



## FREDERICK COUNTY COUNCIL

### Local Government Fiscal Estimate of Legislation

#### CONTACT INFORMATION AND GENERAL INSTRUCTIONS

<b>Bill Number/Reference:</b>	16-16
<b>Bill Title:</b>	Enforcement of County Laws and Regulations
<b>Local Government Agency:</b>	Frederick County Division of Finance
<b>Prepared By:</b>	Lori L. Depies
<b>Title:</b>	Director
<b>Phone Number:</b>	301.600.1753
<b>E-Mail Address:</b>	<a href="mailto:ldepies@frederickcountymd.gov">ldepies@frederickcountymd.gov</a>
<b>Due Date:</b>	September 13, 2016
<b>Date Submitted:</b>	

## FREDERICK COUNTY COUNCIL

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<b>Date:</b> <p>Please respond to the questions below. If you prefer to provide responses or additional information in a separate file or document, send the file or document in a separate e-mail to <a href="mailto:rcherney@frederickcountymd.gov">rcherney@frederickcountymd.gov</a> with the bill number/reference in the subject line.</p>					
1.	Describe the impact of this proposed legislation on your agency (operations, revenues, expenditures, etc). If there is no impact, <u>please explain why</u> .				
<p><b>This Bill will establish a new section to the Frederick County Code, 1-1-9, to create clear procedures for enforcement and handling of civil infractions. It is intended that in the future, as various Chapters of the Code are revised, those changes would include revision to or deletion of the existing enforcement provision to have all code violation enforcement follow the provisions of Section 1-1-9.</b></p> <p><b>While this legislation provides for minimum and maximum fines for various classes of offenses, the legislation itself will not have a fiscal impact on the County. When violations of County laws and regulations occur, the related fine revenue will have a positive fiscal impact to the County. However, the fine revenue is undeterminable at this time.</b></p>					
2.	Please indicate whether the proposed legislation will affect small businesses in Frederick County, and if it will, please provide any information you may have which could be useful in determining the economic impact on small businesses.				
<b>This legislation should have no impact on small businesses.</b>					
<b>FISCAL IMPACT SUMMARY – SHOW (DECREASE) IN PARENTHESES</b>					
<b><u>REVENUES</u></b>					
3.	Analysis of <b>estimated increase (or decrease) in government revenues</b> . Please estimate below any anticipated increase (or decrease) in revenues resulting from this legislation. Please be aware of any delayed effective dates in the bill or other factors that may cause revenue increases/decreases to begin in later years.				
<u>Source</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
N/A- There is no anticipated revenue increase/decrease due to this legislation.	N/A	N/A	N/A	N/A	N/A
<b>TOTAL \$</b>	\$	\$	\$	\$	\$
	<b>Please explain how the above estimated increase(s) or decrease(s) were arrived at, including any calculations and/or assumptions made. Please also explain any variation if the revenue increase(s)/decrease(s) are not constant.</b>				

## FREDERICK COUNTY COUNCIL

### Local Government Fiscal Estimate of Legislation

<u>EXPENDITURES</u>					
4.	<p>Analysis of <b>estimated increase (or decrease) in government expenditures</b>. Please estimate below any anticipated increase (or decrease) in expenditures resulting from this legislation. Please be aware of any delayed effective dates in the bill or other factors that may cause expenditure increases/decreases to begin in later years.</p>				
<b>A. Salaries &amp; Wages</b>		<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
FTE Employees - _____ # of positions Fringe Benefits  <b>N/A – It is not anticipated that additional staff will be required by this legislation.</b>		N/A	N/A	N/A	N/A
<b>TOTAL (Salaries, wages &amp; benefits)</b>		\$	\$	\$	\$
		<p>Please provide an explanation of the need for the number and type of any personnel listed above, including (1) what specific provision(s) of the bill necessitate additional staff; (2) what the duties of each type employee will be; and (3) why existing personnel cannot absorb the additional work. Please also certify the wage/salary rate and % fringe rate (if differing rates apply) for each personnel classification.</p>			
<b>B. Other Operating Expenses</b>		<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
Technical/Special Fees, Grants/Subsidies Communications-Phone, Postage Travel, Food, Auto, Fuel & Utilities Contractual Services Supplies Equipment-Replacement Equipment-Additional Land & Structures, Fixed Charges Other (Please Specify on Extra Page(s))		N/A	N/A	N/A	N/A
<b>N/A – It is not anticipated that budgeted operating expenses will be affected by this legislation.</b>		\$	\$	\$	\$
<b>TOTAL (Expenditures)</b>		\$	\$	\$	\$
		<p>On the next page, please provide brief descriptions/breakdowns of the above “Other Operating Expenses.”</p>			
		<p>Please explain below any additional calculations or assumptions made in estimating the “Other Operating Expenses” that will help us to understand the amounts and timing of the expenses.</p>			

## FREDERICK COUNTY COUNCIL

### Local Government Fiscal Estimate of Legislation

#### 4. (cont'd)

#### **C. Operating Expense Descriptions/Breakdowns**

Please provide below a short description of the specific purpose of each expense listed under 4B. If any amount(s) listed under 4B represent(s) a total of multiple expenses, provide a breakdown of the fiscal 2016 amount with a short description of each expense (for example, if \$2,500 is listed for Communications – Phone, Postage, a statement such as "\$1,500 for cellphone charges for two new inspectors and \$1,000 for postage for mailings to permittees to notify them of changes to inspection requirements.")

#### **Fiscal 2017 Expenditures**

<b>Technical/Special Fees, Grants &amp; Subsidies</b>	\$
description/breakdown	

<b>Communications – Phone, Postage</b>	\$
description/breakdown	

<b>Travel, Food, Auto Operations, Fuel &amp; Utilities</b>	\$
description/breakdown	

<b>Contractual Services</b>	\$
description/breakdown	

<b>Supplies</b>	\$
description/breakdown	

<b>Equipment-Replacement</b>	\$
description/breakdown	

<b>Equipment-Additional</b>	\$
description/breakdown	

<b>Land &amp; Structures, Fixed Charges</b>	\$
description/breakdown	

**Other (Please Specify)** \$  
description/breakdown

**Please submit BY E-MAIL to: Ragen Cherney, Legislative Director/Chief of Staff  
Frederick County Council • E-Mail: RCherney@FrederickCountyMD.gov**