boards, agencies and commissions, works in collaboration with the County Executive and Chief Administrative Officer, and participates in the execution of the budget. Duties include reviewing and analyzing County program and objectives and recommending management actions in accordance with County fiscal policy. The Budget Office also advises departments of annual budget guidelines, assists them in supplemental budget requests and analyzes monthly expenditures and revenue data for the various departments.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
BUDGET OFFICE:		
Budget Transfers processed	335	350
Position Control - # of budgeted positions	2,039	2,048

**COUNTY EXECUTIVE'S OFFICE
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
OFFICE OF ECONOMIC DEVELOPMENT			*	**	
FTE Positions			6.00	9.00	
Salary & Wages			384,556	606,804	57.79%
Fringe Benefits			230,054	321,370	39.69%
Operating			278,825	290,825	4.30%
Capital Outlay					
Recoveries					
TOTAL	0	0	893,435	1,218,999	36.44%

The Office of Economic Development serves as the primary contact for relocating and existing businesses in Frederick County. Local goals are job creation and assisting small businesses. By assisting existing businesses and promoting incentives for relocating businesses, the office is involved in the creation of wealth in Frederick County and the creation of careers. The office also implements a marketing program to encourage tourists and customers to visit the County which increases the sales of local businesses. Targeted industries include Agriculture, Bioscience, Advanced Technology, Manufacturing, and Renewable/Sustainable Industries.

*FY2016 reflects the Office of Economic Development (*formerly Business Retention*) transferring from the Planning & Permitting Division (*formerly Community Development Division*) reporting directly to the County Executive. **FY2017 reflects the Workforce Services department transferring from the Citizens Services Division to report directly to the Office of Economic Development.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Office of Economic Development:		
Counseling & Business Support:		
Business visits	450	500
Business inquiries	3,100	2,100
Promote Frederick County:		
Prospects/Leads generated from Trade shows	56/50	56/50
Relocations/Expansions	48	48
Training/Workshops/Educational Seminars for Businesses:		
Hosted Programs	30	20
Number of Classes Offered	24	24
Research & Data Compilation:		
Number of Website hits	600,000	590,000
Number of followers on newsfeed, blog, twitter	4,000	3,000
Number of data reports generated	30	24
Ombudsmen Services from Businesses to County Government:		
Number of joint Business Meetings	65	75
Number of joint County Initiatives	5	5
Number of Emergency Preparedness Exercises	3	3

**COUNTY EXECUTIVE'S OFFICE
ECONOMIC DEVELOPMENT LOANS
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Special Assessments	304,437				
Interest Earnings	2,774	2,160			
Transfer from General Fund		222,355		228,937	n/a
Miscellaneous Revenues		325			
Budgeted Use of Fund Balance			200	200	0.00%
TOTAL	<u>307,211</u>	<u>224,840</u>	<u>200</u>	<u>229,137</u>	<u>114468.50%</u>
EXPENDITURES					
Administrative Fees			200	200	0.00%
Debt Service	303,958				
Small Business Loans				228,937	n/a
Transfer to General Fund					
TOTAL	<u>303,958</u>	<u>0</u>	<u>200</u>	<u>229,137</u>	<u>114468.50%</u>

FY2014-FY2016, this fund accounted for the receipt of loan proceeds from other governments and subsequent reloaning of those proceeds to certain private users for economic development purposes. This fund received loans from the State of Maryland under the Maryland Industrial Land Act Program. Beginning calendar year 2016, the Frederick County Small Business Loan Guarantee program provides another source of financing for existing and aspiring small business concerns in Frederick County. The program provides a loan guarantee for up to 80% with a maximum of \$50,000 for growth-related expansion projects to existing businesses and provides funds for the purchase of real estate, machinery, equipment, inventory, working capital and renovation of real estate to start-up businesses (or those in business for less than two years). The business must be located in a Frederick County priority funding area. Priority funding areas cover most municipalities and major transportation corridors in the County.

**COUNTY EXECUTIVE'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
WORKFORCE SERVICES				*	
FTE Positions				4.52	
Salary & Wages				362,960	
Fringe Benefits				148,662	
Operating				76,219	
Capital Outlay					
Recoveries					
Sub-total General Fund	0	0	0	587,841	
Transfer from General Fund				605,703	
Grant Funding					
FTE Positions					
Expenditures				1,271,708	
TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,465,252</u>	

Workforce Services (WS) strives to meet the growing and changing labor market needs of Frederick County. Workforce Services equips job seekers with the information and resources required to make informed choices and to develop a strategy for getting and keeping a job that is part of a career and lifelong learning plan. Networking with the business community to provide information and resources to meet their labor market, recruitment, and training needs. Services include career development assistance and introductory computer training for any unemployed County resident, vocational skills training, basic skills remediation, seminars related to job searching and coping with unemployment (monthly calendar available), services (on-site) to Dislocated Workers in plant closings or mass layoffs, computer literacy training, and supported instruction for GED preparation. WS develops and funds training programs in cooperation with Frederick Community College, Frederick County Public Schools, Office of Economic Development, Maryland Job Service, Department of Social Services, Family Partnership, CASS, and other coordinating agencies to meet local workforce needs. WS is promoting a more entrepreneurial organizational environment and has begun revenue generating services through its Business Services Division and its partnership with the Frederick Community College workforce.

*Beginning with FY2017, Workforce Services is no longer managed by the Citizens Services Division due to a re-organization approved by the County Executive. Workforce Services is now overseen by the Office of Economic Development under the direction of the County Executive.

**COUNTY COUNCIL
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
County Commissioners	533,823	239,246			n/a
County Council	<u>0</u>	<u>427,332</u>	<u>707,007</u>	<u>815,143</u>	<u>15.29%</u>
TOTAL	<u>533,823</u>	<u>666,578</u>	<u>707,007</u>	<u>815,143</u>	<u>15.29%</u>
 SUMMARY					
Elected Officials	5.00	12.00	7.00	7.00	
FTE Positions	2.00	4.17	5.00	6.00	
Salary & Wages	355,988	414,401	443,905	518,362	16.77%
Fringe Benefits	102,084	133,961	157,831	193,160	22.38%
Operating	75,751	118,216	105,271	103,621	-1.57%
Capital Outlay					n/a
Recoveries					n/a
TOTAL	<u>533,823</u>	<u>666,578</u>	<u>707,007</u>	<u>815,143</u>	<u>15.29%</u>

Prior to December 1, 2014, the chief governing body of elected officials in Frederick County was the five member Board of County Commissioners. The Commissioners served terms of four years, which terms all ran concurrently. Limited legislative and executive power were granted by the General Assembly. Commissioners met at various times during each week to conduct the business of the county. Those meetings were advertised and open to the public.

On December 1, 2014, Frederick County's Form of Government changed to Charter with an Elected County Executive and an Elected seven (7) member Council. The FY2015 budget includes five (5) months of the Commissioner form of Government and seven (7) months of the Charter Form of Government.

FY2016 reflects the first full budget year of Charter government with an Elected County Executive and County Council.

**COUNTY COUNCIL
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
COUNTY COMMISSIONERS		*			
Elected Officials	5.00	5.00			
FTE Positions	2.00	0.83			
Salary & Wages	355,988	154,193			n/a
Fringe Benefits	102,084	49,908			n/a
Operating	75,751	35,145			n/a
Capital Outlay					
Recoveries					
TOTAL	533,823	239,246	0	0	n/a

Prior to December 1, 2014, the chief governing body of elected officials in Frederick County was the five member Board of County Commissioners. The Commissioners served terms of four years, which terms all ran concurrently. Limited legislative and executive power were granted by the General Assembly. Commissioners met at various times during each week to conduct the business of the county. Meetings were advertised and open to the public.

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	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
COUNTY COUNCIL					
Elected Officials		7.00	7.00	7.00	
FTE Positions		3.33	5.00	6.00	
Salary & Wages		260,208	443,905	518,362	16.77%
Fringe Benefits		84,053	157,831	193,160	22.38%
Operating		83,071	105,271	103,621	-1.57%
Capital Outlay					
Recoveries					
TOTAL	0	427,332	707,007	815,143	15.29%

On December 1, 2014, Frederick County's Form of Government changed to Charter with an Elected County Executive and an Elected seven (7) member Council. The FY2015 budget includes five (5) months of the Commissioner form of Government and seven (7) months of the Charter Form of Government.

In all functions and deliberations, the Council shall act as a body. It shall have no power to create standing committees or to delegate any of its functions and duties to a smaller number of its members than the whole. The Council may, however, appoint special ad hoc committees solely for the purpose of inquiry and fact finding. The Council is divided into five (5) Council districts and each will be represented by a resident of that District. The remaining two (2) will be elected by the voters of the entire County.

FY2016 reflects the first full budget year of Charter government with an Elected County Executive and County Council.

**COUNTY ATTORNEY
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
County Attorney	1,046,416	1,240,701	1,368,476	1,430,091	4.50%
Ethics Commission	256	12	10,419	10,419	0.00%
TOTAL	<u>1,046,672</u>	<u>1,240,713</u>	<u>1,378,895</u>	<u>1,440,510</u>	<u>4.47%</u>

SUMMARY

FTE Positions	7.00	7.00	8.00	8.00	
Salary & Wages	703,178	755,437	852,496	898,356	5.38%
Fringe Benefits	312,080	318,554	349,997	367,402	4.97%
Operating	31,414	166,722	176,402	174,752	-0.94%
Capital Outlay					
Recoveries					
TOTAL	<u>1,046,672</u>	<u>1,240,713</u>	<u>1,378,895</u>	<u>1,440,510</u>	<u>11.14%</u>

The County Attorney is the legal advisor of the county and its offices, departments, boards, commissions and agencies. This office issues opinions and gives advice upon any legal question affecting the interest of the county.

**COUNTY ATTORNEY
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
COUNTY ATTORNEY					
FTE Positions	7.00	7.00	8.00	8.00	
Salary & Wages	703,178	755,437	852,496	898,356	5.38%
Fringe Benefits	312,080	318,554	349,997	367,402	4.97%
Operating	31,158	166,710	165,983	164,333	-0.99%
Capital Outlay					
Recoveries					
TOTAL	<u><u>1,046,416</u></u>	<u><u>1,240,701</u></u>	<u><u>1,368,476</u></u>	<u><u>1,430,091</u></u>	<u><u>4.50%</u></u>

The County Attorney is responsible for the written preparation of laws, resolutions, deeds and leases; review of contractual documents; drafting of bills for the Maryland General Assembly; the enforcement of laws in Maryland courts.

The County Attorney's Office will provide the best possible legal services to the County Executive, County Council, and all County boards and agencies. Recognizing that anticipating and preventing legal problems is most efficient, the County Attorney's Office will endeavor to implement preventive law programs whenever resources permit.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ETHICS COMMISSION	<u>256</u>	<u>12</u>	<u>10,419</u>	<u>10,419</u>	<u>0.00%</u>
TOTAL	<u><u>256</u></u>	<u><u>12</u></u>	<u><u>10,419</u></u>	<u><u>10,419</u></u>	<u><u>0.00%</u></u>

The Ethics Commission administers the Frederick County Ethics Ordinance by encouraging and enforcing compliance by Frederick County officials and employees covered by the Ordinance. The duties of the Ethics Commission include making determinations on alleged violations of the Ordinance, granting or denying exceptions to the Ordinance, giving advisory opinions on application of the Ordinance, and recommending Ordinance changes. There are three members and one alternate serving on the Commission and they serve three-year, staggered terms. They are appointed by the County Executive and affirmed by the County Council.

**HUMAN RESOURCES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Human Resources	<u>988,009</u>	<u>1,034,215</u>	<u>1,193,415</u>	<u>1,236,987</u>	<u>3.65%</u>
TOTAL	<u>988,009</u>	<u>1,034,215</u>	<u>1,193,415</u>	<u>1,236,987</u>	<u>3.65%</u>
SUMMARY					
FTE Positions	8.01	8.50	9.50	10.00	
Salary & Wages	619,187	696,041	755,318	787,664	4.28%
Fringe Benefits	299,341	317,267	355,066	366,292	3.16%
Operating	114,642	44,666	108,031	123,031	13.88%
Capital Outlay					
Recoveries	<u>(45,161)</u>	<u>(23,759)</u>	<u>(25,000)</u>	<u>(40,000)</u>	<u>60.00%</u>
TOTAL	<u>988,009</u>	<u>1,034,215</u>	<u>1,193,415</u>	<u>1,236,987</u>	<u>3.65%</u>

The Frederick County Department of Human Resources is responsible for the administration of employee benefits, recruitment and selection, wage and salary administration, affirmative action, training, employee counseling and assistance, and support to the County Executive and management. The department is to provide the above services in a fair and equitable manner and to provide accurate, efficient, and timely services to both employees and County agencies, all in accordance with policies and procedures as adopted by the County Executive.

**HUMAN RESOURCES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
HUMAN RESOURCES					
FTE Positions	8.01	8.50	9.50	10.00	
Salary & Wages	619,187	696,041	755,318	787,664	4.28%
Fringe Benefits	299,341	317,267	355,066	366,292	3.16%
Operating	114,642	44,666	108,031	123,031	13.88%
Capital Outlay					
Recoveries	<u>(45,161)</u>	<u>(23,759)</u>	<u>(25,000)</u>	<u>(40,000)</u>	<u>60.00%</u>
TOTAL	<u>988,009</u>	<u>1,034,215</u>	<u>1,193,415</u>	<u>1,236,987</u>	<u>3.65%</u>

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
HUMAN RESOURCES:		
No. of Applications Received and Reviewed	13,000	13,000
No. of Job Postings Issued	274	274
No. of Job Requisitions Received	400	400
No. of training classes offered	29	29
No. of positions reviewed for reclassification	194	TBD

**INTERAGENCY INFORMATION TECHNOLOGIES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
IIT	6,156,111	6,307,257	7,272,119	8,579,776	17.98%
GIS	<u>1,206,527</u>	<u>1,106,991</u>	<u>1,202,226</u>	<u>0</u>	<u>-100.00%</u>
Sub-total General Fund	<u>7,362,638</u>	<u>7,414,248</u>	<u>8,474,345</u>	<u>8,579,776</u>	<u>1.24%</u>
Voice Services	1,270,839	1,298,536	1,255,125	1,202,725	-4.17%
Sub-total Other Funds	<u>1,270,839</u>	<u>1,298,536</u>	<u>1,255,125</u>	<u>1,202,725</u>	<u>-4.17%</u>
TOTAL ALL FUNDS	<u>8,633,477</u>	<u>8,712,784</u>	<u>9,729,470</u>	<u>9,782,501</u>	<u>0.55%</u>
SUMMARY					
FTE Positions	61.00	58.00	59.00	61.00	
Salary & Wages	4,260,806	4,424,452	4,673,123	4,597,009	-1.63%
Fringe Benefits	2,013,819	1,955,285	2,091,452	2,123,016	1.51%
Operating	3,975,556	3,578,731	4,169,638	4,251,695	1.97%
Capital Outlay					
Recoveries	<u>(1,616,704)</u>	<u>(1,245,684)</u>	<u>(1,204,743)</u>	<u>(1,189,219)</u>	<u>-1.29%</u>
TOTAL	<u>8,633,477</u>	<u>8,712,784</u>	<u>9,729,470</u>	<u>9,782,501</u>	<u>0.55%</u>

The Interagency Information Technologies Division includes the IIT, Geographic Information Systems (GIS), and Voice Services departments. Services provided include: Administration, Network Technologies and Design, Software Integration, Development, Support, Technical Review, Project Management, Desktop and Printer Support, and Server support. Video Services staff were transferred to help form the new Communications department under the County Executive.

**INTERAGENCY INFORMATION TECHNOLOGIES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
IIT				*	
FTE Positions	46.50	44.15	45.15	55.90	
Salary & Wages	3,252,063	3,421,565	3,657,692	4,217,501	15.30%
Fringe Benefits	1,506,636	1,466,772	1,582,487	1,932,790	22.14%
Operating	3,014,116	2,597,074	3,169,153	3,576,185	12.84%
Capital Outlay					
Recoveries	<u>(1,616,704)</u>	<u>(1,178,154)</u>	<u>(1,137,213)</u>	<u>(1,146,700)</u>	<u>0.83%</u>
TOTAL	<u><u>6,156,111</u></u>	<u><u>6,307,257</u></u>	<u><u>7,272,119</u></u>	<u><u>8,579,776</u></u>	<u><u>17.98%</u></u>

The Interagency Information Technology (IIT) group provides doorstep delivery of information processing services to all government agencies funded by the County. The IIT establishes and operates a wide area network (WAN) and central services facility that designs and supports data, video and wireless technology projects (except for police, fire or rescue radio communications). The utility serves the needs of the Board of Education, Frederick Community College, agencies of County Government, Frederick County Public Libraries (FCPL), and various independent agencies and municipalities within Frederick County. The IIT prioritizes, funds and completes all technology projects and services in the areas of data, voice, and wireless technology for the organizations previously noted.

*Prior to FY2017, the GIS department was shown & recorded separately from the IIT department.

**INTERAGENCY INFORMATION TECHNOLOGIES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
GIS					
FTE Positions	9.10	8.75	8.75	*	
Salary & Wages	648,921	640,697	652,693		-100.00%
Fringe Benefits	309,574	299,049	320,010		-100.00%
Operating	248,032	167,245	229,523		-100.00%
Capital Outlay					
Recoveries					
TOTAL	<u><u>1,206,527</u></u>	<u><u>1,106,991</u></u>	<u><u>1,202,226</u></u>	<u><u>0</u></u>	<u><u>-100.00%</u></u>

Frederick County GIS (Geographic Information Systems) operates under the Interagency Information Technologies (IIT) Division to provide support for various citizen services including emergency response, roadway maintenance, environmental sustainability, public works, health initiatives, public schools, and parks and recreation. In collaboration with its municipal partners, Frederick County provides spatial data, mapping and addressing support, as well as cost sharing for GIS data acquisition and development. Access provided by internet map applications for property information, schools, voting information, and crime statistics allows Frederick County to leverage its GIS into a valued public service.

*Prior to FY2017, the GIS department was shown & recorded separately from the IIT department.

**INTERAGENCY INFORMATION TECHNOLOGIES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
VOICE SERVICES					
REVENUE					
Charges for Services	1,230,412	1,254,000	1,151,520	1,151,000	-0.05%
Investment Earnings	1,551	4,000	4,000	4,000	0.00%
Budgeted Use of Fund Balance	<u> </u>	<u>40,536</u>	<u>99,605</u>	<u>47,725</u>	<u>-52.09%</u>
TOTAL	<u>1,231,963</u>	<u>1,298,536</u>	<u>1,255,125</u>	<u>1,202,725</u>	<u>-4.17%</u>
EXPENDITURES					
FTE Positions	5.40	5.10	5.10	5.10	
Salary & Wages	359,822	362,190	362,738	379,508	4.62%
Fringe Benefits	197,609	189,464	188,955	190,226	0.67%
Operating	713,408	814,412	770,962	675,510	-12.38%
Capital Outlay					
Recoveries	<u> </u>	<u>(67,530)</u>	<u>(67,530)</u>	<u>(42,519)</u>	<u>-37.04%</u>
TOTAL	<u>1,270,839</u>	<u>1,298,536</u>	<u>1,255,125</u>	<u>1,202,725</u>	<u>-4.17%</u>

Voice Services is an internal service fund that manages, monitors, analyzes, procures, implements and upgrades the entire telecommunications network embracing multiple jurisdictions: Frederick County Government, Frederick City Government, State of Maryland agencies located within Frederick County and several fire and rescue companies. The telecommunications network is also integrated with the Frederick County Public Schools (FCPS) telecommunications network. Examples of services include: dial tone, voice mail, video, paging, cell phones, and switchboard.

**FINANCE DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Accounting	2,031,481	2,252,961	2,425,708	2,506,937	3.35%
Independent Auditing	51,642	53,569	58,910	47,380	-19.57%
Risk Management	284,998	263,858	343,440	378,413	10.18%
Procurement & Contracting	1,034,127	989,332	1,068,326	1,240,662	16.13%
Treasurer	<u>1,111,657</u>	<u>1,136,191</u>	<u>1,180,891</u>	<u>1,202,297</u>	<u>1.81%</u>
TOTAL	<u>4,513,905</u>	<u>4,695,911</u>	<u>5,077,275</u>	<u>5,375,689</u>	<u>5.88%</u>
SUMMARY					
FTE Positions	43.42	43.42	43.42	45.42	
Salary & Wages	2,654,685	2,804,587	3,016,401	3,185,111	5.59%
Fringe Benefits	1,405,118	1,448,772	1,519,458	1,598,910	5.23%
Operating	523,195	512,343	600,614	591,668	-1.49%
Capital Outlay					
Recoveries	<u>(69,093)</u>	<u>(69,791)</u>	<u>(59,198)</u>	<u>0</u>	<u>-100.00%</u>
TOTAL	<u>4,513,905</u>	<u>4,695,911</u>	<u>5,077,275</u>	<u>5,375,689</u>	<u>5.88%</u>

The Finance Division under the direction of the Finance Director, is composed of the Accounting Department, Procurement & Contracting Department, Treasurer, and Risk Management. The Finance Director, appointed by the County Executive, is responsible for the preparation of the County's comprehensive financial statement. The Finance Director also acts as a financial advisor to the Executive.

The Finance Division's mission is to effectively and efficiently manage the financial operations of Frederick County Government by implementing sound fiscal policies which will provide the County Executive and taxpayers of Frederick County with accurate, timely, financial information which can be effectively used in the decision making process; to protect the physical assets of the County thereby making it a safe place for County employees and visitors; to efficiently and effectively administer the property tax system and collection and safeguarding of County fiscal resources; and to purchase goods and services for the best value possible.

**FINANCE DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ACCOUNTING					
FTE Positions	21.00	21.00	21.00	22.00	
Salary & Wages	1,238,501	1,428,233	1,543,129	1,602,767	3.86%
Fringe Benefits	729,976	759,951	791,306	811,697	2.58%
Operating	63,004	64,777	91,273	92,473	1.31%
Capital Outlay					
Recoveries					
TOTAL	<u><u>2,031,481</u></u>	<u><u>2,252,961</u></u>	<u><u>2,425,708</u></u>	<u><u>2,506,937</u></u>	<u><u>3.35%</u></u>

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
INDEPENDENT AUDITING					
Operating	<u><u>51,642</u></u>	<u><u>53,569</u></u>	<u><u>58,910</u></u>	<u><u>47,380</u></u>	<u><u>-19.57%</u></u>

The Accounting Department is responsible for the administration of all County funds. All funds are deposited by the Treasurer in a cash concentration account. Funds from this account are invested for periods of time which fit the County's projected cash needs. The investments are either guaranteed by the Federal Government or are fully collateralized in accord with State law. All checks issued also clear against the cash concentration account; unused balances are invested overnight in the money market. The Accounting Department prepares and controls County disbursements, prepares payroll and distributes payroll checks, prepares interim reports for management purposes, coordinates bond sales and prepares all Federal and State financial reports.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
ACCOUNTING:		
Accounting transactions	146,000	136,000
Accounts Payable Checks Generated	13,200	12,800
ACH electronic payments submitted	6,700	6,300
Number of W-2s issued	3,300	3,150
Number of Active Grants maintained	174	180

**FINANCE DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
RISK MANAGEMENT					
FTE Positions	3.00	3.00	3.00	3.00	
Salary & Wages	208,571	155,151	201,235	218,989	8.82%
Fringe Benefits	72,517	94,120	117,749	120,968	2.73%
Operating	3,910	14,587	24,456	38,456	57.25%
Capital Outlay					
Recoveries					
TOTAL	<u><u>284,998</u></u>	<u><u>263,858</u></u>	<u><u>343,440</u></u>	<u><u>378,413</u></u>	<u><u>10.18%</u></u>

Risk Management is responsible for protecting the assets of Frederick County from unnecessary and controllable losses by providing a safe workplace for our employees and eliminating hazards to the public on County property. The primary goal of Risk Management is to reduce losses and control the cost of those that do occur. When identified, exposures are addressed through loss control techniques, training and education, and transfer of risk. Risk Management is responsible for managing insurance coverage for the County, including property, liability and worker's compensation.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
RISK MANAGEMENT:		
Workers Compensation claims	382	300
Auto Accidents	257	300
Air Quality Issues (mold, asbestos, lead paint)	25	15
Workstation Ergonomic Evaluations	40	30
Building Inspections	160	160
Authorized Driver Program	3,205	3,400

**FINANCE DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
PROCUREMENT & CONTRACTING					
FTE Positions	11.00	11.00	11.00	12.00	
Salary & Wages	723,304	709,876	749,956	820,023	9.34%
Fringe Benefits	327,888	313,900	324,513	380,200	17.16%
Operating	52,028	35,347	53,055	40,439	-23.78%
Capital Outlay					
Recoveries	<u>(69,093)</u>	<u>(69,791)</u>	<u>(59,198)</u>		<u>-100.00%</u>
TOTAL	<u>1,034,127</u>	<u>989,332</u>	<u>1,068,326</u>	<u>1,240,662</u>	<u>16.13%</u>

The mission of the Procurement & Contracting Department of Frederick County is to provide professional, value-added procurement services, using effective, innovative processes that result in continuous customer satisfaction, while maintaining public trust, with the assurance that each dollar expended will be used in the most efficient manner. In this spirit, free and open competition, and equal opportunity for all qualified vendors is promised.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
PROCUREMENT & CONTRACTING:		
Purchase Orders processed	10,424	8,191
Requisitions processed	2,235	1,307
Change Orders processed	312	178
Request for Proposals	41	39
Invitations for Bid	57	52
Quotations	13	36
Piggybacking	51	104
Renewals	96	60
Sole Source	41	98
Number of Purchasing Cards	316	321
Accounts Audited	86	321
Surplus items posted	75	38
Surplus items sold	52	33
Amount collected	\$110,000	\$76,844
Items transferred to the BOE	40	52

**FINANCE DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
TREASURER					
FTE Positions	8.42	8.42	8.42	8.42	
Salary & Wages	484,309	511,327	522,081	543,332	4.07%
Fringe Benefits	274,737	280,801	285,890	286,045	0.05%
Operating	352,611	344,063	372,920	372,920	0.00%
Capital Outlay Recoveries					
TOTAL	<u><u>1,111,657</u></u>	<u><u>1,136,191</u></u>	<u><u>1,180,891</u></u>	<u><u>1,202,297</u></u>	<u><u>1.81%</u></u>

The County Treasurer is responsible for the collection and deposit of all County monies. Approximately one-half of these monies comes from the collection of County taxes. County, State, and Municipal real estate tax bills are prepared for the Treasurer's Office by the Interagency Information Technologies department, verified by the Treasurer and issued from the Treasurer's Office. The Treasurer informs the County Executive and the Finance Division of the amount of funds collected. The Treasurer's Office also collects sewer/water bills and landfill bills; issues dog and cat licenses; sells Transit bus passes and recycling lids; and certifies all real property transfers including the collection of recordation taxes.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
TREASURER:		
Total Revenue billed	\$390M	\$406M
Property tax bills/delinquent notices mailed	98,600	100,000
Number of liens sold at tax sale	740	630
Number of Recordation Transactions	10,000	10,800

**PLANNING & PERMITTING DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Planning & Development Review	2,577,047	2,371,296	2,563,311	2,433,916	-5.05%
Permits & Inspections	2,605,521	2,674,270	3,170,850	3,461,328	9.16%
Economic Development	816,479	860,620	*	*	n/a
Environmental Sustainability	152,633	160,497	159,987	163,751	2.35%
NPDES	751,419	1,087,242	1,354,109	1,377,386	1.72%
Sub-total General Fund	<u>6,903,099</u>	<u>7,153,925</u>	<u>7,248,257</u>	<u>7,436,381</u>	<u>2.60%</u>
Planning & Development Rev. Grants	271,983	782,326	0	0	n/a
Agricultural Land Preservation	7,699,860	11,415,748	10,505,540	14,248,958	35.63%
Sub-total Other Funds	<u>7,971,843</u>	<u>12,198,074</u>	<u>10,505,540</u>	<u>14,248,958</u>	<u>35.63%</u>
TOTAL ALL FUNDS	<u><u>14,874,942</u></u>	<u><u>19,351,999</u></u>	<u><u>17,753,797</u></u>	<u><u>21,685,339</u></u>	<u><u>22.14%</u></u>
SUMMARY					
FTE Positions	60.50	58.50	55.00	57.00	
Salary & Wages	3,860,464	4,001,446	4,003,862	4,166,919	4.07%
Fringe Benefits	1,954,217	1,894,167	1,806,998	1,880,682	4.08%
Operating	4,984,474	7,913,297	7,144,663	9,839,464	37.72%
Capital Outlay	4,083,419	5,547,019	4,798,274	5,798,274	20.84%
Recoveries	(7,632)	(3,930)	0	0	n/a
TOTAL	<u><u>14,874,942</u></u>	<u><u>19,351,999</u></u>	<u><u>17,753,797</u></u>	<u><u>21,685,339</u></u>	<u><u>22.14%</u></u>

By the authority of the County Executive, the Community Development Division was re-named the Planning & Permitting Division.

*FY2016 reflects the first full budget year of Charter government with an Elected County Executive and an Elected County Council. Business Retention has been re-named to the Office of Economic Development and was transferred from the Community Development Division (*now called Planning & Permitting*) reporting directly to the County Executive.

**PLANNING & PERMITTING DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
PLANNING & DEVELOPMENT REVIEW					
FTE Positions	20.00	20.00	20.00	18.00	
Salary & Wages	1,564,797	1,570,456	1,636,728	1,594,095	-2.60%
Fringe Benefits	726,182	702,535	716,186	629,589	-12.09%
Operating	248,444	81,686	210,397	210,232	-0.08%
Capital Outlay	37,624	16,619			
Recoveries					
Sub-total	<u>2,577,047</u>	<u>2,371,296</u>	<u>2,563,311</u>	<u>2,433,916</u>	-5.05%
Transfer from General Fund					
Grant Funding Expenditures	<u>271,983</u>	<u>782,326</u>			
TOTAL	<u>2,849,030</u>	<u>3,153,622</u>	<u>2,563,311</u>	<u>2,433,916</u>	<u>-5.05%</u>

Planning Development functions include comprehensive planning, including County-wide and Region plans, functional planning such as water/sewer, transportation, land preservation and recreation, capital improvements programming, community facilities plans, agricultural land and rural legacy preservation, historic sites preservation activities, environmental planning and town planning assistance. Zoning and Administration functions include processing of zoning certificates, rezoning requests, board of appeals requests, zoning violations, street addressing and administering the zoning ordinance.

**PLANNING & PERMITTING DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
PERMITS & INSPECTIONS					
FTE Positions	30.00	29.00	29.00	32.00	
Salary & Wages	1,592,398	1,620,924	1,856,496	2,077,368	11.90%
Fringe Benefits	851,989	815,124	919,000	993,340	8.09%
Operating	161,134	238,222	395,354	390,620	-1.20%
Capital Outlay					
Recoveries					
TOTAL	<u>2,605,521</u>	<u>2,674,270</u>	<u>3,170,850</u>	<u>3,461,328</u>	<u>9.16%</u>

The Department of Permits & Inspections provides permitting, inspection and code enforcement services to protect the health, safety, and welfare of all citizens of Frederick County. The department is responsible for the issuing of Zoning Certificates, Building Permits, Electrical and Plumbing Permits, Gaming Permits, and other related permits in Frederick County (excluding the City of Frederick and Mt. Airy). The department is also the centralized location for the collection of many fees for non-building permits and impact fees. Once a permit has been issued, field inspections are done on a fixed schedule. Inspections are conducted consistent with the adopted Frederick County ordinance or code that may apply to each permit.

**PLANNING & PERMITTING DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ECONOMIC DEVELOPMENT			*	*	
FTE Positions	6.50	6.00			
Salary & Wages	433,472	478,368			
Fringe Benefits	224,264	223,404			
Operating	164,050	162,778			
Capital Outlay					
Recoveries	<u>(5,307)</u>	<u>(3,930)</u>			
TOTAL	<u><u>816,479</u></u>	<u><u>860,620</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

Economic Development (*formerly Business Retention*) serves as the primary contact for relocating and existing businesses in Frederick County. Local goals are job creation and assisting small businesses. By assisting existing businesses and promoting incentives for relocating businesses, the office is involved in the creation of wealth in Frederick County and the creation of careers. The office also implements a marketing program to encourage tourists and customers to visit the County which increases the sales of local businesses.

*FY2016 reflects the first full budget year of Charter government with an Elected County Executive and an Elected County Council. Business Retention has been re-named to the Office of Economic Development and was transferred from the Community Development Division (*now called Planning & Permitting*) reporting directly to the County Executive.

**PLANNING & PERMITTING DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ENVIRONMENTAL SUSTAINABILITY					
FTE Positions	1.00	1.00	1.00	1.00	
Salary & Wages	97,061	102,512	101,970	105,405	3.37%
Fringe Benefits	50,542	51,545	52,023	52,352	0.63%
Operating	7,355	6,440	5,994	5,994	0.00%
Capital Outlay					
Recoveries	(2,325)				
TOTAL	<u>152,633</u>	<u>160,497</u>	<u>159,987</u>	<u>163,751</u>	<u>2.35%</u>

Environmental Sustainability is implementing and sustaining Frederick County's Energy Efficiency and Conservation Strategy, which includes the Greenhouse Gas Inventory, Green Building Program, Comprehensive Energy Program, and renewable energy demonstration projects. Key focus is on Sustainability resources and initiatives, and Watershed Management.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
NPDES					
FTE Positions	2.00	2.00	4.00	4.00	
Salary & Wages	104,105	150,227	331,794	263,627	-20.54%
Fringe Benefits	61,152	72,757	72,642	131,571	81.12%
Operating	586,162	864,258	949,673	982,188	3.42%
Capital Outlay					
Recoveries					
TOTAL	<u>751,419</u>	<u>1,087,242</u>	<u>1,354,109</u>	<u>1,377,386</u>	<u>1.72%</u>

The NPDES department's main goal is to identify water quality problems from storm sewer system discharges to watersheds in Frederick County and to correct these water quality problems. Requirements include GIS data collection, water quality monitoring, special studies and reporting, stream restoration projects, stormwater management facility retrofits, and the reduction of untreated urban impervious areas by 10%.

**PLANNING & PERMITTING DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
AGRICULTURAL LAND PRESERVATION					
REVENUE					
Agricultural Transfer Tax	495,678	16,966	500,000	500,168	0.03%
Recordation Taxes	2,417,491	2,590,640	2,439,700	3,156,362	29.38%
General Fund Appropriation	189,156	216,216	201,738	254,312	26.06%
Critical Farms Refunds	2,056,879		1,927,000	1,927,000	0.00%
Installment Purchase Agreement	693,837	1,994,935	3,630,349	5,297,534	45.92%
Dept of Natural Resources	4,294	2,137,651	1,000,000	2,000,000	100.00%
Investment Earnings	1,458,823	1,862,509	1,273,406	1,270,927	-0.19%
Budgeted Use of Fund Balance			(466,653)	(159,836)	-65.75%
Other	1,819			2,491	
TOTAL	<u>7,317,977</u>	<u>8,818,917</u>	<u>10,505,540</u>	<u>14,248,958</u>	<u>35.63%</u>
EXPENDITURES					
FTE Positions	1.00	0.50	1.00	2.00	
Salary & Wages	68,631	78,959	76,874	126,424	64.46%
Fringe Benefits	40,088	28,802	47,147	73,830	56.60%
Operating	3,545,346	5,777,587	5,583,245	8,250,430	47.77%
Capital Outlay	4,045,795	5,530,400	4,798,274	5,798,274	20.84%
Recoveries					
TOTAL	<u>7,699,860</u>	<u>11,415,748</u>	<u>10,505,540</u>	<u>14,248,958</u>	<u>35.63%</u>

Agricultural Land Preservation includes Agricultural Transfer Tax, Critical Farms Program, and the local match for the Rural Legacy Grant. Funding for the Agricultural Preservation Program is derived from the Agricultural Transfer Tax the State levies on the sale of certain farmland. Frederick County is able to retain 75% of the tax receipts which are utilized to purchase easements. The County is authorized to retain these revenues for three years. Revenues not expended within the three year period are reverted to the State. The Critical Farms Program assists full time farmers in acquiring farmland purchasing an option to acquire a land preservation easement at the time of the farm sale. 10% of recordation tax revenues are dedicated toward Agricultural land preservation in the county.

**STATE'S ATTORNEY'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
State's Attorney	5,762,743	5,996,425	5,969,221	6,158,845	3.18%
Sub-total General Fund	<u>5,762,743</u>	<u>5,996,425</u>	<u>5,969,221</u>	<u>6,158,845</u>	<u>3.18%</u>
State's Atty Child Support Grant	1,568,853	1,621,147	1,569,241	1,628,759	3.79%
Sub-total Other Funds	<u>1,568,853</u>	<u>1,621,147</u>	<u>1,569,241</u>	<u>1,628,759</u>	<u>3.79%</u>
TOTAL ALL FUNDS	<u><u>7,331,596</u></u>	<u><u>7,617,572</u></u>	<u><u>7,538,462</u></u>	<u><u>7,787,604</u></u>	<u><u>3.30%</u></u>
SUMMARY					
Elected Officials	1.00	1.00	1.00	1.00	
FTE Positions	67.50	68.00	68.00	68.00	
Salary & Wages	3,715,677	3,914,732	3,911,281	4,101,736	4.87%
Fringe Benefits	1,859,239	1,879,850	1,863,351	1,864,046	0.04%
Operating	1,756,680	1,822,990	1,763,830	1,821,822	3.29%
Capital Outlay	0	0	0	0	n/a
Recoveries	0	0	0	0	n/a
TOTAL	<u><u>7,331,596</u></u>	<u><u>7,617,572</u></u>	<u><u>7,538,462</u></u>	<u><u>7,787,604</u></u>	<u><u>3.30%</u></u>

State's Attorney includes the State's Attorney Office and the State's Attorney-Child Support Division. The primary functions of these offices are to promote justice through proper prosecution and enforce child support in Frederick County.

The State's Attorney's Office is to prosecute all criminal, juvenile, and serious traffic offenses that occur in Frederick County. The office has four divisions: the Circuit Court Division, which handles all serious felony offenses; the District Court Division, which handles misdemeanor criminal and serious traffic offenses; the Juvenile Division, which handles all offenses committed by offenders under the age of eighteen; and the Child Support Division, which works to establish and enforce parental support obligations.

**STATE'S ATTORNEY'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	Percent Change
STATE'S ATTORNEY					
Elected Positions	1.00	1.00	1.00	1.00	
FTE Positions	54.80	55.30	55.30	55.30	
Salary & Wages	3,715,677	3,914,732	3,911,281	4,101,736	4.87%
Fringe Benefits	1,859,239	1,879,850	1,863,351	1,864,046	0.04%
Operating	187,827	201,843	194,589	193,063	-0.78%
Capital Outlay					
Recoveries					
Sub-total General Fund	5,762,743	5,996,425	5,969,221	6,158,845	3.18%
Transfer from General Fund	573,915	587,862	590,336	615,309	4.23%
Grant Funding					
FTE Positions	12.70	12.70	12.70	12.70	
Expenditures	994,938	1,033,285	978,905	1,013,450	3.53%
TOTAL	<u>7,331,596</u>	<u>7,617,572</u>	<u>7,538,462</u>	<u>7,787,604</u>	<u>3.30%</u>

Each case where an individual is charged with a crime or serious motor vehicle offense is handled by the State's Attorney's Office. Attorneys, Investigators, Victims/Witness Coordinators and Administrative Specialists work in each division to collect all information and perform all tasks necessary to successfully conclude each case. Cases are normally resolved by a guilty plea or trial by judge or jury. The office also handles post trial proceedings like Modification Hearings, Violations of Probation, Post Conviction Proceedings, and other such proceedings.

The staff works daily with police officers, local police agencies, state and local government workers, and the general public, to provide information and services. The office works to develop crime prevention programs in cooperation with other agencies.

The Child Support Division is grant funded, and focuses on establishing child support and paternity orders, and then enforcing payment of court ordered support. The Child Support Division works closely with the Department of Social Services and local law enforcement providing these services.

**CIRCUIT COURTS
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Circuit Court	1,244,663	1,283,167	1,403,616	1,433,672	2.14%
Jury	86,094	66,371	97,395	97,395	0.00%
Orphans Court	<u>22,939</u>	<u>30,797</u>	<u>39,714</u>	<u>39,714</u>	<u>0.00%</u>
Sub-total General Fund	<u>1,353,696</u>	<u>1,380,335</u>	<u>1,540,725</u>	<u>1,570,781</u>	<u>1.95%</u>
Circuit Court Grants	502,844	470,089	354,073	567,268	60.21%
Sub-total Other Funds	<u>502,844</u>	<u>470,089</u>	<u>354,073</u>	<u>567,268</u>	<u>60.21%</u>
TOTAL ALL FUNDS	<u>1,856,540</u>	<u>1,850,424</u>	<u>1,894,798</u>	<u>2,138,049</u>	<u>12.84%</u>
SUMMARY					
FTE Positions	16.00	16.00	16.00	16.00	
Salary & Wages	855,364	870,298	944,392	976,996	3.45%
Fringe Benefits	485,078	487,444	569,908	569,512	-0.07%
Operating	731,334	743,112	647,884	861,079	32.91%
Capital Outlay					
Recoveries	<u>(215,236)</u>	<u>(250,430)</u>	<u>(267,386)</u>	<u>(269,538)</u>	<u>0.80%</u>
TOTAL	<u>1,856,540</u>	<u>1,850,424</u>	<u>1,894,798</u>	<u>2,138,049</u>	<u>12.84%</u>

The Circuit Court section includes the Circuit Court, Jury, and Other Judicial which provide the administration of justice.

**CIRCUIT COURTS
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
CIRCUIT COURT					
FTE Positions	16.00	16.00	16.00	16.00	
Salary & Wages	836,793	844,621	913,392	945,996	3.57%
Fringe Benefits	483,629	485,440	567,491	567,095	-0.07%
Operating	79,572	118,071	95,119	95,119	0.00%
Capital Outlay					
Recoveries	<u>(155,331)</u>	<u>(164,965)</u>	<u>(172,386)</u>	<u>(174,538)</u>	<u>1.25%</u>
Sub-Total General Fund	1,244,663	1,283,167	1,403,616	1,433,672	2.14%
Transfer from General Fund	36,902	41,712	44,342	46,878	5.72%
Grant Funding					
FTE Positions	3.00	3.00	3.00	3.00	
Expenditures	<u>465,942</u>	<u>428,377</u>	<u>309,731</u>	<u>520,390</u>	<u>68.01%</u>
TOTAL	<u><u>1,747,507</u></u>	<u><u>1,753,256</u></u>	<u><u>1,757,689</u></u>	<u><u>2,000,940</u></u>	<u><u>13.84%</u></u>

The Circuit Court is the highest common law and equity Court of record exercising original jurisdiction within the State. It is a trial Court which handles major civil cases, where the controversy exceeds \$25,000 and more serious criminal matters as well as appeals from the District Court and certain administrative agencies. There are two Court terms each year, the first beginning on the first Monday of February and the second beginning on the second Monday of September. Judges are usually appointed by the Governor for a period not to exceed two years, after which they must stand for election for a 15-year term. They appear on the ballot without party designation but may be opposed. They must retire at age 70.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Circuit Court:		
New Case Filings-Criminal, Civil, Juvenile, Adopt, Paternity	9,757	9,960
Mediation-Custody, Visitation, & Child Dependency	259	272
Number of Jurors	5,646	5,779
Jurors sitting in excess of five days	45	87
Events concluded by Masters	4,376	4,652
Family Support Services referrals to various services	5,968	6,266
Drug Treatment Court Grant participants	96	96

**CIRCUIT COURTS
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
JURY					
FTE Positions	-	-	-	-	
Salary & Wages					
Fringe Benefits					
Operating	145,999	151,836	192,395	192,395	0.00%
Capital Outlay					
Recoveries	<u>(59,905)</u>	<u>(85,465)</u>	<u>(95,000)</u>	<u>(95,000)</u>	<u>0.00%</u>
TOTAL	<u>86,094</u>	<u>66,371</u>	<u>97,395</u>	<u>97,395</u>	<u>0.00%</u>

The Jury Selection System is administered by the Clerk of Circuit Court under the direct supervision of the Jury Judge. There are grand and petit juries. The Grand Jury is to present and indict those persons justly accused. Of equal, if not greater importance, is to see that no one is prosecuted upon accusations which have no foundation. The grand jury is presented cases by the State's Attorney; its duty is to indict or dismiss the case. The petit jury serves in both criminal and civil matters, hearing evidence from all parties to the proceedings to make a determination based on the facts and laws presented.

Grand and petit jurors are chosen by random selection from the voter registration lists. The plan assures the selection of a fair cross section of the citizens in the County to serve on both the grand and petit juries. A grand jury consists of 25 members. One petit jury panel is drawn for each term of Court per month consisting of 150 jurors each.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ORPHANS COURT					
FTE Positions	-	-	*	-	
Salary & Wages	18,571	25,677	31,000	31,000	0.00%
Fringe Benefits	1,449	2,004	2,417	2,417	0.00%
Operating	2,919	3,116	6,297	6,297	0.00%
Capital Outlay					
Recoveries					
TOTAL	<u>22,939</u>	<u>30,797</u>	<u>39,714</u>	<u>39,714</u>	<u>0.00%</u>

The Orphans' Court is a probate court with jurisdiction over estates which are administered judicially. It is especially concerned in wills to minors and the appointment of guardians for them. The three presiding Judges of the Orphans' Court are elected on a partisan basis for four-year terms. A judge must be over 30 years of age, and a resident of Maryland for five years and of the Circuit for six months. There are no professional qualifications. The Governor appoints the Chief Judge from among the three elected. The Court is in session two mornings a week.

*Senate Bill 897 approved an increase to Judges' salaries effective with the new term starting December 1, 2014.

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Administration	1,117,581	1,079,240	1,201,975	1,196,402	-0.46%
Courthouse Security	1,753,085	1,915,090	2,066,049	2,305,784	11.60%
Operations	21,436,778	21,796,685	22,749,171	24,104,967	5.96%
School Crossing Guard (net) *	0	0	0	0	n/a
Adult Detention Center	12,569,055	13,324,034	13,745,368	14,317,886	4.17%
Work Release	3,684,528	3,644,799	3,873,792	4,042,633	4.36%
Sub-total General Fund	<u>40,561,027</u>	<u>41,759,848</u>	<u>43,636,355</u>	<u>45,967,672</u>	<u>5.34%</u>
Administration Grants	231,881	127,488	48,400	48,400	0.00%
Sub-total Other Funds	<u>231,881</u>	<u>127,488</u>	<u>48,400</u>	<u>48,400</u>	<u>0.00%</u>
TOTAL ALL FUNDS	<u><u>40,792,908</u></u>	<u><u>41,887,336</u></u>	<u><u>43,684,755</u></u>	<u><u>46,016,072</u></u>	<u><u>5.34%</u></u>
SUMMARY					
Elected Positions	1.00	1.00	1.00	1.00	
FTE Positions	389.50	396.17	404.00	408.00	
Salary & Wages	24,997,737	25,943,670	25,974,354	27,961,800	7.65%
Fringe Benefits	13,867,390	13,716,596	14,067,747	14,462,737	2.81%
Operating	6,290,609	6,386,277	7,148,925	7,409,604	3.65%
Capital Outlay	0	118,750	240,000	96,000	-60.00%
Recoveries	(4,362,828)	(4,277,957)	(3,746,271)	(3,914,069)	4.48%
TOTAL	<u><u>40,792,908</u></u>	<u><u>41,887,336</u></u>	<u><u>43,684,755</u></u>	<u><u>46,016,072</u></u>	<u><u>5.34%</u></u>

The Frederick County Sheriff's Office provides full-service law enforcement services to the citizens of Frederick County. The Sheriff's Office is comprised of two Bureaus, the Law Enforcement Bureau and the Corrections Bureau. The Law Enforcement Bureau is comprised of two divisions, the Administrative Services Division and the Operations Division. The Law Enforcement Bureau also has some administrative functions directly under the Sheriff. These functions include: professional compliance, media relations, internal investigations, and technology.

*For School Crossing Guard information, please see detailed page.

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ADMINISTRATION					
FTE Positions	12.00	12.00	12.00	12.00	
Salary & Wages	711,936	694,725	745,274	768,012	3.05%
Fringe Benefits	403,351	381,043	388,072	366,697	-5.51%
Operating	83,554	79,212	117,029	110,093	-5.93%
Capital Outlay					
Recoveries	<u>(81,260)</u>	<u>(75,740)</u>	<u>(48,400)</u>	<u>(48,400)</u>	<u>0.00%</u>
Sub-total General Fund	1,117,581	1,079,240	1,201,975	1,196,402	-0.46%
Transfer from General Fund	24,480	19,068	18,284	18,284	0.00%
Grant Funding					
FTE Positions	2.50	0.00	0.00	0.00	
Expenditures	<u>207,401</u>	<u>108,420</u>	<u>30,116</u>	<u>30,116</u>	<u>0.00%</u>
TOTAL	<u><u>1,349,462</u></u>	<u><u>1,206,728</u></u>	<u><u>1,250,375</u></u>	<u><u>1,244,802</u></u>	<u><u>-0.45%</u></u>

The Administrative Services Division includes: Training Services, Personnel Services, Fiscal Services, and Support Services. Training Services is responsible for in-house training and the Frederick County Law Enforcement Training Academy. Personnel Services is responsible for personnel administration, accreditation, polygraphs, and background investigations and recruiting. Fiscal Services is responsible for fiscal management, planning and research, grant management, capital improvement projects, purchasing and property management. Support Services is responsible for the duty desk, records, fleet management, victim services, domestic violence follow-up, school resource officer program, community services, crime prevention, youth services program, reserve duty program and volunteers.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
ADMINISTRATION BUREAU		
Civil Process papers received	24,591	24,837
Civil Process Fees Collected	\$224,168	\$226,839

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
COURTHOUSE SECURITY					
FTE Positions	22.00	21.67	22.00	24.00	
Salary & Wages	1,081,140	1,206,286	1,252,673	1,379,697	10.14%
Fringe Benefits	615,610	645,375	680,511	736,689	8.26%
Operating	56,335	63,429	72,865	125,398	72.10%
Capital Outlay			60,000	64,000	6.67%
Recoveries					
TOTAL	<u><u>1,753,085</u></u>	<u><u>1,915,090</u></u>	<u><u>2,066,049</u></u>	<u><u>2,305,784</u></u>	<u><u>11.60%</u></u>

The Courthouse Security Unit is responsible for the security of the entire Courthouse, to include Courthouse entrances, District Court rooms, Circuit Court rooms, Judges, Courthouse employees, and visitors to the Courthouse. Duties for this unit include: ensuring that the assigned Courts are in order and secure, and that the defendants are in the correct Court as scheduled; ensuring prisoners have arrived from the Detention Center and other facilities on schedule, and that the Courts are made aware of any discrepancies; assisting judges as requested; supervising and providing security for jurors during court, recess and deliberations; maintaining order in Court rooms; maintaining secure custody of prisoners; serving warrants as needed; interviewing petitioners of protective orders; serving protective orders as needed; and supervising juveniles who are in custody.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
COURTHOUSE SECURITY:		
Number of Courthouse visitors	335,000	347,000
Prisoners handled: adult & juvenile (at courthouse)	4,274	4,359

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> <u>Change</u>
OPERATIONS: LAW ENFORCEMENT					
Elected Positions	1.00	1.00	1.00	1.00	
FTE Positions	194.50	204.00	211.50	213.50	
Salary & Wages	13,460,580	13,919,985	14,235,900	15,469,932	8.67%
Fringe Benefits	7,583,238	7,479,732	7,690,742	7,969,351	3.62%
Operating	2,646,847	2,707,948	2,992,450	3,143,823	5.06%
Capital Outlay			180,000	32,000	-82.22%
Recoveries	<u>(2,253,887)</u>	<u>(2,310,980)</u>	<u>(2,349,921)</u>	<u>(2,510,139)</u>	<u>6.82%</u>
TOTAL	<u><u>21,436,778</u></u>	<u><u>21,796,685</u></u>	<u><u>22,749,171</u></u>	<u><u>24,104,967</u></u>	<u><u>5.96%</u></u>

The Frederick County Sheriff's Office is a full service law enforcement agency: an arm of the court, and a keeper of offenders. In this regard it exists to serve all the people within Frederick County with respect, fairness, and compassion. The Sheriff's Office is committed to the prevention of crime; the protection of life and property; the preservation of peace and order; the enforcement of laws and ordinances; the safeguarding of constitutional guarantees; and safekeeping of prisoners. The foundation is community service, with goals to enhance the quality of life, investigating problems as well as incidents, seeking solutions and fostering a sense of security in communities and individuals. The men, women, and officers of this office nurture public trust by holding themselves to the highest standards of performance and ethics. To fulfill this mission, the Frederick County Sheriff's Office is dedicated to providing a quality work environment and the development of its members through training, education and leadership.

The Operations Division includes: Special Operations, Patrol Operations, and Judicial Operations. Special Operations is responsible for narcotics investigations, criminal hotspot saturation, special situation responses, hostage negotiations, criminal investigations, juvenile activities, pawn investigations, sex offender registration, crime analysis and evidence management. Patrol Operations is responsible for five patrol teams, community deputy program, honor guard, canine unit, and traffic unit. Judicial Operations is responsible for civil process, child support enforcement, court security, and alarms/permits.

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
OPERATIONS: LAW ENFORCEMENT		
ACCREDITATION:		
Special Orders Implemented	35	38
Number Standards Compliant	399	399
BACKGROUND INVESTIGATIONS:		
Number of Backgrounds Fred. Co. Sensitive Positions	60	66
Total Number of Background Investigations	152	180
CANINE (K-9) UNIT:		
Number of Dogs	5	5
Number of Scans/Searches/Backups	2,427	2,530
Number of Apprehensions	208	215
COMMUNITY SERVICES:		
Neighborhood Watch Programs	45	28
Number of citizens contacted	4,350	3,000
CRIME ANALYSIS:		
Crime Maps Produced	402	430
Crime Intelligence Bulletins	99	102
CRIMINAL INVESTIGATIONS:		
Investigations Handled	821	962
Investigations Closed	523	564
EVIDENCE UNIT:		
Evidence/Property forms received	2,117	2,215
Total Guns recovered	222	250
FISCAL SERVICES:		
Law Enforcement Funds managed	\$27.2 million	\$27.7 million
Number of Property Requests	258	260
FREDERICK COUNTY NARCOTICS TASK FORCE:		
Search & Seizure Warrants Served	86	90
Number of Vehicles Seized	16	19
GRANTS:		
Number of Grants Managed	15	16
Grant Funds Received	\$510,329	\$518,500
HOMELAND SECURITY:		
Number of Homeland Security Plans Reviewed	3	4
INTERNAL AFFAIRS:		
Number of Complaints	18	15
LANDFILL DEPUTY:		
Number of Enforcement Hours	991	1,000
MOBILE DATA COMPUTERS:		
Number of Mobile Data Computers	175	182
MOTORCYCLE UNIT:		
Number of details	15	25

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

PERFORMANCE INDICATORS Continued	FY 2016 ESTIMATE	FY 2017 BUDGET
OFFICE OF THE SHERIFF:		
Number of Law Enforcement Employees	274	282
Number of Correctional Employees	151	155
PACE (Pro-Active Crime Enforcement) UNIT:		
Number of Warrants Served	619	625
Number of Extraditions	29	32
PATROL OPERATIONS:		
Calls for Service	95,223	95,223
Total Arrests (Adult/Juvenile)	3,372	3,372
PAWN UNIT:		
Number of Items Recovered	252	300
Value Recovered Stolen Property	\$114,954	\$150,000
PERSONNEL SERVICES:		
Number of Early Warning System Reports Processed	473	458
Number of Personnel Orders	63	70
POLICE INFORMATION SPECIALISTS:		
Protective/Peace Orders	1,222	1,300
Number of Guns Seized	142	160
POLYGRAPH UNIT:		
Number of Polygraphs Conducted	108	115
PUBLIC INFORMATION OFFICER:		
Number of Press Releases	143	120
RECORDS SECTION:		
Number of Incident Reports Processed	10,702	11,000
Number of Traffic Citations/Warnings Processed	32,628	33,550
SCHOOL RESOURCE OFFICER PROGRAM:		
Number of Criminal Arrests	132	157
Number of Students Serviced	40,852	41,030
SEX OFFENDER REGISTRATION:		
Number of Sex Offenders Registered	211	220
SPECIAL SERVICES TEAM:		
Number of Tactical Incidents	16	20
TECHNOLOGY SUPPORT:		
Number of Personnel given support	150	155
TRAFFIC UNIT:		
Traffic collisions	2,792	2,540
DWI Arrests	230	165
TRAINING SERVICES:		
In-service Training Hours	18,470	18,470
VICTIM SERVICES:		
Citizens Contacted	1,291	1,300
Domestic Violence Arrests	196	202

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
SCHOOL CROSSING GUARD					
FTE Positions	0.50	0.50	0.50	0.50	
Salary & Wages	164,094	183,245	185,776	190,164	2.36%
Fringe Benefits	33,089	34,347	32,718	32,910	0.59%
Operating	16,127	8,618	8,856	3,856	-56.46%
Capital Outlay					
Recoveries	<u>(213,310)</u>	<u>(226,210)</u>	<u>(227,350)</u>	<u>(226,930)</u>	<u>-0.18%</u>
TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

The School Crossing Guard program is responsible for the development and maintenance of an effective school traffic safety program. The mandate of the program is to ensure children can cross streets safely as they travel to and from school. Elementary school children are of particular concern because they often lack the cognitive skills to successfully interact with traffic. In 2005, a school traffic analysis identified seventeen intersections that warranted crossing guards. Using adult crossing guards effectively can be one way to increase child pedestrian safety on a student's route to school. Crossing guards supervise and escort children across streets and traffic intersections by using or creating safe gaps in traffic. Typically, the crossing guards are used during the periods immediately before and after school.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
SCHOOL CROSSING GUARD:		
Number of Crossing Guards	22	23
Number of Schools w/Crossing Guards	13	13

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> <u>Change</u>
ADULT DETENTION CENTER					
FTE Positions	118.00	118.00	118.00	118.00	
Salary & Wages	7,332,625	7,677,068	7,233,221	7,690,467	6.32%
Fringe Benefits	4,008,670	3,993,050	3,984,182	4,040,969	1.43%
Operating	2,887,784	2,997,427	3,466,565	3,525,050	1.69%
Capital Outlay		118,750			
Recoveries	<u>(1,660,024)</u>	<u>(1,462,261)</u>	<u>(938,600)</u>	<u>(938,600)</u>	<u>0.00%</u>
TOTAL	<u>12,569,055</u>	<u>13,324,034</u>	<u>13,745,368</u>	<u>14,317,886</u>	<u>4.17%</u>

The Security Division provides for the overall security, custody, and confinement of all incarcerates remanded to the custody of the Detention Center by the judicial system. The Detention Center also houses, and is reimbursed for, inmates from the Department of Homeland Security's Immigration and Customs Enforcement program. Areas that fall under this section include the Transportation Unit, Security Staff, Food Services, Inmate Services, Medical Services, Emergency Response Team, K-9, and Religious Services for the inmate population. All of these functions contribute to the overall security and safety of the facility and the inmate population.

Central Booking provides intake processing for all law enforcement agencies in the county. Police agencies using the Central Booking Unit include the Frederick County Sheriff's Office, Brunswick City Police, Thurmont City Police, Maryland State Police, Frederick City Police, Department of Natural Resources Police, and the State Fire Marshal's Office.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
ADULT DETENTION CENTER:		
Average daily inmate population	360	400
Prisoner Intakes	3,404	4,475
Food Cost per day per inmate	\$5.50	\$6.00
Number of inmate incidents	3,157	3,201
Number of court appearances	6,325	6,406
Number of inmate sick call requests	3,926	4,107
Number of documented log entries	750,203	757,101
Total Central Booking intakes	3,591	3,607

**SHERIFF'S OFFICE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
WORK RELEASE					
FTE Positions	40.00	40.00	40.00	40.00	
Salary & Wages	2,247,362	2,262,361	2,321,510	2,463,528	6.12%
Fringe Benefits	1,223,432	1,183,049	1,291,522	1,316,121	1.90%
Operating	368,081	402,155	442,760	452,984	2.31%
Capital Outlay					
Recoveries	<u>(154,347)</u>	<u>(202,766)</u>	<u>(182,000)</u>	<u>(190,000)</u>	<u>4.40%</u>
TOTAL	<u>3,684,528</u>	<u>3,644,799</u>	<u>3,873,792</u>	<u>4,042,633</u>	<u>4.36%</u>

Work Release provides supervision to nonviolent and first time offenders who have been authorized for participation. Diverting nonviolent offenders from traditional confinement at the Detention Center is essential for maintaining operations and for managing bed space which is needed to house those offenders who must be incarcerated in order to maintain public safety. The Community Services Programs are cost effective and well-managed alternatives that offer an extreme benefit to the Criminal Justice System, the offender, and to Frederick County.

The Alternative Sentencing program provides a sentencing alternative to the judiciary system by ordering nonviolent offenders to perform court-ordered community service hours instead of a jail sentence, points on a driver's license, or a guilty finding. The Program allows minor offenders to maintain their jobs in the community and continue to lend financial support to their family while minimizing the risk of safety to the community. Community service hours are performed on a regular designated schedule at work sites that the program has approved, and meets the criteria as established in the enabling legislation.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
WORK RELEASE:		
Funds generated by Work Release room/board	\$157,000	\$165,000
Total # of Home Detention participants	20	20
Total # of Alcomonitor tests conducted	12,923	12,329
Total # of Work Release job checks conducted	900	1,143
ALTERNATIVE SENTENCING:		
Hours of court ordered community service	40,000	30,000
Dollars collected by program fees	\$42,000	\$37,500
Offenders participating in the program	989	808
Offenders completing the program	646	625
Money saved by Community Services	\$384,289	\$350,000

**FIRE AND RESCUE SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> <u>Change</u>
Director/Administration	610,088	759,427	743,812	690,409	-7.18%
Administrative (Technical) Services	1,011,947	1,196,982	1,238,666	1,319,602	6.53%
Professional Services	323,831	698,886	967,571	1,159,671	19.85%
Fire & EMS Operations	37,512,553	38,750,708	39,335,056	41,779,189	6.21%
Ambulance Billing	650,231	670,805	694,709	706,189	1.65%
Fire Marshall	565,662	506,205	538,008	556,482	3.43%
Volunteer Fire/Rescue Cos. & Teams	6,508,529	6,837,193	7,328,639	7,821,414	6.72%
TOTAL	<u>47,182,841</u>	<u>49,420,206</u>	<u>50,846,461</u>	<u>54,032,956</u>	<u>6.27%</u>
SUMMARY					
FTE Positions	335.00	338.00	352.00	366.00	
Salary & Wages	23,428,260	25,103,525	25,141,080	26,840,169	6.76%
Fringe Benefits	14,999,164	15,316,052	15,640,366	16,127,741	3.12%
Volunteer FF Workers Compensation	700,167	1,029,749	1,029,506	1,029,823	0.03%
Operating	7,388,009	7,251,218	7,994,541	8,958,255	12.05%
Capital Outlay			33,000	69,000	109.09%
Recoveries	(27,676)	(5)	(10,000)	(10,000)	0.00%
LOSAP Payments	694,917	719,667	1,017,968	1,017,968	0.00%
TOTAL	<u>47,182,841</u>	<u>49,420,206</u>	<u>50,846,461</u>	<u>54,032,956</u>	<u>6.27%</u>

The Fire & Rescue Services Division is committed to protecting life, property, and the environment by providing professional, efficient, and quality service to the citizens of Frederick County.

**FIRE AND RESCUE SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
DIRECTOR/ADMINISTRATION					
FTE Positions	4.00	4.00	4.00	4.00	
Salary & Wages	389,367	413,900	332,525	351,006	5.56%
Fringe Benefits	175,796	174,859	168,115	155,551	-7.47%
Operating	44,925	170,668	243,172	183,852	-24.39%
Capital Outlay					
Recoveries					
TOTAL	<u>610,088</u>	<u>759,427</u>	<u>743,812</u>	<u>690,409</u>	<u>-7.18%</u>

The Frederick County Fire & Rescue Services Division is organized into six Sections or Departments under the Office of the Director: Administrative (Technical) Services, Professional Services, Fire & EMS Operations, Ambulance Billing, Fire Marshall, and Volunteer Fire & Rescue. DFRS has over 360 uniformed and civilian personnel. The men and women of Fire & Rescue are held to the highest standard of moral and ethical character and work to protect your life and property professionally, enthusiastically, and to their utmost ability.

The Division operates under Federal and State regulations and guidelines as well as the policies and procedures as adopted by the Frederick County Charter.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ADMINISTRATIVE (TECHNICAL) SERVICES					
FTE Positions	4.00	6.00	6.00	6.00	
Salary & Wages	387,900	406,399	363,893	385,963	6.06%
Fringe Benefits	190,997	210,397	220,292	221,664	0.62%
Operating	456,474	580,186	654,481	642,975	-1.76%
Capital Outlay				69,000	
Recoveries	(23,424)				
TOTAL	<u>1,011,947</u>	<u>1,196,982</u>	<u>1,238,666</u>	<u>1,319,602</u>	<u>6.53%</u>

Administrative (Technical) Services supports the Fire & EMS Services Section for the Division of Fire & Rescue. This department supports the fiscal management and budget preparation, Capital Improvement Projects, Fleet Management to include development of specifications and purchasing apparatus, maintenance of staff and reserve fleet including fuel. The Administrative (Technical) Services Bureau is also responsible for the EMS Billing Function for the Fire & Rescue Services Division and the Fire Marshall's Office.

**FIRE AND RESCUE SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
PROFESSIONAL SERVICES					
FTE Positions	2.00	5.00	7.00	7.00	
Salary & Wages	147,866	385,737	462,156	569,941	23.32%
Fringe Benefits	82,698	208,391	264,651	306,966	15.99%
Operating	93,267	104,758	240,764	282,764	17.44%
Capital Outlay					
Recoveries					
TOTAL	<u>323,831</u>	<u>698,886</u>	<u>967,571</u>	<u>1,159,671</u>	<u>19.85%</u>

Professional Services provides management and oversight of the Training Academy and the Public Safety Training Facility. EMS, Fire & Rescue training, Drivers training, Safety and Management courses/training are all conducted by the staff of Professional Services. A Health & Wellness program supports the health and physical well being of the firefighters. Employees in the Safety Officers program respond to significant incidents and are responsible for accident and injury investigations.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
FIRE & EMS OPERATIONS					
FTE Positions	318.00	315.00	326.00	339.00	
Salary & Wages	22,018,941	23,318,302	23,361,566	24,834,227	6.30%
Fringe Benefits	14,266,731	14,399,955	14,648,974	15,064,632	2.84%
Operating	1,231,083	1,032,451	1,301,516	1,890,330	45.24%
Capital Outlay			33,000		-100.00%
Recoveries	(4,202)		(10,000)	(10,000)	0.00%
TOTAL	<u>37,512,553</u>	<u>38,750,708</u>	<u>39,335,056</u>	<u>41,779,189</u>	<u>6.21%</u>

Personnel are assigned to the various fire stations in the county to respond to all types of emergency and non-emergency incidents. This includes Advanced Life Support providers to provide incident support for serious accidents.

**FIRE AND RESCUE SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
AMBULANCE BILLING					
FTE Positions	2.00	3.00	3.00	3.00	
Salary & Wages	92,665	136,414	155,488	162,377	4.43%
Fringe Benefits	54,078	73,316	74,609	74,200	-0.55%
Operating	503,488	461,075	464,612	469,612	1.08%
Capital Outlay					
Recoveries					
TOTAL	<u><u>650,231</u></u>	<u><u>670,805</u></u>	<u><u>694,709</u></u>	<u><u>706,189</u></u>	<u><u>1.65%</u></u>

Ambulance Transport Insurance Billing is a program that provides reimbursement for services rendered for Ambulance Transport Services. In many cases, insurance carriers, government programs, auto insurances, etc., will generally reimburse a portion for ambulance charges.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
FIRE MARSHALL					
FTE Positions	3.00	4.00	4.00	4.00	
Salary & Wages	326,028	299,608	310,058	325,564	5.00%
Fringe Benefits	188,337	187,454	192,963	195,931	1.54%
Operating	51,347	19,148	34,987	34,987	0.00%
Capital Outlay					
Recoveries	(50)	(5)			
TOTAL	<u><u>565,662</u></u>	<u><u>506,205</u></u>	<u><u>538,008</u></u>	<u><u>556,482</u></u>	<u><u>3.43%</u></u>

The Fire Marshall's Office enforces State and County fire codes and laws, performs on-site inspections at construction sites, responds to and investigates complaints and fire code violations, and provides assistance to fire companies.

**FIRE AND RESCUE SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> Change
VOLUNTEER FIRE & RESCUE					
FTE Positions	2.00	1.00	2.00	3.00	
Salary & Wages	65,493	143,165	155,394	211,091	35.84%
Fringe Benefits	40,527	61,680	70,762	108,797	53.75%
Volunteer FF Workers Compensation	700,167	1,029,749	1,029,506	1,029,823	0.03%
Operating Capital Outlay Recoveries LOSAP Payments	679,542	648,984	650,593	708,953	8.97%
	<u>694,917</u>	<u>719,667</u>	<u>1,017,968</u>	<u>1,017,968</u>	<u>0.00%</u>
TOTAL	<u><u>2,180,646</u></u>	<u><u>2,603,245</u></u>	<u><u>2,924,223</u></u>	<u><u>3,076,632</u></u>	<u><u>5.21%</u></u>
COMPANIES & TEAMS					
Operating Expenses	<u><u>4,327,883</u></u>	<u><u>4,233,948</u></u>	<u><u>4,404,416</u></u>	<u><u>4,744,782</u></u>	<u><u>7.73%</u></u>

Volunteer Fire & Rescue includes two full time staff dedicated as liaison to the Volunteer Fire & Rescue Services community. The Frederick County Volunteer Fire and Rescue Association is an organization of 29 volunteer fire companies which provide fire-fighting and ambulance service throughout the County. Hazardous Materials, Advanced Technical Rescue and a Dive team are the three specialty teams included in the emergency services provided by the County.

**EMERGENCY MANAGEMENT DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Administration	209,886	244,085	283,889	316,320	11.42%
Emergency Communications	5,188,316	6,295,024	6,306,270	6,968,475	10.50%
Emergency Preparedness	361,349	355,638	397,917	508,044	27.68%
Sub-total General Fund	5,759,551	6,894,747	6,988,076	7,792,839	11.52%
Emergency Communications Grants	8,563	1,690,997	0	0	n/a
Emergency Preparedness Grants	552,115	358,612	0	0	n/a
Sub-total Other Funds	560,678	2,049,609	0	0	n/a
TOTAL ALL FUNDS	<u>6,320,229</u>	<u>8,944,356</u>	<u>6,988,076</u>	<u>7,792,839</u>	<u>11.52%</u>
SUMMARY					
FTE Positions	54.00	54.00	56.00	61.00	
Salary & Wages	3,160,016	3,359,794	3,230,854	3,671,367	13.63%
Fringe Benefits	1,569,249	1,617,956	1,665,005	1,856,238	11.49%
Operating	1,590,964	3,966,856	2,092,217	2,265,234	8.27%
Capital Outlay					
Recoveries		(250)			
TOTAL	<u>6,320,229</u>	<u>8,944,356</u>	<u>6,988,076</u>	<u>7,792,839</u>	<u>11.52%</u>

The Division of Emergency Planning and Management is comprised of three operational departments including: Administration, Emergency Communications, and Emergency Preparedness. The departments operate in accordance with policies established by the County Executive under the supervision of the Division Director. Each Department is led by a Director who is responsible for managing the operational and administrative activities of the Department.

**EMERGENCY MANAGEMENT DIVISION
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> <u>Change</u>
ADMINISTRATION					
FTE Positions	2.00	2.00	2.00	2.00	
Salary & Wages	132,726	151,780	180,703	203,587	12.66%
Fringe Benefits	62,863	68,082	80,646	89,335	10.77%
Operating	14,297	24,223	22,540	23,398	3.81%
Capital Outlay					
Recoveries					
TOTAL	<u>209,886</u>	<u>244,085</u>	<u>283,889</u>	<u>316,320</u>	<u>11.42%</u>

The Division of Emergency Planning & Management Administration provides guidance and support to the Emergency Communications and Emergency Preparedness departments. The Division Director aids these departments with Automatic/Mutual Aid agreements, Emergency Action plans, Biological Agent Registry plans, Radio System Management, and 9-1-1 Addressing & Mapping. Administration also works with the Maryland Emergency Numbers System Board, the Federal Communications Commission Radio License Management, the State Emergency Medical Services Advisory Council, and the FCC Region 20 Planning Committee. The Director also provides administration & oversight to the Computer Aided Dispatch.

**EMERGENCY MANAGEMENT DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
EMERGENCY COMMUNICATIONS					
FTE Positions	49.00	49.00	51.00	55.00	
Salary & Wages	2,812,212	2,991,122	2,841,906	3,191,346	12.30%
Fringe Benefits	1,401,096	1,445,156	1,491,128	1,631,378	9.41%
Operating	975,008	1,858,746	1,973,236	2,145,751	8.74%
Capital Outlay					
Recoveries					
Sub-General Fund	<u>5,188,316</u>	<u>6,295,024</u>	<u>6,306,270</u>	<u>6,968,475</u>	<u>10.50%</u>
Transfer from General Fund					
Grant Funding					
Expenditures	<u>8,563</u>	<u>1,690,997</u>			
TOTAL	<u>5,196,879</u>	<u>7,986,021</u>	<u>6,306,270</u>	<u>6,968,475</u>	<u>10.50%</u>

The Frederick County Emergency Communications Center is the county's 9-1-1 public safety answering point. It is a department of the Frederick County Division of Emergency Services. Employees staff the 24 hour a day operation, handling over 100,000 9-1-1 calls for assistance from the citizens and visitors of Frederick County. The center also serves as the communications headquarters for the county's 30 fire and ambulance departments, answering over 350,000 calls last year. It is also the dispatch agency for the Frederick County Sheriff's Office, Thurmont, and Brunswick Police, and processed over 120,000 police calls for those agencies. The Emergency Communications Center provides a vital link between the public and emergency services personnel. Employees are trained and certified in providing emergency medical instructions to citizens calling for ambulance services, are trained in managing callers for law enforcement needs, and have training and expertise in modern computer aided dispatch applications that makes response to ambulance, fire, and police emergencies in Frederick County very rapid and efficient.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
EMERGENCY COMMUNICATIONS:		
Total Phone calls	395,000	425,000
Total 911 calls	110,000	115,000
Total Incidents Input by EC Personnel	300,000	325,000
Weather warnings issued for Frederick County	125	130
Siren activations and testing	375	375

**EMERGENCY MANAGEMENT DIVISION
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> Change
EMERGENCY PREPAREDNESS					
FTE Positions	3.00	3.00	3.00	4.00	
Salary & Wages	215,078	216,892	208,245	276,434	32.74%
Fringe Benefits	105,290	104,718	93,231	135,525	45.36%
Operating	40,981	34,278	96,441	96,085	-0.37%
Capital Outlay					
Recoveries		(250)			
Sub-General Fund	361,349	355,638	397,917	508,044	27.68%
Transfer from General Fund					
Grant Funding					
Expenditures	552,115	358,612			
TOTAL	913,464	714,250	397,917	508,044	27.68%

Emergency Preparedness provides planning and resources for operations in the event of an enemy attack or natural disaster. To coordinate with Federal, State and Local authorities during planning, operation, and clean-up of disaster situations. County disaster operations are coordinated by the Emergency Planning & Management Director as a part of the emergency management function. Direction and control for this process is provided by the Federal Emergency Agency (FEMA) through the Maryland Emergency Management Agency (MEMA). Certain communication items and other expenses are funded by FEMA as a state pass-through grant. Application for disaster relief is made through the local Emergency Management office to FEMA. The County Disaster Plan is constantly updated to reflect changes in local condition as well as to conform to State and Federal regulations.

**ANIMAL CONTROL DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Animal Control	1,817,769	1,870,357	1,896,310	1,993,365	5.12%
TOTAL	<u>1,817,769</u>	<u>1,870,357</u>	<u>1,896,310</u>	<u>1,993,365</u>	<u>5.12%</u>
SUMMARY					
FTE Positions	23.00	24.00	24.00	25.00	
Salary & Wages	984,903	1,038,473	1,047,249	1,059,095	1.13%
Fringe Benefits	592,493	593,955	639,692	724,555	13.27%
Operating	290,663	310,164	329,369	318,774	-3.22%
Capital Outlay	20,716	0	0	10,941	n/a
Recoveries	(71,006)	(72,235)	(120,000)	(120,000)	0.00%
TOTAL	<u>1,817,769</u>	<u>1,870,357</u>	<u>1,896,310</u>	<u>1,993,365</u>	<u>5.12%</u>

The Frederick County Animal Control center serves the citizens of Frederick County by providing, educating, and enforcing laws pertaining to animals. The department issues mandatory dog and cat licenses; investigates animal bites and animal cruelty cases for prosecution with the help of the State's Attorney Animal Task Force; transports stray and injured animals to the Center; cares for stray or owned animals until final disposition; assists animal owners in finding lost pets; and provides educational programs to schools and organizations.

**ANIMAL CONTROL DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ANIMAL CONTROL					
FTE Positions	23.00	24.00	24.00	25.00	
Salary & Wages	984,903	1,038,473	1,047,249	1,059,095	1.13%
Fringe Benefits	592,493	593,955	639,692	724,555	13.27%
Operating	290,663	310,164	329,369	318,774	-3.22%
Capital Outlay	20,716			10,941	
Recoveries	<u>(71,006)</u>	<u>(72,235)</u>	<u>(120,000)</u>	<u>(120,000)</u>	<u>0.00%</u>
TOTAL	<u>1,817,769</u>	<u>1,870,357</u>	<u>1,896,310</u>	<u>1,993,365</u>	<u>5.12%</u>

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
ANIMAL CONTROL:		
Animals processed	5,045	5,000
Adopted	1,215	1,288
Return to Owner	660	673
Euthanized	2,430	2,187
Licensed	3,445	3,548
Cruelty Cases Handled	585	597
Bite Cases	597	609
Complaints/At Large/Loose	2,346	2,393
Wildlife	753	768
Total Calls for Service	11,098	11,320

**PUBLIC WORKS DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
Administration	276,244	287,945	291,530	231,470	-20.60%
Highway Operations	14,501,254	14,650,821	13,902,791	15,521,599	11.64%
Transportation Engineering	2,139,667	2,225,707	2,418,708	2,134,162	-11.76%
Facilities & Project Services	1,271,056	1,222,754	1,639,520	1,753,732	6.97%
Maintenance	7,522,614	8,106,632	8,708,372	8,676,812	-0.36%
Sub-total General Fund	25,710,835	26,493,859	26,960,921	28,317,775	5.03%
Fleet Services	11,076,068	14,193,407	13,121,872	14,663,697	11.75%
Sub-total Other Funds	11,076,068	14,193,407	13,121,872	14,663,697	11.75%
TOTAL ALL FUNDS	36,786,903	40,687,266	40,082,793	42,981,472	7.23%
SUMMARY					
FTE Positions	186.10	180.10	192.60	201.00	
Salary & Wages	8,866,028	9,413,705	9,358,646	9,745,650	4.14%
Fringe Benefits	4,925,261	4,956,019	5,350,958	5,406,263	1.03%
Operating	24,989,438	28,578,407	23,959,811	26,053,307	8.74%
Capital Outlay	(8,205)	(37,982)	3,565,000	4,433,000	24.35%
Recoveries	(1,985,619)	(2,222,883)	(2,151,622)	(2,656,748)	23.48%
TOTAL	36,786,903	40,687,266	40,082,793	42,981,472	7.23%

The Frederick County Public Works Division is comprised of an Administrative Office and five Departments. The Administrative Office consists of the Division Director and an Administrative Assistant. Departments within this Division include Highway Operations, Transportation Engineering, Facilities & Project Services, Maintenance, and Fleet Services.

**PUBLIC WORKS DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
ADMINISTRATION					
FTE Positions	2.00	2.00	2.00	2.00	
Salary & Wages	179,265	189,989	189,261	128,673	-32.01%
Fringe Benefits	94,359	95,716	95,725	96,253	0.55%
Operating	2,620	2,240	6,544	6,544	0.00%
Capital Outlay					
Recoveries					
TOTAL	<u>276,244</u>	<u>287,945</u>	<u>291,530</u>	<u>231,470</u>	<u>-20.60%</u>

The Administrative Office consists of the Division Director and an Administrative Assistant. Oversight is given to the Highway Operations, Transportation Engineering, Facilities & Project Services, Maintenance, and Fleet Services departments.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
HIGHWAY OPERATIONS					
FTE Positions	91.00	79.00	88.00	95.00	
Salary & Wages	3,949,975	4,075,955	4,049,510	4,487,273	10.81%
Fringe Benefits	2,430,525	2,370,483	2,691,501	2,860,700	6.29%
Operating	8,275,131	8,340,282	7,326,142	8,337,988	13.81%
Capital Outlay					
Recoveries	(154,377)	(135,899)	(164,362)	(164,362)	0.00%
TOTAL	<u>14,501,254</u>	<u>14,650,821</u>	<u>13,902,791</u>	<u>15,521,599</u>	<u>11.64%</u>

Highway Operations seeks to develop and maintain the County highway network, including roadways, bridges, culverts, traffic control and safety programs. Specific areas of responsibility include: bridge repair and replacement, inspections, roadway patching, mowing, tree trimming, pipe replacements, and snow and ice removal. Highway Operations also include the design, alignment study, stabilization construction, and widening and overlay of County roads and supports the Planning and Zoning Division with the comprehensive development plan and preliminary plan issues relative to transportation.

**PUBLIC WORKS DIVISION
FISCAL YEAR 2017**

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
HIGHWAY OPERATIONS:		
Bridge Management Program:		
Number of Bridges Replaced or Repaired	18	20
Square Yardage of Bridges Cleaned/Swept	36,300	36,300
Number of Bridges with span length over 20'	220	221
Road Surface Management:		
Patching (square yards)	20,000	20,000
Crack Sealing (pounds)	0	0
Street Sweeping (lane miles)	750	750
Traffic & Safety Management:		
Number of sign/post installations	4,900	4,900
Striping (center and edgeline miles)	1,624	1,725
In-house painting of legends (stop bars, crosswalks, etc)	270	200
Roadside Drainage & Vegetation Control:		
Concrete Used (Cubic Yard)	145	250
Linear feet of pipe installed	2,500	3,000
Roadside Mowing (miles)	4,600	4,500
Trees - Take Downs	2,200	2,300
Trees - Hand Trimming (miles)	120	120
Snow & Ice Control:		
Centerline Miles	1,276	1,277
Tonnage of materials used	15,200	17,500

**PUBLIC WORKS DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
TRANSPORTATION ENGINEERING					
FTE Positions	18.00	25.00	25.00	18.00	
Salary & Wages	1,550,544	1,810,990	1,669,520	1,389,448	-16.78%
Fringe Benefits	740,989	833,806	829,181	630,993	-23.90%
Operating	320,873	323,976	320,040	513,754	60.53%
Capital Outlay					
Recoveries	(472,739)	(743,065)	(400,033)	(400,033)	0.00%
TOTAL	2,139,667	2,225,707	2,418,708	2,134,162	-11.76%

Transportation Engineering administers engineering, planning, and traffic programs for the County transportation system. It also supports the Planning and Zoning Department with the comprehensive development plan and preliminary plan issues relative to transportation.

Areas of responsibility for Transportation Engineering include: road and bridge CIP design/construction, bridge inspections, traffic counts, APFO reviews, roadway signs and stripping designs, signal studies and design, accident location studies and analysis.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
TRANSPORTATION ENGINEERING:		
Bridge Management Program:		
Number of Bridges Repaired/Painted	6	6
Number of Bridges Inspected	182	202
Pavement Management Program:		
Centerlines Miles in County Road system	1,271	1,271
6-year CIP-Pavement Management Program	\$13.4 M	\$15.5 M
Traffic & Safety Management:		
Total Length of Guardrails Installed/Repaired	2,000	2,500
Number of Sign Post/Installations	4,700	4,900
Capital Improvements Program:		
6-year CIP Requests (Roads, Bridges & Participation of State Projects)	\$38.7 M	\$47.5 M

**PUBLIC WORKS DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
FACILITIES & PROJECT SERVICES					
FTE Positions	20.60	19.60	18.60	20.00	
Salary & Wages	1,213,110	1,216,590	1,239,618	1,363,439	9.99%
Fringe Benefits	629,947	613,212	626,377	640,449	2.25%
Operating	77,316	80,120	104,880	104,127	-0.72%
Capital Outlay	339	(37,982)	500,000	500,000	0.00%
Recoveries	(649,656)	(649,186)	(831,355)	(854,283)	2.76%
TOTAL	1,271,056	1,222,754	1,639,520	1,753,732	6.97%

Facilities & Project Services administers and manages Public Works construction projects as the point of contact for Frederick County, and as such provides various services including: construction inspection, contract administration, change order processing, constructability reviews and contractor evaluations, schedule analysis, claims negotiation and mitigation, maintenance of construction project archives and inspection and management of the public improvements required by Public Works Agreements between developers and Frederick County.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
FACILITIES & PROJECT SERVICES:		
Property Management:		
Number of Occupied Facilities Managed	60	60
Number of Leases Managed	28	28
Project Management:		
Active CIP Projects in Design or Construction	32	36

**PUBLIC WORKS DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
MAINTENANCE					
FTE Positions	30.00	30.00	33.00	38.00	
Salary & Wages	1,973,134	2,120,181	2,210,737	2,376,817	7.51%
Fringe Benefits	1,029,441	1,042,802	1,108,174	1,177,868	6.29%
Operating	5,237,430	5,638,382	6,145,333	6,360,197	3.50%
Capital Outlay	(8,544)				
Recoveries	(708,847)	(694,733)	(755,872)	(1,238,070)	63.79%
TOTAL	7,522,614	8,106,632	8,708,372	8,676,812	-0.36%

The Maintenance Department provides maintenance and repairs for County owned or leased buildings, including carpentry, painting, plumbing, heating, ventilation and air conditioning. The department also bids, awards and monitors preventive maintenance contracts for necessary building operations such as pest control, elevator service, and refuse collections. Additionally, the Maintenance department completes small renovation projects for all County agencies.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
MAINTENANCE:		
Maintenance:		
Number of Buildings Maintained	162	161
Number of Square Foot Maintained	1,527,176	1,518,205
Number of Routine Work Orders	3,700	4,000
Number of Emergency Work Orders	40	40
Number of Preventative Maintenance Work Orders	200	200
Environmental Issues:		
Air Samples Performed	9	1
Contracted Maintenance:		
Number of Contracts in place	41	37

**PUBLIC WORKS DIVISION
FLEET SERVICES FUND
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
FLEET SERVICES					
REVENUE					
Vehicle Replacement Revenue	1,639,046	1,716,818	1,944,401	3,949,150	103.10%
Vehicle Usage Fees	2,635,152	2,726,448	3,604,092	3,321,898	-7.83%
Parts Recovery	842,569	939,666	768,350	852,350	10.93%
Fuel Recovery	4,210,622	3,388,641	4,495,000	4,572,500	1.72%
Labor Recovery	679,027	624,276	625,350	681,600	8.99%
Accident Recovery	18,164	19,955	30,000	30,000	0.00%
Commercial Recovery	407,533	524,077	140,840	444,440	215.56%
Investment Earnings	20,826	14,549	40,000	15,000	-62.50%
Miscellaneous Revenues	5,922	7,959			
Gain/Loss on Sale of Fixed Ass	45,662	38,897	173,500	158,700	-8.53%
Insurance Recovery	31,653	54,285	30,000	30,000	0.00%
Budgeted Use of Fund Balance			389,240	181,778	-53.30%
Transfer T/F Replacement Reserve			881,099	(219,850)	-124.95%
Transfer from Other Funds		435,567		646,131	
TOTAL	<u>10,536,176</u>	<u>10,491,138</u>	<u>13,121,872</u>	<u>14,663,697</u>	<u>11.75%</u>
EXPENDITURES					
FTE Positions	24.50	24.50	26.00	28.00	
Personnel	2,042,284	2,208,852	2,344,756	2,517,919	7.39%
Operating	7,514,732	7,284,429	7,712,116	8,212,778	6.49%
Depreciation	1,519,052	1,200,126			
Transfer to General Fund		3,500,000			
Transfer to Other Funds					
Capital			3,065,000	3,933,000	28.32%
TOTAL	<u>11,076,068</u>	<u>14,193,407</u>	<u>13,121,872</u>	<u>14,663,697</u>	<u>11.75%</u>

Fleet Services is an Internal Service Fund within the Public Works Division whose objective is to supply the County departments and employees with vehicles, maintenance, fuel, parts, and supplies to satisfy their vehicular needs. Departments that use specialty equipment are furnished with parts and supplies, and all departments and agencies are supplied with fuel.

**PARKS & RECREATION DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Parks and Recreation	5,935,170	6,067,350	6,476,099	6,780,328	4.70%
Custodial Services	1,469,803	1,557,192	1,795,276	1,963,169	9.35%
Building Security	212,016	182,414	257,825	253,457	-1.69%
TOTAL	<u>7,616,989</u>	<u>7,806,956</u>	<u>8,529,200</u>	<u>8,996,954</u>	<u>5.48%</u>

SUMMARY

FTE Positions	71.01	70.51	71.51	76.51	
Salary & Wages	3,569,134	3,705,563	3,784,973	4,061,880	7.32%
Fringe Benefits	1,843,241	1,816,050	2,023,763	2,086,820	3.12%
Operating	2,386,456	2,486,679	2,957,858	2,918,562	-1.33%
Capital Outlay				170,000	n/a
Recoveries	(181,842)	(201,336)	(237,394)	(240,308)	1.23%
TOTAL	<u>7,616,989</u>	<u>7,806,956</u>	<u>8,529,200</u>	<u>8,996,954</u>	<u>5.48%</u>

The Parks and Recreation Division is responsible for the overall operations of the Parks & Recreations department, Custodial Services, and Building Security. This includes the policies, administration, and management of these three departments.

**PARKS & RECREATION DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
PARKS & RECREATION					
FTE Positions	47.51	47.51	47.51	47.51	
Salary & Wages	2,852,057	2,959,244	2,902,796	3,052,978	5.17%
Fringe Benefits	1,391,730	1,399,839	1,502,193	1,476,797	-1.69%
Operating	1,663,571	1,710,341	2,074,410	2,080,553	0.30%
Capital Outlay				170,000	
Recoveries	27,812	(2,074)	(3,300)		-100.00%
TOTAL	5,935,170	6,067,350	6,476,099	6,780,328	4.70%

The Division of Parks and Recreation is responsible for acquiring, developing, and operating fifteen (15) parks, which include features such as athletic facilities, picnic shelters, hiking trails, fishing areas, tennis and basketball courts, historic sites, and more. Whether Frederick Countians or other visitors prefer boating, fishing, hiking, picnicking, playing tennis or reflecting upon nature's beauty, our parks are available to the public to enjoy.

Within our park system can be found some unique amenities such as: a disc golf course and marble rings in Middletown Park, two (2) of the County's three historic covered bridges-one in Loy's Station Park and one in Roddy Road Park, a nature center, historic limestone kilns and a quarry pond in Fountain Rock Park, and a manor house and museums in Rose Hill Manor Park. The Department books reservations for twenty (20) shelters, fifty eight (58) ballfields, and the William Browning building (A-frame at Pinecliff Park). Ballfields are available for public use on weekends, and to leagues for seasonal and tournament use. Picnic kits can also be rented. Tours of Rose Hill Manor Museum and Fountain Rock Nature Center are set up through the Department.

Programming includes special events, trips, sports, fitness, leagues, nature programs, special interests, crafts, social programs for developmentally challenged individuals, music grant programs, and arts. Summer programs feature a vast selection of tennis lessons and camps at locations throughout the County. Registrations of these programs, classes, and camps are handled through the Division.

**PARKS & RECREATION DIVISION
FISCAL YEAR 2017**

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
PARKS & RECREATION:		
ADMINISTRATION:		
Number of building and shelter reservations	1600	1,600
Number of Recreation Center reservations	1,000	1,200
Number of program registrations taken	28,152	29,000
Funding for Capital Improvement Program Budget	41,855,957	44,513,709
PARKS MAINTENANCE:		
Hours of turf maintenance:	6488	7820
Total park acres:	1,814	1,814
Number of buildings:	63	63
Developed parks:	20	20
Number of leased acres:	524	524
In House Annual Acres Mowed:	7494	8145
Contracted Annual Acres Mowed:	3807	3807
RECREATION CENTERS:		
Number of program registrations	19,000	19,000
Number of registered youth in camp monocacy	1,300	1,300
Number of participants who attended our Special Events	8,600	8,600
Number of participants who attend Museum tours	7,300	7,300
Annual attendance at both nature centers	21,000	21,000
Number of registrations for programs at Recreation Ctrs.	7,000	7,000
Number of registrants in youth sports leagues	1,800	1,800
INTERAGENCY SERVICE:		
Annual acres mowed:	1,478	1,478
Average regular hours of non-park snow removal:	997	1253
Number of non-park county facilities supported:	47	47
Number of non park acres maintained:	192	192

**PARKS & RECREATION DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
CUSTODIAL SERVICES					
FTE Positions	19.50	20.00	20.00	24.00	20.00%
Salary & Wages	596,466	635,610	734,384	858,059	16.84%
Fringe Benefits	370,052	350,706	420,739	516,610	22.79%
Operating	712,939	770,138	874,247	828,808	-5.20%
Capital Outlay					
Recoveries	(209,654)	(199,262)	(234,094)	(240,308)	2.65%
TOTAL	1,469,803	1,557,192	1,795,276	1,963,169	9.35%

In-House Custodial staff provides custodial services to four County facilities with a gross square footage of 359,901. In-house custodial staff provides custodial services in facilities that are considered to have high security requirements. All- In-house staff is required to go through extensive background checks and uphold their clearance requirements in accordance to the custodial employment policy. In-House Custodial staff provides normal custodial services in an effort to support the goal of clean, safe, and attractive buildings that are ready for use by building occupants.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
CUSTODIAL:		
Scott Key:		
Total # of Buildings Cleaned	22	21
Total Gross Square Footage Cleaned	488,439	425,037
In-House:		
Total # of Buildings Cleaned	4	7
Total Gross Square Footage Cleaned	359,901	426,789
Private Contractor:		
Total # of Buildings Cleaned	9	9
Total Gross Square Footage Cleaned	143,177	164,091

**PARKS & RECREATION DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
BUILDING SECURITY					
FTE Positions	4.00	3.00	4.00	5.00	25.00%
Salary & Wages	120,611	110,709	147,793	150,843	2.06%
Fringe Benefits	81,459	65,505	100,831	93,413	-7.36%
Operating	9,946	6,200	9,201	9,201	0.00%
Capital Outlay					
Recoveries					
TOTAL	<u>212,016</u>	<u>182,414</u>	<u>257,825</u>	<u>253,457</u>	<u>-1.69%</u>

This department serves as Building Security for Winchester Hall and 30 North Market Street.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
BUILDING SECURITY:		
Number of Visitors to Winchester Hall	6,390	6,390

**DIVISION OF UTILITIES & SOLID WASTE MANAGEMENT
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Water & Sewer	35,164,213	34,966,506	41,222,541	42,289,327	2.59%
Solid Waste	19,564,253	19,841,243	23,394,173	24,586,576	5.10%
TOTAL ENTERPRISE FUNDS	<u>54,728,466</u>	<u>54,807,749</u>	<u>64,616,714</u>	<u>66,875,903</u>	<u>3.50%</u>
SUMMARY					
FTE Positions	164.00	164.00	168.00	173.00	
Personnel	11,610,579	12,196,608	12,728,946	13,067,188	2.66%
Operating	27,096,974	38,022,289	28,989,351	31,784,597	9.64%
Capital	25,608	273,426	2,087,194	2,669,908	27.92%
Debt Service	15,995,305	4,315,426	20,811,223	19,354,210	-7.00%
TOTAL	<u>54,728,466</u>	<u>54,807,749</u>	<u>64,616,714</u>	<u>66,875,903</u>	<u>3.50%</u>

The Division of Utilities and Solid Waste Management (DUSWM), through responsible management of the county's water, wastewater and solid waste infrastructure, strives to provide the community with a safe and dependable water supply and reliable waste disposal services that do not reduce or inhibit the use of the county's natural resources.

The division provides for the planning, construction, and operation of the county's water supply, wastewater disposal and solid waste pollution control infrastructure. These responsibilities and/or activities are distributed among six (6) departments within the division and one (1) support office.

**DIVISION OF UTILITIES & SOLID WASTE MANAGEMENT
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> <u>Change</u>
WATER & SEWER					
REVENUE					
Service Charges	25,682,075	29,184,445	30,067,927	31,310,399	4.13%
Delinquent Fees	70,753	67,251	72,000	78,000	8.33%
Other Operating Revenues	26,095,420	23,716,758	6,561,187	10,745,343	63.77%
Meter Sales	148,195	125,105	150,000	150,000	0.00%
Federal Grant	328,514	328,633	328,958	328,958	0.00%
Investment Earnings	337,572	303,840	400,000	350,000	-12.50%
Budgeted Fund Balance			82,770	(1,094,462)	-1422.29%
Transfer to/from Reserves			3,559,699	421,089	-88.17%
TOTAL	<u>52,662,529</u>	<u>53,726,032</u>	<u>41,222,541</u>	<u>42,289,327</u>	<u>2.59%</u>
EXPENDITURES					
FTE Positions	125.75	125.75	126.75	131.75	
Personnel	8,933,683	9,327,198	9,580,867	9,850,116	2.81%
Operating	12,033,411	21,743,349	12,829,459	13,859,293	8.03%
Capital	25,608	273,426	1,526,694	2,012,908	31.85%
Debt Service	14,171,511	3,622,533	17,285,521	16,567,010	-4.16%
TOTAL	<u>35,164,213</u>	<u>34,966,506</u>	<u>41,222,541</u>	<u>42,289,327</u>	<u>2.59%</u>
EXCESS (DEFICIENCY)					
OF REVENUE OVER					
EXPENDITURES	<u>17,498,316</u>	<u>18,759,526</u>	<u>0</u>	<u>0</u>	

The Water and Sewer operations, under the Division of Utilities and Solid Waste Management, develops, constructs, operates, and maintains the County's controlled Water and Sewer systems; reviews all designs, agreements, and construction contracts for system additions; prepares water supply and sewage disposal studies; and assists municipalities with water and sewer problems when resources are available.

The Water and Sewer Fund is a separate self supporting fund that provides water and wastewater services. Depending on customer location, the water source may be the Potomac River, Lake Linganore, or a ground water source from deep wells in various aquifers throughout the County.

**DIVISION OF UTILITIES & SOLID WASTE MANAGEMENT
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> <u>Change</u>
SOLID WASTE					
REVENUE					
Service Charges	13,786,636	14,674,588	14,057,925	14,434,250	2.68%
System Benefit Charge	9,994,939	10,035,523	9,979,678	10,079,000	1.00%
Delinquent Fees	55,403	54,670	15,000	15,000	0.00%
Federal Grant	8,604	8,607	8,616	9,284	7.75%
Investment Earnings	49,813	55,589	100,000	100,000	0.00%
Miscellaneous Revenue	2,669	186,879			n/a
Gain/Loss on Sale of Assets	17,434	5,494			n/a
Budgeted Fund Balance			(767,046)	(50,958)	-93.36%
TOTAL	<u>23,915,498</u>	<u>25,021,350</u>	<u>23,394,173</u>	<u>24,586,576</u>	<u>5.10%</u>
EXPENDITURES					
FTE Positions	38.25	38.25	41.25	41.25	
Personnel	2,676,896	2,869,410	3,148,079	3,217,072	2.19%
Operating	15,265,788	16,338,756	16,077,551	17,930,482	11.52%
Capital			560,500	657,000	17.22%
Debt Service	1,823,794	692,893	3,525,702	2,787,200	-20.95%
Transfer to Closure Reserve	(202,225)	(59,816)	82,341	(5,178)	-106.29%
TOTAL	<u>19,564,253</u>	<u>19,841,243</u>	<u>23,394,173</u>	<u>24,586,576</u>	<u>5.10%</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES					
	<u>4,351,245</u>	<u>5,180,107</u>	<u>0</u>	<u>0</u>	

The Solid Waste Fund accounts for a variety of solid waste activities and services for both commercial and residential customers within Frederick County. The two primary services provided are solid waste facilities and a County-wide recycling program.

With the exception of agricultural wastes, some privately-recycled wastes and wastes which require special handling, most of the refuse originating in the County is collected for disposal at the County-owned and operated Reich's Ford Landfill. The site covers 475 acres in the southeast part of the County. Established in 1968, it is the County's only public sanitary landfill. All burning dumps were closed in 1974.

Solid Waste Management within the Division of Utilities and Solid Waste Management operates the landfill. It is open to County residents and accepts all solid wastes except hazardous materials, pathological wastes, animal carcasses, waste oil and abandoned vehicles. Alternative disposal programs usually regulate these restricted wastes.

Private contractors collect solid waste in all the county's election districts and local municipalities except in Frederick City which employs collection crews. The County is required to adopt and submit to the State a Solid Waste Management Plan and to review the Plan bi-annually.

**HEALTH SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
Health Administration	129,790	111,329	128,029	136,658	6.74%
School Health Program	8,134	6,418	10,000	10,000	0.00%
Mental Health Program	419,909	416,050	421,533	421,533	0.00%
Detention Ctr-Substance Abuse	132,572	132,572	132,572	132,572	0.00%
Health Core Services	1,691,153	1,514,724	2,027,497	2,173,797	7.22%
Frederick Developmental Center	2,968,247	3,003,459	3,126,608	3,452,065	10.41%
Scott Key Center	2,948,704	3,057,857	3,235,250	*	-100.00%
 Sub-total General Fund	 8,298,509	 8,242,409	 9,081,489	 6,326,625	 -30.33%
 Developmental Center Grants	 1,077,365	 1,189,376	 1,149,579	 1,199,440	 4.34%
 Sub-total Other Funds	 <u>1,077,365</u>	 <u>1,189,376</u>	 <u>1,149,579</u>	 <u>1,199,440</u>	 <u>4.34%</u>
 TOTAL	 <u>9,375,874</u>	 <u>9,431,785</u>	 <u>10,231,068</u>	 <u>7,526,065</u>	 <u>-26.44%</u>
 SUMMARY					
FTE Positions	183.41	182.60	182.37	152.18	
Salary & Wages	8,325,155	8,740,150	9,082,222	7,742,116	-14.76%
Fringe Benefits	5,215,974	5,347,850	5,541,450	4,621,291	-16.61%
Operating	4,031,683	3,945,811	4,596,558	4,523,628	-1.59%
Capital Outlay		10,636			
Recoveries	<u>(8,196,938)</u>	<u>(8,612,662)</u>	<u>(8,989,162)</u>	<u>(9,360,970)</u>	<u>4.14%</u>
 TOTAL	 <u>9,375,874</u>	 <u>9,431,785</u>	 <u>10,231,068</u>	 <u>7,526,065</u>	 <u>-26.44%</u>

*For FY2017, the County Executive approved a re-organization, transferring Scott Key Center from the Health Services Division to report directly to the Citizens Services Division Director.

**HEALTH SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
HEALTH ADMINISTRATION					
FTE Positions	1.91	1.15	1.00	1.00	
Salary & Wages	154,583	115,096	97,301	104,647	7.55%
Fringe Benefits	56,677	35,901	30,728	32,011	4.18%
Operating	5,104	(303)			
Capital Outlay					
Recoveries	<u>(86,574)</u>	<u>(39,365)</u>			
TOTAL	<u>129,790</u>	<u>111,329</u>	<u>128,029</u>	<u>136,658</u>	<u>6.74%</u>

The Frederick County Health Department improves the health of the citizens of Frederick County by providing quality preventative and early intervention health services, controlling or eradicating communicable disease, enhancing the quality of life for the elderly and disabled, treating mental illness, treating and preventing addiction disorders, implementing and enforcing regulatory standards in community and environmental health, and working with the community to define and alleviate health problems such as communicable diseases, environmental health, family planning, maternal and child health, injury prevention, adult health and geriatrics, addictions, mental health, and administration. The Health Department implements State and County laws and regulations, reports to the State Health Department, and to the County Executive on public health issues in the County and the region. The Health Department participates in reviews of public health policies and formulates recommendations to achieve public health goals. The Health Department implements numerous Federal and State grant programs responding to identified health needs in the community. Extensive reporting on financial and program outcomes is required by granting agencies. Cooperation with Federal and State agencies in the collecting of essential statistical information for tracking disease incidence is required.

**HEALTH SERVICES DIVISION
FISCAL YEAR 2017**

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
HEALTH SERVICES DIVISION:		
School Health:		
Students served	40,869	40,627
Medications administered	91,223	92,140
# of Health Room visits	210,617	212,729
Mental Health:		
Child/Adolescent individual therapy visits	1,400	1,800
Adult individual therapy/med management visits	10,000	9,500
Detention Center:		
Recidivism Rate	12%	12%
# of Discharged Clients	85	85
Developmental Center - Dental:		
Children served - ages 1-18	3,000	3,000
# of Dental visits	3,900	3,900
Developmental Center - Infants & Toddlers:		
Children served ages 0-5	600	650
# of assessments completed in 45 days	100	100
Developmental Center - School Based:		
# of services provided to FCPS students	19,000	20,300
# of assessments provided to FCPS students	440	488
Core Services:		
Vital Records Issued	18,000	20,000
Participants in Kids Like Us Program	100	150
Food permits & licenses processed	2,900	3,000
Food inspections & investigations	2,900	3,000
Well & Septic permits & licenses processed	1,400	1,500
Well & Septic inspections & investigations	950	1,000
Community Services permits & licenses processed	2,500	3,000
Community Services inspections & investigations	1,000	1,200
# of children & families enrolled in Medical Asst	200	325
Breast & Colon cancer screenings	600	400
Immunizations administered	2,550	2,500
Special Delivery Women & Children contacts	2,000	2,000
TB Clinic visits	700	800

**HEALTH SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
SCHOOL HEALTH PROGRAM					
FTE Positions	90.87	92.62	92.53	92.53	
Salary & Wages	3,309,070	3,484,922	3,836,959	3,931,942	2.48%
Fringe Benefits	2,588,525	2,726,932	2,860,372	2,846,287	-0.49%
Operating	30,317	29,693	44,280	44,280	0.00%
Capital Outlay					
Recoveries	<u>(5,919,778)</u>	<u>(6,235,129)</u>	<u>(6,731,611)</u>	<u>(6,812,509)</u>	<u>1.20%</u>
TOTAL	<u>8,134</u>	<u>6,418</u>	<u>10,000</u>	<u>10,000</u>	<u>0.00%</u>

The Frederick County Health Department School Health Program is a collaborative effort between the Frederick County Health Department and the Frederick County Public School System. The goal of the program is to prevent and identify student health related problems and to intervene to modify or remediate these problems. The Comprehensive School Health Program includes delivery of health services and health education that directly contributes to the student's educational success as well as the health of the family and community.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
MENTAL HEALTH PROGRAM					
Operating	<u>419,909</u>	<u>416,050</u>	<u>421,533</u>	<u>421,533</u>	<u>0.00%</u>

Frederick County Mental Health Services provides a wide variety of psychiatric services to Frederick County residents of all ages with mild to severe mental illness. Services are offered in a variety of settings to include the Health Department, school system, homeless shelters, local detention center, homes, etc. Frederick County funds approximately 40% of the State personnel and operating expenses. All other funding comes from fees collected.

**HEALTH SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
DETENTION CENTER - SUBSTANCE ABUSE					
Operating	<u>132,572</u>	<u>132,572</u>	<u>132,572</u>	<u>132,572</u>	<u>0.00%</u>

The substance abuse services in the Detention Center include a 90 day treatment program with an average of 50 male inmates and an intensive care treatment program with an average of 12 women inmates. An additional treatment program with an average of 10 male and 2 female work release inmates is held weekly. The programs are very structured, consisting of individual and group therapy, educational classes, therapeutic recreational activities, self-help meetings, and lectures on numerous related topics, such as domestic violence.

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
HEALTH CORE SERVICES					
Operating	<u>1,691,153</u>	<u>1,514,724</u>	<u>2,027,497</u>	<u>2,173,797</u>	<u>7.22%</u>

Core Public Health funding supports the following programs: Administration, Nutrition Management, Mental Health, Substance Abuse, Dental Health, Personal Care, Environmental Health, Food Control, Water Quality, Maternal Child Health, Family Planning, Communicable Disease-Clinical, and Adult Health-Outreach. The funding is shared by the State and the County.

**HEALTH SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
FREDERICK COUNTY DEVELOPMENTAL CENTER					
FTE Positions	45.37	45.37	45.37	49.04	
Salary & Wages	3,150,489	3,328,825	3,289,030	3,705,527	12.66%
Fringe Benefits	1,530,788	1,559,837	1,564,500	1,742,993	11.41%
Operating	477,556	442,329	530,629	552,006	4.03%
Capital Outlay		10,636			
Recoveries	<u>(2,190,586)</u>	<u>(2,338,168)</u>	<u>(2,257,551)</u>	<u>(2,548,461)</u>	<u>12.89%</u>
Sub-total General Fund	2,968,247	3,003,459	3,126,608	3,452,065	10.41%
Transfer from General Fund	375,099	439,668	461,731	469,633	1.71%
Grant Funding					
FTE Positions	9.60	9.60	9.60	9.60	
Expenditures	<u>702,266</u>	<u>749,708</u>	<u>687,848</u>	<u>729,807</u>	<u>6.10%</u>
TOTAL	<u>4,045,612</u>	<u>4,192,835</u>	<u>4,276,187</u>	<u>4,651,505</u>	<u>8.78%</u>

The Frederick County Developmental Center (FCDC) is a multidisciplinary agency within the Health Services Division of the Frederick County Government. FCDC services are provided to developmentally disabled children, ages 0-21 years. Certain services are also provided for selected adults with disabilities. FCDC is funded primarily by the Frederick County Government as well as generated revenues from the Maryland Medical Assistance Program, private health insurance, and private pay sliding fee scale clients. Highly specialized professionals from a variety of disciplines and agencies have the opportunity to work together at FCDC to develop a holistic evaluation and treatment of the child within his/her family with the surrounding community support systems. Services available include audiology, nursing, optometry, developmental pediatrics, physical therapy, occupational therapy, psychology, speech/language, special instruction, and social work services. FCDC is the lead agency for the Frederick County Infants and Toddlers Program (FCITP). FCITP is a federally mandated, grant funded program through the State of Maryland. This local program is a collaboration of the strength from Frederick County Department of Social Services, Frederick County Health Department, Frederick County Public Schools, and the Maryland School for the Deaf in cooperation with local private providers. Each service provider contributes toward the goal of early intervention for infants and toddlers under three years of age with developmental delays.

**HEALTH SERVICES DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Adopted	FY 2016 Adopted	FY 2017 Adopted	Percent Change
SCOTT KEY CENTER				*	
FTE Positions	35.66	33.86	33.86		
Salary & Wages	1,711,013	1,811,307	1,858,932		-100.00%
Fringe Benefits	1,039,984	1,025,180	1,085,850		-100.00%
Operating	197,707	221,370	290,468		-100.00%
Capital Outlay					
Recoveries					
TOTAL	<u>2,948,704</u>	<u>3,057,857</u>	<u>3,235,250</u>	<u>0</u>	<u>-100.00%</u>

The Scott Key Center in Frederick gives adults with developmental disabilities ongoing training and places them in jobs within the community. The Scott Key Center is a Frederick County agency and is part of the Health Services Division. The center is licensed and accredited by the U.S. Department of Labor, the State Department of Education, Division of Rehabilitation Services and the State Department of Health and Mental Hygiene. The center provides employment and employment-related opportunities in an integrated environment for persons with developmental disabilities. The Scott Key Center's professional staff screens qualified workers, evaluates their job skills, places them in a competitive work environment, and provides on-site assistance and training. With the assistance of a job coach, who trains the workers until they are proficient in the requirements of the job, the workers are integrated into the community work environment. In addition to the supported employment program, the Center also operates mobile work crews who provide high quality janitorial services for area businesses and governmental agencies, toner cartridge remanufacturing for area businesses, and food service training. The Center also provides benchwork employment including: stuffing, sealing, labeling, stamping, packaging, and bulk-mailing.

*For FY2017, the County Executive approved a re-organization, transferring Scott Key from the Health Services Division to report directly to the Citizens Services Division Director.

**HEALTH SERVICES RELATED
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
GYPSY MOTH CONTROL	8,100	12,750	40,000	40,000	0.00%

The Gypsy Moth Control Agreement is between the Maryland Department of Agriculture and Frederick County for the purposes of providing a program for the management and control of gypsy moths in the County.

DEINSTITUTIONALIZATION DAY CARE	0	11,514	11,514	11,514	0.00%
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Frederick County's local share of funds to the State Department of Mental Health and Hygiene to keep developmentally disabled persons in the community.

**TRANSIT
FISCAL YEAR 2017**

	FY 2014 Actual *	FY 2015 Adopted *	FY 2016 Adopted *	FY 2017 Adopted	Percent Change
Transit	0	0	0	104,865	n/a
Sub-total General Fund	0	0	0	104,865	n/a
Transit Grants	0	0	0	10,154,713	n/a
Sub-total Other Funds	0	0	0	10,154,713	n/a
TOTAL ALL FUNDS	0	0	0	10,259,578	n/a
SUMMARY					
FTE Positions	0.00	0.00	0.00	67.75	
Salary & Wages	0	0	0	268,478	n/a
Fringe Benefits	0	0	0	141,565	n/a
Operating	0	0	0	10,244,121	n/a
Capital Outlay					
Recoveries	0	0	0	(394,586)	n/a
TOTAL	0	0	0	10,259,578	n/a

TransIT Services provides approximately 800,000 passenger trips in Frederick County each year. TransIT provides public transit, paratransit, and commuter assistance. TransIT promotes regional mass transportation alternatives and assists Frederick County citizens to select the most cost effective and convenient transportation alternative. Nine (9) bus routes operate in the City of Frederick and urbanized area of Frederick County. These routes, known as Connector Routes operate Monday - Friday from 5:30 am - 9:30 pm. Seven (7) routes operate on Saturday from 7:30 am - 9:45 pm. serving medical, employment, education, and shopping centers. These bus routes operate on a regular schedule for use by all customers and most can deviate with a 3/4 mile corridor for passengers who are unable to board the bus at a regular timepoint because of a disability. TransIT operates five (5) commuter shuttle services each weekday between Frederick and Emmitsburg/Thurmont, Brunswick/Jefferson, the Point of Rocks MARC train station, East County, and the Route 85 business corridor. Transit operates TransIT-plus, a county-wide demand-response paratransit service for senior citizens, individuals with disabilities, and Medical Assistance recipients. Other persons may use this service on a space-available basis. TransIT-plus also provides paratransit as required under the Americans with Disabilities Act (ADA) for individuals who cannot use the accessible fixed-route bus service in Frederick City because of their disability. ADA paratransit service operates during the same hours as our fixed-route bus service.

*From FY2014 - FY2016, Transit was managed by the Citizens Services Division due to a re-organization approved by the Board of County Commissioners. Beginning with FY2017, The new County Executive approved Transit to be an independent Division no longer managed by the Citizens Services Division.

**TRANSIT
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Adopted	FY 2016 Adopted	FY 2017 Adopted	Percent Change
TRANSIT					
FTE Positions	*	*	*	7.14	
Salary & Wages				268,478	
Fringe Benefits				141,565	
Operating				89,408	
Capital Outlay					
Recoveries				(394,586)	
Sub-total General Fund	0	0	0	104,865	
Transfer from General Fund				2,121,023	
Grant Funding					
FTE Positions				60.61	
Expenditures				8,033,690	
TOTAL	0	0	0	10,259,578	

*From FY2014 - FY2016, Transit was managed by the Citizens Services Division due to a re-organization approved by the Board of County Commissioners. Beginning with FY2017, The new County Executive approved Transit to be an independent Division no longer managed by the Citizens Services Division.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Transit:		
Public Transportation:		
Revenue Vehicle Miles	776,074	784,511
Revenue Vehicle Hours	62,359	62,979
Passenger Trips	669,339	689,419
Passengers/Day	2,187	2,253
Passengers/Hour	11	11
Transit Plus:		
Revenue Vehicle Miles	384,617	381,565
Revenue Vehicle Hours	20,250	20,089
Passenger Trips	40,596	41,814
Passengers/Day	161	167
Passengers/Hour	2	2
Rideshare & Commuter Assistance:		
Vanpools Formed	4	4
Calls Taken	41,000	38,000
Website Hits	69,300	76,230
Community Events	40	55
Press Releases	14	16
Taxi Access Program:		
*Passenger Trips	8,132	8,539
*Program started 12/01/2015		

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
Director of Citizens Services	273,579	359,890	390,688	401,602	2.79%
Department of Aging	391,948	467,387	608,768	865,521	42.18%
Family Partnership	283,135	292,583	290,912	296,368	1.88%
Office of Children & Families	88,517	97,180	97,180	97,180	0.00%
Child Advocacy Center	272,190	272,127	272,740	325,639	19.40%
Housing & Community Devel.	312,509	367,642	384,094	522,609	36.06%
Human Relations Department	127,774	138,039	139,106	142,574	2.49%
Human Relations Commission	4,436	4,759	4,770	4,770	0.00%
Workforce Services	535,831	572,883	593,043	*	-100.00%
Transit	91,019	22,546	70,533	*	-100.00%
Scott Key Center	*	*	*	3,164,641	n/a
Sub-total General Fund	2,380,938	2,595,036	2,851,834	5,820,904	104.11%
Citizens Services Admin Grants	1,055	0	0	0	n/a
Department of Aging Grants	2,102,699	2,147,370	2,241,634	2,108,228	-5.95%
Family Partnership Grants	1,286,402	1,377,828	1,362,902	1,401,876	2.86%
Children & Families Grants	1,005,630	1,051,255	1,053,363	992,486	-5.78%
Child Advocacy Center Grants	92,058	111,966	112,899	167,154	48.06%
Housing & Comm Dev Grants	7,688,169	6,511,523	7,566,352	7,335,124	-3.06%
Workforce Services Grants	2,199,725	2,036,316	2,215,252	*	-100.00%
Transit Grants	5,822,236	5,957,266	7,453,044	*	-100.00%
Housing Initiatives Fund	860,465	885,672	1,563,107	1,230,860	-21.26%
Bell Court Housing Fund	194,866	163,740	128,900	129,400	0.39%
Sub-total Other Funds	21,253,305	20,242,936	23,697,453	13,365,128	-43.60%
TOTAL ALL FUNDS	23,634,243	22,837,972	26,549,287	19,186,032	-27.73%
SUMMARY					
FTE Positions	27.62	27.32	29.47	58.77	
Salary & Wages	1,632,668	1,753,421	1,856,741	3,380,491	82.07%
Fringe Benefits	783,259	778,802	866,998	1,792,751	106.78%
Operating	21,542,871	20,682,154	24,193,510	14,097,414	-41.73%
Capital Outlay	0	0	0	0	n/a
Recoveries	(324,555)	(376,405)	(367,962)	(84,624)	-77.00%
TOTAL	23,634,243	22,837,972	26,549,287	19,186,032	-27.73%

*Beginning with FY2017, Workforce Services and Transit are no longer managed by the Citizens Services Division due to a re-organization approved by the County Executive. Workforce Services is now overseen by the Office of Economic Development under the direction of the County Executive. Transit is shown independently. Also, the Scott Key Center was organizationally transferred from the Health Services Division to the Citizens Services Division.

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
DIRECTOR OF CITIZENS SERVICES					
FTE Positions	2.97	3.00	3.00	3.00	
Salary & Wages	178,764	189,928	206,040	193,463	-6.10%
Fringe Benefits	86,987	85,757	97,914	88,652	-9.46%
Operating	7,828	84,205 *	86,734	119,487	37.76%
Capital Outlay					
Recoveries					
Sub-total General Fund	<u>273,579</u>	<u>359,890</u>	<u>390,688</u>	<u>401,602</u>	<u>2.79%</u>
Grant Funding					
FTE Positions	0.03				
Food Assistance	1,055				
Food Asst-Transfer from GF	<u>0</u>				
Sub-total Grant Funding	<u>1,055</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL	<u><u>274,634</u></u>	<u><u>359,890</u></u>	<u><u>390,688</u></u>	<u><u>401,602</u></u>	<u><u>2.79%</u></u>

The Administration provides direct oversight/monitoring to all departments within the Citizens Services Division. Citizens Services is to bring together Federal, State and local resources to provide public services that enhance the quality of life of citizens in Frederick County. These services which include employment, housing, food, and information assistance are developed and administered with an emphasis on reaching special populations such as pre-school children, economically disadvantaged families, and senior citizens. In addition, the Emergency Food Administration program and the Frederick County Grants for Human Services are administered through this office.

*Beginning with FY2015, the operating appropriations shown include funding for the Religious Coalition Prescription Assistance Program and the Mental Health Association Hotline through Memorandum of Understanding agreements with Frederick County.

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
DEPARTMENT OF AGING					
FTE Positions	3.75	3.75	5.75	7.85	
Salary & Wages	250,769	261,133	353,758	508,389	43.71%
Fringe Benefits	129,817	128,662	182,602	253,772	38.98%
Operating	25,284	89,856	82,808	113,760	37.38%
Capital Outlay					
Recoveries	<u>(13,922)</u>	<u>(12,264)</u>	<u>(10,400)</u>	<u>(10,400)</u>	<u>0.00%</u>
Sub-total General Fund	391,948	467,387	608,768	865,521	42.18%
Transfer from General Fund	1,101,166	1,035,704	1,224,906	1,081,207	-11.73%
Grant Funding					
FTE Positions	20.69	21.69	21.69	20.59	
Expenditures	<u>1,001,533</u>	<u>1,111,666</u>	<u>1,016,728</u>	<u>1,027,021</u>	<u>1.01%</u>
TOTAL	<u><u>2,494,647</u></u>	<u><u>2,614,757</u></u>	<u><u>2,850,402</u></u>	<u><u>2,973,749</u></u>	<u><u>4.33%</u></u>

The Frederick County Department of Aging, established in 1965, is the local Area Agency on Aging. Its primary purpose is to be the advocate for the older person and to coordinate the efforts of public, private, and volunteer agencies dedicated to the well-being of the older citizen. The Department helps determine the needs of the aging and develops, implements, and supports programs and services which promote the dignity and enrichment of life for persons over 60 years old. There are nine nutrition sites which provide a weekly noon meal that are staffed by volunteers. Nutritious meals are delivered to homebound persons who cannot shop or cook for themselves. Limited transportation is available to the centers and sites, and a weekly grocery shopping trip is available from all Centers. The County's Ombudsman is available to listen and help resolve concerns about care a patient is receiving at any of the nursing homes or care facilities in the County. In-home aides, through the Department of Social Services, visit and provide services for the elderly to prevent premature institutionalization. The Senior Information and Assistance staff is available to answer insurance billing questions, and provide information and referral to other services in the County that may help elderly people and their families. Consumer protection help and advice for the elderly is also available.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Department of Aging:		
Senior Information & Assistance Units of service	34,450/2,200	36,200/2,500
Senior Care Units of service/clients receiving case management	4,850/161	4,850/161
Guardianship Clients served	21	23
Ombudsman Cases opened & closed	25	26
Senior Health Insurance Program # of client contacts	2,800	3,300
Senior Center Services # of participants	1,300	1,350
Meals on Wheels & Home Delivered Meals	44,000	52,000
Number of congregate meals served	8,000	9,000

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
FAMILY PARTNERSHIP					
FTE Positions	3.00	3.00	3.00	3.00	
Salary & Wages	162,315	169,628	168,229	173,976	3.42%
Fringe Benefits	94,432	93,411	93,972	93,681	-0.31%
Operating	26,388	29,544	28,711	28,711	0.00%
Capital Outlay					
Recoveries					
Sub-total General Fund	283,135	292,583	290,912	296,368	1.88%
Transfer from General Fund	759,516	794,798	872,486	911,460	4.47%
Grant Funding					
FTE Positions	15.57	15.57	16.57	16.57	
Expenditures	526,886	583,030	490,416	490,416	0.00%
TOTAL	1,569,537	1,670,411	1,653,814	1,698,244	2.69%

Family Partnership collaborates with families and agencies to develop and utilize resources and comprehensive family oriented services that result in healthy, literate and self-reliant families. This mission is a very basic economic development strategy designed to build basic life and work skills of two generations simultaneously leading to a better prepared citizenry and workforce. An array of comprehensive services designed to provide maximum learning potential of both parents and their children. Core services include: education/high school completion, on-site developmental child care, parenting education, life skills, health and wellness, employability, parent/child activities, service brokering, leadership empowerment, peer support, outreach, transportation and in-home intervention. All services are integrated to provide comprehensive, meaningful, literacy based activities for parents and their children.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Family Partnership:		
Support Center-Frederick Diplomas earned	23	25
Support Center-Jobs obtained	54	60
Support Center-Frederick Applicants served Teen-Adult	362	365
Support Center-Frederick Applicants served Children 0-12	310	295

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
OFFICE OF CHILDREN & FAMILIES					
FTE Positions					
Salary & Wages					
Fringe Benefits					
Operating	88,517	97,180	97,180	97,180	0.00%
Capital Outlay					
Recoveries					
Sub-total General Fund	88,517	97,180	97,180	97,180	0.00%
Transfer from General Fund	226,034	250,478	270,431	288,143	6.55%
Grant Funding					
FTE Positions	2.00	2.50	2.50		
Expenditures	<u>779,596</u>	<u>800,777</u>	<u>782,932</u>	<u>704,343</u>	<u>-10.04%</u>
TOTAL	<u>1,094,147</u>	<u>1,148,435</u>	<u>1,150,543</u>	<u>1,089,666</u>	<u>-5.29%</u>

The Office of Children and Families seeks to create a more efficient and effective system of care for the children and families of Frederick County through developing service, family, community, and financial partnerships; designing goal directed services that are client centered and family focused; targeting resources to families with the greatest needs; and implementing a monitoring system to determine client and cost outcomes. The main program being implemented is the Systems Reform Initiative (SRI) which mandates local governments in Maryland to create an interagency service delivery system for children and families.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Office of Children & Families:		
Local Management Board community initiatives	12	9
Juvenile Entry Diversion Initiative target youth served	240	240
Integrated Systems of Care: Single Point of Access-# of calls	3,600	3,600
Integrated Systems of Care: Single Point of Access-Referrals	2,800	2,800
Integrated Systems of Care: Navigation-Families served	106	106
Healthy Families Frederick Children/Families to be served	60/60	60/60
After School Program Youth to be served	150	150
Health-E Kids Dental - Children served	325	325
Health-E Kids Mental Health - Youth & their families served	50	50
Health-E Kids Prenatal - Women to receive prenatal care	150	150
Children's Mobile Crisis Program Families to be served	40	40

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
CHILD ADVOCACY CENTER					
FTE Positions	2.00	2.00	2.00	3.00	
Salary & Wages	178,246	195,103	193,056	219,715	13.81%
Fringe Benefits	58,255	56,040	54,268	82,386	51.81%
Operating	40,089	30,944	25,416	25,916	1.97%
Capital Outlay					
Recoveries	<u>(4,400)</u>	<u>(9,960)</u>		<u>(2,378)</u>	
Sub-total General Fund	272,190	272,127	272,740	325,639	19.40%
Transfer from General Fund	10,397	11,815	49		-100.00%
Grant Funding					
FTE Positions	0.00	0.00	0.00	0.00	
Expenditures	<u>81,661</u>	<u>100,151</u>	<u>112,850</u>	<u>167,154</u>	<u>48.12%</u>
TOTAL	<u><u>364,248</u></u>	<u><u>384,093</u></u>	<u><u>385,639</u></u>	<u><u>492,793</u></u>	<u><u>27.79%</u></u>

The Child Advocacy Center of Frederick County is a comfortable, child-friendly facility designed, staffed, and equipped to provide comprehensive and coordinated multidisciplinary service to child abuse victims and their families. The Child Advocacy Center's protocols were adapted using the National Children's Alliance Standards for Full Member Programs.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Child Advocacy Center:		
Number of unduplicated clients	180	225
Number of medical examinations	70	70
Number of trauma focused counseling sessions	275	475
Number of advocacy contacts with clients	300	315
Number of multidisciplinary meetings facilitated	21	21

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
HOUSING & COMMUNITY DEVELOPMENT					
FTE Positions	4.34	4.51	4.56	6.56	
Salary & Wages	184,625	222,111	231,942	317,313	36.81%
Fringe Benefits	121,347	137,027	142,302	195,689	37.52%
Operating	6,537	8,504	9,850	9,607	-2.47%
Capital Outlay					
Recoveries					
Sub-total General Fund	312,509	367,642	384,094	522,609	36.06%
Transfer from General Fund	29,187	14,142	32,269	44,841	38.96%
Grant Funding					
FTE Positions	4.27	4.09	4.04	4.04	
Expenditures	7,658,982	6,497,381	7,534,083	7,290,283	-3.24%
TOTAL	8,000,678	6,879,165	7,950,446	7,857,733	-1.17%

Housing and Community Development provides rental assistance and property rehabilitation assistance to low and moderate income families in compliance with the Housing and Urban Development (HUD) guidelines; enforce the County's Livability Code for the protection of public health, safety, and welfare in residential structures (limited to rental properties); provide assistance to low and moderate income residents of Frederick to solve their affordable housing problems and implement Federal, State, and local grant programs in compliance with appropriate guidelines. Housing and Community Development oversees the Affordable Housing Fund which awards grants to local non-profit developers from County general funds, and the Bell Court Housing project which is a County owned and managed 28 unit development for the elderly in Woodsboro.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Housing & Community Development:		
Housing Choice Voucher Households assisted	475	463
Moderate Rehabilitation Program Households assisted	26	25
Moderate Rehabilitation Program Number of Inspections	28	27
State Special Loan Program applications received	12	14
State Special Loan Program loans provided	6	7
Bell Court Senior Housing households assisted	30	30

**CITIZENS SERVICES DIVISION
HOUSING INITIATIVES FUND
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
REVENUE					
Payment in Lieu of Tax	264,201	1,930,101	425,000	574,000	35.06%
Investment Earnings	3,861	2,117	850	1,260	48.24%
Loan Repayments	127,087	65,940			
Budgeted Use of Fund Balance	<u>706,921</u>	<u>671,746</u>	<u>1,137,257</u>	<u>655,600</u>	<u>-42.35%</u>
TOTAL	<u>1,102,070</u>	<u>2,669,904</u>	<u>1,563,107</u>	<u>1,230,860</u>	<u>-21.26%</u>
EXPENDITURES					
MPDU/PIL Program	270,000	213,926	610,157	1,102,500	80.69%
Deferred Loan Program	173,342	161,298	400,100	52,100	-86.98%
Homebuyer Assistance Program	215,000	199,000	150,300	76,150	-49.33%
Emergency Rehab Loans	17,123	2,097	83,050	110	-99.87%
Emergency Shelter Program	135,000	135,000	135,000		-100.00%
Cold Weather Shelter Extension		112,500	112,500		-100.00%
Family Emergency Shelter		22,000	22,000		-100.00%
Rebuilding Together		25,000	50,000		-100.00%
Building Fee Program		14,851			
Foreclosure Clean Up Act Prog.	<u>50,000</u>				
TOTAL	<u>860,465</u>	<u>885,672</u>	<u>1,563,107</u>	<u>1,230,860</u>	<u>-21.26%</u>

The Housing Initiatives Fund was approved to establish a locally funded affordable housing tool to provide flexible loans to help create and preserve affordable housing for Frederick County through leveraging of other funding sources, such as local, state, federal, public and private sources. The primary objectives of the Fund are to: foster the development of public/private partnerships for the production of affordable housing; to enhance and create housing for very low, low, and moderate income residents; to promote, where possible, mixed income communities through the creation and equitable distribution of affordable housing units; to preserve housing that could be lost from the affordable housing stock; to renovate affordable distressed properties and to fulfill a critical housing need in Frederick County.

**CITIZENS SERVICES DIVISION
BELL COURT HOUSING FUND
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Rental Income	120,860	125,304	127,000	128,000	0.79%
Donations/Miscellaneous	15				
Investment Earnings	<u>1,940</u>	<u>1,487</u>	<u>1,900</u>	<u>1,400</u>	<u>-26.32%</u>
TOTAL	<u>122,815</u>	<u>126,791</u>	<u>128,900</u>	<u>129,400</u>	<u>0.39%</u>
EXPENDITURES					
Personnel	30,456	35,688	35,619	36,040	1.18%
Operating	93,375	56,706	75,149	75,228	0.11%
Reserve Fund Contribution			18,132	18,132	0.00%
Capital Outlay					
Depreciation	71,346	71,346	71,346	71,346	0.00%
Reimbursements	<u>(311)</u>	<u></u>	<u>(71,346)</u>	<u>(71,346)</u>	<u>0.00%</u>
TOTAL	<u>194,866</u>	<u>163,740</u>	<u>128,900</u>	<u>129,400</u>	<u>0.39%</u>

Bell Court provides affordable rental housing for fixed or low-income seniors and/or persons with a disability or handicap. The development is named for the family of William Bell in thanks for his generous donation of land to Western Maryland Interfaith Housing Development Corporation. Western Maryland Development Corporation, now Interfaith Housing Alliance, Inc. developed the 28 affordable units in conjunction with the County Housing Department using the Maryland Partnership Rental Housing Program. Frederick County owns and manages the apartments.

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
HUMAN RELATIONS DEPARTMENT					
FTE Positions	2.00	1.50	1.50	1.50	
Salary & Wages	81,673	92,630	93,102	96,581	3.74%
Fringe Benefits	44,265	42,962	42,754	42,743	-0.03%
Operating	1,836	2,447	3,250	3,250	0.00%
Capital Outlay					
Recoveries					
TOTAL	<u><u>127,774</u></u>	<u><u>138,039</u></u>	<u><u>139,106</u></u>	<u><u>142,574</u></u>	<u><u>2.49%</u></u>

The Human Relations Department investigates complaints of discrimination in the areas of employment, housing and public accommodations; provides fair, current and state of the art investigative standards and encourages fair and uniform appeal practices. Human Relations also encourages public and private employers, individuals and citizens to appreciate and value generational, gender, racial, religious, disability and cultural differences. The Department supports a responsive forum for the human rights needs of the citizenry.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Human Relations:		
Number of hours planning Human Relation Commission progs	1,325	1,325
Number of hours in consultation with County Attorney	50	50
Hours spent conducting conciliation/mediation sessions	500	500
Number of cases investigated	25	25
Hours spent on investigations & case appeals	1,200	1,200

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
HUMAN RELATIONS COMMISSION					
FTE Positions					
Salary & Wages					
Fringe Benefits					
Operating	6,734	10,404	5,270	5,270	0.00%
Capital Outlay					
Recoveries	<u>(2,298)</u>	<u>(5,645)</u>	<u>(500)</u>	<u>(500)</u>	<u>0.00%</u>
TOTAL	<u><u>4,436</u></u>	<u><u>4,759</u></u>	<u><u>4,770</u></u>	<u><u>4,770</u></u>	<u><u>0.00%</u></u>

The Human Relations Commission initiates a variety of community outreach activities throughout the year. These activities promote positive intergroup relations, showcase contributions made by the County's diverse citizenry and monitor the human rights climate in Frederick County. Also, the Human Relations Commission is authorized to hold public fact gathering hearings and to hear appeals to charges of discrimination which have been investigated by the Human Relations Department.

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
WORKFORCE SERVICES					
FTE Positions	4.52	4.52	4.52	*	
Salary & Wages	352,890	375,559	378,793		-100.00%
Fringe Benefits	132,031	137,857	162,031		-100.00%
Operating	54,665	59,567	52,219		-100.00%
Capital Outlay					
Recoveries	<u>(3,755)</u>	<u>(100)</u>			
Sub-total General Fund	535,831	572,883	593,043	0	-100.00%
Transfer from General Fund	729,571	602,621	626,201		-100.00%
Grant Funding					
FTE Positions	16.48	14.48	16.48		
Expenditures	<u>1,470,154</u>	<u>1,433,695</u>	<u>1,589,051</u>		-100.00%
TOTAL	<u><u>2,735,556</u></u>	<u><u>2,609,199</u></u>	<u><u>2,808,295</u></u>	<u><u>0</u></u>	<u><u>-100.00%</u></u>

Workforce Services (WS) strives to meet the growing and changing labor market needs of Frederick County. Workforce Services equips job seekers with the information and resources required to make informed choices and to develop a strategy for getting and keeping a job that is part of a career and lifelong learning plan. Networking with the business community to provide information and resources to meet their labor market, recruitment, and training needs. Services include career development assistance and introductory computer training for any unemployed County resident, vocational skills training, basic skills remediation, seminars related to job searching and coping with unemployment (monthly calendar available), services (on-site) to Dislocated Workers in plant closings or mass layoffs, computer literacy training, and supported instruction for GED preparation. WS develops and funds training programs in cooperation with Frederick Community College, Frederick County Public Schools, Office of Economic Development, Maryland Job Service, Department of Social Services, Family Partnership, CASS, and other coordinating agencies to meet local workforce needs. WS is promoting a more entrepreneurial organizational environment and has begun revenue generating services through its Business Services Division and its partnership with the FCC workforce.

*Beginning with FY2017, Workforce Services is no longer managed by the Citizens Services Division due to a re-organization approved by the County Executive. Workforce Services is now overseen by the Office of Economic Development under the direction of the County Executive.

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
TRANSIT					
FTE Positions	5.04	5.04	5.14	*	
Salary & Wages	212,930	211,641	196,202		-100.00%
Fringe Benefits	116,125	97,086	91,155		-100.00%
Operating	61,833	62,255	68,892		-100.00%
Capital Outlay					
Recoveries	(299,869)	(348,436)	(285,716)		-100.00%
Sub-total General Fund	91,019	22,546	70,533	0	-100.00%
Transfer from General Fund	1,412,221	1,399,158	1,853,979		-100.00%
Grant Funding					
FTE Positions	56.71	56.71	58.61		
Expenditures	4,410,015	4,558,108	5,599,065		-100.00%
TOTAL	5,913,255	5,979,812	7,523,577	0	-100.00%

TransIT Services provides approximately 800,000 passenger trips in Frederick County each year. TransIT provides public transit, paratransit, and commuter assistance. TransIT promotes regional mass transportation alternatives and assists Frederick County citizens to select the most cost effective and convenient transportation alternative. Nine (9) bus routes operate in the City of Frederick and urbanized area of Frederick County. These routes, known as Connector Routes operate Monday - Friday from 5:30 am - 9:30 pm. Seven (7) routes operate on Saturday from 7:30 am - 9:45 pm. serving medical, employment, education, and shopping centers. These bus routes operate on a regular schedule for use by all customers and most can deviate with a 3/4 mile corridor for passengers who are unable to board the bus at a regular timepoint because of a disability. TransIT operates five (5) commuter shuttle services each weekday between Frederick and Emmitsburg/Thurmont, Brunswick/Jefferson, the Point of Rocks MARC train station, East County, and the Route 85 business corridor. Transit operates TransIT-plus, a county-wide demand-response paratransit service for senior citizens, individuals with disabilities, and Medical Assistance recipients. Other persons may use this service on a space-available basis. TransIT-plus also provides paratransit as required under the Americans with Disabilities Act (ADA) for individuals who cannot use the accessible fixed-route bus service in Frederick City because of their disability. ADA paratransit service operates during the same hours as our fixed-route bus service.

*Beginning with FY2017, Transit is no longer managed by the Citizens Services Division due to a re-organization approved by the County Executive. Transit is shown independently.

**CITIZENS SERVICES DIVISION
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Adopted	FY 2016 Adopted	FY 2017 Adopted	Percent Change
SCOTT KEY CENTER				*	
FTE Positions	-	-	-	33.86	
Salary & Wages				1,835,014	
Fringe Benefits				1,035,828	
Operating				293,799	
Capital Outlay					
Recoveries					
TOTAL	0	0	0	3,164,641	

*For FY2017, the County Executive approved a re-organization, transferring Scott Key from the Health Services Division to report directly to the Citizens Services Division Director.

The Scott Key Center in Frederick gives adults with developmental disabilities ongoing training and places them in jobs within the community. The Scott Key Center is a Frederick County agency and is part of the Health Services Division. The center is licensed and accredited by the U.S. Department of Labor, the State Department of Education, Division of Rehabilitation Services and the State Department of Health and Mental Hygiene. The center provides employment and employment-related opportunities in an integrated environment for persons with developmental disabilities. The Scott Key Center's professional staff screens qualified workers, evaluates their job skills, places them in a competitive work environment, and provides on-site assistance and training. With the assistance of a job coach, who trains the workers until they are proficient in the requirements of the job, the workers are integrated into the community work environment. In addition to the supported employment program, the Center also operates mobile work crews who provide high quality janitorial services for area businesses and governmental agencies, toner cartridge remanufacturing for area businesses, and food service training. The Center also provides benchwork employment including: stuffing, sealing, labeling, stamping, packaging, and bulk-mailing.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
SCOTT KEY CENTER:		
Day Habilitation Services:		
Support students transitioning from FCPS	4	4
Secure contracts that provide work opportunities	2	2
Supported Employment:		
Support students transitioning from FCPS	4	4

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	Percent Change
Board of Elections	1,029,780	1,173,413	1,705,376	1,365,025	-19.96%
Cooperative Extension Service	313,296	331,672	368,900	368,850	-0.01%
Internal Audit	306,274	258,075	303,098	310,117	2.32%
Liquor License Commission	341,161	374,127	398,289	479,845	20.48%
Social Services	577,411	469,500	474,309	509,665	7.45%
Soil Conservation	80,884	77,463	109,335	109,335	0.00%
State Dept of Assess & Taxation	752,086	748,544	794,121	876,118	10.33%
Weed Control	226,005	228,970	200,761	243,686	21.38%
TOTAL	<u>3,626,897</u>	<u>3,661,764</u>	<u>4,354,189</u>	<u>4,262,641</u>	<u>-2.10%</u>

SUMMARY

FTE Positions	34.50	31.50	32.00	33.00	
Salary & Wages	2,301,845	2,365,287	2,402,729	2,372,639	-1.25%
Fringe Benefits	854,560	822,310	925,800	978,109	5.65%
Operating	1,704,356	1,627,768	2,004,842	1,979,860	-1.25%
Capital Outlay	204,537	319,644	779,848	684,978	-12.17%
Recoveries	<u>(1,438,401)</u>	<u>(1,473,245)</u>	<u>(1,759,030)</u>	<u>(1,752,945)</u>	<u>-0.35%</u>
TOTAL	<u>3,626,897</u>	<u>3,661,764</u>	<u>4,354,189</u>	<u>4,262,641</u>	<u>-2.10%</u>

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
BOARD OF ELECTIONS					
FTE Positions	-	-	-	-	
Salary & Wages	610,401	679,851	671,720	552,920	-17.69%
Fringe Benefits	7,364	6,591	8,336	7,905	-5.17%
Operating	221,016	168,790	246,472	120,222	-51.22%
Capital Outlay	204,537	319,644	779,848	684,978	-12.17%
Recoveries	(13,538)	(1,463)	(1,000)	(1,000)	0.00%
TOTAL	<u><u>1,029,780</u></u>	<u><u>1,173,413</u></u>	<u><u>1,705,376</u></u>	<u><u>1,365,025</u></u>	<u><u>-19.96%</u></u>

The Board of Elections is responsible for the registration of voters, the supervision of elections and the administration of the State's election laws. It establishes the boundaries of the election precincts within the County, selects polling places, collects filing fees for local elections, appoints election judges, certifies the results of elections and supervises the Board of Elections staff. The Board of Elections staff maintains records of registered voters and elections. It is an independent agency in County government. Frederick County pays all expenses for the management of elections and registration of voters in the county. Personnel includes three part time voting machine custodians, three part time Board members, two substitute board members, and six state hired County funded employees.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY2017 BUDGET
Board of Elections:		
Voter Registration:		
Total Registered Voters	156,000	162,000
Number of New Voters	8,000	10,000
Mail Registration	1,200	2,000
In-Person Registration	500	500
MVA Registration	5,000	5,000
Online Voter Registration (OLVR)	1,000	2,200
Other Registrations	300	300
Confirmation Mailings	30,000	40,000
Cancelled Voters	2,000	1,000
Petitions Processed	2	3
Election Judges per Election	850	900
Polling Place Ballots Processed	60,000	130,000
Specimen Ballots Mailed	156,000	160,000
Precincts	85	79
Polling Places	65	62

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
COOPERATIVE EXTENSION SERVICES					
FTE Positions	0.00	0.00	0.00	0.00	
Salary & Wages	28,498	30,083	33,246	33,246	0.00%
Fringe Benefits	2,323	2,431	2,694	2,644	-1.86%
Operating	282,475	299,158	332,960	332,960	0.00%
Capital Outlay					
Recoveries					
TOTAL	<u>313,296</u>	<u>331,672</u>	<u>368,900</u>	<u>368,850</u>	<u>-0.01%</u>

The Maryland Cooperative Extension is the off-campus, statewide, informal education component of the University of Maryland. Extension Agricultural and Natural Resources programs teach residents about alternative farming, basic agriculture and business management for farms.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
COOPERATIVE EXTENSION SERVICES:		
4-H Youth Development:		
Educational Contacts	11,500	12,130
New Volunteers Trained/Certified	100	105
Volunteer Hours Supported	32,000	33,760
Agriculture & Natural Resources:		
Acres with nutrient management plans	10,000	10,000
Educational/Technical Assistance contacts	4,500	4,900
Family & Consumer Sciences:		
Educators Trained	165	160
Educational Contacts	53,540	54,163
Home Horticulture & Master Gardener Program:		
New Master Gardeners Trained	25	31
Educational/Technical Assistance contacts	6,000	6,150
Volunteer Hours Supported	5,650	5,850

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
INTERNAL AUDIT					
FTE Positions	2.50	1.50	2.00	2.00	
Salary & Wages	128,688	131,521	162,576	169,279	4.12%
Fringe Benefits	63,504	63,836	91,986	92,302	0.34%
Operating	167,265	125,975	295,326	295,326	0.00%
Capital Outlay					
Recoveries	<u>(53,183)</u>	<u>(63,257)</u>	<u>(246,790)</u>	<u>(246,790)</u>	<u>0.00%</u>
TOTAL	<u>306,274</u>	<u>258,075</u>	<u>303,098</u>	<u>310,117</u>	<u>2.32%</u>

The Internal Audit Department performs audits of departments and functions within Frederick County Government, Frederick County Public Schools and Frederick Community College. To assure that the Internal Audit staff maintains independence, the Department reports to the Interagency Internal Audit Authority (IAAA) which is comprised of a representative of each of the above three entities and four members of the public having expertise in accounting and/or auditing. Annually, the various departments and functions are evaluated relative to certain risk criteria and those determined to possess the highest risk are selected for audit. Consideration is given to audit requests received from management and the external auditors. Also, reviews of major new computer applications during the design phase are scheduled to assure that the proper controls are programmed in the systems.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
INTERNAL AUDIT:		
Performance Audits:		
Recommendations Made/Accepted	30-60	30-60
# of Contractor Audits	5-6	6-7
Other Services:		
Number of Reports (special projects)	5-10	5-10
Full compliance with Government Auditing Standards		

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u> Adopted	<u>FY 2017</u> Adopted	<u>Percent</u> <u>Change</u>
LIQUOR LICENSE COMMISSION					
FTE Positions	4.00	4.00	4.00	5.00	
Salary & Wages	223,155	246,521	256,756	275,577	7.33%
Fringe Benefits	93,581	93,266	94,720	134,807	42.32%
Operating	24,425	34,340	46,813	69,461	48.38%
Capital Outlay					
Recoveries					
TOTAL	<u>341,161</u>	<u>374,127</u>	<u>398,289</u>	<u>479,845</u>	<u>20.48%</u>

The Liquor License Commission regulates and controls the sale and distribution of alcoholic beverages within Frederick County with respect and obedience to law and to foster and promote temperance. Alcoholic Beverages licenses are issued and denied according to the laws and regulations stipulated in the Annotated Code of Maryland, Article 2B. Licensees may have their licenses fined and suspended or revoked for violations of Article 2B or the Frederick County Rules and Regulations after a public hearing before the Board. The Board of License Commissioners is appointed by the Governor for a five year term.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
Liquor License Commission:		
Licensee Information:		
Number of regular licenses	310	312
Applications/Hearings	40	50
Special one day licenses	325	330
Corrected licenses	30	30
Special Permissions	350	300
Enforcement Information:		
Regular inspections	8,000	8,500
Special inspections	800	800
Violation Hearings	41	40
Conferences	10	10

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
SOCIAL SERVICES					
FTE Positions	20.00	18.00	18.00	18.00	
Salary & Wages	859,213	833,826	825,777	836,129	1.25%
Fringe Benefits	515,920	493,805	508,915	510,822	0.37%
Operating	126,911	126,911	126,911	126,911	0.00%
Capital Outlay					
Recoveries	<u>(924,633)</u>	<u>(985,042)</u>	<u>(987,294)</u>	<u>(964,197)</u>	<u>-2.34%</u>
TOTAL	<u>577,411</u>	<u>469,500</u>	<u>474,309</u>	<u>509,665</u>	<u>7.45%</u>

The Frederick County Department of Social Services provides a full range of social services and workforce support services to the citizens of Frederick County. FCDSS is a State agency; it is the local direct-service component of the Maryland Department of Human Resources (DHR).

The FCDSS is composed of three divisions which include Administrative Services, Social Services and Family Investment/Child Support. Administrative Services is responsible for the Agency's Finance office, Personnel office and other administrative duties. Family Investment/Child Support provides a wide variety of services to Frederick County residents who require assistance in meeting their daily needs. Welfare-to-work activities and supports are a major emphasis of the division. Social Services is responsible for promoting family stability and the protection of children and vulnerable adults. The division contains five units described below.

Child Protective Service receives and investigates reports of child maltreatment and when necessary removes children from dangerous situations. Foster Care/Adoption provides services to children who, due to their need for protection are in out-of-home placements. Continuing Services Unit prevents family dissolution and the need for children to be placed in out-of-home care via the provision of family preservation programs of varying intensity and length of service. Adult Services draws upon multiple programs to provide supportive, preventive and protective services to disabled adults and frail elderly County residents. Service Intake accesses a variety of services and funding sources to prevent evictions, provide rental assistance and emergency shelter.

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
SOCIAL SERVICES:		
Administration:		
Number of items mailed	82,000	95,000
Number of participating foster homes and residential centers	95	95
Subsidies paid/revenues received per month	\$915,000	\$1,017,138
Child Welfare:		
Percentage of children maintained in own home	90%	90%
Child & Adult Care Food Program:		
Number of participating providers	300	300
Number of home visits	1,100	1,100
Child Support Enforcement:		
Paternity established	106.00%	107.00%
Court order established	89.00%	89.00%
Current support collected	76.00%	76.00%
Paying on arrears	76.00%	77.00%
Legal:		
Number of adults served through litigation	30	30
Number of children served through litigation	255	255

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
SOIL CONSERVATION					
FTE Positions	7.00	7.00	7.00	7.00	
Salary & Wages	315,800	298,689	343,438	353,831	3.03%
Fringe Benefits	132,796	122,922	180,508	187,127	3.67%
Operating	79,335	79,335	109,335	109,335	0.00%
Capital Outlay					
Recoveries	(447,047)	(423,483)	(523,946)	(540,958)	3.25%
TOTAL	<u>80,884</u>	<u>77,463</u>	<u>109,335</u>	<u>109,335</u>	<u>0.00%</u>

Support for agricultural conservation programs in the Frederick/Catoctin Soil Conservation Districts.

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
STATE DEPARTMENT OF ASSESSMENTS & TAXATION					
FTE Positions					
Salary & Wages					
Fringe Benefits					
Operating	752,086	748,544	794,121	876,118	10.33%
Capital Outlay					
Recoveries					
TOTAL	<u>752,086</u>	<u>748,544</u>	<u>794,121</u>	<u>876,118</u>	<u>10.33%</u>

The Budget Reconciliation & Financing Act of 2011, House Bill 72, shifted a percentage of costs to run the State Department of Assessments & Taxation. The percentage is based on the number of real property accounts in the County.

**INDEPENDENT AGENCIES
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
WEED CONTROL					
FTE Positions	1.00	1.00	1.00	1.00	
Salary & Wages	136,090	144,796	109,216	151,657	38.86%
Fringe Benefits	39,072	39,459	38,641	42,502	9.99%
Operating	50,843	44,715	52,904	49,527	-6.38%
Capital Outlay					
Recoveries					
TOTAL	<u>226,005</u>	<u>228,970</u>	<u>200,761</u>	<u>243,686</u>	<u>21.38%</u>

The Frederick County Weed Control Program is charged with aiding the Maryland Department of Agriculture in enforcing the Maryland Noxious Weed Laws. These laws are to protect our lands against the spread of noxious weeds (johnsongrass, shattercane, thistle and multiflora rose) in the state. The program solicits voluntary cooperation of citizens to control their noxious weeds by providing land owners with expertise in controlling weeds, educating the general public through literature, displays and discussion groups, and providing a spray service where the user of the service pays a fee to offset program costs.

PERFORMANCE INDICATORS	FY 2016 ESTIMATE	FY 2017 BUDGET
WEED CONTROL:		
Properties assisted with a weed management plan	430	440
# of Noxious Weed Control Advisory Notices sent	100	110

**NON-DEPARTMENTAL
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
NON-DEPARTMENTAL					
Tax Equity	4,011,173	4,078,383	4,172,701	4,232,919	1.44%
General Fund Debt Service	37,036,486	37,722,234	40,397,223	42,573,124	5.39%
Transfer to Capital Projects Fund	13,079,232	13,903,288	11,739,708	13,055,192	11.21%
Employee Benefits (General Fund)	2,488,293	237,438	947,016	996,500	5.23%
Finance Non-Departmental	535,048	438,178	408,950	408,950	0.00%
Liability Insurance	867,211	1,067,584	1,569,289	1,569,289	0.00%
Transfer to Third Party (CCRC/MAL)	610,538	7,139,155	3,069,520	0	-100.00%
County Non-Departmental	0	0	150,922	156,511	3.70%
Contingencies	(3,154,874)	(306,733)	1,773,936	351,224	-80.20%
TOTAL	55,473,107	64,279,527	64,229,265	63,343,709	-1.38%

This section of the budget provides funds for functions which benefit the County organization as a whole.

TAX EQUITY	4,011,173	4,078,383	4,172,701	4,232,919	1.44%
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The Tax Equity Program enables county governments to compensate municipalities for services or programs that they provide in lieu of similar county services or programs. Currently four services are identified: highway maintenance, police service, parks/recreation services, and planning. It is meant to compensate for double taxation of municipal taxpayers occurring when both municipal and county property taxes are levied to fund similar services. These set-offs can take the form of a **tax rebate** directly paid to the municipality for providing the services or programs or a **tax differential** that results in a lower county property tax rate for the municipal tax payers.

Two (2) municipalities - City of Frederick & Town of Myersville, elect to receive their distribution in the form of a tax differential to its residents and is budgeted/recorded as a decrease to property tax revenue.

GENERAL FUND DEBT SERVICE					
Principal	24,169,873	26,306,858	29,093,070	32,261,957	10.89%
Interest	12,866,613	11,415,376	11,304,153	10,311,167	-8.78%
TOTAL	37,036,486	37,722,234	40,397,223	42,573,124	5.39%

Debt service is the principal and interest the County pays on bonds issued for Capital Projects. When debt is issued, the County is given a debt service payment schedule. The county is required to budget annually for the payment of principal and interest due on the amount of debt that it has incurred. From time to time, the County reviews its debt to see if it should restructure or refinance the debt to minimize its cost or maximize cash flow requirements. The County usually is obligated for its first payment of interest within six months after the debt is issued; principal is due within twelve months after the debt is issued.

**NON-DEPARTMENTAL
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
TRANSFER TO CAPITAL PROJECTS FUND	13,079,232	13,903,288	11,739,708	13,055,192	11.21%

These funds represent the transfer of pay-go funding from the General Fund for capital projects. Details of the capital budget are found in the last section of this document.

PERSONNEL NON-DEPARTMENTAL

General Fund	2,488,293	237,438	947,016	996,500	5.23%
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This budget includes the County's portion of funding for employee assistance, employee training, funding for employee drug testing, medical testing, investigations, and position advertising, etc.

FINANCE NON-DEPARTMENTAL	535,048	438,178	408,950	408,950	0.00%
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Included here are licensing fees to ASCAP, funding for the Financial Corp. grant, Bond Registrar fees, and Audit expenses.

LIABILITY INSURANCE	867,211	1,067,584	1,569,289	1,569,289	0.00%
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Liability Insurance provides comprehensive property and casualty coverage for the County and other agency members. Also included here are the costs of property appraisals, and risk related consultants.

TRANSFER TO THIRD PARTY

(CCRC/MAL)	610,538	7,139,155	3,069,520	0	-100.00%
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Payment to Aurora Holdings VII, LLC for the Continuing Care Agreement and the property tax payment paid on Aurora's behalf as part of the lease agreement .

COUNTY NON-DEPARTMENTAL			150,922	156,511	3.70%
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Included are County dues for the Maryland Association of Counties, the National Association of Counties, and the Metropolitan Washington Council of Governments.

**NON-DEPARTMENTAL
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
CONTINGENCIES					
County Contingency Fund*	80,150	119,308	300,000	300,000	0.00%
Revenue Stabilization				1,079,688	
Unanticipated Expense*			500,000	500,000	0.00%
Fuel Cost Reserve*			549,420	549,420	0.00%
Retiree Health Benefits (OPEB-liability)		1,000,000			
Severe Weather Contingency*			1,200,000	1,200,000	0.00%
Indirect Cost Recovery	(2,907,615)	(2,236,943)	(2,190,484)	(2,512,884)	14.72%
Miscellaneous Recovery	(5,220)				
Reserve Bond Enhancement**	500,000	583,453			
Component Unit Depreciation	(822,189)	(802,300)	(800,000)	(765,000)	-4.38%
Workers Compensation Reserve		1,029,749			
Permanent Public Improvement			215,000		-100.00%
Reserve Fund Contribution - Litigation**			2,000,000		-100.00%
TOTAL	(3,154,874)	(306,733)	1,773,936	351,224	-80.20%

Several sources of funds are budgeted to address unanticipated expenditures. The County Contingency Fund is used at the direction of the County Executive and/or the County Council to fund most unexpected needs that arise during the fiscal year.

Unexpended balances in this account will be reserved at the end of the year for future use. An equal amount of unanticipated revenue and expenditure is budgeted in order to recognize and expend additional revenues that may be received during the year. Also under this category is the budget that accounts for indirect costs recovered from the enterprise funds and grant funds.

*Is shown for informational purposes only. The expenses are recorded and shown in the individual departments.

**Is shown for informational purposes only. These amounts were not "spent" but reserved for future purposes.

**COMMUNITY PARTNERSHIP GRANTS/NON-COUNTY AGENCIES
FISCAL YEAR 2017**

	FY 2014 <u>Actual</u>	FY 2015 <u>Adopted</u>	FY 2016 <u>Adopted</u>	FY 2017 <u>Adopted</u>
COMMUNITY PARTNERSHIP (formerly Grants-In-Aid)/NON-COUNTY AGENCIES	138,711	0	275,000	596,000
TOTAL	<u>138,711</u>	<u>0</u>	<u>275,000</u>	<u>596,000</u>

This program was originally established to provide grants to non-profit agencies for the purpose of enhancing health and human services which contribute to a safe, healthy and self-sufficient community. FY14 funds provided grants that assist organizations with resources in support of activities or capital purchases. For FY2015, the Grant-In-Aid Program was replaced with a new process whereby funding was received via the implementation of a Memorandum of Understanding agreements shown in corresponding county departments.

In September 2015, the County Executive launched the Community Partnership Grants Program for non-profit organizations. Frederick County Government entered into partnership contracts with community agencies and organizations to fund identified human needs within the county. The goal is to coordinate & align public and non-profit sector resources to create & enhance support services to positively impact children, youth, seniors, and families. Applications were solicited from entities that address needs in the following areas: Senior Needs, Community Needs, & Housing Needs. The FY16 Adopted Budget included a total of \$250,000 in funding (to begin January 1, 2016), and FY17 includes a total of \$500,000. Also shown here are appropriations to Non-County Agencies (non-profit, not meeting the criteria for the Community Partnership Grants.)

	FY 2014 <u>Actual</u>	FY 2015 <u>Adopted</u>	FY 2016 <u>Adopted</u>	FY 2017 <u>Adopted</u>
Alzheimer's Association				12,000
ARC of Frederick County				24,000
Asian American Center of Frederick				12,000
Boys & Girls Club				67,500
Ctr for Education & Resources in Science & Tech	0	0	25,000	40,000
Commission on Disabilities*				1,000
Community Action Agency				34,000
Daybreak Adult Daycare	13,870	0	0	0
Frederick Arts Council*				40,000
Gale Recovery (Wells House Inc.)				32,000
Heartly House				46,000
Legal Aid Bureau				35,553
Literacy Council				10,000
Maryland Ensemble Theatre (MET)*				5,000
Mental Health Association - Counseling Services	37,827	0	0	76,247
Mental Health Association - Systems Navigation	38,330	0	0	0
Miscellaneous Operating Programs	0	0	250,000	0
Mission of Mercy				25,000

**COMMUNITY PARTNERSHIP GRANTS/NON-COUNTY AGENCIES
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>
Continued:				
Partners in Care Maryland				20,000
Rebuilding Together Frederick County				50,000
Religious Coalition-Shelter & Pharmacy Asst.	40,980	0	0	22,000
Second Chances Garage				16,700
Thurmont Ministerium				17,000
Thurmont Senior Center*				10,000
Villa Maria/Associated Catholic Charities	<u>7,704</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>138,711</u>	<u>0</u>	<u>275,000</u>	<u>596,000</u>

*Denotes Non-County Agency

**CITIZENS CARE & REHABILITATION CENTER
FISCAL YEAR 2017**

	FY 2014 <u>Actual</u>	FY 2015 <u>Adopted</u>	FY 2016 <u>Adopted</u>	FY 2017 <u>Adopted</u>	<u>Percent Change</u>
REVENUE					
Resident Revenue	15,014,898	***	***	***	n/a
Other Income	70,061				n/a
Contributions & Donations	1,060				n/a
General Fund Appropriation	2,345,805				n/a
Transfer from Workers Comp Fund	700,000				n/a
TOTAL	<u>18,131,824</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>n/a</u>

EXPENDITURES SUMMARY

FTE Positions	155.65	0.00	0.00	0.00	
Administration	4,300,111	0	0	0	n/a
Dietary	1,444,713	0	0	0	n/a
Laundry	248,161	0	0	0	n/a
Housekeeping	625,040	0	0	0	n/a
Maintenance	707,817	0	0	0	n/a
Nursing	8,402,113	0	0	0	n/a
Physical Therapy	1,231,872	0	0	0	n/a
Social Worker	165,814	0	0	0	n/a
Activities	243,103	0	0	0	n/a
Ventilator Unit	1,557,653	0	0	0	n/a
TOTAL	<u>18,926,397</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>n/a</u>

Citizens Care and Rehabilitation Center of Frederick County was founded in 1976 by the Board of County Commissioners. The facility opened with 120 beds offering comprehensive nursing care. In 1982, Citizens expanded to 170 beds. Citizens Care and Rehabilitation Center's (CCRC) mission has grown to include not only long-term care, but short term rehabilitation as well. They continue to pursue the promotion, restoration and maintenance of the health and well-being of their residents. CCRC strives to enhance life satisfaction and to preserve self-determination for each resident as they provide a comprehensive plan of care, encompassing the physical, emotional, cognitive, spiritual and cultural needs of each resident in their care. To meet the changing needs of residents, CCRC offers the following services on a daily basis: 24 hour licensed nursing care, a well rounded schedule of activities, specialized dementia care, nutritionally balanced meals and snacks, laundry and housekeeping services, social service counseling, chaplaincy program, and rehabilitation services.

***On May 1, 2014, the Board of County Commissioners entered into an asset purchase agreement with Aurora Holdings VII, LLC, whereby the purchaser will initially lease the building and grounds and take over operations, revenues and expenses for the Citizens Care & Rehabilitation Center (CCRC) and Montevue Assisted Living (MAL). Aurora Holdings VII is responsible for the profit and loss of the operations therefore Frederick County will no longer show a budget for these operations.

**CITIZENS CARE & REHABILITATION CENTER
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ADMINISTRATION					
FTE Positions	5.40	***	***	***	
Salary & Wages	254,023				
Fringe Benefits	94,565				
Operating	3,947,938				
Depreciation	3,585				
Capital Outlay					
Recoveries					
TOTAL	<u>4,300,111</u>	<u>0</u>	<u>0</u>	<u>0</u>	

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
DIETARY					
FTE Positions		***	***	***	
Salary & Wages					
Fringe Benefits					
Operating	1,444,713				
Capital Outlay					
Recoveries					
TOTAL	<u>1,444,713</u>	<u>0</u>	<u>0</u>	<u>0</u>	

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
LAUNDRY					
FTE Positions	7.00	***	***	***	
Salary & Wages	129,332				
Fringe Benefits	67,175				
Operating	51,654				
Capital Outlay					
Recoveries					
TOTAL	<u>248,161</u>	<u>0</u>	<u>0</u>	<u>0</u>	

**CITIZENS CARE & REHABILITATION CENTER
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
HOUSEKEEPING					
FTE Positions	16.80	***	***	***	
Salary & Wages	321,041				
Fringe Benefits	192,464				
Operating	111,535				
Capital Outlay					
Recoveries					
TOTAL	<u>625,040</u>	<u>0</u>	<u>0</u>	<u>0</u>	

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
MAINTENANCE					
FTE Positions	3.50	***	***	***	
Salary & Wages	122,308				
Fringe Benefits	72,770				
Operating	512,739				
Capital Outlay					
Recoveries					
TOTAL	<u>707,817</u>	<u>0</u>	<u>0</u>	<u>0</u>	

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
NURSING					
FTE Positions	113.55	***	***	***	
Salary & Wages	5,204,303				
Fringe Benefits	2,239,071				
Operating	958,739				
Capital Outlay					
Recoveries					
TOTAL	<u>8,402,113</u>	<u>0</u>	<u>0</u>	<u>0</u>	

**CITIZENS CARE & REHABILITATION CENTER
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
PHYSICAL THERAPY					
FTE Positions		***	***	***	
Salary & Wages					
Fringe Benefits					
Operating	1,231,872				
Capital Outlay					
Recoveries					
TOTAL	<u><u>1,231,872</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
SOCIAL WORKER NON-ROUTINE MEDICAL SERVICES					
FTE Positions	2.60	***	***	***	
Salary & Wages	119,337				
Fringe Benefits	45,388				
Operating	1,089				
Capital Outlay					
Recoveries					
TOTAL	<u><u>165,814</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ACTIVITIES NON-MEDICAL SERVICES					
FTE Positions	4.20	***	***	***	
Salary & Wages	154,151				
Fringe Benefits	70,047				
Operating	18,905				
Capital Outlay					
Recoveries					
TOTAL	<u><u>243,103</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

**CITIZENS CARE & REHABILITATION CENTER
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
VENTILATOR UNIT					
FTE Positions	10.30	***	***	***	
Salary & Wages	530,069				
Fringe Benefits	172,122				
Operating	855,462				
Capital Outlay					
Recoveries					
TOTAL	<u><u>1,557,653</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

**MONTEVUE HOME
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Resident Revenue	1,165,576	***	***	***	n/a
General Fund Appropriation	<u>2,181,109</u>				<u>n/a</u>
TOTAL	<u>3,346,685</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>n/a</u>
EXPENDITURES SUMMARY					
FTE Positions	37.08	0.00	0.00	0.00	
Administration	2,504,077	0	0	0	n/a
Dietary	368,764	0	0	0	n/a
Laundry	76,496	0	0	0	n/a
Housekeeping	239,462	0	0	0	n/a
Nursing	1,501,237	0	0	0	n/a
Non-Medical Services	59,131	0	0	0	n/a
Maintenance	<u>195,227</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>n/a</u>
TOTAL	<u>4,944,394</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>n/a</u>

Montevue Home is a licensed, Frederick County owned and operated, Assisted Living Facility. The original facility was constructed in 1870. The current facility was opened in 1987; providing a private, furnished room for 60 residents. Montevue's mission is to pursue the promotion, maintenance and restoration of the health and well being of our residents. Montevue strives to enhance life satisfaction and to preserve self-determination for each resident as we provide a comprehensive plan of care encompassing the physical, emotional, cognitive, social, spiritual and cultural needs of each person in our care.

***On May 1, 2014, the Board of County Commissioners entered into an asset purchase agreement with Aurora Holdings VII, LLC, whereby the purchaser will initially lease the building and grounds and take over operations, revenues and expenses for the Citizens Care & Rehabilitation Center (CCRC) and Montevue Assisted Living (MAL). Aurora Holdings VII is responsible for the profit and loss of the operations therefore Frederick County will no longer show a budget for these operations.

**MONTEVUE HOME
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
ADMINISTRATION					
FTE Positions	4.43	***	***	***	
Salary & Wages	99,364				
Fringe Benefits	70,660				
Operating	2,338,829				
Depreciation					
Capital Outlay					
Recoveries	(4,776)				
TOTAL	<u><u>2,504,077</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	
	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
DIETARY					
FTE Positions		***	***	***	
Salary & Wages					
Fringe Benefits					
Operating	368,764				
Capital Outlay					
Recoveries					
TOTAL	<u><u>368,764</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	
	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
LAUNDRY					
FTE Positions		***	***	***	
Salary & Wages					
Fringe Benefits					
Operating	76,496				
Capital Outlay					
Recoveries					
TOTAL	<u><u>76,496</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

**MONTEVUE HOME
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
HOUSEKEEPING					
FTE Positions	7.20	***	***	***	
Salary & Wages	139,067				
Fringe Benefits	82,117				
Operating	18,278				
Capital Outlay					
Recoveries					
TOTAL	<u><u>239,462</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
NURSING					
FTE Positions	23.65	***	***	***	
Salary & Wages	1,009,326				
Fringe Benefits	394,659				
Operating	97,252				
Capital Outlay					
Recoveries					
TOTAL	<u><u>1,501,237</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

	<u>FY 2014 Adopted</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
NON-MEDICAL SERVICES					
FTE Positions	1.80	***	***	***	
Salary & Wages	26,931				
Fringe Benefits	18,819				
Operating	13,381				
Capital Outlay					
Recoveries					
TOTAL	<u><u>59,131</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

**MONTEVUE HOME
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
MAINTENANCE					
FTE Positions	1.50	***	***	***	
Salary & Wages	53,835				
Fringe Benefits	29,424				
Operating	111,968				
Capital Outlay					
Recoveries					
TOTAL	<u><u>195,227</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	

**BOARD OF EDUCATION
FISCAL YEAR 2017**

	FY 2014 <u>Adopted</u>	FY 2015 <u>Adopted</u>	FY 2016 <u>Adopted</u>	FY 2017 <u>Adopted</u>	Percent Change
REVENUE					
Federal	18,592,273	19,331,295	19,331,295	19,331,295	0.00%
State	259,364,617	264,726,018	264,581,058	266,892,495	0.87%
Local	229,460,365	225,054,977	229,489,126	247,066,477	7.66%
Local In-Kind	10,871,503	10,843,841	10,762,963	11,216,320	4.21%
Local - Pension Cost Sharing	7,470,128	8,438,605	9,858,314	-	-100.00%
Interest	100,000	100,000	100,000	50,000	-50.00%
Other	6,839,000	11,029,859	10,407,660	11,269,384	8.28%
TOTAL	<u>532,697,886</u>	<u>539,524,595</u>	<u>544,530,416</u>	<u>555,825,971</u>	<u>2.07%</u>
EXPENDITURES					
Administration	9,465,295	9,861,855	9,789,948	10,261,624	4.82%
Mid-Level Management	31,771,485	31,833,223	32,275,537	32,616,494	1.06%
Instructional Salaries	198,614,738	199,941,293	197,690,955	199,169,699	0.75%
Instructional Supplies	7,918,499	9,273,132	9,134,429	9,455,462	3.51%
Instruction - Other	2,522,421	2,352,421	2,023,088	2,537,694	25.44%
Special Education	55,557,828	56,061,627	57,344,930	58,457,950	1.94%
Pupil Personnel	2,859,407	2,832,788	2,873,758	3,334,583	16.04%
Health Services	6,725,590	7,063,965	6,966,947	7,072,822	1.52%
Transportation	20,676,409	20,174,778	21,046,241	20,620,065	-2.02%
Operations	36,841,162	36,319,638	36,266,558	37,032,967	2.11%
Maintenance	11,175,794	10,926,841	11,722,814	12,058,116	2.86%
Fixed Charges	145,338,508	149,650,419	154,506,906	159,362,416	3.14%
Food Service	10,000	10,000	10,000	60,000	500.00%
Community Services	1,356,132	1,438,425	1,238,425	1,066,734	-13.86%
Capital Outlay	1,864,618	1,784,190	1,639,880	2,719,345	65.83%
TOTAL	<u>532,697,886</u>	<u>539,524,595</u>	<u>544,530,416</u>	<u>555,825,971</u>	<u>2.07%</u>

In Maryland, public schools are part of a statewide system of county school boards. The school boards' political boundaries conform to the county boundaries. The purpose of the Board of Education of Frederick County, is to operate the local public school system in accordance with state and community standards. Schools are funded with local, State, and Federal monies. Frederick County has the oversight responsibility for approval and partial funding of the Board's operating budget.

For the 2016-2017 school year, the Frederick County Public Schools will serve over 40,900 students throughout the county. These students attend 36 elementary, 13 middle, 10 high schools and 3 public charter schools. Other schools operated by the FCPS to meet the varied needs of our students include the Rock Creek School, Heather Ridge School, Career Tech Center, Flexible Evening High, and Outdoor School. In support of its mission, the FCPS has over 5,600 professionals and support employees. General supervision and management of FCPS is provided by the superintendent of schools. Under the direction of the superintendent, the system's 65 schools are supported by a number of central office functions, including human services, purchasing, accounting and finance, food service, transportation, maintenance, facility planning, warehouse, technical services and curriculum development.

**BOARD OF EDUCATION
FISCAL YEAR 2017**

In Frederick County, a seven-member board of education sets policy not otherwise controlled by state and federal laws. The board reviews and approves education budgets that are presented to the Board of County Commissioners for funding and oversees local education expenditures from county, state and federal sources. The Board of Education also monitors the implementation of the school system's master plan, reviews the work of the superintendent of schools, and gives final approval to curriculum matters and materials, grant applications, key staff appointments, equipment purchases, land acquisitions, and major school construction, repairs and alterations.

	<u>FY 2014 Adopted</u>	<u>FY 2015 Adopted</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
MARYLAND SCHOOL FOR THE BLIND	2,000	2,000	2,000	2,000	0.00%

State law requires each county to pay the Maryland School for the Blind \$200 a year for each blind child who is sent to the school from the county.

**FREDERICK COMMUNITY COLLEGE
FISCAL YEAR 2017**

	<u>FY 2014</u> <u>Adopted</u>	<u>FY 2015</u> <u>Adopted</u>	<u>FY 2016</u> <u>Adopted</u>	<u>FY 2017</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
REVENUE					
Tuition & Fees	18,728,576	18,385,267	18,241,934	19,075,862	4.57%
State Government	11,000,817	11,237,898	11,101,830	12,041,932	8.47%
County Government					
Appropriation	13,799,502	14,049,502	14,676,502	15,376,502	4.77%
In-Kind	479,553	484,395	484,395	474,523	-2.04%
Other Income	1,429,000	1,562,000	1,415,000	1,365,000	-3.53%
Prior Year Balance	<u>3,011,563</u>	<u>2,420,599</u>	<u>3,205,407</u>	<u>2,862,015</u>	<u>-10.71%</u>
TOTAL	<u>48,449,011</u>	<u>48,139,661</u>	<u>49,125,068</u>	<u>51,195,834</u>	<u>4.22%</u>
EXPENDITURES					
Instruction	22,394,641	22,849,253	23,696,523	24,367,505	2.83%
Academic Support	2,419,368	1,856,504	1,685,492	1,538,534	-8.72%
Student Services	6,098,117	6,820,431	7,068,837	7,014,501	-0.77%
Plant Operations	6,044,673	5,962,879	6,176,168	6,669,818	7.99%
Institutional Support	10,583,692	9,829,984	9,677,438	9,696,719	0.20%
Other	<u>908,520</u>	<u>820,610</u>	<u>820,610</u>	<u>1,908,757</u>	<u>132.60%</u>
TOTAL	<u>48,449,011</u>	<u>48,139,661</u>	<u>49,125,068</u>	<u>51,195,834</u>	<u>4.22%</u>

Established in 1957, Frederick Community College provides educational opportunities for Frederick county residents. The College is fully accredited by the Middle States Association of Colleges and Secondary Schools offering approximately 60 academic associate's degree programs in both transfer and occupational disciplines. Additionally, a variety of non-credit course offerings are provided. New construction funding is usually shared by the County and State. The campus contains ten modern structures providing over 280,000 square feet of office and instructional space.

In 1975, a Board of Trustees was created to govern FCC. Seven citizens are appointed by the Governor to serve for staggered terms. The FCC President is the Board Secretary and has no vote. The Board appoints the President, approves all major positions at the College and sets internal policies and procedures for FCC operation. The Board recommends a budget to the County Council for approval. FCC also receives State monies and student fees; a small amount of federal funding is received for vocational-technical programs.

**FREDERICK COUNTY PUBLIC LIBRARY
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
REVENUE					
State Grants	2,090,880	2,079,346	2,056,166	2,109,436	2.59%
Federal Grants		13,861			
Charges for services	251,306	264,615	260,000	245,000	-5.77%
Miscellaneous	254,771	248,859	218,472	280,600	28.44%
TOTAL	2,596,957	2,606,681	2,534,638	2,635,036	3.96%
Other financing sources					
Transfer from primary Govt.	9,856,368	9,971,810	10,197,281	10,541,428	3.37%
Use of Prior Year Balance			780,010	880,419	12.87%
Total Revenue & Financing	12,453,325	12,578,491	13,511,929	14,056,883	4.03%
EXPENDITURES					
FTE Positions	118.15	117.66	116.54	119.13	
Salary & Wages	5,509,431	5,743,353	6,089,475	6,499,890	6.74%
Fringe Benefits	2,778,142	2,701,774	2,882,302	2,847,923	-1.19%
Operating	3,928,216	4,057,245	4,569,052	4,735,070	3.63%
Capital Outlay	53,029	102,651			
Recoveries	(68,841)	(43,013)	(28,900)	(26,000)	-10.03%
TOTAL	12,199,977	12,562,010	13,511,929	14,056,883	4.03%

The Frederick County Public Library (FCPL) system includes the C. Burr Artz Central Library in Frederick City; Branch Libraries in Brunswick, Emmitsburg, Middletown, Thurmont, Walkersville, Urbana, and Point of Rocks; a library facility in the Detention Center; and two mobile libraries providing regularly scheduled service to neighborhoods and childcare facilities throughout the County.

As part of the Regional Cooperating Libraries of Central Maryland (public, academic, and other libraries), and of the statewide network of public libraries, FCPL gives its citizens access to materials from libraries across the state, and the nation, through interlibrary loan.

FCPL is governed by a Board of Trustees, which is an entity authorized under Maryland State Law (ED, 23-401). The Board consists of seven members. The members serve five year staggered terms and may not serve more than two consecutive terms. The Board, as authorized by Maryland State Law, has broad fiscal and management responsibility.

**HOTEL RENTAL TAX
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Hotel Rental Tax	1,213,263	1,333,667	1,331,506	1,331,506	0.00%
Debt Service Reimbursement	184,321	181,703	182,263	182,263	0.00%
Investment Earnings	65	93	500	200	-60.00%
TOTAL	<u>1,397,649</u>	<u>1,515,463</u>	<u>1,514,269</u>	<u>1,513,969</u>	<u>-0.02%</u>
EXPENDITURES					
Tourism Council	1,181,600	1,298,840	1,297,253	1,300,791	0.27%
Debt Service	184,321	181,812	182,263	178,425	-2.11%
Administrative Fee	31,728	34,811	34,753	34,753	0.00%
TOTAL	<u>1,397,649</u>	<u>1,515,463</u>	<u>1,514,269</u>	<u>1,513,969</u>	<u>-0.02%</u>

Hotel Rental Tax was implemented in FY2005, providing additional funding for the Tourism Council. A Memorandum of Understanding was agreed to that requires the Tourism Council to provide funding to the following agencies in amounts similar to that previously provided by Frederick County. These agencies include: City of Brunswick, Civil War Medicine Museum, Delaplaine Visual Arts, Frederick County Farm Museum, Frederick Festival of the Arts, Frederick Arts Council, Frederick County Historical Society, Frederick County Landmarks Foundation, Great Frederick Fair, Weinberg Center for the Arts, and Frederick Downtown Partnership.

**LIGHTING DISTRICTS
SPECIAL TAXING DISTRICT
FISCAL YEAR 2017**

	<u>FY2014 Actual</u>	<u>FY2015 Actual</u>	<u>FY2016 Adopted</u>	<u>FY2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Braddock Lighting Tax	10,126	10,163	8,908	9,321	4.64%
Libertytown Lighting Tax	3,679	3,731	3,770	3,813	1.14%
New Addition Lighting Tax	1,760	1,786	2,303	2,364	2.65%
Budgeted Use of Fund Balance			269	(298)	-210.78%
TOTAL	<u>15,565</u>	<u>15,680</u>	<u>15,250</u>	<u>15,200</u>	<u>-0.33%</u>
EXPENDITURES					
Braddock Utilities	8,200	9,043	9,000	9,000	0.00%
Libertytown Utilities	4,079	3,971	4,050	4,000	-1.23%
New Addition Utilities	2,189	2,073	2,200	2,200	0.00%
TOTAL	<u>14,468</u>	<u>15,087</u>	<u>15,250</u>	<u>15,200</u>	<u>-0.33%</u>
RATES					
Braddock Lighting Tax	0.018	0.018	0.015 *	0.015	
Libertytown Lighting Tax	0.013	0.013	0.013	0.013	
New Addition Lighting Tax	0.013	0.013	0.017 *	0.017	

This fund accounts for property taxes restricted to providing street lighting within designated areas of the County.

*A tax rate adjustment for the Braddock (\$.003) and New Addition \$.004 Lighting Districts is reflected in the FY16 Adopted Budget. The tax rates for FY17 remain the same as FY16.

**WORKER'S COMPENSATION FUND
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Charges for Services	4,375,439	4,383,624	4,329,108	4,329,108	0.00%
Investment Earnings	3,158	2,711			
Budgeted Fund Balance			14,850	14,850	0.00%
TOTAL	<u><u>4,378,597</u></u>	<u><u>4,386,335</u></u>	<u><u>4,343,958</u></u>	<u><u>4,343,958</u></u>	<u><u>0.00%</u></u>
EXPENDITURES					
Administrative Fee	151,299	111,784	218,518	218,518	0.00%
Premium Expense	1,131,511	1,087,072	1,205,440	1,205,440	0.00%
Incurred Claims Expense	3,302	2,517			
Prefunded Claim Expense	3,104,808	1,878,436	2,920,000	2,920,000	0.00%
Citizens Nursing Home Approp	700,000				
Transfer to General Fund	300,000				
TOTAL	<u><u>5,390,920</u></u>	<u><u>3,079,809</u></u>	<u><u>4,343,958</u></u>	<u><u>4,343,958</u></u>	<u><u>0.00%</u></u>

The Worker's Compensation Fund is for premiums collected within county departments by worker class. These funds are redistributed to the worker's compensation fund for eventual premium and deductible payments.

**EMPLOYEES PENSION FUND
FISCAL YEAR 2017**

	<u>FY 2014</u> Actual	<u>FY 2015</u> Actual	<u>FY 2016</u>	<u>FY 2017</u>	<u>Percent</u> <u>Change</u>
ADDITIONS:					
Employees Contribution	6,880,097	7,022,374	6,826,958	7,172,221	5.06%
Employer Contribution	21,260,450	20,322,635	19,832,203	18,657,324	-5.92%
Investment Income	<u>67,998,080</u>	<u>23,765,725</u>	<u>11,000,000</u>	<u>11,000,000</u>	<u>0.00%</u>
TOTAL	<u>96,138,627</u>	<u>51,110,734</u>	<u>37,659,161</u>	<u>36,829,545</u>	<u>-2.20%</u>
DEDUCTIONS:					
Personnel	81,860	127,891	120,984	125,817	3.99%
Benefit Payments	14,482,710	15,919,715	14,556,000	16,817,500	15.54%
Refunds	1,187,945	892,479	1,891,000	1,915,000	1.27%
Legal/Medical Consult	12,325	32,480	74,000	54,000	-27.03%
Investment Expenses	1,651,855	1,760,136	1,900,000	1,900,000	0.00%
Administration Expenses	<u>160,747</u>	<u>137,386</u>	<u>619,100</u>	<u>495,600</u>	<u>-19.95%</u>
TOTAL	<u>17,577,442</u>	<u>18,870,087</u>	<u>19,161,084</u>	<u>21,307,917</u>	<u>11.20%</u>

Presented for informational purposes only and is not adopted by the County Council.

The Frederick County Employees Retirement Plan was established in 1993. All full-time and permanent part-time employees of the county hired on or after July 1, 1993 and current employees who elected transfer into the plan on that date are members of the plan. Starting in FY2013, uniformed employees were required to increase their contribution, going from 8% to 9% of their base pay under the plan and non-uniformed employees increased their contribution from 4% to 6%.

**OTHER POST EMPLOYMENT BENEFITS
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016	FY 2017	Percent Change
REVENUE					
Retiree Contribution	1,744,098	1,456,110	1,000,000	1,000,000	0.00%
Employer Contribution	14,655,250	11,468,959	10,543,000	9,770,000	-7.33%
Investment Income/Medicare D	13,077,255	4,852,509	850,000	900,000	5.88%
TOTAL	<u>29,476,603</u>	<u>17,777,578</u>	<u>12,393,000</u>	<u>11,670,000</u>	<u>-5.83%</u>
EXPENDITURES					
Insurance Premiums	7,095,705	7,042,461	6,819,000	7,012,000	2.83%
Administrative Expenses	98,545	57,035	108,500	108,500	0.00%
TOTAL	<u>7,194,250</u>	<u>7,099,496</u>	<u>6,927,500</u>	<u>7,120,500</u>	<u>2.79%</u>

Presented for informational purposes only and is not adopted by the County Council.

The County's annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), and amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

BUDGETED POSITIONS

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
GENERAL GOVERNMENT		
County Executive		
Administrative Analyst	1.00	2.00
Administrative Coordinator	1.00	1.00
Administrative Director	-	1.00
Administrative Officer	1.00	1.00
Administrative Specialist IV	1.00	1.00
Chief Administrative Officer	1.00	1.00
Communications Director	1.00	-
Education Liaison	1.00	1.00
Executive Assistant	1.00	-
Governmental Affairs Director	1.00	1.00
Public Information Officer	1.00	-
Special Projects/Management Analyst	1.00	-
TOTAL	11.00	9.00
Communications		
Communications Director	-	1.00
Public Information Officer	-	1.00
Video Producer	-	2.00
Video Services Assistant Manager	-	1.00
Video Services Manager	-	1.00
Video Technician	-	1.00
TOTAL	-	7.00
County Council		
Administrative Coordinator	-	1.00
Assistant County Attorney	-	1.00
Executive Assistant	2.00	2.00
Legislative Analyst	2.00	1.00
Legislative Director/Chief of Staff	1.00	1.00
TOTAL	5.00	6.00
Budget		
Assistant Budget Director	1.00	1.00
Budget Analyst II	1.00	1.00
Budget Analyst III	1.00	1.00
Budget Director	1.00	1.00
TOTAL	4.00	4.00
Office of Economic Development		
Administrative Assistant	1.00	1.00
Administrative Specialist III	-	1.00
Business Development Specialist	3.00	3.00
Coordinator	-	1.00
Director	1.00	1.00
FITCI Director	-	1.00
Research Coordinator	1.00	-
Senior Business Development Specialist	-	1.00
TOTAL	6.00	9.00
Workforce Services		
Administrative Coordinator	1.00	1.00
Administrative Specialist IV	0.13	-
Administrative Specialist V	-	0.13
Director, Workforce Services	1.00	1.00
Workforce Services Manager	2.39	2.39
TOTAL	4.52	4.52

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Workforce Services-Grant Related		
Administrative Specialist III	2.00	2.00
Administrative Specialist V	0.87	0.87
Business Services Consultant	3.00	3.00
Coordinator, Workforce Development	2.00	2.00
Customer Service Representative	1.00	1.00
Data Management Coordinator	1.00	1.00
Employment & Training Specialist	3.00	3.00
Fiscal Coordinator	1.00	1.00
Program Instructor I	1.00	1.00
Workforce Training Consultant	1.00	1.00
Workforce Services Manager	0.61	0.61
TOTAL	16.48	16.48
County Attorney		
Assistant County Attorney	2.00	2.00
Coordinator, Legal Office	1.00	1.00
County Attorney	1.00	1.00
Legal Assistant	1.00	1.00
Senior Assistant County Attorney	3.00	3.00
TOTAL	8.00	8.00
Human Resources		
Deputy Director, Human Resources Division	1.00	1.00
Director, Human Resources Division	1.00	1.00
Human Resources Administrator	6.00	6.00
Human Resources Analyst	1.00	1.00
Human Resources Technician	1.00	2.00
TOTAL	10.00	11.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
IIT		
Administrative Aide	1.60	1.00
Chief Information Security Officer	1.00	1.00
Director, CIO/IIT Division	1.00	1.00
Client Services Specialist I	1.00	3.00
Client Services Specialist II	2.00	2.00
Client Services Specialist III	1.00	1.00
Client Services Specialist IV	-	3.00
Client Services Technician II	1.00	-
GIS Analyst	1.00	1.00
GIS Project Manager I	1.00	1.00
GIS Project Manager II	2.00	-
GIS Project Manager III	-	2.00
GIS Specialist I	-	2.00
GIS Specialist II	1.00	1.00
GIS Specialist III	3.00	3.00
Infrastructure Manager	0.80	0.80
Information Security Administrator	1.00	1.00
Information Security Analyst III	2.00	2.00
Network Engineer III	2.00	2.00
Office Manager	1.00	1.60
Project Manager II	1.00	1.00
Project Manager III	1.20	1.20
Project Manager IV	2.00	2.00
ERP Project Manager	1.00	-
Software Applications Manager	1.00	1.00
Software Integrator I	6.00	4.00
Software Integrator II	5.00	7.00
Software Integrator III	3.00	4.00
Systems Administrator II	1.00	-
Systems Administrator III	2.00	2.00
Systems Administrator IV	1.00	2.00
Teamleader	2.00	2.00
Telecommunications Analyst IV	0.30	0.30
Video Producer	4.00	-
TOTAL	53.90	55.90
Voice Services		
Administrative Specialist V	0.40	-
Infrastructure Manager	0.20	0.20
Office Manager	-	0.40
Project Manager III	0.80	0.80
Telecommunications Analyst I	2.00	1.00
Telecommunications Analyst II	-	1.00
Telecommunications Analyst IV	1.70	1.70
TOTAL	5.10	5.10

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Finance		
Accounting		
Accountant II	3.00	2.00
Accountant III	2.00	3.00
Director, Accounting	1.00	1.00
Accounting Technician I	1.00	1.00
Accounting Technician II	3.00	3.00
Accounts Payable Manager	1.00	1.00
Assistant Director, Finance Division	-	1.00
Finance, Office Coordinator	1.00	1.00
Cash Management Specialist	1.00	1.00
Director, Finance Division	1.00	1.00
Financial Services Manager	1.00	1.00
Payroll Administrator	1.00	1.00
Payroll Analyst II	2.00	2.00
Team Leader	3.00	3.00
TOTAL	21.00	22.00
Risk Management		
Director, Risk Management	-	1.00
Risk Management Specialist	1.00	1.00
Safety & Loss Control Coordinator	1.00	1.00
Workers Compensation Specialist	1.00	-
TOTAL	3.00	3.00
Procurement & Contracting		
Administrative Coordinator	1.00	1.00
Director, Procurement & Contracting	1.00	1.00
Grants Contract Specialist	-	1.00
Office Manager	1.00	1.00
Procurement Analyst I	1.00	2.00
Procurement Analyst II	1.00	-
Procurement Analyst III	3.00	3.00
Project Manager IV	2.00	2.00
Team Leader	1.00	1.00
TOTAL	11.00	12.00
Treasurer		
Accountant I	0.56	0.56
Collection Specialist I	1.00	-
Collection Specialist II	2.86	3.86
Director, Treasury	1.00	1.00
Recordation Specialist	1.00	1.00
Coordinator, Finance Billing	1.00	1.00
Treasury Manager	1.00	1.00
TOTAL	8.42	8.42

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Planning & Permitting		
Planning & Development Review		
Administrative Assistant	1.00	1.00
Administrative Specialist IV	1.00	1.00
Director, Planning & Permitting Division	1.00	1.00
Director, Development Review	-	1.00
Director, Planning	1.00	1.00
Engineering Specialist I	1.00	-
Engineering Specialist III	1.00	-
Traffic Engineer	1.00	1.00
Manager, Comprehensive & Comm Planning	1.00	-
Planner I	1.00	2.00
Planner II	3.00	2.00
Planning Support Technician	1.00	1.00
Principal Planner II	6.00	6.00
Zoning Administrator	1.00	1.00
TOTAL	20.00	18.00
Permits and Inspection		
Administrative Assistant	1.00	-
Administrative Specialist IV	1.00	-
Administrative Specialist V	-	2.00
Building Inspector II	2.00	2.00
Building Plans Reviewer I	1.00	2.00
Building Plans Reviewer II	3.00	2.00
Building Plan Reviewer Technician	1.00	1.00
Chief Building Inspector	1.00	1.00
Chief Electrical Inspector	1.00	-
Chief Environmental Inspector	1.00	1.00
Chief Plumbing Inspector	-	1.00
Customer Service Technician	1.00	1.00
Deputy Director, Planning & Permitting Division	-	1.00
Director, Permits & Inspection	1.00	-
Electrical Inspector I	1.00	1.00
Electrical Inspector II	-	1.00
Engineering Specialist I	-	1.00
Engineering Specialist III	-	1.00
Environmental Inspector	2.00	2.00
Fire Inspector	1.00	1.00
Manager, Inspection Services	1.00	1.00
Manager, Plan Review Services	1.00	1.00
Manager, Permitting Services	1.00	1.00
Office Manager	-	1.00
Permits Technician I	1.00	1.00
Permits Technician II	2.00	2.00
Plumbing Inspector I	3.00	-
Plumbing Inspector II	-	2.00
Senior Permits Technician	2.00	2.00
TOTAL	29.00	32.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Environmental Sustainability		
Manager, Environmental Sustainability	1.00	1.00
TOTAL	1.00	1.00
NPDES		
Project Manager II	1.00	1.00
Project Manager III	1.00	1.00
Project Manager III/Engineer II	1.00	1.00
Project Manager IV	1.00	1.00
TOTAL	4.00	4.00
Agricultural Preservation		
Land Preservation Program Administrator	1.00	1.00
Planner I	-	1.00
TOTAL	1.00	2.00
Liquor License Commission		
Administrative Specialist IV	1.00	-
Administrative Specialist V	1.00	2.00
Inspector	1.00	2.00
Program Coordinator	1.00	1.00
TOTAL	4.00	5.00
Internal Audit		
Administrative Coordinator	1.00	1.00
Director, Internal Audit	1.00	1.00
TOTAL	2.00	2.00
TOTAL GENERAL GOVERNMENT	228.42	245.42

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
JUDICIAL		
State's Attorney		
Administrative Coordinator	1.00	1.00
Assistant State's Attorney I	5.00	4.00
Assistant State's Attorney II	2.30	3.30
Assistant State's Attorney III	5.00	5.00
Chief Investigator	3.00	3.00
Chief of Staff	1.00	1.00
Chief Prosecutor, Child Abuse	1.00	1.00
Chief Prosecutor, District Court	1.00	1.00
Chief Prosecutor, Felony Trials	1.00	1.00
Chief Prosecutor, Juvenile Division	1.00	1.00
Chief Prosecutor, Violent Crime	1.00	1.00
Community Services Manager	1.00	1.00
Coordinator, SAO	1.00	1.00
Deputy State's Attorney	2.00	2.00
Executive Assistant	1.00	1.00
Forensic Scientist	1.00	1.00
Investigator I	1.00	1.00
Investigator II	4.00	4.00
Legal Office Associate I	2.00	2.00
Legal Office Associate II	4.00	4.00
Legal Office Associate III	9.00	9.00
Senior Chief Investigator	1.00	1.00
Victim's Witness Coordinator I	1.00	2.00
Victim's Witness Coordinator II	2.00	1.00
Victim's Witness Coordinator III	2.00	2.00
Youthful Offender Program Manager	1.00	1.00
TOTAL	55.30	55.30
State's Attorney-Grant Related		
Assistant State's Attorney II	2.70	2.70
Assistant State's Attorney I	1.00	1.00
Chief Prosecutor, Child Support Division	1.00	1.00
Coordinator, SAO	1.00	1.00
Legal Office Associate I	1.00	1.00
Legal Office Associate III	6.00	6.00
TOTAL	12.70	12.70
Circuit Court		
Administrative Aide	3.00	3.00
Administrative Assistant	2.00	2.00
Assignment Commissioner	1.00	1.00
Assistant Assignment Commissioner	1.00	1.00
Circuit Court Magistrate	1.00	1.00
Coordinator, Circuit Court Administration	1.00	1.00
Circuit Court Administrator	1.00	1.00
Executive Assistant	1.00	1.00
Family Court Evaluator	1.00	1.00
Judicial Assistant	4.00	4.00
TOTAL	16.00	16.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Circuit Court-Grant Related		
Drug Treatment Coordinator	1.00	1.00
Family Support Services Coordinator	1.00	1.00
Resource Specialist	1.00	1.00
TOTAL	3.00	3.00
TOTAL JUDICIAL	87.00	87.00
PUBLIC SAFETY		
Sheriff		
Administration		
Administrative Specialist III	2.00	2.00
Constable I	1.00	2.00
Constable II	5.00	4.00
Deputy 1st Class	2.00	2.00
Lieutenant	1.00	1.00
Sergeant	1.00	1.00
TOTAL	12.00	12.00
Operations		
Accreditation Coordinator	1.00	1.00
Administrative Assistant	1.00	1.00
Administrative Coordinator	1.00	1.00
Administrative Specialist III	7.00	7.00
Administrative Specialist IV	1.00	1.00
Administrative Specialist V	1.00	1.00
Background Investigator	1.00	1.00
Captain	3.00	3.00
Chief Deputy	1.00	1.00
Corporal	19.00	21.00
Crime Analysis Coordinator	1.00	1.00
Data Management Specialist	2.00	2.00
Deputy 1st Class	95.00	102.00
Deputy Sheriff	34.00	23.00
Director, Internal Affairs	1.00	1.00
Evidence and Property Technician	1.00	1.00
Executive Assistant	1.00	1.00
Financial Business Office Manager	-	1.00
Forensic Services Analyst	1.00	1.00
Grants Coordinator	1.00	1.00
Lieutenant	6.00	7.00
Lieutenant Colonel	1.00	1.00
Major	2.00	2.00
Manager, Technology	1.00	1.00
Office Manager	1.00	1.00
Police Information Specialist I	-	1.00
Police Information Specialist II	6.00	5.00
Property & Purchases Coordinator	1.00	1.00
Records Supervisor	1.00	1.00
Sergeant	15.00	17.00
Sex Offender Program Coordinator	1.00	1.00
Supervisor, Police Information Specialist	1.00	1.00
Teamleader	1.00	1.00
Technology Coordinator	1.00	1.00
Victim Witness Coordinator III	1.00	1.00
TOTAL	212.00	214.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Courthouse Security		
Courthouse Deputy Corporal	2.00	2.00
Courthouse Deputy II	15.00	15.00
Courthouse Deputy Sergeant	1.00	1.00
Deputy 1st Class	3.00	4.00
Deputy Sheriff	1.00	2.00
TOTAL	22.00	24.00
Adult Detention Center		
Administrative Coordinator	2.00	2.00
Administrative Specialist III	1.00	1.00
Administrative Specialist IV	1.00	1.00
Assistant Director, Inmate Services	1.00	1.00
Captain	2.00	2.00
Cook II	3.00	-
Corporal	18.00	19.00
Correctional Classification Specialist I	1.00	-
Correctional Classification Specialist II	4.00	5.00
Correctional Officer	10.00	9.00
Correctional Officer, 1st Class	52.00	55.00
Dietary Manager	1.00	1.00
Dietary Supervisor	1.00	1.00
Director, Inmate Services	1.00	1.00
Lieutenant	7.00	7.00
Lieutenant Colonel	1.00	1.00
Major	1.00	1.00
Office Manager	1.00	1.00
Personnel Assistant	1.00	1.00
Records Manager	1.00	1.00
Sergeant	8.00	8.00
TOTAL	118.00	118.00
Work Release		
Administrative Specialist IV	2.00	2.00
Administrative Specialist V	1.00	1.00
Assistant Director, Community Services	1.00	1.00
Cook II	2.00	1.00
Corporal	4.00	4.00
Correctional Classification Specialist I	1.00	1.00
Correctional Classification Specialist II	5.00	5.00
Correctional Officer	6.00	1.00
Correctional Officer, 1st Class	13.00	19.00
Director, Community Services	1.00	1.00
Lieutenant	1.00	1.00
Office Manager	1.00	1.00
Sergeant	2.00	2.00
TOTAL	40.00	40.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
FIRE AND RESCUE SERVICES		
Administration		
Administrative Assistant	1.00	1.00
Director, Fire/Rescue Services Division	1.00	1.00
Personnel Analyst	1.00	1.00
Personnel Assistant	1.00	1.00
TOTAL	4.00	4.00
Fire Marshal		
Battalion Chief, DFRS	1.00	1.00
Fire Lieutenant	1.00	1.00
Firefighter III	2.00	2.00
TOTAL	4.00	4.00
Fire Rescue Technical Services		
Administrative Coordinator	1.00	1.00
Equipment Technician I	2.00	2.00
Deputy Chief, DFRS	1.00	1.00
Logistics Specialist I	1.00	1.00
Manager, DFRS Financial Services	1.00	1.00
TOTAL	6.00	6.00
Fire Rescue Professional Services		
Administrative Coordinator	1.00	1.00
Battalion Chief	1.00	1.00
EMS Program Manager	1.00	-
Fire Captain	1.00	1.00
Fire Captain Medic	-	1.00
Fire Lieutenant	1.00	-
Fire Lieutenant Medic	-	1.00
Fire Medic III	-	2.00
Paramedic I	1.00	-
Paramedic II	1.00	-
TOTAL	7.00	7.00
Fire and EMS Operations		
Battalion Chief	7.00	5.00
Battalion Chief Medic	-	3.00
Deputy Chief, DFRS	1.00	1.00
Fire Captain	17.00	14.00
Fire Captain Medic	-	2.00
Fire Lieutenant	45.00	39.00
Fire Lieutenant Medic	-	6.00
Fire Medic II	-	13.00
Fire Medic III	-	36.00
Fire Medic Technician	-	3.00
Fire Public Safety Educator	1.00	1.00
Firefighter I	32.00	43.00
Firefighter II	18.00	1.00
Firefighter III	157.00	140.00
Firefighter III/COMAR Quality Assurance Officer	1.00	-
Firefighter Technician	35.00	32.00
Paramedic I	1.00	-
Paramedic III	11.00	-
TOTAL	326.00	339.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Ambulance Billing		
Administrative Specialist III	1.00	-
Billing Coordinator	1.00	1.00
Billing Specialist	-	1.00
HIPAA Compliance Coordinator	1.00	1.00
TOTAL	3.00	3.00
Volunteer Fire & Rescue		
Administrative Specialist IV	1.00	-
Administrative Specialist V	-	1.00
Director, Volunteer Services	1.00	1.00
Volunteer Recruiter	-	1.00
TOTAL	2.00	3.00
EMERGENCY MANAGEMENT		
Emergency Management		
Administrative Assistant	1.00	1.00
Director, Emergency Management Division	1.00	1.00
TOTAL	2.00	2.00
Emergency Communications		
Administrative Aide	1.00	1.00
Administrator	3.00	3.00
Director, Emergency Communications	1.00	1.00
Emergency Communication Specialist I	18.00	7.00
Emergency Communication Specialist II	8.00	16.00
Emergency Communication Specialist III	11.00	17.00
Emergency Communication Specialist IV	6.00	6.00
Emergency Communications Center Manager	3.00	4.00
TOTAL	51.00	55.00
Emergency Preparedness		
Administrative Aide	1.00	1.00
Director, Emergency Preparedness	1.00	1.00
Grants Manager	1.00	1.00
Planner I	-	1.00
TOTAL	3.00	4.00
TOTAL PUBLIC SAFETY	812.00	835.00
Animal Control		
Administrative Specialist III	1.50	2.00
Administrative Specialist IV	1.00	1.00
Animal Care Technician	-	2.00
Animal Control Officer	6.00	6.00
Director, Animal Control Division	1.00	1.00
Humane Educator	1.00	1.00
Kennel Attendant	-	1.00
Kennel Supervisor	1.00	1.00
Kennel Technician	8.00	7.00
Office Manager	1.00	1.00
Supervisor, Animal Control Officer	1.00	1.00
Veterinary Technician	1.50	-
Volunteer Program Coordinator	1.00	1.00
TOTAL	24.00	25.00
TOTAL ANIMAL CONTROL	24.00	25.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
PUBLIC WORKS		
Administration		
Administrative Assistant	1.00	1.00
Director, Public Works Division	1.00	1.00
TOTAL	2.00	2.00
Highway Operations		
Administrative Specialist V	1.00	1.00
Assistant Foreman	13.00	14.00
Bridge Technician I	1.00	-
Bridge Technician II	1.00	2.00
Equipment Operator I	7.00	8.00
Equipment Operator II Non-CDL	1.00	1.00
Equipment Operator II	2.00	2.00
Equipment Operator III	6.00	3.00
Foreman	8.00	9.00
Highway Sign Aide I	-	2.00
Laborer I	5.00	3.00
Laborer II	5.00	6.00
Laborer III	1.00	2.00
Maintenance Section Specialist	1.00	1.00
Maintenance Section Supervisor	2.00	2.00
Office Manager	1.00	1.00
Sign Technician I	-	2.00
Sign Technician II	-	1.00
Superintendent, Highways	1.00	1.00
Tree Technician I	1.00	1.00
Truck Driver I	22.00	25.00
Truck Driver II	9.00	8.00
TOTAL	88.00	95.00
Transportation Engineering		
Assistant Foreman	1.00	-
Chief, Office of Transportation Engineering	1.00	1.00
Department Head	1.00	1.00
Engineer I	2.00	1.00
Engineer II	1.00	1.00
Engineer III	-	1.00
Engineering Supervisor	1.00	1.00
Engineering Technician I	1.00	-
Foreman	1.00	-
Inspector II	-	1.00
Inspector III	4.00	4.00
Program Manager II	1.00	1.00
Project Manager I	1.00	1.00
Project Manager II	2.00	1.00
Project Manager III	1.00	2.00
Senior Utility Technician	1.00	1.00
Sign Aide III	2.00	-
Sign Technician II	1.00	-
Truck Driver II	2.00	-
Utility Coordinator	1.00	1.00
TOTAL	25.00	18.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Construction Management		
Administrative Specialist III	0.60	1.00
Administrative Specialist V	1.00	1.00
Administrative Support Supervisor	1.00	1.00
Chief, Office of Project Management	1.00	1.00
Construction Manager I	1.00	1.00
Construction Manager II	1.00	1.00
Contract Support Technician	2.00	2.00
Inspector III	2.00	4.00
Project Coordinator	-	1.00
Program Manager I	1.00	1.00
Project Manager II	4.00	4.00
Project Manager IV	1.00	1.00
Property Management Services Coordinator	1.00	1.00
Property Technician	2.00	-
TOTAL	18.60	20.00
Building Maintenance		
Accounting Technician I	-	1.00
Administrative Coordinator	1.00	1.00
Administrative Specialist V	1.00	1.00
Chief, Office of Facilities Maintenance	1.00	1.00
Department Head, Facilities Maintenance	1.00	1.00
Facilities Manager	2.00	2.00
Foreman	-	1.00
Lead Building Technician I	1.00	-
Lead Building Technician II	6.00	7.00
Lead Preventative Maintenance Technician	1.00	1.00
Maintenance Technician I	2.00	3.00
Maintenance Technician II	5.00	6.00
Maintenance Technician III	4.00	8.00
Maintenance Technician IV	7.00	5.00
Project Coordinator	1.00	-
TOTAL	33.00	38.00
Fleet Services		
Administrative Specialist IV	1.00	1.00
Assistant Director, Fleet Services	1.00	1.00
Director, Fleet Services	1.00	1.00
Fleet Services Specialist	1.00	-
Fleet Services Specialist II	-	1.00
Inventory Specialist	2.00	2.00
Service Coordinator	1.00	1.00
Service Manager	3.00	3.00
Vehicle Equipment Technician I	4.00	5.00
Vehicle Equipment Technician II	1.00	2.00
Vehicle Equipment Technician III	3.00	3.00
Vehicle Equipment Technician IV	8.00	8.00
TOTAL	26.00	28.00
TOTAL PUBLIC WORKS	192.60	201.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
PARKS & RECREATION		
Administrative Coordinator	1.00	1.00
Administrative Specialist IV	4.00	4.00
Administrative Support Supervisor	1.00	1.00
Assistant Director	1.00	1.00
Director, Parks and Recreation Division	1.00	1.00
Equipment Mechanic	1.00	1.00
Foreman, Parks	4.00	-
Grounds Maintenance Leader	9.00	-
Laborer I	7.00	-
Laborer II	1.00	-
Laborer III	3.00	-
Marketing Specialist	1.00	1.00
Museum Manager	1.00	1.00
Park Naturalist	2.00	2.00
Park Security	0.51	0.51
Park Services Coordinator	1.00	1.00
Parks Maintenance Leader	-	9.00
Parks Maintenance Supervisor	-	4.00
Parks Maintenance Technician I	-	5.00
Parks Maintenance Technician II	-	1.00
Parks Maintenance Technician III	-	5.00
Recreation Coordinator	3.00	-
Recreation Manager	-	1.00
Recreation Specialist	3.00	3.00
Recreation Supervisor	1.00	3.00
Superintendent, Parks	1.00	1.00
Superintendent, Recreation	1.00	1.00
TOTAL	47.51	47.51
Security		
Security Guard	3.00	4.00
Security Supervisor	1.00	1.00
TOTAL	4.00	5.00
Custodial Services		
Administrative Specialist IV	1.00	1.00
Custodial Services Manager	1.00	1.00
Custodian	15.00	18.00
Lead Custodian	3.00	4.00
TOTAL	20.00	24.00
TOTAL PARKS & RECREATION	71.51	76.51

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
UTILITIES AND SOLID WASTE		
Water and Sewer		
Accountant II	1.00	1.00
Administrative Assistant	1.00	1.00
Administrative Coordinator	1.00	1.00
Administrative Specialist III	-	1.00
Administrative Specialist IV	1.00	1.00
Administrative Specialist V	2.00	2.00
Assistant Chief Operator	4.00	4.00
Assistant Superintendent	1.00	1.00
Billing Manager	1.00	1.00
Chief Operator	3.00	3.00
Collection Specialist I	1.00	1.00
Collection Systems Inspector I	1.00	1.00
Construction Manager I	1.00	1.00
Custodian	1.00	1.00
Dept Head, Engineering & Planning	1.00	1.00
Dept Head, Regulatory Compliance	1.00	1.00
Deputy Director, Utilities & Solid Waste Division	-	1.00
Director, Utilities & Solid Waste Division	0.60	0.60
Distribution System Operator II	2.00	-
DUSWM Trainee	5.00	6.00
Electrical Maintenance Supervisor	1.00	1.00
Electrical Maintenance Technician I	-	2.00
Electrical Maintenance Technician III	3.00	3.00
Electronic Instrument Technician II	1.00	-
Electronic Instrument Technician III	1.00	2.00
Engineer II	2.40	2.40
Engineering Manager	1.00	1.00
Engineering Technician II	2.00	2.00
Environmental Health & Safety Coordinator	0.75	0.75
Facilities Maintenance Supervisor	1.00	1.00
Facilities Maintenance Technician I	1.00	-
Facilities Maintenance Technician III	3.00	3.00
Facilities Maintenance Technician IV	3.00	2.00
Industrial/Commercial Inspector	1.00	2.00
Inspector II	1.00	1.00
Inspector III	1.00	1.00
Lab Technician	3.00	3.00
Laboratory Supervisor	1.00	1.00
Laborer I	1.00	1.00
Land Acquisition Coordinator	1.00	1.00
Maintenance Job Controller	1.00	1.00
Maintenance Superintendent	1.00	1.00
Meter Maintenance Supervisor	1.00	1.00
Meter Maintenance Technician I	-	1.00
Meter Maintenance Technician III	2.00	2.00
Meter Maintenance Technician IV	1.00	1.00
Pretreatment Pro/Sludge Management Specialist	1.00	1.00
Project Manager II	2.00	2.00
Project Manager III	1.00	-
Project Manager IV	-	1.00
Purification/Disposal Superintendent	1.00	1.00
Senior Lab Technician	2.00	2.00
Sludge Disposal Equipment Operator I	1.00	1.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Water and Sewer (continued)		
Teamleader	1.00	1.00
Utility Analyst I	1.00	1.00
Utility Billing Specialist I	2.00	2.00
Utility Billing Specialist III	1.00	1.00
Utility Location Technician II	2.00	2.00
Utility Support Technician III	1.00	1.00
Utility Systems Maintenance Supervisor	1.00	1.00
Utility System Maintenance Technician I	2.00	5.00
Utility System Maintenance Technician II	2.00	-
Utility System Maintenance Technician III	1.00	1.00
Utility System Maintenance Technician IV	-	1.00
Wastewater Treatment/Disposal Superintendent	1.00	1.00
Wastewater Treatment Plant Operator I	3.00	4.00
Wastewater Treatment Plant Operator II	4.00	6.00
Wastewater Treatment Plant Operator III	3.00	2.00
Wastewater Treatment Plant Operator IV	4.00	4.00
Water Treatment Plant Operator I	3.00	5.00
Water Treatment Plant Operator II	5.00	1.00
Water Treatment Plant Operator III	2.00	3.00
Water Treatment Plant Operator IV	5.00	5.00
Water Wastewater Trainee	11.00	10.00
TOTAL	126.75	131.75
Solid Waste		
Administrative Specialist IV	1.00	1.00
Assistant Superintendent of Solid Waste	1.00	1.00
Custodian	1.00	1.00
Department Head	-	1.00
Director, Utilities & Solid Waste Division	0.40	0.40
Engineer II	0.60	0.60
Environmental Health & Safety Coordinator	0.25	0.25
Environmental Technician	1.00	1.00
Equipment Mechanic	2.00	2.00
Equipment Operator II	7.00	8.00
Equipment Operator III	3.00	2.00
Foreman	2.00	2.00
Laborer I	1.00	2.00
Laborer III	4.00	3.00
Operations Supervisor	1.00	1.00
Recycling Administrative Specialist	1.00	1.00
Recycling Operations Supervisor	1.00	1.00
Recycling Program Coordinator	3.00	3.00
Recycling Program Manager	1.00	1.00
Recycling Services Coordinator	1.00	1.00
Security Guard	3.00	3.00
Senior Weighmaster	1.00	1.00
Superintendent of Solid Waste	1.00	-
Utility Support Technician III	1.00	1.00
Weighmaster	3.00	3.00
TOTAL	41.25	41.25
TOTAL UTILITIES AND SOLID WASTE	168.00	173.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
HEALTH SERVICES		
Health Administration		
Health Administrator	1.00	1.00
TOTAL	1.00	1.00
School Health		
Administrative Aide	1.00	1.00
Administrative Specialist III	0.92	0.92
Clinical Coordinator	1.75	2.75
Director, School Health Program	1.00	1.00
Health Room Technician I	48.13	47.25
Health Room Technician II	4.38	4.38
LPN	11.38	12.25
Nursing Manager	1.00	-
Registered Nurse	23.02	23.02
TOTAL	92.58	92.57
Frederick County Developmental Center		
Administrative Coordinator	1.00	1.00
Administrative Specialist III	1.00	1.00
Administrative Specialist V	1.00	1.00
Audiologist	1.00	1.00
Certified Dental Assistant	1.00	1.00
Clinical Fellow, FCDC	-	1.00
Clinical Social Worker	0.40	0.40
Dental Assistant	1.00	1.00
Dental Hygienist	1.00	1.00
Director, Frederick County Developmental Center	1.00	1.00
Fiscal Manager	1.00	1.00
Occupational Therapist	10.99	12.90
Occupational Therapist Assistant	-	1.75
Occupational Therapy/Physical Therapy Supervisor	1.00	1.00
Manager, Infants & Toddlers	-	1.00
Physical Therapist	6.37	5.38
Program Assistant I	1.76	1.76
Psychologist	0.24	0.24
Service Coordinator	5.56	5.56
Speech/Language Pathologist	3.13	3.13
Supervisor	5.91	5.91
Supervisor Infant/Toddler	1.00	-
TOTAL	45.36	49.03
Frederick County Developmental Center-Grant Related		
Clinical Social Worker	0.60	0.60
Data Support Specialist	1.00	1.00
Family Support Network Coordinator	1.00	1.00
Occupational Therapist	1.00	-
Physical Therapist	1.50	2.50
Program Assistant I	0.24	0.24
Psychologist	0.26	0.26
Service Coordinator	1.04	1.04
Speech/Language Pathologist	2.87	2.87
Supervisor	0.09	0.09
TOTAL	9.60	9.60
TOTAL HEALTH SERVICES	148.54	152.20

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
TRANSIT		
Transit Services		
Administrative Assistant	0.04	0.04
Administrative Specialist III	0.09	0.09
Assistant Director, Transit Operations	0.05	0.05
Community Relations Manager	0.02	0.02
Deputy Director, Transit	0.04	0.04
Director, Transit Services	0.04	0.04
Dispatcher	0.86	0.86
Driver, Shuttle	3.60	5.60
Fiscal Manager	0.04	0.04
Operations Manager	0.10	0.10
Operations Supervisor	0.15	0.15
Transportation Coordinator	0.05	0.05
Utility Person	0.06	0.06
TOTAL	5.14	7.14
Transit Services-Grant Related		
Administrative Assistant	0.96	0.96
Administrative Specialist III	1.91	1.91
Assistant Director, Transit Operations	0.95	0.95
Community Relations Manager	0.98	0.98
Deputy Director, Transit Services Division	0.96	0.96
Director, Transit Services Division	0.96	0.96
Dispatcher	3.14	3.14
Driver, Fixed Route	28.00	29.00
Driver, Shuttle	13.15	14.15
Fiscal Manager	0.96	0.96
Operations Manager	1.90	1.90
Operations Supervisor	2.85	2.85
Transportation Coordinator	0.95	0.95
Utility Person	0.94	0.94
TOTAL	58.61	60.61
TOTAL TRANSIT	63.75	67.75
CITIZENS SERVICES		
Citizens Services Administration		
Administrative Specialist III	1.00	1.00
Administrative Support Supervisor	1.00	1.00
Director, Citizens Services Division	1.00	1.00
TOTAL	3.00	3.00
Human Relations		
Administrative Coordinator	0.50	0.50
Director	1.00	1.00
TOTAL	1.50	1.50

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Department of Aging		
Administrative Specialist V	0.75	0.75
Client Services Coordinator	-	0.72
Community Services Manager	1.00	1.00
Director, Department of Aging	1.00	1.00
Fiscal Manager	1.00	1.00
MD Access Point Coordinator	-	1.00
Program Specialist	1.00	1.38
Volunteer Coordinator	1.00	1.00
TOTAL	5.75	7.85
Department of Aging-Grant Related		
Administrative Specialist V	0.25	0.25
Caregiver Support Coordinator	0.51	0.60
Case Manager	2.00	2.00
Client Services Coordinator	1.00	0.28
Guardianship Coordinator	1.00	1.00
Home Delivered Meals Case Manager	1.00	1.00
Home Health Aide	4.00	4.00
Intake Specialist	-	1.00
Meal Manager	1.00	1.00
Ombudsman	1.00	1.00
Outreach Worker	1.00	-
Program Specialist	1.00	0.62
PT Coordinator, Caregiver Support	0.49	0.40
Senior Center Coordinator	4.00	4.00
Social Worker	1.00	1.00
Van Driver	2.44	2.44
TOTAL	21.69	20.59
Office of Children and Family-Grant Related		
Administrative Coordinator	0.50	0.50
Director, Office of Children and Family	1.00	1.00
Program Coordinator	1.00	1.00
TOTAL	2.50	2.50
Family Partnership		
Administrative Specialist IV	1.00	1.00
Director, Family Partnership	1.00	1.00
Office Manager	1.00	1.00
TOTAL	3.00	3.00
Family Partnership-Grant Related		
Administrative Specialist IV	0.57	0.57
Child Development Coordinator	1.00	1.00
Family Advocate I	3.00	4.00
Family Advocate II	3.00	2.00
Family Programs Supervisor	1.00	1.00
Program Instructor II	2.00	2.00
Services Specialist I	2.00	1.00
Services Specialist II	3.00	4.00
Services Supervisor	1.00	1.00
TOTAL	16.57	16.57

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
Housing		
Administrative Coordinator	0.75	0.75
Administrative Aide	-	1.00
Director, Housing	0.93	0.93
Fiscal Manager	0.83	0.83
Housing Program Coordinator	1.90	1.90
Inspector II	0.15	0.15
Manager, Housing Program	-	1.00
TOTAL	4.56	6.56
Housing-Grant Related		
Administrative Coordinator	0.15	0.15
Administrative Specialist IV	0.98	0.98
Director, Housing	0.04	0.04
Fiscal Manager	0.12	0.12
Housing Program Coordinator	1.10	1.10
Manager, Housing Program	0.95	0.95
Inspector II	0.70	0.70
TOTAL	4.04	4.04
Housing Initiatives		
Administrative Aide	1.00	-
Manager, Housing Program	1.00	-
TOTAL	2.00	-
Child Advocacy Center		
Administrative Specialist V	-	1.00
Child Advocate	1.00	1.00
Director, Child Advocacy	1.00	1.00
TOTAL	2.00	3.00
Child Advocacy Center		
Child and Family Counselor	-	1.00
TOTAL	-	1.00
Scott Key Center		
Director, Scott Key Center	1.00	1.00
Driver	8.00	8.00
Employment Coordinator	1.00	1.00
Job Development Specialist	1.00	1.00
Office Manager	1.00	1.00
Registered Nurse	0.86	0.86
Vocational Services Coordinator	3.00	3.00
Vocational Training Specialist	18.00	18.00
TOTAL	33.86	33.86
Weed Control		
Coordinator	1.00	1.00
TOTAL	1.00	1.00
TOTAL CITIZENS SERVICES	101.47	104.47

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
BELL COURT		
Administrative Coordinator	0.10	0.10
Administrative Specialist IV	0.02	0.02
Director, Housing	0.03	0.03
Fiscal Manager	0.05	0.05
Manager, Housing Program	0.05	0.05
Inspector II	0.15	0.15
TOTAL	0.40	0.40
TOTAL BELL COURT	0.40	0.40
SOCIAL SERVICES		
Administrative Specialist IV	1.00	1.00
Case Aide/Technician	1.00	1.00
Case Manager	1.00	1.00
Child Support Enforcement Agent	4.00	4.00
CIS Administrator	1.00	-
CIS Technician	-	1.00
Fiscal Clerk II	1.00	1.00
TOTAL	9.00	9.00
Social Services-State Reimbursed		
Administrative Clerk	1.00	1.00
Administrative Specialist III	1.00	1.00
Administrative Specialist IV	1.00	1.00
Case Manager	1.00	1.00
Fiscal Clerk I	1.00	1.00
Administrative Coordinator	1.00	1.00
Job Development Coordinator	1.00	1.00
Nutrition Specialist	2.00	2.00
TOTAL	9.00	9.00
TOTAL SOCIAL SERVICES	18.00	18.00
SOIL CONSERVATION		
Administrative Specialist III	1.00	1.00
Assistant Soil District Manager	1.00	1.00
District Manager	1.00	1.00
District Urban Technician	1.00	1.00
Office Manager	1.00	1.00
Soil Conservation Specialist	1.00	1.00
Soil Conservation Technician	1.00	1.00
TOTAL SOIL CONSERVATION	7.00	7.00

BUDGETED POSITIONS

	FY16 Adopted	FY17 Adopted
LIBRARY		
Administrative Aide	2.00	2.00
Administrative Assistant	1.00	1.00
Administrative Specialist IV	1.00	1.00
Administrative Specialist V	1.00	1.00
Assistant Branch Administrator	1.00	1.00
Assistant Regional Branch Administrator	1.00	1.00
Associate Director	2.00	2.00
Branch Administrator II	4.00	4.00
Branch Administrator III	1.00	1.00
Branch Manager I Bookmobile	2.00	2.00
Branch Manager II	1.00	1.00
Children's Services Supervisor	4.00	4.00
Circulation Clerk	16.30	15.83
Circulation Services Supervisor	4.00	4.00
Clerk/Driver	1.86	1.00
Client Services Technician	0.49	0.49
Community Services Manager	-	1.00
Development Officer	1.00	1.00
Director, Frederick County Public Libraries	1.00	1.00
Financial Business Office Manager	1.00	1.00
Information & Technology Materials Manager	1.00	1.00
Librarian I	14.30	16.98
Librarian II	1.00	1.00
Library Associate I	-	18.90
Library Associate II	20.65	-
Library Associate III	8.81	9.81
Library Collections Manager	-	1.00
Library Communication Specialist	1.00	1.00
Library Computer Systems Manager	1.00	1.00
Materials Management Coordinator	1.00	-
Materials Manager	1.91	1.91
Processing Technician	3.00	3.00
Project Coordinator	-	1.00
PT Library Associate I	4.41	4.41
Public Relations Manager	1.00	1.00
Senior Circulation Clerk	4.00	4.00
Shelf Management Coordinator	1.80	1.80
Systems Administrator I	1.00	1.00
User Support Specialist	1.00	1.00
Virtual Branch Manger	1.00	1.00
Web Designer/Applications Specialist	1.00	1.00
Youth Services Manager	1.00	1.00
TOTAL LIBRARY	116.53	119.13
TOTAL BUDGETED POSITIONS	2,039.23	2,111.89

- 1) Budgeted positions reflect those budgeted at 0.5 and higher. In addition, twenty-three 0.49 library positions and several positions that are "job shared" are also included.
- 2) This information does not include elected or appointed positions.

FY2017 CAPITAL BUDGETS



**FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
CAPITAL PROJECTS FUNDS
FISCAL YEAR 2017**

	TOTAL BUDGET
GENERAL GOVERNMENT	
NEW/EXPANDED FACILITIES & MAINTENANCE/UPGRADES	
*Green Valley Fire Station Renovations	(669,274)
Public Safety Training Facility Burn Building	169,000
Advanced Life Support Cardiac Monitors	246,000
Fire Apparatus and Vehicle Replacement	550,000
Communications site security	166,000
300 Scholl's Lane Renovation	27,675
Courthouse Capacity Improvement Project	112,750
Health Department Parking Expansion	70,000
Transit Facility Expansion	390,000
Walkersville Library	5,827,286
Animal Health Lab - Generator	141,500
Maintenance Systemics - General	1,134,675
EQUIPMENT / TECHNOLOGY	
IIT Systemics - General	1,407,000
LEAPS	200,000
Enterprise GIS FY09 ongoing	725,000
ERP System - Software	200,000
UNALLOCATED	
Unallocated Project	(500,000)
Total General Government	10,197,612
 WATER & SEWER	
Developer-Funded Infrastructure	15,000,000
Lewistown Wastewater Treatment Plant Improvements	960,000
Lewistown Wastewater Collection System	250,000
Water Storage Tank Improvements	251,000
Lake Linganore Dredging	1,918,000
Sewer Flow Metering	280,000
Monocacy Wastewater Pump Station & Force Main	20,089,000
Ballenger Water Tank painting	83,000
Route 355 Water Main Relocations	378,000
Total Water & Sewer	39,209,000

* These projects were funded in FY2016 or prior and are being abandoned at this time



FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
CAPITAL PROJECTS FUNDS
FISCAL YEAR 2017

	TOTAL BUDGET
PARKS AND RECREATION	
Acquisition	(1,900,000)
Othello Regional Park	7,429,910
Utica DP - Phase 2	256,775
Parks Systemic	525,312
Kempton CP - Rehabilitation	1,258,370
Total Parks and Recreation	7,570,367
WATERSHED RESTORATION AND RETROFIT	
Industrial Facility Retrofits	1,942,202
Little Hunting Creek Stream Restoration Phase 1	548,995
Reforestation Program	1,443,250
Point of Rocks Bioswales & Bioretention	181,701
Total Watershed Restoration and Retrofit	4,116,148
ROADS	
Boyers Mill Road	1,790,748
W. Frederick Intersections Imp	(645,000)
Gas House Pike (from the City Limits to Boyers Mill Rd)	896,200
Total Roads	2,041,948
BRIDGES	
Gas House Pike Bridge	3,120,600
Hessong Bridge Road Bridge	154,500
Deck Replacements on Old Frederick Road and Thurston Road	418,000
Total Bridges	3,693,100



FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
CAPITAL PROJECTS FUNDS
FISCAL YEAR 2017

	TOTAL BUDGET
HIGHWAYS	
Pavement Management Program	8,656,100
Highway Network Systemic - General	922,000
Sidewalk Retrofit Program	1,086,600
Road Signalization	314,200
Roads Satellite Facilities #3	264,450
Urbana Satellite Yard	90,000
SHA - Jefferson Streetscape	150,000
Total Highways	11,483,350
FREDERICK COMMUNITY COLLEGE	
Monroe Reconfiguration	6,303,626
Classroom Technology Upgrades	250,000
FCC Systemics	1,000,000
Total Frederick Community College	7,553,626
BOARD OF EDUCATION	
Sugarloaf ES: New	5,000,000
Frederick HS: Replacement	19,815,681
Butterfly Ridge ES: New	5,200,000
Systemics - Generic	6,050,000
Technology Improvements	500,000
Portable Classrooms	500,000
Total Board of Education	37,065,681
MUNICIPALITIES	
CITY OF FREDERICK	
Monocacy Blvd	2,500,000
Emmitsburg Pedestrian Safety Enhancements	140,000
Total Municipalities	2,640,000
GRAND TOTAL	125,570,832



**FREDERICK COUNTY, MARYLAND
ADOPTED BUDGET
CAPITAL PROJECTS FUNDS
FISCAL YEAR 2017**

	TOTAL BUDGET
FUNDING SOURCES	
General Fund	13,497,192
General Obligation Bonds/Leases	22,803,530
Recordation Tax	5,591,560
Recordation Tax Bonds	3,960,683
Impact Fees	5,329,000
Water & Sewer Fees	5,643,000
Enterprise Fund Bonds	20,218,100
Grants	25,294,867
Developer Contribution	15,000,000
Other	8,232,900
Total Revenue	125,570,832

The Capital Projects Fund is the first year of the Capital Improvements Program and includes appropriated funds for new and previously approved long-term projects. These projects include construction of new facilities and renovation of existing facilities. The funds in a specific capital budget year usually consist of segments in a project such as land acquisition, design, site improvements or construction and inspection. Larger projects take two to three years to complete and are consolidated into the six year CIP. The main sources of funding include general fund dollars, general obligation bonds, developer impact fees and enterprise funds.

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED**

SUMMARY - ALL PROJECTS

PROJECT	6-Year **						Costs After			
	Approved	Total Project	Prior Budget	2017	2018	2019		2020	2021	2022
General Government	104,570,564	191,741,051	24,268,507	10,197,612	14,768,293	22,667,750	10,804,800	15,235,965	30,896,144	62,901,980
Water and Sewer	104,149,750	133,067,632	25,512,500	39,209,000	1,332,750	1,228,000	2,640,000	5,574,000	54,166,000	3,405,382
Solid Waste	0	0	0	0	0	0	0	0	0	0
Parks & Recreation	40,939,729	62,214,457	11,320,431	7,570,367	2,725,566	18,581,348	3,082,841	6,977,020	2,002,587	9,954,297
Watershed Restoration and Retrofit	26,144,211	28,241,396	2,097,185	4,116,148	5,781,867	6,156,335	8,089,861	1,000,000	1,000,000	0
Roads	25,596,040	79,961,090	10,838,550	2,041,948	891,492	13,424,100	7,194,200	1,120,000	924,300	43,526,500
Bridges	9,856,100	12,837,300	1,870,600	3,693,100	365,700	471,200	1,940,800	2,333,700	1,051,600	1,110,600
Highways	104,224,540	135,724,473	31,499,933	11,483,350	15,976,800	21,582,390	21,383,000	18,344,800	15,454,200	0
Community College	23,728,383	28,776,287	5,047,904	7,553,626	1,250,000	1,150,000	1,299,050	10,450,000	2,025,707	0
Board of Education	217,393,872	470,350,940	105,293,743	37,065,681	80,073,605	14,595,500	36,255,886	35,106,700	14,296,500	147,663,325
Municipalities	6,356,222	9,395,243	3,039,021	2,640,000	3,200,000	0	416,222	50,000	50,000	0
Total Expense	662,959,411	1,152,309,869	220,788,374	125,570,832	126,366,073	99,856,623	93,106,660	96,192,185	121,867,038	268,562,084
FUNDING										
General Fund*	108,471,650	250,493,000	46,987,921	13,497,192	16,380,006	18,647,234	19,039,763	18,593,727	22,313,728	95,033,429
General Fund Bonds & Capital Lease*	269,387,683	520,912,896	107,353,220	22,803,530	42,862,569	66,126,275	60,702,503	44,969,778	31,923,028	144,171,993
Recordation Tax & Bonds	30,596,482	51,484,317	16,220,855	9,552,243	1,704,523	10,723,547	3,054,523	5,109,313	452,333	4,666,980
Impact Fee & Bonds	32,934,160	41,347,565	418,405	5,329,000	18,605,160	0	4,000,000	5,000,000	0	7,995,000
School Mitigation Fee	17,500,000	27,500,000	0	0	12,500,000	0	0	5,000,000	0	10,000,000
Excise Tax	0	949,962	949,962	0	0	0	0	0	0	0
Enterprise Fee & Bonds	78,837,028	89,601,886	8,888,740	25,861,100	1,748,048	1,534,000	0	4,676,600	45,017,280	1,876,118
Grants	98,338,388	124,748,553	23,120,865	25,294,867	20,867,767	14,107,567	11,319,871	13,736,367	13,011,949	3,289,300
Other	26,894,020	45,271,690	16,848,406	23,232,900	11,698,000	(11,282,000)	(5,010,000)	(893,600)	9,148,720	1,529,264
Total Funding Source	662,959,411	1,152,309,869	220,788,374	125,570,832	126,366,073	99,856,623	93,106,660	96,192,185	121,867,038	268,562,084

* Includes funding to/from "appropriation for future years"
 ** 6-Year Approved is the sum of FY2017 through FY2022

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED**

GENERAL GOVERNMENT

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Public Safety										
Green Valley Fire Station Renovations	(669,274)	39,950	709,224	(669,274)	0	0	0	0	0	0
Public Safety Training Facility Burn Building	169,000	803,785	634,785	169,000	0	0	0	0	0	0
Hayward Road Fire Station	5,127,650	5,127,650	0	0	470,000	4,657,650	0	0	0	0
Green Valley Fire Station at Monrovia Town Center	460,000	5,017,650	0	0	0	0	0	0	460,000	4,557,650
SCBA Replacement	2,050,000	8,300,000	4,200,000	0	0	0	0	0	2,050,000	2,050,000
Fire Rescue portable radio replacement and enhancement	3,280,000	8,200,000	0	0	0	1,640,000	0	0	1,640,000	4,920,000
Advanced Life Support Cardiac Monitors	246,000	1,140,400	320,400	246,000	0	0	0	0	0	574,000
DFRS Records Management System	600,000	600,000	0	0	600,000	0	0	0	0	0
Fire Apparatus and Vehicle Replacement	3,300,000	8,442,343	1,042,343	550,000	550,000	550,000	550,000	550,000	550,000	4,100,000
ADC Medical Unit Addition	11,870,696	11,870,696	0	0	0	0	0	0	915,696	10,955,000
Sheriff's Office In-Car Video Cameras	244,901	244,901	0	0	244,901	0	0	0	0	0
Communications site security	166,000	316,000	150,000	166,000	0	0	0	0	0	0
Communications Support Vehicle	675,000	675,000	0	0	0	0	0	0	675,000	0
Radio system SCADA upgrade	900,000	900,000	0	0	0	900,000	0	0	0	0
Radio system capacity enhancement	3,500,000	3,500,000	0	0	0	0	0	3,500,000	0	0
Total: Public Safety	31,919,973	55,178,375	7,056,752	461,726	1,864,901	7,747,650	550,000	4,965,696	16,330,000	16,201,650
Other										
300 Scholl's Lane Renovation	1,083,885	1,649,919	566,034	27,675	1,056,210	0	0	0	0	0
Courthouse Capacity Improvements Project	3,382,500	32,589,500	15,000	112,750	0	0	0	3,095,500	174,250	29,192,000
Public Safety Training Facility Maintenance Shop and Garages	287,000	3,647,465	0	0	0	0	0	0	287,000	3,360,465
Montevue Campus Refueling Station	3,004,840	3,004,840	0	0	0	0	0	305,750	2,699,090	0
Health Department Parking Expansion	833,000	833,000	0	70,000	763,000	0	0	0	0	0
Transit Facility Expansion	3,649,000	3,649,000	0	390,000	3,259,000	0	0	0	0	0
Total: Other	12,240,225	45,373,724	581,034	600,425	5,078,210	0	0	3,401,250	3,160,340	32,552,465
Library										
Walkersville Library	6,480,691	6,925,509	444,818	5,827,286	653,405	0	0	0	0	0
Myersville Library	3,778,800	3,778,800	0	0	301,000	3,477,800	0	0	0	0
Middletown Library	649,000	7,216,865	0	0	0	0	0	0	649,000	6,567,865
Total: Library	10,908,491	17,921,174	444,818	5,827,286	954,405	3,477,800	0	0	649,000	6,567,865
Maintenance/Systemic										
Pine Avenue Maintenance Complex Renovations	3,149,460	3,149,460	0	0	0	0	0	540,000	2,609,460	0
Animal Health Lab - Generator	141,500	141,500	0	141,500	0	0	0	0	0	0
Maintenance Systemics - General	17,428,073	17,428,073	0	1,134,675	2,185,300	3,210,300	3,722,800	3,587,499	3,587,499	0
Total: Maintenance/Systemic	20,719,033	20,719,033	0	1,276,175	2,185,300	3,210,300	3,722,800	4,127,499	6,196,959	0

FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED
GENERAL GOVERNMENT

	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
IIT										
IIT Systemics- General	10,604,365	16,959,365	0	1,407,000	1,407,000	1,307,000	1,307,000	2,291,520	2,884,845	6,355,000
LEAPS	10,675,000	11,928,371	778,371	200,000	175,000	5,000,000	5,000,000	150,000	150,000	475,000
Enterprise GIS FY09 ongoing	2,475,000	3,775,504	1,050,504	725,000	125,000	125,000	125,000	0	1,375,000	250,000
ERP System - Software	200,000	8,284,500	8,084,500	200,000	0	0	0	0	0	0
Financial System FY09 ongoing	600,000	1,562,310	562,310	0	200,000	100,000	100,000	100,000	100,000	200,000
Land Management	3,550,000	4,149,860	399,860	0	1,700,000	1,700,000	0	100,000	50,000	200,000
EAM & Fleet Mgt System - Software	1,128,377	1,128,377	0	0	1,128,377	0	0	0	0	0
Treasury System	200,000	588,474	288,474	0	100,000	0	0	100,000	0	100,000
Total: IIT	29,432,742	48,376,761	11,164,019	2,532,000	4,835,377	8,232,000	6,532,000	2,741,520	4,559,845	7,580,000
Unallocated Project										
Unallocated Project	(649,900)	4,371,984	5,021,884	(500,000)	(149,900)	0	0	0	0	0
Total: Unallocated Project	(649,900)	4,371,984	5,021,884	(500,000)	(149,900)	0	0	0	0	0
Total Expense	104,570,564	191,941,051	24,268,507	10,197,612	14,768,293	22,667,750	10,804,800	15,235,965	30,896,144	62,901,980
FUNDING										
General Fund	28,394,147	83,383,669	5,386,456	2,393,425	3,238,963	2,417,750	1,804,800	7,238,465	11,300,744	49,603,066
General Fund Bonds & Capital Lease	59,962,114	89,173,353	18,412,325	3,311,687	7,177,527	18,941,000	9,000,000	7,523,500	14,008,400	10,798,914
Impact Fee & Bonds	3,653,405	5,554,158	400,753	3,000,000	653,405	0	0	0	0	1,500,000
Enterprise Fee & Bonds	1,391,298	1,419,638	28,340	0	765,298	619,000	0	7,000	0	0
Grants	10,979,600	12,020,233	40,633	1,492,500	2,933,100	500,000	0	467,000	5,587,000	1,000,000
Other	190,000	190,000	0	0	0	190,000	0	0	0	0
Total Funding Source	104,570,564	191,741,051	24,268,507	10,197,612	14,768,293	22,667,750	10,804,800	15,235,965	30,896,144	62,901,980

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED
WATER AND SEWER**

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Capacity										
Ballenger-McKinney WWTP Sludge Management	59,136,000	59,136,000	0	0	0	0	0	5,320,000	53,816,000	0
Sewerage Problem Area Remediation	0	837,382	0	0	0	0	0	0	0	837,382
Linganore Interceptor 1 - Lower Reach	0	1,505,200	0	0	0	0	0	0	0	1,505,200
Linganore Interceptor 2 - Upper Reach	0	1,062,800	0	0	0	0	0	0	0	1,062,800
Monrovia Water Storage Tank 2	2,953,000	2,953,000	0	0	313,000	2,640,000	0	0	0	0
Developer-Funded Infrastructure	15,000,000	30,000,000	15,000,000	0	0	0	0	0	0	0
Lewisstown Wastewater Treatment Plant Improvements	960,000	960,000	0	960,000	0	0	0	0	0	0
Lewisstown Wastewater Collection System	985,000	985,000	0	250,000	735,000	0	0	0	0	0
Total: Capacity	79,034,000	97,439,382	15,000,000	16,210,000	735,000	313,000	2,640,000	5,320,000	53,816,000	3,405,382
Maintenance										
Water Storage Tank Improvements	251,000	301,000	50,000	251,000	0	0	0	0	0	0
Lake Linganore Dredging	1,918,000	3,750,000	1,832,000	1,918,000	0	0	0	0	0	0
Sewer Flow Metering	280,000	650,000	370,000	280,000	0	0	0	0	0	0
Monocacy Wastewater Pump Station & Force Main	20,089,000	28,349,500	8,260,500	20,089,000	0	0	0	0	0	0
Ballenger Water Tank painting	493,250	493,250	0	83,000	410,250	0	0	0	0	0
Grease Receiving Station at Ballenger-McKinney WWTP	1,102,500	1,102,500	0	0	187,500	915,000	0	0	0	0
Truck Scale at New Design Water Treatment Plant	604,000	604,000	0	0	0	0	0	254,000	350,000	0
Route 355 Water Main Relocations	378,000	378,000	0	378,000	0	0	0	0	0	0
Total: Maintenance	25,115,750	35,628,250	10,512,500	22,999,000	597,750	915,000	0	254,000	350,000	0
Total Expense	104,149,750	133,067,632	25,512,500	39,209,000	1,332,750	1,228,000	2,640,000	5,574,000	54,166,000	3,405,382
FUNDING										
Enterprise Fee & Bonds	77,445,730	88,182,248	8,860,400	25,861,100	982,750	915,000	0	4,669,600	45,017,280	1,876,118
Other	26,704,020	44,885,384	16,652,100	13,347,900	350,000	313,000	2,640,000	904,400	9,148,720	1,529,264
Total Funding Source	104,149,750	133,067,632	25,512,500	39,209,000	1,332,750	1,228,000	2,640,000	5,574,000	54,166,000	3,405,382

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED
PARKS & RECREATION**

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Parks & Recreation										
Acquisition	200,000	6,744,180	6,544,180	(1,900,000)	100,000	500,000	500,000	500,000	500,000	0
Othello Regional Park	7,429,910	7,999,570	569,660	7,429,910	0	0	0	0	0	0
Old National Pike DP - Ph 2	650,127	7,474,076	0	0	0	0	0	650,127	0	6,823,949
Middletown CP Development & Rehab	5,060,918	5,060,918	0	0	0	726,612	0	4,334,306	0	0
Point of Rocks Regional Park Master Plan	210,000	210,000	0	0	0	0	0	210,000	0	0
Utica DP - Phase 2	16,134,219	16,928,709	794,490	256,775	0	15,877,444	0	0	0	0
Parks Systemic	4,180,972	8,323,820	1,012,500	525,312	525,312	782,587	782,587	782,587	782,587	3,130,348
Kemptown CP - Rehabilitation	1,258,370	1,385,224	126,854	1,258,370	0	0	0	0	0	0
Ballenger Creek Park Maintenance Area & Widrick House Rehabilitation	110,000	110,000	0	0	0	0	0	0	110,000	0
Bikeways/Trails Program	2,795,213	4,379,960	1,584,747	0	1,300,254	194,705	1,300,254	0	0	0
Bridgeport Monocacy River Access	110,000	110,000	0	0	0	0	0	0	110,000	0
Park Schools	800,000	1,488,000	688,000	0	800,000	0	0	0	0	0
South County YMCA, Indoor Pool Partnership	2,000,000	2,000,000	0	0	0	500,000	500,000	500,000	500,000	0
Total: Parks & Recreation	40,939,729	62,214,457	11,320,431	7,570,367	2,725,566	18,581,348	3,082,841	6,977,020	2,002,587	9,954,297
Total Expense	40,939,729	62,214,457	11,320,431	7,570,367	2,725,566	18,581,348	3,082,841	6,977,020	2,002,587	9,954,297
FUNDING										
General Fund	4,429,115	8,257,178	540,746	275,312	323,376	844,199	830,651	1,152,990	1,002,587	3,287,317
General Fund Bonds & Capital Lease	9,578,130	13,150,130	1,572,000	695,145	250,000	6,965,935	500,000	667,050	500,000	2,000,000
Recordation Tax & Bonds	25,446,482	36,498,465	6,385,003	6,552,243	1,504,523	10,723,547	1,104,523	5,109,313	452,333	4,666,980
Grants	1,486,002	4,183,684	2,697,682	47,667	647,667	47,667	647,667	47,667	47,667	0
Other	0	125,000	125,000	0	0	0	0	0	0	0
Total Funding Source	40,939,729	62,214,457	11,320,431	7,570,367	2,725,566	18,581,348	3,082,841	6,977,020	2,002,587	9,954,297

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED**

WATERSHED RESTORATION & RETROFITS

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Watershed Restoration & Retrofit										
Industrial Facility Retrofits	9,110,638	9,392,928	282,290	1,942,202	941,446	3,928,121	2,298,869	0	0	0
Point of Rocks Stream Restoration	2,969,054	4,428,179	1,459,125	0	2,969,054	0	0	0	0	0
Point of Rocks Pond Retrofit	514,925	870,695	355,770	0	0	514,925	0	0	0	0
Little Hunting Creek Stream Restoration Phase 1	1,860,351	1,860,351	0	548,995	1,111,356	0	0	0	0	0
Little Hunting Creek Stream Restoration Phase 2	1,598,593	1,598,593	0	0	0	548,995	1,049,598	0	0	0
Little Hunting Creek Stream Restoration Phase 3	1,598,593	1,598,593	0	0	0	548,995	1,049,598	0	0	0
Reforestation Program	6,132,898	6,132,898	0	1,443,250	382,553	615,299	3,691,796	0	0	0
Point of Rocks Bioswales & Bioretention	559,159	559,159	0	181,701	377,458	0	0	0	0	0
Watershed Systemics	2,000,000	2,000,000	0	0	0	0	0	1,000,000	1,000,000	0
Total: Watershed Restoration & Retrofit	26,144,211	28,241,396	2,097,185	4,116,148	5,781,867	6,156,335	8,089,861	1,000,000	1,000,000	0
Total Expense	26,144,211	28,241,396	2,097,185	4,116,148	5,781,867	6,156,335	8,089,861	1,000,000	1,000,000	0
FUNDING										
General Fund	22,144,211	22,782,271	638,060	4,116,148	3,781,867	6,156,335	6,089,861	1,000,000	1,000,000	0
General Fund Bonds & Capital Lease	4,000,000	5,459,125	1,459,125	0	2,000,000	0	2,000,000	0	0	0
Total Funding Source	26,144,211	28,241,396	2,097,185	4,116,148	5,781,867	6,156,335	8,089,861	1,000,000	1,000,000	0

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED**

ROADS

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Roads										
Boyers Mill Road	13,700,840	22,353,390	8,652,550	1,790,748	891,492	11,018,600	0	0	0	0
W. Frederick Intersections Imp	(645,000)	291,000	936,000	(645,000)	0	0	0	0	0	0
Old Natl Pike-MD144 to NewMrk	0	6,634,600	390,000	0	0	0	0	0	0	6,244,600
OldNational Pike Phase 2 (from MD 75 to Mt. Airy)	0	12,026,900	0	0	0	0	0	0	0	12,026,900
Reichs Ford Road - Ph 2	0	9,702,700	0	0	0	0	0	0	0	9,702,700
Yeagertown Road	0	7,962,600	0	0	0	0	0	0	0	7,962,600
Reels Mill Road - Ph 2	1,405,600	3,952,300	0	0	212,300	0	269,000	924,300	924,300	2,546,700
Gas House Pike (from the City Limits to Boyers Mill Road)	10,283,600	11,143,600	860,000	896,200	0	2,193,200	7,194,200	0	0	0
Christopher's Crossing Widening	851,000	5,894,000	0	0	0	0	0	851,000	0	5,043,000
Total: Roads	25,596,040	79,961,090	10,838,550	2,041,948	891,492	13,424,100	7,194,200	1,120,000	924,300	43,526,500
Total Expense	25,596,040	79,961,090	10,838,550	2,041,948	891,492	13,424,100	7,194,200	1,120,000	924,300	43,526,500
FUNDING										
General Fund	1,033,900	36,673,843	647,343	92,200	0	310,900	175,500	31,000	424,300	34,992,600
General Fund Bonds & Capital Lease	24,562,140	40,021,263	9,214,523	1,949,748	891,492	13,113,200	7,018,700	1,089,000	500,000	6,244,600
Excise Tax	0	949,962	949,962	0	0	0	0	0	0	0
Grants	0	2,289,300	0	0	0	0	0	0	0	2,289,300
Other	0	26,722	26,722	0	0	0	0	0	0	0
Total Funding Source	25,596,040	79,961,090	10,838,550	2,041,948	891,492	13,424,100	7,194,200	1,120,000	924,300	43,526,500

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED
BRIDGES**

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Bridges										
Gas House Pike Bridge	3,120,600	3,775,200	654,600	3,120,600	0	0	0	0	0	0
Brethren Church Rd Br	1,077,100	1,077,100	0	0	0	183,900	91,600	801,600	0	0
Hessong Bridge Road Bridge	1,887,300	1,887,300	0	154,500	0	204,900	154,700	1,373,200	0	0
Dixon Road Bridge (No. 07-09)	797,700	797,700	0	0	145,000	26,600	626,100	0	0	0
Hoovers Mill Road Bridge (No. 15-11)	1,206,400	1,206,400	0	0	220,700	32,800	952,900	0	0	0
Hornets Nest Road Bridge (No. 05-22)	1,099,000	1,099,000	0	0	0	206,900	23,200	868,900	0	0
Deck Replacements on Old Frederick Road (No. 20-02) and Thurston Road (No. 07-02)	418,000	1,634,000	1,216,000	418,000	0	0	0	0	0	0
Replacement of Old Mill Road Bridge No. F04-09	250,000	1,360,600	0	0	0	0	0	0	250,000	1,110,600
Total: Bridges	9,856,100	12,837,300	1,870,600	3,693,100	365,700	471,200	1,940,800	2,333,700	1,051,600	1,110,600
Total Expense	9,856,100	12,837,300	1,870,600	3,693,100	365,700	471,200	1,940,800	2,333,700	1,051,600	1,110,600
FUNDING										
General Fund	599,900	6,773,300	231,200	0	0	122,300	143,100	84,500	250,000	1,110,600
General Fund Bonds & Capital Lease	4,816,400	0	901,600	1,172,400	365,700	189,000	1,797,700	490,000	801,600	0
Grants	4,439,800	1,086,500	737,800	2,520,700	0	159,900	0	1,759,200	0	0
Total Funding Source	9,856,100	7,859,800	1,870,600	3,693,100	365,700	471,200	1,940,800	2,333,700	1,051,600	1,110,600

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED
HIGHWAYS**

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Highways										
Pavement Mgmt Pgm FY09-ongoing	82,165,100	110,832,005	28,666,905	8,656,100	12,260,100	15,946,200	16,866,700	14,218,000	14,218,000	0
Highway Network Systemic - General	5,532,000	6,432,000	900,000	922,000	922,000	922,000	922,000	922,000	922,000	0
Sidewalk Retrofit Program	5,433,000	6,493,000	1,060,000	1,086,600	1,086,600	1,086,600	1,086,600	1,086,600	0	0
Road Signalization FY09 ongoing	1,885,200	2,758,228	873,028	314,200	314,200	314,200	314,200	314,200	314,200	0
Roads Satellite Facilities #3	5,682,600	5,682,600	0	264,450	1,143,900	276,750	2,193,500	1,804,000	0	0
Urbana Satellite Yard	3,376,640	3,376,640	0	90,000	250,000	3,036,640	0	0	0	0
SHA - Jefferson Streetscape	150,000	150,000	0	150,000	0	0	0	0	0	0
Total: Highways	104,224,540	135,724,473	31,499,933	11,483,350	15,976,800	21,582,390	21,383,000	18,344,800	15,454,200	0
Total Expense	104,224,540	135,724,473	31,499,933	11,483,350	15,976,800	21,582,390	21,383,000	18,344,800	15,454,200	0

FUNDING	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
General Fund	41,513,384	29,584	29,120,991	4,730,107	7,535,800	7,195,750	8,678,783	6,846,772	6,526,172	0
General Fund Bonds & Capital Lease	62,711,156	0	2,334,358	6,753,243	8,441,000	14,386,640	12,704,217	11,498,028	8,928,028	0
Other	0	41,149,156	44,584	0	0	0	0	0	0	0
Total Funding Source	104,224,540	41,178,740	31,499,933	11,483,350	15,976,800	21,582,390	21,383,000	18,344,800	15,454,200	0

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED**

COMMUNITY COLLEGE

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
Community College										
Monroe Reconfiguration	6,303,626	7,029,000	725,374	6,303,626	0	0	0	0	0	0
Jefferson Hall and Linganore Hall Reconfiguration Conversion	11,674,757	11,674,757	0	0	0	0	849,050	9,500,000	1,525,707	0
Technology Upgrade	1,300,000	2,754,418	1,454,418	0	500,000	500,000	0	300,000	0	0
Classroom Technology Upgrades	950,000	1,450,000	500,000	250,000	250,000	150,000	150,000	150,000	0	0
FCC Systemics	3,500,000	5,868,112	2,368,112	1,000,000	500,000	500,000	500,000	500,000	500,000	0
Total: Community College	23,728,383	28,776,287	5,047,904	7,553,626	1,250,000	1,150,000	1,299,050	10,450,000	2,025,707	0
Total Expense	23,728,383	28,776,287	5,047,904	7,553,626	1,250,000	1,150,000	1,299,050	10,450,000	2,025,707	0
FUNDING										
General Fund	4,839,271	13,612,098	2,933,908	750,000	1,000,000	900,000	400,846	890,000	898,425	0
General Fund Bonds & Capital Lease	8,134,126	0	2,113,996	4,548,626	(1,537,000)	250,000	525,000	4,097,500	250,000	0
Grants	10,754,986	9,246,186	0	2,255,000	1,787,000	0	373,204	5,462,500	877,282	0
Total Funding Source	23,728,383	22,858,284	5,047,904	7,553,626	1,250,000	1,150,000	1,299,050	10,450,000	2,025,707	0

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED**

BOARD OF EDUCATION

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
New/Modernizations										
Waverley ES: Addition	26,127,401	26,127,401	0	0	0	2,375,500	0	23,751,901	0	0
Sugarloaf ES: New	37,790,911	40,444,755	2,653,844	5,000,000	32,790,911	0	0	0	0	0
Frederick HS: Replacement	19,815,681	114,598,445	94,782,764	19,815,681	0	0	0	0	0	0
Urbana ES: Replacement	43,390,386	43,437,086	46,700	0	4,114,500	7,520,000	31,755,886	0	0	0
Butterfly Ridge ES: New	43,668,194	46,255,732	2,587,538	5,200,000	38,468,194	0	0	0	0	0
Middletown MS: Renovation	5,462,500	48,336,743	0	0	200,000	0	0	0	5,262,500	42,874,243
Liberty ES: Modernization	4,734,000	37,540,618	0	0	200,000	0	0	4,534,000	32,806,618	
East County area ES: New	3,347,799	41,727,732	0	0	0	0	0	3,347,799	0	38,379,933
Rock Creek School: Renovation	3,507,000	37,249,531	140,000	0	0	0	0	3,507,000	0	33,602,531
Total: New/Modernizations	187,843,872	435,718,043	100,210,846	30,015,681	75,573,605	10,095,500	31,755,886	30,606,700	9,796,500	147,663,325
Systemic										
Systemics - Generic	26,050,000	26,050,000	0	6,050,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	0
Technology Improvements	500,000	5,282,897	4,782,897	500,000	0	0	0	0	0	0
Portable Classrooms	3,000,000	3,300,000	300,000	500,000	500,000	500,000	500,000	500,000	500,000	0
Total: Systemic	29,550,000	34,632,897	5,082,897	7,050,000	4,500,000	4,500,000	4,500,000	4,500,000	4,500,000	0
Total Expense	217,393,872	470,350,940	105,293,743	37,065,681	80,073,605	14,595,500	36,255,886	35,106,700	14,296,500	147,663,325
FUNDING										
General Fund	4,861,500	18,083,627	7,182,281	1,000,000	500,000	700,000	500,000	1,300,000	861,500	6,039,846
General Fund Bonds & Capital Lease	89,923,617	283,665,304	68,613,208	1,872,681	22,073,850	12,280,500	27,156,886	19,604,700	6,935,000	125,128,479
Recordation Tax & Bonds	5,150,000	14,985,852	9,835,852	3,000,000	200,000	0	1,950,000	0	0	0
Impact Fee & Bonds	29,280,755	35,793,407	17,652	2,329,000	17,951,755	0	4,000,000	5,000,000	0	6,495,000
School Mitigation Fee	17,500,000	27,500,000	0	0	12,500,000	0	0	5,000,000	0	10,000,000
Grants	70,678,000	90,322,750	19,644,750	18,979,000	15,500,000	13,400,000	10,299,000	6,000,000	6,500,000	0
Other	0	0	0	9,885,000	11,348,000	(11,785,000)	(7,650,000)	(1,798,000)	0	0
Total Funding Source	217,393,872	470,350,940	105,293,743	37,065,681	80,073,605	14,595,500	36,255,886	35,106,700	14,296,500	147,663,325

**FY2017-2022 CAPITAL IMPROVEMENT PROGRAM
APPROVED
MUNICIPALITIES**

PROJECT	6-Year	Total Project	Prior Budget	2017	2018	2019	2020	2021	2022	Costs After
City of Frederick										
Frederick Municipal Airport	116,222	505,243	389,021	0	0	0	16,222	50,000	50,000	0
Monocacy Blvd	5,700,000	8,350,000	2,650,000	2,500,000	3,200,000	0	0	0	0	0
Yellow Springs Rd Bridge	400,000	400,000	0	0	0	0	400,000	0	0	0
Total: City of Frederick	6,216,222	9,255,243	3,039,021	2,500,000	3,200,000	0	416,222	50,000	50,000	0
Town of Emmitsburg										
Emmitsburg Pedestrian Safety Enhancements	140,000	140,000	0	140,000	0	0	0	0	0	0
Total: Town of Emmitsburg	140,000	140,000	0	140,000	0	0	0	0	0	0
Total Expense	6,356,222	9,395,243	3,039,021	2,640,000	3,200,000	0	416,222	50,000	50,000	0
FUNDING										
General Fund	656,222	963,158	306,936	140,000	0	0	416,222	50,000	50,000	0
General Fund Bonds & Capital Lease	5,700,000	8,432,085	2,732,085	2,500,000	3,200,000	0	0	0	0	0
Total Funding Source	6,356,222	9,395,243	3,039,021	2,640,000	3,200,000	0	416,222	50,000	50,000	0

**NURSING HOME CONSTRUCTION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Recordation Taxes	950,350				n/a
Federal Grant	68,367				n/a
Investment Earnings	7,345				n/a
Other					
Budgeted Use of Fund Balance					n/a
TOTAL	<u>1,026,062</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>n/a</u>
EXPENDITURES					
Debt Service	1,791,255	229			n/a
Transfer to Capital Projects					
Transfer to General Fund	<u>2,724,743</u>	<u>2,884,860</u>	<u>0</u>	<u>0</u>	<u>n/a</u>
TOTAL	<u>4,515,998</u>	<u>2,885,089</u>	<u>0</u>	<u>0</u>	<u>n/a</u>

4.167% of recordation taxes was dedicated to the construction of a new Frederick County Citizens Nursing Home. In FY2015, the debt associated with the nursing home construction was restructured and is now recorded in the General Fund along with the 4.167% of recordation tax.

**PARKS ACQUISITION & DEVELOPMENT
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Recordation Taxes	1,208,746	1,295,320	1,219,850	2,454,948	101.25%
Investment Earnings	20,847	15,127	20,000	15,000	-25.00%
Budgeted Use of Fund Balance			(563,325)	245,137	-143.52%
TOTAL	<u>1,229,593</u>	<u>1,310,447</u>	<u>676,525</u>	<u>2,715,085</u>	<u>301.33%</u>
EXPENDITURES					
Debt Service	81,246	81,018	125,525	123,525	-1.59%
Transfer to Capital Budget	230,000	482,000	551,000	2,591,560	370.34%
Transfer to General Fund		1,000,000			
TOTAL	<u>311,246</u>	<u>1,563,018</u>	<u>676,525</u>	<u>2,715,085</u>	<u>301.33%</u>

Dedicated recordation tax offers a funding source to help meet capital expenditure requirements. This is done by either transferring pay-go to the Capital Project Fund or by paying for debt service costs associated with bond funding. For 2009, 12.5% of recordation taxes were dedicated to the acquisition and development of recreational and open space land. The recordation tax rate is set at \$6 for each \$500 or fraction of \$500 of consideration payable or of the principal amount of the debt secured for an instrument of writing. The consideration includes the amount of any mortgage or deed of trust assumed by the grantee(s).

Effective January 1, 2012 (until December 31, 2016) the allocation of Recordation Tax is reduced to 5.0%.

**IMPACT FEES
FISCAL YEAR 2017**

	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Percent Change
REVENUE					
School Impact Fees	10,809,844	13,295,286	10,596,755	14,313,686	35.08%
Library Impact Fees	778,670	606,311	595,245	581,400	-2.33%
Federal Grant	3,979	4,009	3,978	3,978	0.00%
Investment Earnings	92,429	26,796	59,226	21,074	-64.42%
Budgeted Use of Fund Balance			(3,484,560)	(1,893,138)	-45.67%
TOTAL	11,684,922	13,932,402	7,770,644	13,027,000	67.64%
EXPENDITURES					
Debt Service - School	7,242,553	7,473,109	7,718,644	7,698,000	-0.27%
Debt Service - Library	1,610,081		52,000		-100.00%
Appropriation to Capital Budget: School projects		1,290,000		2,329,000	
Library projects				3,000,000	
TOTAL	8,852,634	8,763,109	7,770,644	13,027,000	67.64%

IMPACT FEE RATES

	Rate per Housing Type			
Single-Family Detached	\$15,185	\$14,208	\$14,208	\$14,881
Townhouse/Duplex	13,089	14,072	14,072	14,902
All Other Residential	2,845	5,961	5,961	6,327
Mobile Home	2,845	*	*	*

Impact fees offer a funding source to help meet the capital expenditure requirements of planned infrastructure expansion. Impact fees are broadly defined as 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. Impact fees have been validated by a variety of court decisions beginning in 1976. The formulation and implementation of impact fees are guided by the "rational nexus" test. The three elements of the rational nexus test are: need, benefit, and proportionality.

*June 2014, the Board of County Commissioners approved an update/revision to the calculation of Impact Fees. Mobile Home is now combined with Single-Family Detached.

**SCHOOL CONSTRUCTION
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Recordation Taxes	4,029,229	4,435,441	4,066,247	4,676,184	15.00%
Federal Grant	477,550	481,181	477,549	480,996	0.72%
Investment Earnings	19,873	18,116	20,000	12,000	-40.00%
Budgeted Use of Fund Balance			653,989	2,434,410	272.24%
TOTAL	<u><u>4,526,652</u></u>	<u><u>4,934,738</u></u>	<u><u>5,217,785</u></u>	<u><u>7,603,590</u></u>	<u><u>45.72%</u></u>
EXPENDITURES					
Debt Service	3,964,910	4,009,267	4,217,785	4,603,590	9.15%
Transfer to Capital Budget	1,512,852		1,000,000	3,000,000	200.00%
TOTAL	<u><u>5,477,762</u></u>	<u><u>4,009,267</u></u>	<u><u>5,217,785</u></u>	<u><u>7,603,590</u></u>	<u><u>45.72%</u></u>

Dedicated recordation tax offers a funding source to help meet capital expenditure requirements. This is done by either transferring pay-go to the Capital Project Fund or by paying for debt service costs associated with bond funding. 16.667% of recordation taxes is dedicated to support school construction. The recordation tax rate is set at \$6 for each \$500 or fraction of \$500 of consideration payable or of the principal amount of the debt secured for an instrument of writing. The consideration includes the amount of any mortgage or deed of trust assumed by the grantee(s).

**DEVELOPMENT ROAD IMPROVEMENT - BUILDING EXCISE
FISCAL YEAR 2017**

	<u>FY 2014 Actual</u>	<u>FY 2015 Actual</u>	<u>FY 2016 Adopted</u>	<u>FY 2017 Adopted</u>	<u>Percent Change</u>
REVENUE					
Building Excise Tax					n/a
Investment Earnings	12,520	4,477			n/a
Budgeted Fund Balance			240,000		-100.00%
TOTAL	<u><u>12,520</u></u>	<u><u>4,477</u></u>	<u><u>240,000</u></u>	<u><u>0</u></u>	<u><u>-100.00%</u></u>
EXPENDITURES					
Transfer to Capital Projects			240,000		-100.00%
TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>240,000</u></u>	<u><u>0</u></u>	<u><u>-100.00%</u></u>

A Building Excise Tax is levied to finance public road and bridge capital projects. This is done by either transferring pay-go to the Capital Project Fund or by paying for debt service costs associated with bond funding. **Effective November 1, 2011, the Building Excise Tax is \$0.00.** Revenue derived from the Building Excise Tax may be used on County roads as well as State roads. However, the County must match money expended from the building excise tax with funds from other sources.