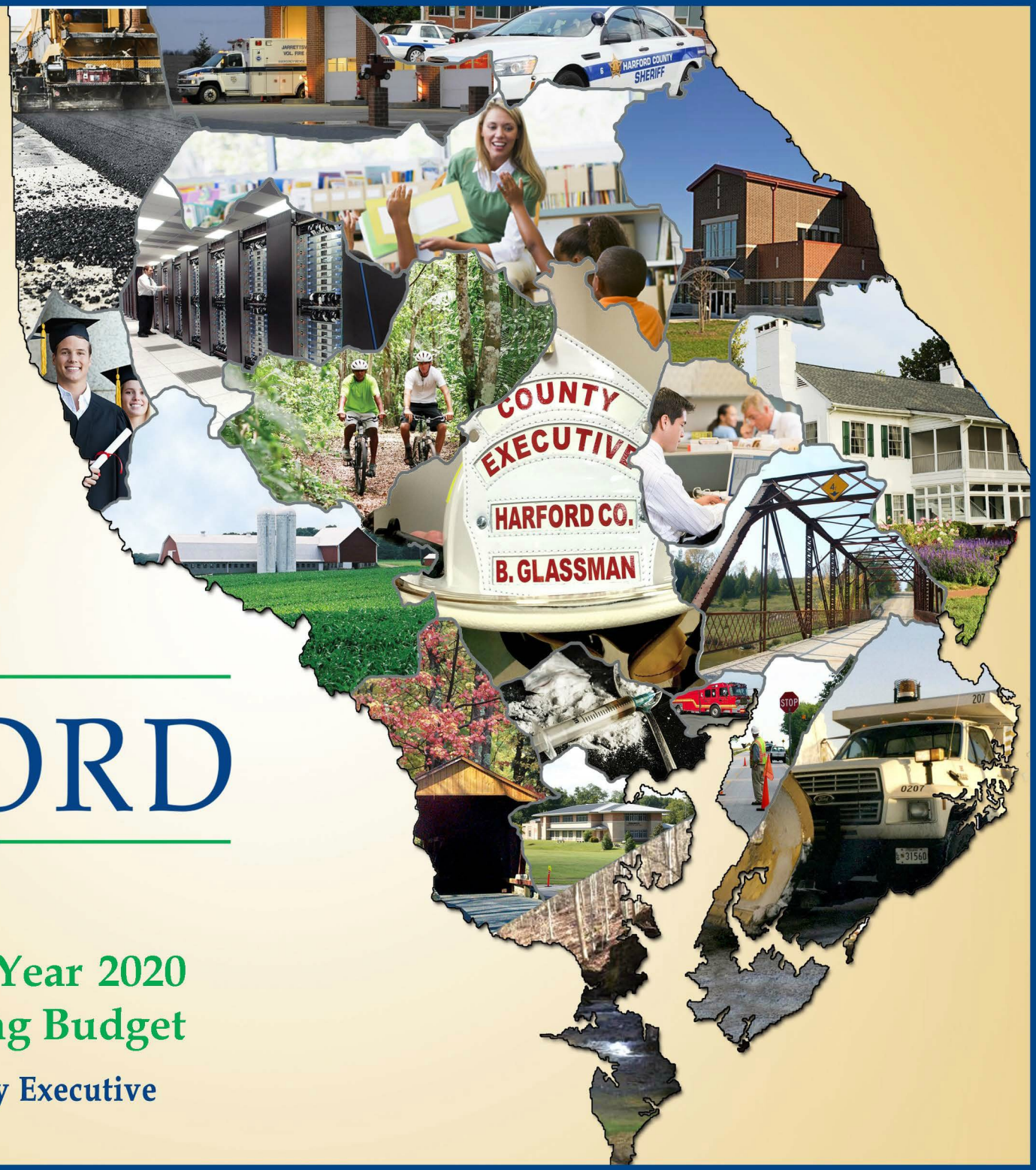
... leading us on a new path forward by restoring balance and fiscal responsibility for our citizens & employees



HARFORD COUNTY

Approved Fiscal Year 2020 Annual Operating Budget

Barry Glassman, County Executive

HARFORD COUNTY, MARYLAND

APPROVED ANNUAL OPERATING BUDGET
FISCAL YEAR 2019-2020

BARRY GLASSMAN, COUNTY EXECUTIVE

Director of Administration
Billy Boniface

Office of Budget and Efficiency
Kimberly Spence, Chief
Benjamin Lloyd, Senior Budget Analyst
Marlana McKenna, Project Coordinator
Christen Sullivan, Senior Budget Analyst
William T. Watson, Senior Budget Analyst

Treasurer
Robert Sandlass

HARFORD COUNTY COUNCIL

Council President
Patrick S. Vincenti

Andre V. Johnson - District A
Joseph M. Woods - District B
Tony "G" Giangiordano - District C
Chad Shrodes - District D
Robert S. Wagner - District E
Curtis L. Beulah - District F

Harford County Government
Department of Administration, Budget and Management Research
220 South Main Street, Bel Air, MD 21014
410.638.3129
July, 2019

Elected Officials

Harford County Government

County Executive
Barry Glassman

Elected Officials

Harford County Council

Andre V. Johnson
District A

Joseph M. Woods
District B

Patrick S. Vincenti
Council President

Chad Shrodes
District D

Robert S. Wagner
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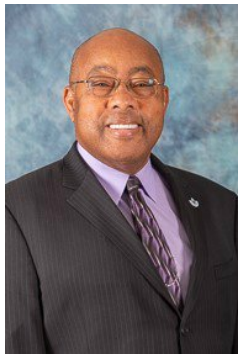


Curtis L. Beulah
District F

COUNTY COUNCIL
OF
HARFORD COUNTY, MARYLAND

Resolution No. 008-19

Legislative Session Day 19-012 (April 16, 2019)
Introduced by Council President Vincenti
at the request of the County Executive

A RESOLUTION to levy and impose a property tax upon all persons for real and personal property in Harford County, Maryland, both within and without the City of Havre de Grace and the City of Aberdeen and the incorporated Town of Bel Air in the County, that is subject to ordinary taxation in accordance with Article 15 of the Declaration of Rights of the Maryland Constitution; the Tax Property Article, Senate Bill 626, Chapter 8 of the 2000 General Assembly and the Local Government Article of the Annotated Code of Maryland; and Chapter 123, Article I, Sections 123-15, 123-16, and 123-27 of the Harford County Code, as amended; for the purpose of meeting all of the estimated County expenses for the taxable year beginning on the 1st day of July, 2019, and ending on the 30th day of June, 2020, and to fix the rate of County taxation for such taxable property and year.

Section 1. BE IT RESOLVED by the County Council of Harford County, Maryland, that a County property tax for the taxable year beginning on the 1st day of July, 2019, and ending on the 30th day of June, 2020, is hereby levied and imposed on all persons for real property and railroad operating real property in Harford County, Maryland, both within and without the City of Havre de Grace and the City of Aberdeen and the incorporated Town of Bel Air in the County, that is subject to ordinary taxation in accordance with Article 15 of the Declaration of Rights of the Maryland Constitution; the Tax Property Article, Senate Bill 626, Chapter 8 of the 2000 General Assembly and the Local Government Article of the Annotated Code of Maryland; and Chapter 123, Article I, Sections 123-15, 123-16, and 123-27 of the Harford County Code, as amended; for the purpose of meeting all the estimated County expenses that are excepted by Chapter 123, Article I, Section 123-16A(1), (2), (3) and (4) of the Harford County Code, as amended. The taxes so imposed and levied shall be in the amount of $0.8937 for each $100.00 of assessed value of all taxable property.

Section 2. AND BE IT FURTHER RESOLVED by the County Council of Harford County, Maryland, that a County property tax for the taxable year beginning on the 1st day of July, 2019, and ending on the 30th day of June, 2020, is hereby levied and imposed on all persons for real property and railroad operating real property in Harford County, Maryland, that is located outside the City of Havre de Grace and the City of Aberdeen and the incorporated Town of Bel Air in the County, that is subject to ordinary taxation in accordance with Article 15 of the Declaration of Rights of the Maryland Constitution; the Tax Property Article, Senate Bill 626, Chapter 8 of the 2000 General Assembly and the Local Government Article of the Annotated Code of Maryland; and Chapter 123, Article I, Sections 123-15, 123-16 and 123-27 of the Harford County Code, as amended; for the purpose of meeting all the estimated County expenses except those expenses excepted by Chapter 123, Article I, Section 123-16A(1), (2), (3) and (4) of the Harford County Code, as amended. The taxes so imposed and levied shall be in the amount of $0.1483 on each $100.00 of the assessed value

of all taxable property.

Section 3. AND BE IT FURTHER RESOLVED by the County Council of Harford County, Maryland, that a County property tax for the taxable year beginning on the 1st day of July, 2019, and ending on the 30th day of June, 2020, is hereby levied and imposed on all persons for business personal property, railroad operating personal property, and public utility operating real and personal property in Harford County, Maryland, both within and without the City of Havre de Grace and the City of Aberdeen and the incorporated Town of Bel Air in the County, that is subject to ordinary taxation in accordance with Article 15 of the Declaration of Rights of the Maryland Constitution; the Tax Property Article, Senate Bill 626, Chapter 8 of the 2000 General Assembly and the Local Government Article of the Annotated Code of Maryland; and Chapter 123, Article I, Sections 123-15, 123-16 and 123-27 of the Harford County Code, as amended; for the purpose of meeting all the estimated County expenses except those expenses excepted by Chapter 123, Article I, Section 123-16A(1), (2), (3) and (4) of the Harford County Code, as amended. The taxes so imposed and levied shall be in the amount of $2.2342 for each $100.00 of assessed value of all taxable property.

Section 4. AND BE IT FURTHER RESOLVED by the County Council of Harford County, Maryland, that a County property tax for the taxable year beginning on the 1st day of July, 2019, and ending on the 30th day of June, 2020, is hereby levied and imposed on all persons for business personal property, railroad operating personal property, and public utility operating real and personal property in Harford County, Maryland, located outside the City of Havre de Grace and the City of Aberdeen and the incorporated Town of Bel Air in the County, that is subject to ordinary taxation in accordance with Article 15 of the Declaration of Rights of the Maryland Constitution; the Tax Property Article, Senate Bill 626, Chapter 8 of the 2000 General Assembly and the Local Government Article of the Annotated Code of Maryland; and Chapter 123, Article I, Sections 123-15, 123-16 and 123-27 of the Harford County Code, as amended; for the purpose of meeting all the estimated County expenses except those expenses excepted by Chapter 123, Article I, Section 123-16A(1), (2), (3) and (4) of the Harford County Code, as amended. The taxes so imposed and levied shall be in the amount of $0.3707 for each $100.00 of assessed value of all taxable property.

Section 5. AND BE IT FURTHER RESOLVED that this Resolution shall take effect on the 1st day of July, 2019.

Attest:

Mylia Dixon
Council Administrator

Patrick S. Vincenti
President of the Council

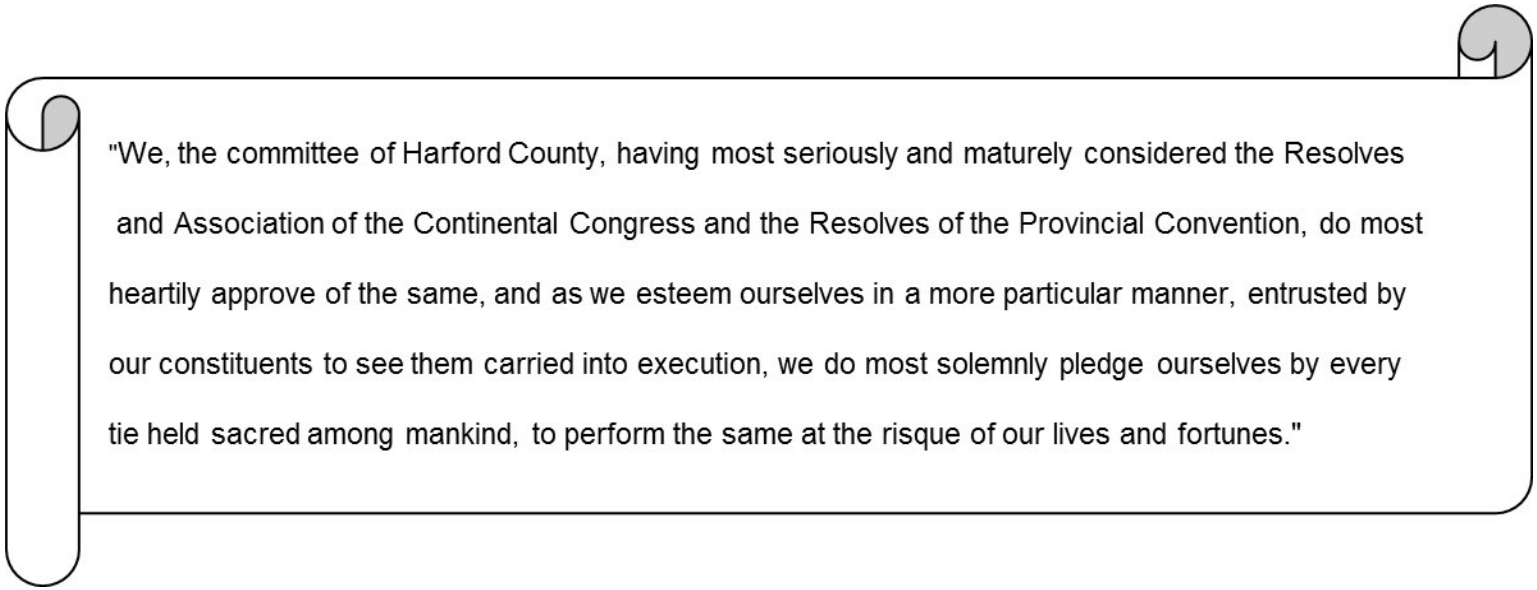
ADOPTED: This 28th day of May 2019.

THE BUSH RESOLUTION

Thirty-four Harford County citizens gathered on March 22, 1775, at Bush on the main thoroughfare between Annapolis and Philadelphia near what is now Maryland Route 7 and 136.

They signed a commitment to resist British infringement on American rights 16 months before the Declaration of Independence was signed in Philadelphia.

Recorded in the 1774-1777 Harford County Committee of Observation's Record Book, the Bush Resolution is believed to be the first resolution of this spirit adopted by duly elected representatives.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Harford County

Maryland

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morrill

Executive Director

STATEMENT OF COMPLIANCE
WITH
PROGRAM CRITERIA
OF
GOVERNMENT FINANCE OFFICERS ASSOCIATION

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Harford County, Maryland for its annual budget for the fiscal year beginning July 1, 2018.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

The Seal of Harford County

The shield is gold to symbolize the wealth of the County and the richness of its fields. Across the shield are waving bands of blue signifying three major County streams - Deer Creek, Bynum Run and Winters Run.

The crest is a two-handed forearm with the right hand holding a white quill symbolizing the pen used by those who wrote and signed the Bush Resolution. The left hand holds a sword as if presenting materials, emanating from Aberdeen Proving Ground.

The motto "At the Risque of Our Lives and Fortunes" comprises the last eight words of the Bush Resolution and preserves the same spelling for "risk" as used in that document.

HARFORD COUNTY, MARYLAND
ANNUAL OPERATING BUDGET
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A Message from Harford County Executive Barry Glassman

In this first budget of my second term, we are building on our success in Harford County with record level funding for education and public safety, without raising tax rates. In fact, in each of the past five years we have directed funds to restore salary increases for our teachers and law enforcement totaling $38 million. At the same time, we have identified efficiencies within our budget to help restore salaries for our dedicated county employees. We have also maintained our AAA bond rating, which keeps borrowing costs low for vital capital projects such as roads, fire & EMS infrastructure, schools, parks and recreational facilities. This progress was made possible by following our path to fiscal balance and responsibility in local government.

In FY 20, our proposed $595,380,000 general fund operating budget directs historic-level funding to our first responders and the largest increase in a decade for our public schools, including additional support for school psychologists. We also dedicate a record $1 million to target the opioid epidemic. This includes $250,000 for phase two of the 24-hour Harford County Crisis Center for Mental Health and Addiction, helping families in need find services day or night.

The proposed $155,966,000 capital budget includes $42.8 million for eleven projects requested by Harford County Public Schools, including final funding for the new Havre de Grace Middle/High School; county road and bridge projects; stormwater remediation; Next-Gen 911 technology; priorities requested by our volunteer fire companies; school security measures, and final funding for the Ma & Pa Trail connection.

The total budget for FY20 is $903,164,125. Highlights appear below.

RESTORING BALANCE & EFFICIENCY

- Record-level funding for education and public safety
- County government efficiencies help fund other operations
- AAA bond rating lowers borrowing costs; this highest possible rating is maintained due to strong management and realistic Capital Improvement Program
- No tax increases

REINVESTING IN OUR WORKFORCE

- $2,000 merit-based increase per qualifying county employee
  - Equivalent increases for States' Attorney, Circuit Court, and for Sheriff's Office civilian employees
  - $2,000 increase will have a greater impact on lower-salaried workers
- One step increase, in accordance with the HCSO pay plan, plus 1% COLA for law enforcement and correctional personnel

INVESTING IN EDUCATION

- Record level funding continues for Harford County Public Schools
  - $256,465,645 operating funds for HCPS in FY 20; total increase of **$10.7 million** over FY 19 and over the required Maintenance of Effort
  - $10 million of the total increase dedicated to raising instructional salaries, qualifying HCPS to apply for new state funding to further increase teacher salaries
  - $650,000 is to strengthen mental health services with added support for school psychologists
- Full funding for Harford Community College's requested 2% increase

STRENGTHENING COMMUNITIES

- *$1 million for preventing and treating opioid addiction, behavioral health*
  - County funding increases to $750,000 in FY 20 for treatment assistance, prevention, recovery coach training, 24-hour hotline, and post-recovery support
  - $250,000 for the second phase of the 24 hour Harford County Crisis Center for Mental Health and Addiction

- *Historic level funding for our first responders*
  - $7,037,245 - Volunteer fire companies; representing a 2% increase over FY 19
  - $4,196,668 - Harford County Volunteer Fire & EMS Foundation
  - $2,165,168 - Harford County EMS Service
  - $250,000 - Contribution to Jarrettsville VFC to assist with repairing the fire protection pond

- *Support for Community Organizations*
  - Harford County Humane Society
  - Harford Center
  - The Arc Northern Chesapeake
  - Miracle League
  - Havre de Grace Colored High School Foundation

CAPITAL PROJECT HIGHLIGHTS

$42.8 million for 11 HCPS projects including security measures, technology, HVAC and roof replacements special education replacement buses, and funds to complete the new $100 million Havre de Grace Middle/High School

$28.5 million for County road and bridge projects

$11.8 million for public safety projects including Whiteford and Aberdeen VFC renovations and other fire company priority repairs and life safety equipment; a multi-agency Public Safety Mobile Command Center; construction of a new County EMS station; support for Next-Gen 911; and upgrades to public safety radio communications in schools

$10.9 million for Stormwater remediation projects

$6 million to complete the Ma & Pa Trail connection

$4.7 million for Water and Sewer infrastructure investments

$2.5 million to support sports tourism through improvements to parks and recreation playing surfaces, including Cedar Lane Sports Complex

$2.1 million for comprehensive upgrades to the Chesapeake Center at Harford Community College

In closing, I want to thank the many citizens who shared their budget priorities with me through our fifth annual virtual town hall meeting. These priorities helped shape my budget priorities in the budget that follows. I also want to thank my Director of Administration Billy Boniface, our award-winning budget team, and our county employees who work hard each day to serve you, our fellow citizens of Harford County.

Barry Glassman

County Executive

UNDERSTANDING THE BUDGET DOCUMENT

Harford County's Annual Operating and Capital Budgets represent our comprehensive financial and operational plan for the fiscal year. A description of the major components of the Annual Operating Budget is described here. The Annual Capital Budget and Capital Improvement Program (CIP) are described in a separate document.

Budget Message

Prepared by the County Executive, the message outlines the Administration's priorities and major budget highlights. As mandated by Harford County Charter, the Budget Message contains an explanation of the Operating and Capital Budgets along with the Capital Program. It includes any major changes in financial policies, program development, expenditures, appropriations or revenues from the previous year.

Document Guide

This guide is provided to acquaint the reader with the general format, organization, and content of the County's Operating Budget.

County Overview

Historical and demographic information about Harford County, along with the County's organizational structure and statistical information are included in this section.

County Budget Policies / Process

This section provides an explanation of the County's policies and planning procedures which impact the development of the annual budget. The process for preparing, reviewing, adopting, and amending the annual budget, as well as a description of each individual major fund is included.

Fiscal Year Budget Summary

This section provides data summarizing the Fiscal Year 2020 Budget. It describes issues used to formulate the Fiscal Year 2020 Budget to include trend analysis and assumptions, economic outlook, organizational changes, State and Federal mandates, etc.

Spending Affordability Report

A copy of a report submitted to the County Executive by the Spending Affordability Advisory Committee (created by Executive Order 92-2) is provided in this section. The report contains the Committee's recommendations of fiscal goals for the County's Fiscal Year 2020 Budget.

Summaries All Funds

Fiscal data summarizing total revenues and appropriations for all funds is provided in this section. The data is presented several ways by Character (e.g. Personal Services, Contractual Services, etc.), Fund, Revenue Source, and Department.

Summaries Each Fund

Appropriation and Revenue information is summarized for each of the County's funds. The data is presented several ways by Character (e.g. Personal Services, Contractual Services, etc.), Revenue Source, and Department. A financial narrative is also provided explaining major changes to the fund.

Departmental Information

The following information is provided under each department's tab:

Department Organization Chart displays what divisions are involved in the functions of each department.

Department Narrative includes a department's establishing authority and purpose; its mission statement, which supports the County's overall strategies; and the key goals chosen to support its mission.

Department Fund Summary provides appropriation information for each department by Character, Funding Source and Division.

Financial Notes explaining major changes to a department's funding level.

Staff Summary provides a list of personnel needed to perform the function of the department.

Grant Summary provides information on grants administered by the department, or for which matching funds are appropriated in the department's budget. A brief explanation of the County's obligation or any impact the grant may have on the day to day operation of the department when grant ends is also included.

Division Information

The following information is provided under each department's tab for divisions involved in the functions of the department:

Division Narrative describes the origin and specific functions and activities of each division within a department; current fiscal year objectives, established to meet the department's goals, are delineated.

Division Character Summary provides appropriation information for each division by Character and Funding Source.

Financial Notes explaining major changes to a division's funding level.

Staff Summary provides a list of personnel needed to perform the function of the division.

Performance Measures track the division's success in meeting its objectives and attaining goals. Situations, specific to that division, have been analyzed and action plans have been established to either maintain or improve conditions. Each measure defines the division's success in carrying out the action plan.

Debt Service

Harford County is required to budget annually for the payment of principal and interest due on the amount of debt that it has incurred along with lease payments. This section details the County's principal and interest payments for the budget year for each fund, as well as the service costs incurred to issue or manage debt.

Insurance

The County maintains a Self-Insurance Fund for the purpose of paying General and Automobile Liability claims and County property damage losses. Funding requirements allocated to each major fund are determined on the basis of an annual contracted actuarial analysis and internal evaluation of loss experience and exposures. The amount of appropriation required for each fund for Fiscal Year 2019 is listed in this section.

Benefits

This section provides a list of funds appropriated for Fiscal Year 2020 representing the share of expenses for the major funds to provide the following benefits to County employees: pensions, unemployment insurance, death benefits, life insurance, employee tuition reimbursement and a health benefit supplement for retired employees.

Paygo / Non-Departmental

Debt Management policies within Harford County's five year business plan confirms that Pay-As-You-Go (Paygo) funding will continue to be used for minor renovation and repair projects which have an asset life of less than ten years. A list of projects planned and amount of paygo appropriated by fund for Fiscal Year 2020 is provided in this section.

Non-Departmental expenses include costs essential to the operation of the County Government which do not fall within the functions of any one department or agency. This section defines and details these expenses which include a Closure Reserve account, the Rural Legacy Program, Appropriations to Towns, and Appropriations to State.

Contingency Reserve

This section provides a statement of contingency reserves for both the General Fund and Highways Fund. Per the Harford County Charter, Section 506, the reserve shall not exceed three percent of any fund.

Capital Budget

A summary highlighting the Capital Budget for Fiscal Year 2020 and the six-year Capital Improvement Program (CIP) is provided in this section. A more detailed description of both is included in a separate document, *The Proposed Capital Budget and Capital Improvement Program Fiscal Year 2019 - 2020.*

Grant Summary

This section summarizes the receipt, appropriation, and expenditure of certain Federal, State, and private monies received in grant form. A chart displaying a brief description of the grants the County anticipates receiving in Fiscal Year 2020, as well as the amount of the grant and any grant match required is provided.

Other Funds

Statements of Estimated Reserved Retained Earnings and Estimated Reserved Fund Balances are described in this section for the Self-Insurance Trust Fund, Volunteer Fireman's Pension Trust (LOSAP) Fund, the Sheriff's Office Pension Plan, the Other Post Employment Benefit (OPEB) Plan and Fleet Management - Internal Service.

Glossary

A glossary defining terms specific to budget comprehension is found under this tab.

Index

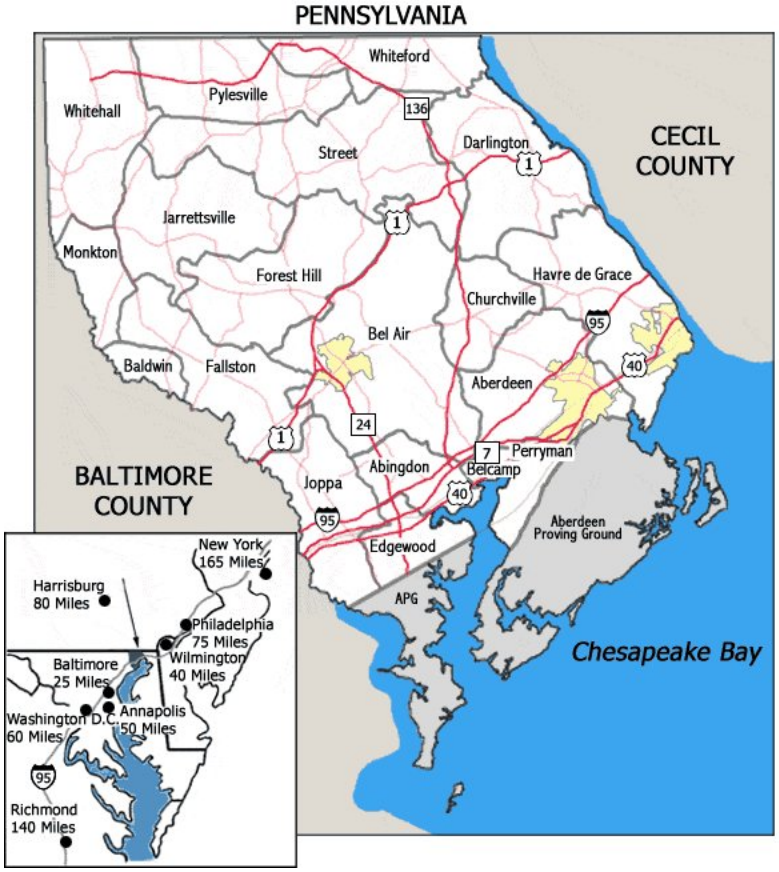
An alphabetical list of items included in the document.

COUNTY OVERVIEW

Harford County, Maryland, with its northern border being the Mason-Dixon Line, lies between Pennsylvania to the north and the Chesapeake Bay to the south, with the Susquehanna River to the east, and most of its western border along Little Gunpowder Falls. The northern areas of the County are in the Piedmont Plateau, two to seven hundred feet above sea level. The southern areas are part of the Coastal Plain and range from forty to two hundred feet above sea level.

Today the County encompasses 448 square land miles* and 16.5 square water miles*. Harford has three incorporated towns: Aberdeen, Havre de Grace, and Bel Air, which is the County Seat.

*Per the MD Geological Survey 3/3/05



HISTORY

1608 Captain John Smith, representing the Virginia Company, explored the Chesapeake Bay and mapped the Harford County area. He traveled the Willobye's River (known today as the Bush River) past Spesutia Island in Havre de Grace, up the Susquehanna River to a stream, which is believed to be Deer Creek.

1627 An English trading post was established on Palmer's Island (now called Garrett's Island), near Havre de Grace in the Susquehanna River.

1632 Maryland's Charter was granted to Cecil Calvert, Lord Baltimore and the first Proprietor of Maryland.

1658 Havre de Grace was settled. It was originally called Susquehanna Lower Ferry and was a stop on the Old Post Road.

1659 Baltimore County was established by the colonial assembly as the sixth county in Maryland, and included parts of present-day Baltimore, Harford, Cecil, Carroll, Howard and Kent counties.

1661 The town of Old Baltimore was established on the east bank of the Bush River (now Aberdeen Proving Ground).

1668 Settlements were established along the Gunpowder and Bush Rivers.

1674 Old Baltimore was authorized as the first Baltimore County Seat.

1712 The County Seat was relocated to the fork of the Gunpowder River at Joppa.

1768 With Joppa's harbor silting up and other numerous difficulties, including a smallpox epidemic, the County Seat was moved to Baltimore.

1771 Henry Harford, son of Frederick Calvert the Sixth Lord of Baltimore, inherited the Province of Maryland. Henry Harford was the last Proprietor of Maryland.

1773 Harford County was separated from Baltimore County, and named for Henry Harford. The Act of the General Assembly of 1773, Chapter 6, called for the division of Baltimore County and for the erecting of a new one by the name of Harford. The boundaries of the County were established. Bush was established as the County Seat. Four acres of land were purchased for the purpose of building a courthouse and a prison in the new county.

1774 The actual formation of government in Harford County occurred on March 22, 1774, when Henry Harford, Lord Proprietor of the Province, sent his commission to the new County seat at Harford Town, or Bush. Thomas Miller was commissioned as the first Sheriff.

1775 The Bush declaration, the County's first proclamation of independence from Britain, was signed by an organized body of men.

1776 Harford County's population measured at 12,765, roads had been laid out, bridges had been erected, and churches were built.

1777 Havre de Grace was burned by the British in the War of Independence.

1780 The Town of Bel Air was laid out by Aquilla Scott on land he inherited called Scott's Improvement Enlarged, also known as Scott's Old Fields.

1782 The County Seat was moved to Bel Air, and plans were made for the Bel Air Courthouse.

1784 The Act of 1784 changed the name of Scott's Improvement Enlarged to "Belle Aire" (current day Bel Air).

1785 Havre de Grace was incorporated.

1813 On May 3rd, the town of Havre de Grace was plundered and burned by the British during the War of 1812.

1917 Aberdeen Proving Ground and Edgewood Arsenal were established.

1964 The County Coat of Arms was designed by George Van Bibber and adopted by the County Commissioners on September 28, 1964.

1972 Harford County Charter Government began. The Harford County Charter was adopted by the eligible voters on November 7, 1972, and became effective December 7, 1972.

THE BUSH DECLARATION

On March 22, 1775, 34 Harford County citizens gathered at Bush on the main thoroughfare between Annapolis and Philadelphia, near present-day Maryland Routes 7 and 136.

Harford County citizens signed a commitment to resist British infringement on American rights 16 months before the Declaration of Independence was signed in Philadelphia.

Recorded in the 1774-1777 Harford County *Committee of Observation's Record Book*, the *Bush Resolution* is believed to be the first resolution of this spirit adopted by duly elected representatives.

"We, the committee of Harford County, having most seriously and maturely considered the Resolves and Association of the Continental Congress and the Resolves of the Provincial Convention, do most heartily approve of the same, and as we esteem ourselves in a more particular manner, entrusted by our constituents to see them carried into execution, we do most solemnly pledge ourselves by every tie held sacred among mankind, to perform the same at the risqué of our lives and fortunes."

The County Coat of Arms was designed by George Van Bibber and adopted by the County Commissioners on September 28, 1964. In the accepted design the shield is gold to symbolize the wealth of the county and the richness of its fields. Across the shield are waving bends of blue signifying three major county streams (Deer Creek, Bynum Run, and Winters Run). The crest is a two-handed forearm with the right hand holding an escrivant (heraldic for "writing"), a white quill symbolizing the pen used by those who wrote and signed the Bush Declaration. The left hand holds a sword as if presenting into the right hand of the nation, the skills of reproducing defense materials, emanating from Edgewood Arsenal and Aberdeen Proving Ground. The motto "At the Risque of Our Lives and Fortunes" comprises the last eight words of the Bush Declaration and preserves the same spelling for "risk" that is used in that document.

THE HARFORD COUNTY TREE

The flowering dogwood (*Cornus Florida*) is the official tree of the County.

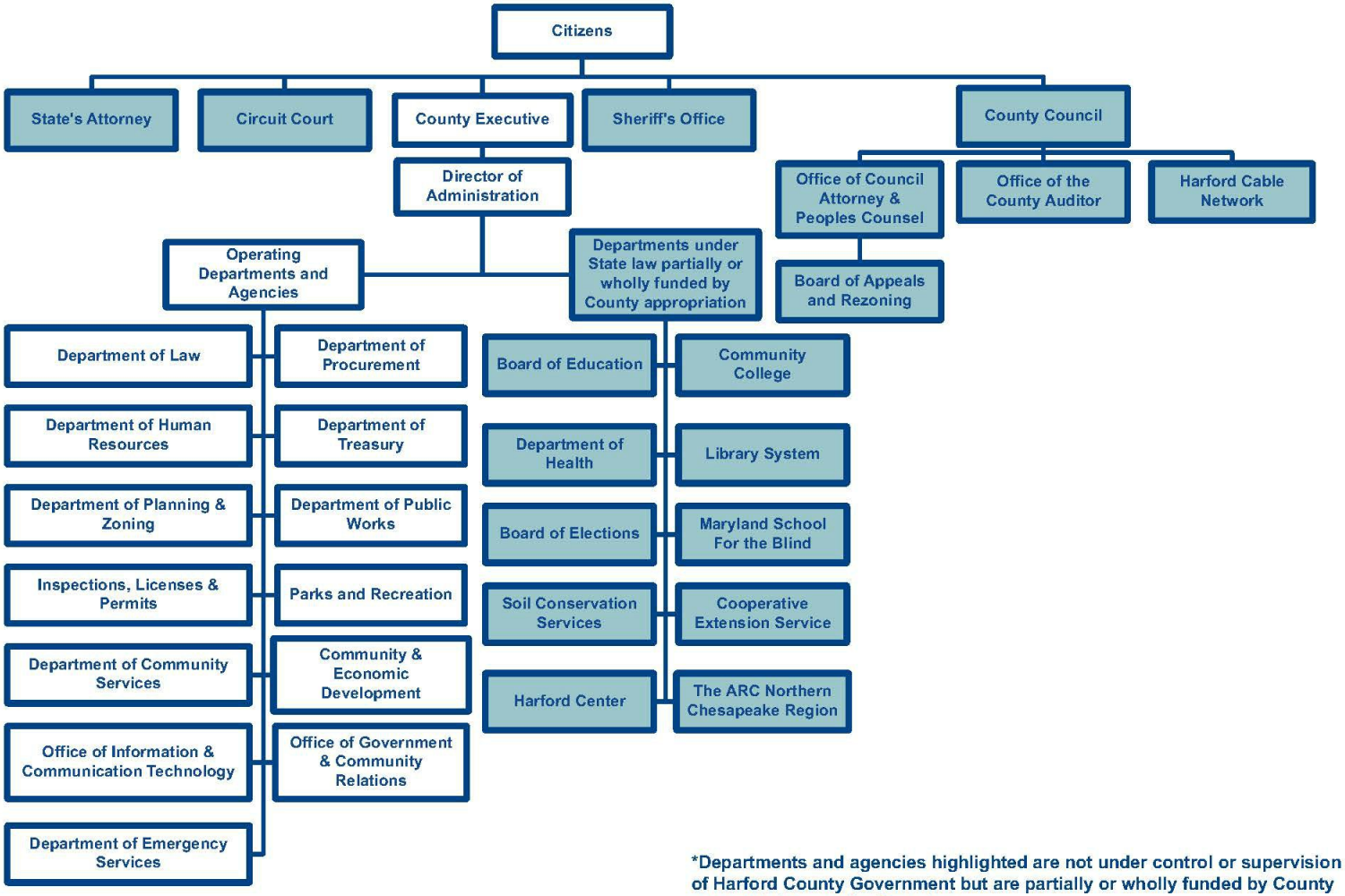
FORM OF GOVERNMENT

The Harford County Charter was adopted by the eligible voters on November 7, 1972, and became effective thirty days later December 7, 1972. The Charter conveys all rights and powers of local self-government and home rule to the County Executive and the County Council.

The following page depicts an overall organization chart for the County.

THE HARFORD COUNTY SEAL

Harford County Government Organization Chart



*Departments and agencies highlighted are not under control or supervision of Harford County Government but are partially or wholly funded by County appropriations under State law.

LEGISLATIVE BRANCH

Article II of the Charter vests all legislative powers in the County Council, which consists of six Council Members and a Council President. Each Councilperson resides in and is elected from one of the County's six councilmatic districts. The Council President, resides anywhere in the County and is elected at-large. Council Members must have been a resident and a qualified voter of the County for at least two years immediately preceding their election or appointment.

All sessions of Council must be conducted in public; four members constitute a quorum; and sessions are to be held the first three Tuesdays of each month and each Tuesday of the month of May.

The Charter also provides for a Council Administrator to keep minutes of meetings, maintain a journal and other duties as the Council may direct; and a County Auditor, who must be a certified public accountant and who is charged with preparing an annual financial audit of all agencies that receive or disburse County funds. A Council Attorney is appointed by the Council to act as their Chief Legal Advisor. The Council Attorney must be a member in good standing of the Bar of the Maryland Court of Appeals for at least five years; and prior to assuming the duties of the office must be domiciled in the County.

All formal communication from the Council to the Executive Branch must be addressed to the County Executive, and neither the Council nor any of its members can give orders either publicly or privately to any subordinate of the County Executive. The Council does however have the power to investigate into the affairs of the County and the conduct of any County agency. The appointment of an Executive Branch agency head, board member and/or commission member, requires Council confirmation.

THE HEALTH DEPARTMENT

Article 25A Section 5(Y) of the Annotated Code of Maryland, 1957, and Chapter 9, Article 11, Section 116 of the Harford County Code establish the County Council as the Local Board of Health for the County. With power to adopt and enforce all necessary rules and regulations concerning sanitation for food service facilities, habitable buildings and private water supplies within its jurisdiction and to provide reasonable regulating fees and charges plus penalties for violations, the County Council heavily influences daily life in Harford County.

HARFORD CABLE NETWORK

Harford County Charter Article XXVIIA establishes the Harford Cable Network Board as an agency of the County Council. The Board consists of 15 members appointed by the Council, and coordinates the public, educational, and governmental access programming of Harford Cable Network. Revenue received by the Network is turned over to the County Treasurer to be accounted for and expended in accordance with County budget procedures.

EXECUTIVE BRANCH

COUNTY EXECUTIVE

Under Harford County's Charter, Article III, a County Executive shall be nominated and elected by the qualified voters of the entire County, and be vested all executive power in Harford County by the Constitution and laws of Maryland and the County Charter. The County Executive's duties include, but are not limited to:

- Preparing and submitting to the Council the annual County budget;
- Preparing and submitting to the Council and the public, within four months after the close of the fiscal year, an annual report on the activities and accomplishments of the County government, including a detailed financial statement;
- Providing the Council with any information concerning the Executive Branch which the Council may require for the exercise of its powers;
- Recommending to the Council such measures for legislative action as may be deemed to be in the best interests of the County;
- Insuring that County funds in excess of those required for immediate needs are invested in the best interests of the County;
- Signing or causing to be signed on the County's behalf all deeds, contracts, and other instruments; and
- Seeing that the affairs of the Executive Branch are properly and efficiently administered, and that employees of the Executive Branch faithfully perform their duties.

The County Executive serves for a four year term, with a two consecutive term limit; shall have been a resident and a qualified voter of the County for at least five years immediately preceding the election; and at the time of election shall be at least 25 years old. In the event of a temporary absence or disability of the County Executive, the Director of Administration shall perform the duties of the County Executive.

DIRECTOR OF ADMINISTRATION

Under Harford County's Charter, Article III, Sections 310 and 312, the County Executive is charged with appointing a Director of Administration, subject to confirmation by the Council. The Director of Administration serves at the pleasure of the County Executive, performs administrative duties and exercises general supervision over the agencies of the Executive Branch as the County Executive directs. In the event of a temporary absence or disability of the County Executive, the Director of Administration shall perform the duties of the County Executive.

The Director of Administration also serves as the County's budget officer, and is responsible for causing to be prepared and submitted to the County Executive, for approval and submission to the Council, all County budgets. The Director of Administration is also charged to study the organization, methods, and procedures of each agency of the County government and submit to the County Executive periodic reports on their efficiency and economy. The Director of Administration is the County's Hearing Officer on appeals to the decisions of department heads on the application of County rules and regulations.

Both Charter provisions and Executive Orders have resulted in the creation of various divisions under the purview of the Director of Administration:

> The divisions of Facilities and Operations, Central Services, Budget and Management Research and Efficiency and Innovation provide support services to all County government departments and agencies. Each division's supervisor reports directly to the Director of Administration.

AGENCIES OF THE EXECUTIVE BRANCH

Charter Section 313 calls for the County Executive to appoint a single officer to head each agency of the Executive Branch, as well as the members of all boards and commissions, subject to confirmation by the Council, and who serve at the discretion of the Executive. Section 402 requires that "In the Executive Branch of the County government there shall be a Department of Law, a Department of the Treasury, a Department of Planning and Zoning, a Planning Advisory Board, a Department of Public Works, a Public Works Advisory Board, a Department of Parks and Recreation, a Parks and Recreation Advisory Board, a Human Relations Commission, a Personnel Advisory Board, a Department of Procurement, and any other agencies established by law." The Charter then defines the qualifications for and duties of the department heads and board members.

The Executive Branch, per Charter Section 402, is also comprised of, "…any other agencies established by law ." Subsequent Charter sections and/or Executive Orders have created: the departments of Human Resources, Community Services, and Inspections, Licenses and Permits, the Housing Agency, Office of Economic Development, Office of Information and Communication Technology, and the Department of Emergency Services.

PUBLIC SAFETY

SHERIFF'S OFFICE

The actual formation of the government for Harford County occurred on March 22, 1774, when Henry Harford, Lord Proprietor of the province, sent his commission to the new County seat at Harford Town or Bush. Thomas Miller was commissioned as the first Sheriff. In 1777, John Taylor became Harford County's first elected Sheriff. Law enforcement responsibilities within the Sheriff's Office mirror that of most other police agencies throughout the nation. In Harford County, the Sheriff's Office has retained the responsibility of being the primary law enforcement agency in the County. Maintaining law and order, investigating crime, apprehending criminals, serving the courts and having responsibility for the custody of prisoners are the responsibilities of the Harford County Sheriff's Department. The County's Sheriff is elected to a four-year term with no term limit.

VOLUNTEER FIRE COMPANIES

There are twelve Volunteer Fire and Ambulance Companies that protect the citizens of Harford County. Chapter 1, Section 33 of the Harford County Code directs the County Executive "…to pay to the support of volunteer fire companies in the County and to volunteer fire companies operating in the County underwritten working agreements with the County, for the purpose of helping in the acquisition and maintenance of such companies' fire-fighting apparatus…such sums as the County Council shall deem proper…"

STATE'S ATTORNEY'S OFFICE

In 1851, Article V, Section 7 of the Maryland Constitution created the position of the State's Attorney for each county and Baltimore City. The Constitution of 1867 defined the duties of the State's Attorney, as they exist today. The State's Attorney is primarily responsible for the investigation and prosecution of criminal cases at the trial level. State's Attorneys work with the police in the development of cases, presentations to the Grand Jury and trial of cases in Circuit, District or Juvenile Court. Harford County's State's Attorney is elected to a four-year term with no term limit.

JUDICIAL

The Judicial System in Harford County is represented by a District Court and a Circuit Court.

The District Court of Maryland, created by a constitutional amendment in 1970, is divided into twelve geographical districts. Each district contains one or more political subdivisions, with at least one judge in each subdivision. District 9 covers Harford County alone with four Judges. The District Court Judges are appointed by the Governor to ten year terms, they do not stand for election. The District Court is centrally administered and totally funded by the State. In minor civil and criminal matter, and in virtually all violation of the Motor Vehicle Law, the District Court has jurisdiction. The exclusive jurisdiction of the District Court includes all landlord-tenant cases, replevin actions (recovery of wrongfully taken or detained goods), motor vehicle violations, misdemeanor cases, boating and vehicle offenses, minor criminal cases involving bad checks, credit cards, counterfeiting, insurance or workers' compensation fraud and theft, and certain felonies. In civil cases, the District Court has exclusive jurisdiction in claims for amounts up to $5,000, and concurrent jurisdiction with the Circuit Courts in claims for amounts above $5,000 but less than $30,000. The jurisdiction of the court in criminal cases is concurrent with the Circuit Court for offenses in which the penalty may be confinement for three years or more or a fine of $2,500 or more; or offenses which are felonies. A case in the District court is argued before a judge only. There are no jury trials in District Court.

Maryland Circuit Courts were established by the State Constitution of 1851, Article IV, Sections 8 and 9; they are grouped into eight geographical circuits. The first seven each contain two or more counties; the eighth consists of Baltimore City. The Third Judicial Circuit covers Baltimore and Harford Counties with seventeen Judges and five Judges, respectively. Circuit Court Judges are appointed by the Governor and then must stand for election in the first general election that occurs at least one year following the vacancy the judge was appointed to fill. The Judge may be opposed formally by one or more qualified members of the bar, with the successful candidate being elected to a fifteen year term. Circuit Courts are the highest common law and equity courts of record exercising original jurisdiction within

Maryland. Each has full common law and equity powers and jurisdiction in all civil and criminal cases within its county. All the additional powers and jurisdiction conferred by the Maryland Constitution and by law, except where jurisdiction has been limited or conferred exclusively upon another tribunal by law (Code Courts & Judicial Proceedings Article, sec. 1-501). The Circuit Courts are trial courts of general jurisdiction. Their jurisdiction is very broad but generally covers major civil cases and more serious criminal matters. Circuit Courts also may decide appeals from the District Court of Maryland and certain administrative agencies, as well as hearing domestic violence cases. Cases may involve juries or sometimes are heard by a judge only.

The State of Maryland appropriates funds for the salaries of all Circuit Court Judges, the Clerk of the Circuit Court and all employees of the Clerk's Office. Harford County funds the cost of the Judges' staff, juror fees, Juvenile Court, and certain Court related functions.

OUTSIDE AGENCIES

A number of agencies, though independent from Harford County Government, receive the major portion of their operating funds from the County. The County funds appropriated to these agencies represent significant portions of the County's Operating and Capital Budgets. Article VIII, Section 811 of the County Charter defines each of these agencies as "a subordinate element of government…including…when so specified, all offices, departments, institutions, boards, commissions, and corporations which receive or disburse County funds."

BOARD OF EDUCATION AND PUBLIC SCHOOLS

The Harford County Board of Education was established under the Education Article of the Annotated Code of Maryland to have perpetual existence and be a body politic and corporate of the State of Maryland. It is empowered and required to maintain a reasonably uniform system of public schools designed to provide quality education and equal educational opportunities for all youth. Per Senate Bill 629, effective July 1, 2009, the Board of Education was changed from a fully appointed Board to an elected-appointed Board consisting of six elected members and three members appointed by the Governor of the State of Maryland for four-year terms to be phased in over a period of time. There is also a student representative to the Board who serves a one-year term while a high school senior. This student is elected by the Harford County Regional Association of Student Councils.

The Board of Education appoints the Superintendent of Schools for a four year term. The Superintendent acts as the Executive Officer of the Board as well as Secretary and Treasurer. The Superintendent is responsible for the Administration of the Harford County Public School System which consists of fifty-three schools, thirty-two elementary, nine middle, nine comprehensive high, one technical high, a special education school serving students with disabilities, and an Alternative Education Program. A Science and Mathematics Academy magnet program opened in the fall of 2004 and funding was included in the Fiscal Year 2011 Approved Budget to institute an Agricultural Magnet Program at North Harford High School. There is a 245 acre Harford Glen Outdoor Education Center.

THE PUBLIC LIBRARY SYSTEM

Harford County's Public Library System was established in 1946 and re-established in 1981 as a County agency operating under State law. The Library Board of Trustees was authorized by the Laws of Maryland Article 77 and the Harford County Code Article 21, Chapter 9. The Board of Trustees are appointed by the County Executive and confirmed by the County Council to overlapping five year terms. Their duties were established by State law:

- To establish and operate a free library
- To set library policy
- To advise in the budget process and control spending of funds

The system operates eleven branches, a Rolling Reader Program, a Silver Reader Program, the Highlands Common Library, and provides library services to the Harford County Detention Center.

HARFORD COMMUNITY COLLEGE

Harford Community College was founded in 1957 as a public community college. The College occupies a 332 acre site on Thomas Run Road, three miles east of Bel Air, Maryland. The mission of Harford Community College (HCC) is to provide high quality, accessible and affordable educational opportunities and services. These include university transfer, career, developmental and continuing education programs, that promote professional competence and economic development and improve the quality of life in a multicultural community. As the primary resource for and coordinator of higher education in the County, the College serves as a center of culture and recreation. Programs and services provide lifelong learning for residents with an emphasis on adult instruction in classrooms, laboratories, and clinics, and on electronic systems, as well as intergenerational courses and workshops in recreation, business applications, and specialty areas, plus fine and performing arts.

THE HIGHER EDUCATION AND CONFERENCE CENTER AT HEAT

The Higher Education & Conference Center at *HEAT (Higher Education and Applied Technology Center)*, located in Aberdeen, Maryland, at the juncture of Interstate 95 and Rt. 22, provides expanded higher education access to the citizens of northeastern Maryland. Baccalaureate and graduate programs are offered by colleges and universities in support of the educational needs of the region.

Harford Community College coordinates the academic programs and maintains the facility. Partnering institutions provide the faculty and establish the requirements of their individual programs. Each institution sets its own tuition rate. Students enroll directly with the partnering institutions that collect all tuition and fees and confer all degrees.

The Center is the official satellite in Harford County for degree programs by Johns Hopkins University, The College of Notre Dame, Towson University, The University of Maryland, College Park, Morgan State University, University of Maryland University College, and the University of Phoenix. Training is offered at the Higher Education and Conference Center for businesses, industries, and local governments through the Continuing Education and Training Division at Harford Community College.

THE HARFORD CENTER

Article XXV of the Harford County Code establishes a body corporate and politic, known as the Harford Center, as an instrument of the County and as a public corporation. The Harford Center operates a residential and day care training and rehabilitation facility center to properly care for and provide necessary services to County residents with special physical and mental needs.

The activities of the Harford Center are funded by citizen support, voluntary contributions, fees and charges, and payments from the state and federal government. The County Council is authorized to make annual appropriations in support of the Center's operations; the Council may also authorize funds or issue debt for the Center to acquire land or make capital improvements.

THE ARC NORTHERN CHESAPEAKE REGION

The ARC Northern Chesapeake Region is a private, non-profit local chapter of the ARC of Maryland and the ARC of the United States, the largest volunteer organization in the world devoted exclusively to improving the quality of life for all adults and children with mental retardation as well as their families. The ARC Northern Chesapeake Region is funded by Maryland State Agencies, the United Way, select agency-owned thrift stores, fundraising, and an annual contribution from Harford County Government.

The ARC Northern Chesapeake Region creates opportunities for people with mental retardation to develop and exercise the competence that will empower them to make choices in the pursuit of their own personal futures and to participate fully in the life of the community. It also provides support for families of persons with mental retardation to enable them to provide a stable and nurturing environment for all family members. The ARC provides

direct services in the areas of residential, community supported living arrangements, individual support services, family support services, foster care, adoption, employment and transportation services, individual and systems advocacy, and information and referral services.

EXTENSION SERVICES

Established by the Federal Hatch Act (1887) and the Smith-Lever Act (1887), the Harford County Cooperative Extension Office provides educational outreach (Extension) from the University of Maryland, College Park and the University of Maryland, Eastern Shore as part of their three-fold mission as land grant institutions of teaching, research, and outreach.

Cooperative Extension in Harford County provides educational programs based on the needs and interests of county residents. Emphasis is placed on Agriculture and Natural Resource Science, Family and Consumer Science, 4-H and Youth Development. Extension is funded through county, state, and federal contributions. Some special projects are funded through grants and donations.

SOIL CONSERVATION

The Harford Soil Conservation District was organized on September 6, 1944 as one of the several local government subdivisions established in 1937 under the Agriculture Article Title 8, Soil Conservation, SS8-101 through 8-705 of the Annotated Code of Maryland as amended. The district's purpose is to carry out a soil, water, and related resources conservation program.

HARFORD COUNTY'S BOND RATING

Credit (or Bond) ratings are designations by investor services to give a relative indication of credit quality. When a government receives a higher bond rating, their bonds can be sold at a lower interest rate, which results in less interest cost to that government.

Harford County went to the bond market January, 2019 for a $40,000,000 General Obligation bond sale. The County received the highest rating possible from all three investor services, making Harford County bond ratings: Fitch Ratings AAA, Standard and Poor's AAA, and Moody's Investors Service Aaa, as published in the County's Official Statement of January 15, 2019.

Harford County received its ratings based on: an increasing tax base (i.e., economic development), favorable debt ratios, sound financial operating and reporting, and conservative budgeting.

BUSINESS AND INDUSTRIAL PROPERTY

The County offers excellent access to I-95 as well as two State Enterprise Zones located on U.S. Route 40. Select office parks include:	
Aberdeen Corporate Park	265,900 square feet of corporate campus, two miles from the APG North Gate; and 95,250 square feet of existing campus.
Box Hill Corporate Center	1,000,000 square feet of existing/planned office, flex and retail space off I-95 and exit 77-B
Fieldside Commons	500,000 square feet of office space off I-95 at exit 85, next to Ripken Stadium; and 120,000 square feet of existing space
G.A.T.E. (Government and Technology Enterprise)	APG site with 2-3 million square feet of planned office, lab and R&D facilities; 645,000 square feet of existing office space
North Gate Business Park	Planned 860,000 square feet of office space with 285,000 square feet of existing office space outside the MD 22 Gate of APG
Water's Edge Corporate Campus	200 acres of mixed use development, six buildings totaling 415,708 square feet of office space
Business Incubators	Harford Business Innovation Center; Havre de Grace GroundFloor at Harford, Havre de Grace, MD

TAX RATES

	Harford County	Maryland
Corporate Income Tax (2018)	none	8.25%
Personal Income Tax (2018) *Graduated rate peaking at 5.75% on taxable income over $300,000	3.06%	2.0%-5.75%*
Sales and Use Tax (2018) Exempt sales for resale; manufacturer's purchase of raw materials; manufacturing machinery and equipment; purchases of materials and equipment used in R&D and testing of finished products; purchases of computer programs for reproduction or incorporation into another computer program for resale.	none	6.0%
Real Property Tax (FY 18) Effective rate per $100 of assessed value. In addition, there are some miscellaneous taxes and/or special taxing areas in the County. In an incorporated area, the County rate will vary and municipal rates will also apply.	$1.042	$0.112
Business Personal Property Tax (FY 18) Rate per $100 of depreciated value. Exempt manufacturing and R&D machinery, equipment, materials and supplies; manufacturing R&D and warehousing inventory. In an incorporated area, the County rate will vary and municipal rates will also apply.	$2.605	none
Major Tax Credits Include the Enterprise Zone, Job Creation, More Jobs for Marylanders, R&D, Biotechnology and Cybersecurity Investment and the Arts and Entertainment District		

SCHOOLS AND COLLEGES

Public Schools

There are 33 elementary schools, 9 middle schools and 10 high schools in Harford County. Additionally the John Archer School is a public special education school serving students with disabilities in Harford County; and the Alternative Education at the Center for Educational Opportunity is a continuation of education services to students who have experienced crisis. Enrollment in Harford County Public Schools from September, 2018 was 36,869 students.

Higher Education

Harford Community College is an open access institution providing higher education with two year degree programs, and now a four year degree program partnered with Towson University.

Harford Community College (HCC) had an enrollment of 6,128 full-time students in the Fall of 2017. The current in-county cost is $133 per credit hour. The partnership with Towson University has created opportunities for students to earn a four year degree without having to leave Harford County. Additionally, the University Center located in Aberdeen also provides the ability to advance undergraduate and graduate education through partnerships with other regional universities.

RECREATION AND CULTURE

There are 7,053 acres of state parkland including Rock State Park and Susquehanna State Park; and 4,496 acres of County parkland (288 acres in the municipalities of Aberdeen, Bel Air and Havre de Grace). The County offers an extensive recreational program with state of the art facilities; including the Cedar Lane Park Regional Sports Complex, a high quality regional venue for lacrosse, field hockey, football and soccer. Attractions in Harford County include but are not limited to the Anita C. Leight Estuary Center, Ripken Stadium at Leidos Field, Havre de Grace Decoy Museum, Susquehanna Museum at the Lock House, Swan Harbor Farm, Ma and Pa Heritage Corridor Bike and Hike Trail; and the County is located within 30 miles of regional attractions such as the Baltimore Symphony Orchestra, the Baltimore Orioles, the Baltimore Ravens, CENTERSTAGE, Hippodrome, Lyric Opera House, Smithsonian, and the Peabody Conservatory of Music.

HARFORD COUNTY BRIEF ECONOMIC FACTS

Population

	Households	Population
2015	93,358	250,025
2020*	97,892	258,670
2025*	101,689	265,100

*Projected

Population Distribution

Age	Percent
Under 18	23%
18-64	62%
Over 64	15%

Major Employers

Employer	Product/Service	Employment
Aberdeen Proving Ground	Military Installation/R&D	20,900
Upper Chesapeake Health	Medical Services	3,129
Rite Aid Mid Atlantic Customer Support	Pharmaceuticals/Consumer Goods	1,200
Kohl's	Consumer Goods Distribution/Retail	1,140
Harford Community College	Higher Education	1,011
Klein's ShopRite of Maryland	Groceries	1,000
Jacobs Technology	Laboratory Analyses	874
Jones Junction Auto Group	Car Dealership	669

Income

Distribution	Harford County	Maryland	U.S.
Under $25,000	13.4%	15.3%	23.1%
$25,000-$49,999	15.7%	17.9%	23.5%
$50,000-$74,999	17.6%	17.1%	17.8%
$75,000-$99,999	15.2%	13.4%	12.1%
$100,000-$149,999	21%	18.2%	13.1%
$150,000-$199,999	9.5%	9%	5.1%
$200,000 and over	7.6%	9.2%	5.3%
Median Household Income	*$80,465*	*$74,551*	*$53,889*

COUNTY BUDGET POLICIES AND PROCESS

Harford County's Fiscal Policies and Budget Process were framed by the County Charter and the County Code; expanded by our Business Plan; enhanced by recommendations of the Governmental Finance Officers Association; and conform to Federal, State and local regulations as well as the requirements of the Government Accounting Standards Board.

At the core of these policies and processes is the Administration's determination to remain conservative financial managers while recognizing fluctuations in the economy, changing trends, the adoption of new laws, and the concerns of our citizens. The County realizes the need to constantly review and adapt our ways of conducting business.

HARFORD COUNTY CHARTER

The Harford County Charter, Article V, Budget and Finance sets the Fiscal, Tax and Budget year to begin on the first day of July and to end on the thirtieth day of June of the succeeding year. The Charter requires the County budget to be comprehensive in scope and to represent a complete financial plan for the County. Required elements include revenue and expense estimates, debt, debt service, contingency reserves, cash surpluses and historical spending figures. The County Council is charged with adopting the annual budget and levying taxes sufficient to balance the budget, i.e., revenues equal expenses. The Charter establishes policies concerning supplemental, emergency and unexpended appropriations, as well as transferring appropriations, limiting expenditures, defining the composition of funds, and amending the budget. The County may incur debt per the Charter, however, no debt for a term of one year or greater shall be incurred by the County to meet operating expenses. All debt for a term in excess of one year shall become due no later than 30 years after the date of issuance, except debt incurred to finance water, sewer, and wastewater facilities, which shall become due no later than 40 years after the date of issuance; and debt should be made payable within the probable useful life of the improvement or undertaking.

ANNOTATED CODE OF MARYLAND - DEBT LIMIT

Pursuant to Article 25A, 5(P) of the Annotated Code of Maryland (1998 Replacement Volume and 2001 Supplement), Harford County, as a charter county, is limited in the amount of general obligation supported debt it can issue to an amount equal to a total of 6% of the assessable base of Real Property and 15% of Personal Property.

CODE OF HARFORD COUNTY, MARYLAND - FISCAL IMPACT STATEMENTS

The Code of Harford County, Maryland, Part I Administrative Legislation, Chapter 31, Fiscal Impact, requires that all proposed legislation before the County Council be reviewed for its fiscal impact prior to a public hearing. Since any law could affect the cost of government, it is the responsibility of the County Auditor to provide to the legislative body such information as is necessary to assess the direct and indirect costs of pending legislation. Additionally, the County provides information on fiscal impacts to the State government for any State legislation under consideration which would affect Harford County.

COUNTY BUDGET POLICIES AND PROCESS

CORNERSTONES OF HARFORD COUNTY'S BUSINESS PLAN

Harford County's Business Plan addresses the areas of financial and strategic planning, debt and cash management, revenues, operating and capital budget policies to ensure that the County is capable of adequately funding and providing those local government services needed by the community.

Financial Planning

A six point plan was designed to address economic cycles and maintain the existing property tax rate.

1. Expenditures will be reviewed and approved based on real versus perceived need.
2. Each function, service, project, and expenditure will be reviewed as to its affordability.
3. New sources of revenue will be identified and advanced.
4. We will prepare and integrate through planning, and maintain conservative annual operating budgets and multi-year spending plans.
5. We will plan for and preserve a prescribed year-end fund balance to maintain our credit rating, and to provide for emergency needs.
6. We will develop and implement a Ten Year Capital Program based on affordability and sound debt management practices.

Strategic Planning

The Business Plan also incorporates ten principles of sound financial management.

1. The planning system in the County will continue as a dynamic process which is synchronized with the Capital Improvement Program and Operating budget. The County's Land Use Plan shall not be allowed to become static. There will continue to be a periodic review of the plan at least every five years.
2. Harford County must continue to diversify its economic base by encouraging commercial employment and associated revenues in order to increase the assessable base within the County.
3. Annual budgets shall continue to show fiscal restraint. It is imperative that a positive cash balance (surplus) be shown in the General Fund at the end of the fiscal year. A managed operational (contingency) reserve shall be maintained in the General Fund at a level sufficient to provide temporary financing of unforeseen needs of an emergency nature. The reserve will be maintained at a level not to exceed 3% of the General Fund, and any other fund, in any given fiscal year per Section 506(6) of the County Charter. A managed reserve shall also be maintained as part of the General Fund. The reserve shall be maintained at a level not less than 5% of the total General Fund disbursements in any given fiscal year.
4. If a deficit appears to be forthcoming, the County Executive shall direct that a freeze be placed on personnel hiring and new capital expenditures.
5. Harford County's cash management system must continue to receive full support and cooperation from all County agencies. Such a system is an indication of the soundness and professionalism of the County's financial management process.

6. All efforts must be made to improve the productivity of the County's programs and its employees. The County's productivity analysis process is a dynamic part of the administration.
7. Continuing effort must be made to reduce duplicative functions within the County government and the autonomous agencies, particularly those which receive appropriations from the General Fund.
8. The County's debt ratios shall be maintained at the following levels:
    a. Net Bonded Debt is to be maintained at a level no more than 2.3% of the full case value of assessable property in the County.
    b. Bonded debt and its resulting debt service are to be kept at a level not higher than 10% of the General Fund Budget.
9. Self liquidating bonds will only be issued after a careful analysis is performed to ensure that revenue sources are properly in place in order to protect the fiscal soundness of the County.
10. The County has, and will continue to maintain a high standard of accounting practices in conformance with Generally Accepted Accounting Principles (GAAP) through the following practices:
    a. The accounting system will maintain records on a basis consistent with accepted standards for local government accounting (according to GASB, NCGA, AICPA and FASB).
    b. Regular monthly financial reports and annual financial statements will present a summary of financial activity by governmental funds and all funds respectively.
    c. An independent firm of certified public accountants will perform an annual financial and compliance audit, and will publicly issue an opinion which will be incorporated into the Comprehensive Annual Financial Report (CAFR).
    d. Annually, the county will seek the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Award.
    e. The County will regularly report to the National Federation of Municipal Analysts on the activities occurring in the County.
    f. Interim Financial Statements will be prepared as of December 31st of each year and furnished to the Electronic Municipal Market Access System (EMMA) and to the rating agencies.

Debt Management

Debt burden is a measurement of the relationship between the debt of the County and its property tax base and population. The most general measure of wealth in the community is the assessed value of all taxable property. Additionally, debt can be compared with population to determine a level of per capital debt burden. The County makes this comparison each time it offers bonds for sale. These comparisons are included in the official statements that are distributed to prospective investors.

Cash Management

Cash Management achieves the most productive use of cash, minimizes operating costs, and provides maximum flexibility. To do this, the County must:

a. pool cash from the different funds for investment purposes;
b. invest 100% of its idle cash on a continuous basis;

c. make a cash flow analysis of all funds on a regular basis - disbursement, collection, and deposit of all funds will be scheduled to ensure maximum cash availability;
d. analyze market conditions and investment securities daily to determine the best possible return on all cash investments; and,
e. make arrangements with a bank on a contractual basis for a specified period of time and with specified fees for each service rendered.

Revenue Policies

Harford County calls for a diversified and stable revenue system to shelter the County from short-run fluctuations in any one revenue source.

Revenue Estimating and Long Range Forecasts

a. The County will estimate its annual revenues by an objective, analytical process.
b. Annually, the County will update revenue projections for three consecutive years. As part of this annual process each existing and potential revenue source will be re-examined.
c. The Treasurer shall make all checks necessary to assure that property appraisal and assessment procedures are fair and accurate (although typically these are State functions).
d. The Treasurer and Director of Planning and Zoning shall check property classifications to ensure that zoned land carries the proper appraisal.
e. The County will follow an aggressive policy of collecting property tax revenues; the annual level of uncollected property taxes shall not exceed 1.0%.
f. The County will maintain all user charges and fees at a level related to the cost of providing the service. A review of the user charge and fees will be completed annually to determine the impact of inflation, and/or changes in activity, and determine if adjustments in the rate are necessary.
g. The County will set the fees and user charges of enterprise funds - such as water and sewer, at a level that fully supports the total direct and indirect cost of the activity; including the cost of annual depreciation of capital assets.

Operating Budget Policies

Expenditures

The county will pay for all current expenditures with current revenues. The County will avoid budgetary procedures that balance current appropriations at the expense of meeting future years' obligations. The County will not postpone expenditures, accrue future years' revenues, or roll over short-term debt.

COUNTY BUDGET POLICIES AND PROCESS

Maintenance of Capital Plant and Equipment

The budget will provide for adequate maintenance of capital plant and equipment and for their orderly replacement based on the schedule prepared under the capital improvement budget policy.

Pension Plans

The County will provide for adequate funding of the Volunteer Firemen's Pension program and the Sheriff's Pension Plan by establishing an actuarial reserve. Pay-as-you-go pensions will not be established. Actuarial analysis on the pension systems will be performed at least biannually.

Budgetary Control

The County will maintain a budgetary control system to assist in adhering to the enacted budgets of various operating funds. In addition to this the County will prepare regular reports comparing actual revenues and expenditures to budgeted amounts.

Three Year Expenditure Plan

Annually, the County will update a three year expenditure plan. Projections include estimated operating costs of future capital improvements that are included in the Capital budget.

Fiscal Impact Statements

Fiscal Impact Statements shall be prepared for all legislative proposals and resolutions in accordance with local law. Statements shall also be prepared on any new administrative policy, procedure, or program; as well as to determine the future financial impact of subdivision approvals. The fiscal impact shall be assessed on both the expenditure and revenue side of the budget.

Capital Budget Policies

All capital improvements and various related projects must be made in accordance with the Approved Capital Improvement Program. Departments and Agencies will propose a capital improvement program to the Planning Advisory Board for their consideration. After their review, the Director of Planning and Zoning will transmit these recommendations to the County Executive. The County shall then coordinate the Capital Improvement budget with the Operating budget. Debt service operating costs will be projected and included in the operating budget forecasts. Debt service and approved capital projects must follow the standard debt policies of the County.

COUNTY BUDGET POLICIES AND PROCESS

Five Year Capital Improvement Program

In accordance with the Harford County Charter, the County will adopt a five-year Capital Improvement Plan and update it annually. All capital projects must be funded in accordance with the adopted County debt policy; utilizing the least costly method of financing all new projects. The County will identify the estimated costs and potential funding sources for each capital project before the Capital Improvement Plan is submitted for approval to the County Council.

Harford County's Strategic Plan

Strategic planning is not just a function of budgeting, but a multi-faceted approach to resource management designed to maintain the County's quality of life, while preparing for our future. The County's Master Plan and the Administration's goals are the basis for which performance measurement and budgets are built.

The Master Plan

1969 - The County's first comprehensive land use plans were developed.

1972 - With the adoption of the Harford County Charter, Article VII calls for the Department of Planning and Zoning to prepare and propose Master Plans. These plans can be initiated by order of the County Executive or by legislative act of the County Council. The Master Plan provides direction for addressing future growth, revitalization, the provision of adequate public facilities, economic development, and the preservation and protection of natural resources, agricultural lands, and historic resources.

1977 - The County's second comprehensive plan was prepared, marking the beginning of comprehensive planning under the new charter form of government. The "Development Envelope" concept was introduced in the 1977 Master Plan, defining a geographic area for planned development. This concept allowed the County to begin staging and directing more intense growth into a specific area, namely the corridors defined by I-95/US Route 40 and the MD Route 24 corridor north to Bel Air.

1988 - An alternative approach to a single Master Plan was introduced requiring the inclusion of elements which further advanced the purposes of the Master Plan. The following is a brief description of the elements introduced for the 1988 Master Plan.

A "Land Use Element Plan" (viewed as the core of the Master Plan) will show proposals for public, private, residential, commercial, industrial, agricultural and recreational uses of land. This plan shows the most appropriate and desirable patterns for the general location, character, extent, and the manner in which the community should use its public and private land at specified times as is reasonable.

The "Transportation Plan" covers all types of highways or streets, airways, waterways and railways. The plan should again detail the most appropriate and desirable pattern for circulating persons and goods at specific times as far into the future as is reasonable.

The “Water and Sewer Master Plan” sets the foundation for timing and planning of public water and sewer facilities in appropriately zoned areas.

The “Chesapeake Bay Critical Area Program” is designed to manage land use within 1,000 feet of tidal waters and tidal wetlands. Its goal is to protect water quality and natural habitat, and to accommodate future growth based on environmentally sensitive areas.

The “Rural Element Plan” addresses preservation of the County’s rural character and the promotion of agriculture as the primary economic enterprise in the rural areas.

The “Land Preservation and Recreation Plan” addresses the County’s need for open space and recreational areas, and considers these areas as part of a larger system of preserved lands. It also explores the relationships between land used for recreation, in the broader context of preservation, and appropriate use of natural resources.

Additional implementation tools were added, such as the “Adequate Public Facilities Program” (APF) to help manage growth more effectively in the Development Envelope. APF states that the existing public facilities for water, sewer, schools and roads must be adequate to support planned land development.

1992 - The State enacted the Maryland Economic Growth, Resource Protection and Planning Act that required that certain “visions” be incorporated into County and municipal master plans. These visions included development in concentrated suitable areas; protection of sensitive areas; protection of rural areas and resources; stewardship of the Chesapeake Bay; conservation of resources; economic growth; and addressing funding mechanisms.

1996 - The Master Plan and the Land Use Element Plan were combined to strengthen the core of the planning process. The Development Envelope concept was maintained, concluding that there was sufficient capacity within the Envelope to support projected growth for approximately 18 years. Development of the 1996 plan was largely based on a community planning process involving ten Community Planning Councils whose common issues - balanced with each community’s individuality - provided guidance for a Countywide vision on land use. Additional elements were added to the 1996 Master Plan, brief descriptions of these elements follow below.

“A Natural Resources Element Plan” includes methods for protecting environmental resources, including streams and their buffers, steep slopes, floodplains, and the habitats of threatened and endangered species.

“A Historic Preservation Plan” explains how historic structures and archaeological sites can further an awareness of the importance of the County’s heritage among the citizens.

“An Edgewood Community Plan” is a comprehensive revitalization strategy to improve physical, social, and economic conditions within the Edgewood community, which strives to guide future growth and sustain the community’s character and values.

"A Joppa/Joppatowne Community Plan" is a community level master plan that serves as a blueprint for the physical development and redevelopment of the community.

1997 - Five pieces of legislation collectively known as "Smart Growth" were passed by the State General Assembly. This legislation directed the State to target programs and funding to support established communities and locally designated growth areas and to protect rural areas.

2004 - The 2004 Master Plan incorporated the Visions of the Maryland Planning Act and Smart Growth initiatives, including Priority Funding Areas and implementation of a Rural Legacy Program. Building on these State programs, Harford County developed a series of guiding principles that formed the foundation for the Land Use Element Plan, and in effect provided the County's vision for growth management and resource protection. These guiding principles include *Quality of Life, Stewardship of our Resources, Growth Management, Redevelopment and Revitalization, Commitment to Communities, Coordination among Agencies, and a Sound, Balanced and Diversified Local Economy.* Also included for the 2004 Master Plan were the following elements.

"A Community Facilities Plan Element" includes proposals for parks and recreation areas, schools, and other educational and cultural facilities.

"A Consolidated Plan" that outlines how the County will use Federal, State and Local funds to address the housing and community development needs of low to moderate income families in the community.

"Designated Growth Areas" are also included in the 2004 Master Plan. While the Development Envelope is included in these growth areas, other pockets of the County will be developed as well.

2008 - The Preservation Priority Plan is introduced defining a specific area of the County for Agriculture Preservation. This Plan complemented the objectives and strategies in the Rural Element Plan. The Zoning Code and Subdivision Regulations were also overhauled and enhanced to coincide with 21st century design standards.

2009 - The Transportation Plan was updated and enhanced to include bicycle, pedestrian and air quality strategies. In addition to this, the Natural Resource Element Plan was updated to include the Water Resources element that assessed the County public and private water demand.

2010 - The Historic Preservation Plan was updated.

2012 - The 2012 Master Plan and Land Use Element Plan are signed into law by the County Executive. The Land Use Element Plan identifies general areas in Harford County where agricultural, residential, commercial, industrial and open space uses will be allowed. This Plan serves as a policy document to ensure a compatible pattern of land uses throughout the County.

2016 - HarfordNEXT, a Master Plan for the Next Generation, is signed into law by the County Executive. The document unifies the separate element plans into a cohesive, streamlined plan. Focus areas include land use, mobility and connectivity, environmental stewardship,

agricultural and historic preservation, economic vitality, and healthy communities. Community input considered throughout the development phase of the plan was facilitated by unprecedented levels of public outreach, including a variety of online engagement tools. Big ideas introduced in HarfordNEXT include holistic transportation planning that emphasizes livability over simple vehicle mobility. Other ideas include green infrastructure planning, a renewed emphasis on preservation, and “form based” zoning that considers the design and operation of a proposed development.

Long Range Fiscal Goals

Innovation. Technology. Efficiency.

These initiatives dominate the concept for the future of Harford County. It is the County Executive’s goal to move Harford County forward as Maryland’s new center of opportunity for economic success. This was initiated by the relocation of the Office of Economic Development (OED) to the U.S. Route 40 corridor, five minutes from the MD 22 gate of Aberdeen Proving Ground and co-located with an incubator, a collaborative tech workspace, a myriad of on-site small business resources and more tools than ever to support small business development.

Strategic Relocation

This move was strategically oriented to capitalize on innovations happening at Aberdeen Proving Ground (APG) while at the same time provide support for all types of companies from concept to commercialization. As the County continues to strengthen its mass transit infrastructure, this relocation along the Route 40 corridor will emphasize transit oriented and tech cluster development within a close proximity of APG.

Small Business Development

A synchronized hub creates a convenient and attractive workspace for a small business to begin their economic gardening, supporting all stages of business development, ultimately reaching for the goal of making Harford County the place for entrepreneurs to relocate and launch their ideas. Having resources on hand is imperative to this success. The Small Business Resource Office houses the Business Navigator, serving as the first point of assessment and referral for small business needs. Additionally, partnerships with the Small Business Development Center (SBDC), the Procurement Technical Assistance Program (PTAP), the Army Alliance, the Regional Additive Manufacturing Authority (RAMP MD), the Northeastern MD Technology Council (NMTC), Harford’s Business Edge (HBE) and the North Eastern Maryland University Research Park (NEMD URP) are all available to small businesses in their early stages of development. With these collaborative partnerships also comes an incubator space available by lease for start-up companies, integrated with a suite of services including the GroundFloor urban industrial workspace and the Corporate Commons Area.

Financial Support and Future Growth

The Office of Economic Development also houses financial support for business development and works closely with the community to obtain financing and assistance in venturing capital, local, state and federal loans. Specific financing programs include the Industrial Revenue Bonds for Manufacturers; the Economic Development Opportunity Fund; the Community Development Block Grant for Economic Development; and the Workforce Technical Training Grants program, a competitive investment grant program designed for accelerating technical training.
All of these opportunities, both new and existing are stimulating economic growth and advancing Harford County to become more productive and competitive in the ever evolving small business community.

Enriching the Economy

In January, 2015 Bill 14-035 was passed by the County Council, allowing revenue collection from overnight hotel stays. Half of the revenue generated will go directly to Harford County Government for reinvestment in tourism related activities, through a competitive grant process. The other half of the revenue will go back to the three Harford County municipalities where the hotels are located (Aberdeen, Bel Air, Havre de Grace). This revenue coincides with the privatization of tourism (Executive Order 14-10), with the anticipation that a destination marketing organization will boost tourism and businesses that flourish with visitors. Capitalizing on this type of revenue opportunity is imperative to improving the County's economy.

Redirecting the Focus and Leveraging Opportunities

While the overall economy makes some improvements, it is critical for Harford County to streamline operations and defer large amounts of additional future debt. This balanced, sustainable approach was recognized by the three major investor bond rating services by giving Harford County the highest possible Triple-A ratings. In order to maintain this level of rating the County plans to focus on existing capital projects rather than new ones, to outsource services and consolidate office space where possible, and to use technology to improve resources to our citizens.

This can be viable with leveraging other funding opportunities instead of burdening County citizens with unfair fees such as the rain tax. With the help of the County Council this tax was repealed with Bill 14-036 and the Administration was able to redirect a portion of existing recordation tax to fund stormwater remediation projects.

Through resourceful actions such as redirecting funding opportunities the Administration is laying the groundwork for future endeavors that will bring technological and agricultural prospects to the County, both of which are essential to its growing local economy. Harford County has fully implemented the Harford Metro Area Network (HMAN) allowing government agencies, fire companies, law enforcement, schools and municipalities to connect on a common platform. The County is now poised to provide this dark fiber connectivity to private industries and residents, formulating a potential business plan for a sustainable and scalable project. The Administration is also looking towards alternative funding opportunities through State bonds to build an agricultural research and exposition facility that would provide federal, state

and local agricultural agencies to be housed in one location. This could have a potentially large impact on the strong County agricultural community as well as the overwhelmingly successful Science, Technology, Engineering and Mathematics (STEM) movement for farmers.

Performance Measure Management

In 1996, Harford County instituted Performance Based Management through all levels of County Government. In addition to current and future basic operational obligations we must also recognize expenses that work towards meeting the Administration's short term objectives and long term goals. It is imperative that department/agency strategic plans, budgets, and performance measures align with the Countywide Mission, Vision, Goals and Objectives. This includes outside agencies that are funded by Harford County. In addition, departments and agencies have established short-term objectives to meet their goals. Performance Measures will then quantify their success or failure in meeting these objectives and goals.

Harford County's Administrative Fiscal Policies

Long Term Financing Techniques

General Obligation Bonds - are also known as *full faith and credit bonds*. Their quality and payment is based on the general credit and taxing power of the County. The County must take whatever actions are necessary to assure repayment. Such bonds are typically used to finance the capital portion of tax supported, general public purpose governmental activities with schools, libraries, and public safety buildings.

Revenue Bonds - are payable solely from identified sources of revenue that may be derived from rates, fees, or charges for service imposed on users of the financed project, tax increment, or specified General Fund non ad valorem tax revenues. Typically, these bonds are used for the County owned water and sewer system activities of treatment, collection, production, and distribution.

Special Assessment Bonds - are bonds secured solely by the properties in the district, with revenues generated by a special assessment or tax on the properties. Under law the County may establish assessment districts and issue bonds for infrastructure improvements.

Lease Purchase/Certificates of Participation - are obligations of the public entity secured by an installment sale or leaseback arrangement with a public entity lease. The lease generally pledges general operating revenues to cover the lease payments, which may or may not be reimbursed by revenues from the projects. These obligations do not constitute indebtedness under Maryland constitutional debt limitation. Payments to be made under valid leases are payable only in the year in which use and occupancy of the leased property is available, and lease payments may not be accelerated.

COUNTY BUDGET POLICIES AND PROCESS

Interaction of Federal, State and County Governments

All enacted laws and regulations imposed by Federal and State legislation must be carefully monitored by County Government to determine the eventual consequence on local expenditure requirements. Although Harford County actively pursues available intergovernmental financing to supplement funding of its programs, it is County policy to review the long-term financial impacts of all such programs to avoid eventual dependence on outside funding sources. It would not be prudent for County government to rely on continued grant funding of programs that influence the welfare and safety of the community.

Sharing Financial Responsibility

In an effort to provide and finance all desirable, but discretionary services to our citizens, Harford County Government analyzes its role in the provision of each service and determines the equitable financial burden of payment among taxpayers and users of those services. Harford County Government subsidizes individual consumers to alleviate emergency financial needs, and private providers to ensure the availability of facilities or services in the community. For example, the County provides (through the Emergency Assistance Program) direct payments to clients in need. County Government also provides supplemental payments to the Harford Center, Inc. and the ARC - Northern Chesapeake Region, Inc. to compensate for any shortfalls between State funding and the actual costs of providing care to the severely mentally retarded, and multiple handicapped residents in the community.

Alternate Service Delivery

Harford County encourages and supports participation by private markets in public service delivery as long as all Government objectives are met, and the economic benefits to the community surpass direct Government involvement. Currently, many services are contracted through the private sector to provide specific programs and activities on behalf of County Government. These include medical and dental consultant services, topographic mapping services, and water quality analysis. Additional contracts have been established for electrical and air conditioning/heating improvements and/or repairs to County buildings. This approach to alternate service delivery eliminates Government replication of services and reduces funding requirements for County programs and activities. Capital project contract management and engineering services have been established as requirement contracts.

Private Investments

Under certain circumstances, County Government encourages private investments in the form of partial or total financial participation (or matching funds) to support programs or projects that would otherwise not be implemented for the public good alone. Examples of this would include developer participation in road construction, water and sewer lines, and lateral extensions. When the costs of public investment are directly related to a private benefit, such as infrastructure in residential developments, County Government will seek to determine equitable limits to cost sharing.

Direct Matching Grants

County Government can also provide public funds to private and nonprofit organizations to support activities that are directly beneficial to the community. An example of such a grant would be the County Government's direct grant to the Harford County Historical Society for support of historic preservation efforts. County Government provides this type of grant assistance if private activity enhances or promotes public welfare, interest, and concern throughout the community.

Public Investment Supporting Private Initiatives

In carefully controlled situations, County Government utilizes public funds to promote private enterprise initiatives. If, after thorough analysis and assessment, such investment is deemed beneficial to the social, economic, or environmental climate of the community, direct financing is made available by County Government.

Participation in Industrial Revenue Bonds

Harford County Government is authorized (under provisions of the Internal Revenue Code and the Maryland Economic Development Act) to issue Industrial Revenue Bonds and to participate in financing through the Maryland Industrial Development Financing Authority. Although significant restrictions to such bond issues are imposed, County government endorses applications for issuance of Industrial Revenue Bonds when development proposals demonstrate positive economic, social, and fiscal advantages to the County's future. Harford County cannot pledge credit or taxing power to the payment of principal, interest, or other costs of such bonds.

Multiple Use of Facilities

County government requires planning coordination among its departments and agencies (including outside agencies) and private organizations (when appropriate) to ensure the functional lifetimes of all buildings and facilities extend well beyond the current generation. An example of a multiple use facility would be when the Board of Education builds a new elementary school. The County provides funds to enlarge the school's gym; the enlarged gym is then shared by the school and various Parks and Recreation community groups. Other examples would be the joint Norrisville Library/Community Center and the McFaul Senior/Youth Center.

Coordinated Interdepartmental Procurement

Many operating necessities, such as office automation, computerization, and telecommunications are common to all departments and agencies of County Government. Current policy requires interdepartmental coordination and review of procurement requests to ensure compatibility of equipment, reduce duplications, and achieve the greatest cost savings prior to actual purchase. The Procurement Department has furnished pre-qualification policies and procedures for construction contracts for capital projects. The County works on joint bids with the Board of Education, Harford Community College, the Harford County Library System, and other governmental agencies when practicable.

Retirement Plans

County Government - employees participate in one of two plans. Both plans are administered by the State of Maryland under provisions of Article 73B of the Annotated Code of Maryland. The two plans are described as follows:

- The Employees' Retirement System of the State of Maryland established on October 1, 1941. Harford County joined this Plan March 1, 1948. Plan members contribute up to 7% of their covered salary, while Harford County Government is required to contribute at an actuarially determined rate.
- The Employees' Pension System of the State of Maryland established on January 1, 1980. Harford County joined this Plan on July 1, 1999. Plan members contribute 7% of their covered salary, while Harford County Government is required to contribute at an actuarially determined rate.

The Harford County Sheriff's Office Pension System - is a single employer defined benefit pension trust plan established by Harford County effective July 1, 1997 for certain law enforcement and correctional employees of the Office of Sheriff of Harford County. Plan members are required to contribute 7% of their annual covered salary. The County is required to contribute at an actuarially determined rate. The system provides retirement, disability and death benefits to plan members and their beneficiaries. Effective July 1, 2005, per Bill 05-22, a Cost of Living increase of the CPE-U is limited to 3% applied each July 1. Harford County Bill No. 97-20 assigns the authority to establish and amend the benefit provisions of the plan to Harford County Government by County ordinance. The Harford County Council adopted resolution number 20-06 on June 6, 2006 to approve participation in the law enforcement officers' pension system (LEOPS) effective July 1, 2006. Harford County Deputy Sheriff's who are sworn, certified law enforcement officers are eligible for LEOPS. The plan is administered by the State Retirement and Pension System of Maryland. Plan members contribute 4% of their covered salary while Harford County Government is required to contribute at an actuarially determined rate.

The Volunteer Firemen's Pension System - was instituted by Harford County Government on January 31, 1975 and is a single employer defined benefit Length of Service Award Program (LOSAP). Based on County statutes, firemen and ambulance personnel are eligible to participate upon accumulating "50 (fifty) points", which are determined in accordance with a specific point system. Benefits vest upon 25 years of service credit and are payable at 55 years of age. The County must provide annual contributions sufficient to satisfy the actuarially determined contribution requirements. Additional periodic County contributions are determined by an actuarially determined rate. Since there are no "Salaries", the rate cannot be expressed as a percentage of covered payrolls. There are no participant financed benefits in this plan. Administrative costs are financed through investment earnings. The plan generally provides $5,000 burial benefits and other benefits for disability. Regular benefits are calculated at $12 per month for each of the first 25 years of service, plus $6 per month for each year in excess of 25. The maximum benefit is $450 per month.

Post Retirement Benefit Plans - The County offers post-retirement medical and life insurance benefits to Harford County retirees. These benefits are referred to as Other Post Employment Benefits (OPEB). During Fiscal Year 2008, the County established a trust to act as the funding mechanism for the OPEB Plan. Funding for retiree benefits is not required by law other than pay-as-you-go amounts

necessary to provide current benefits. Contributions to the OPEB Trust Fund may be made annually as appropriated by the County Council. The County's annual OPEB cost is actuarially determined in accordance with Governmental Accounting Standards Board (GASB) Statement 45. Plan benefits are accounted for on an accrual basis.

Post Employment Health Plan - The County offers a tax-exempt health reimbursement arrangement that Harford County set up in accordance with the Internal Revenue Code Section 501(c)(9). This is a defined contribution benefit. Employees hired on or after July 1, 2010 are enrolled in the Post Employment Health Plan (PEHP) in lieu of the traditional defined-benefit retiree healthcare program. The County will negotiate with Union representatives each year to determine the amount of money to be placed in PEHP.

Self Insurance and Risk Management

Harford County has been self insured for Workers' Compensation, General, and Automobile liability claims since July 1, 1982. The Self Insurance Program is administered by a Risk Manager, as required by County Code (Part 1, Chapter 9, Article XXII, Risk Management, Safety and Accident Review Board). The County implemented a policy of combining commercially purchased insurance with the retention of higher deductible levels, the use of selective self-insurance programs, and the implementation of a risk management program that includes a countywide safety program.

Workers' Compensation - Harford County carries excess commercial coverage with a $2,500,000 retention level for claims. The County also maintains reserve funds of $750,000 for workers' compensation claims.

General and Automobile Liability - Since September 5, 1991, the County has carried excess commercial coverage with a $350,000 or $500,000 retention for claims.

Property Damage - The County carries commercial property insurance coverage with varying deductibles on real and personal property, and a $25,000 deductible for physical damage to County owned vehicles.

Harford County's Accounting Policies

Basic Financial Statements

Government-Wide Financial Statements - The government-wide financial statements are designed to provide readers a broad overview of Harford County Government's finances, in a manner similar to a private sector business. As a general rule, the effect of interfund activity is eliminated from these statements. Exceptions would include payments in lieu of taxes and other charges between the water and sewer function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

The Statement of Net Assets presents information on all of Harford County Government's assets and liabilities, with the difference between the two reported as Net Assets.

The Statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

Both of these statements distinguish functions of Harford County Government that are principally supported by taxes and intergovernmental revenues (governmental activities including general government, public safety, highways & streets, solid waste, economic development, agricultural land preservation and parks & recreation) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business type activities including water and sewer operations).

The government-wide financial statements include not only Harford County Government itself (known as the primary government), but also legally separate component units including Harford County Board of Education, Harford Community College, Harford County Public Libraries, and the Harford Center, Inc.

Fund Financial Statements - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Harford County Government, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of Harford County Government can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Notes to the Financial Statements - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Fund Categories

Governmental Funds - Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Harford County Government maintains eight individual governmental funds. A brief description of each follows below.

"The General Fund" is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. For the County, the General Fund includes such activities as public safety, education and recreation services.

"The Highways Operating Fund" accounts for dedicated revenues that are legally restricted to the maintenance, care and repair of roads and bridges located outside the boundaries of the three incorporated municipalities in Harford County.

"The Grants Fund" accounts for the receipt, appropriation, and expenditure of federal, state, and private monies in accordance with Harford County Charter, Article V, Budget and Finance.

"The Agricultural Land Preservation Fund" accounts for dedicated transfer tax revenues and provides for easement purchases of County agricultural land.

"The Capital Project Fund" accounts for financial resources to be used for the acquisition or construction of major capital facilities of all major and non-major governmental funds.

"The Parks and Recreation Fund" is a non-major fund which accounts for the receipts and expenditures of the self-supporting activities of the Emmorton Recreation and Tennis Center, Recreation Councils, and/or the Oakington Peninsula.

"The Tax Increment Financing Fund" is a special fund for deposit of a certain portion of the real property tax collected in a development district and used to finance or reimburse the cost of special obligation bonds for certain public improvements relating to the district without constituting a general obligation of the County.

"The Stormwater Management Fund" is required to adopt and implement local laws necessary to establish a watershed protection and restoration program through a stormwater remediation fee.

Proprietary Funds - Harford County Government maintains two different types of proprietary funds. These include:

"Enterprise Funds" that are used to report the same functions presented as business type activities in the government wide financial statements. Harford County Government uses an enterprise fund to account for Water and Sewer activities.

"Internal Service Funds" are an accounting device used to accumulate and allocate costs internally among Harford County Government's various functions. Harford County Government uses an internal service fund to account for risk management. This service predominantly benefits governmental rather than business-type functions and has been included within governmental activities in the government-wide financial statements.

Fiduciary Funds (includes LOSAP, OPEB and PEHP) - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support Harford County Government's own programs. The accounting used for fiduciary funds is similar to that used for proprietary funds.

Pension Trust Funds are a type of Fiduciary fund. The Sheriff's Office Pension Trust Fund was established to account for the pension of certain law enforcement and correctional employees of the Office of the Sheriff of Harford County. The Firemen's Length of Service Awards Program (LOSAP) was established to account for the pension system for the volunteer fire personnel serving the various independent volunteer fire companies in the County.

Private Purpose Trust Funds account for resources legally held in a trustee capacity. These would include Revolving Loan Funds (accounts that provide loans to credit worthy businesses unable to obtain financing through traditional sources due to limited equity, collateral, or marginal cash flow); BVL Cooperating Parties Group (private purpose trust funds used to account for revenues collected from potentially responsible parties for the purpose of undertaking the design and construction for the Bush Valley Landfill Site); and the Bar Library Trust Fund (established to account for all expenditures associated with the operations of the Bar Library of the Circuit Court of Harford County).

Agency Funds are also categorized under Fiduciary funds. Agency funds include Pass-Through Grants (accounts for financial assistance received from other governments and transferred to another government, individual, not-for-profit or other organization) in which Harford County Government serves as an agent with little or no discretion in determining how the assistance will be used; and the Harford County Public Entities Healthcare Consortium (accounts for a rate stabilization reserve fund created for Harford County Public Entities Consortium) in which Harford County Government serves as an agent with little or no discretion in determining how the funding will be directed.

Basis of Accounting

Government-wide, proprietary and fiduciary fund financial statements are reported using an economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of cash flow. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered available when they are collectible within the current period, or soon enough thereafter to pay liabilities of the current period. For this purpose the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, claims and judgments are recorded only when payments are due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and capital leases are reported as other financing sources. Property taxes, income taxes, state shared tax revenues, and interest associated with the current fiscal period are all considered to be susceptible to accrual, and therefore have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable items are considered to be measurable and available only when cash is received by the government.

Basis of Budgeting

COUNTY BUDGET POLICIES AND PROCESS

Annual budgets are adopted for the General Fund, Highways Fund, Agricultural Preservation Fund, Stormwater Management Fund, Tax Increment Financing Fund, Parks and Recreation Fund, Capital Projects Fund, W& S Enterprise Fund, Internal Service Fund, Firemen's LOSAP Fund, and the Sheriff's Office Pension Trust Fund. Budgets are not adopted for the remaining private purpose trust funds due to their nature. The Internal Service Fund and the Pension Fund budgets are for management control only. Encumbrances are treated as expenditures for budgetary accounting purposes; payroll is accrued for financial statement purposes only; and interfund reimbursements are eliminated for financial statement purposes. The capital budget reflects appropriations at the individual project level. Expenditures and encumbrances may not legally exceed appropriations at that level; and, the County Council and the County Executive must approve all transfers of appropriations between projects. Statements of revenues, expenditures, encumbrances, changes in fund balances, and budget (non-GAAP vs. actual) are prepared for each governmental fund with an annual budget.

Harford County Budget Policies

Harford County Charter, Article V, Budget and Finance, Section 503 establishes the "Comprehensive Scope of Budget". The section states that "The County budget shall consist of the current expense budget, the capital budget and the capital program, and the budget message. It shall represent a complete financial plan for the County reflecting all receipts and disbursements from all sources, including all revenues, all expenditures, and the surplus or deficit in the general fund and all special funds of the County government".

Fund Structure

The current expense budget is the County's Annual Operating Budget; it is a work plan for each fiscal year. Harford County has established various "Funds" to record the receipt and application of resources used to conduct government operations. These funds are appropriated, spent and recorded separately based on legal requirements, their source, or the nature of the program they provide for.

Operating Funds

The Operating Funds include the General Fund, Highways Fund, Stormwater Management Fund and the Tax Increment Financing Fund. Below is a brief description of these funds.

The General Fund - is the principal operating fund for Harford County Government and encompasses all financial resources and activities not required by law or County policy to be maintained in another specific fund. Charter section 523(b) also states that "no general fund revenue or receipt shall be dedicated to, expended for, or used to supplement appropriations from a special fund except as a loan to a special fund".

The Highways Fund - covers dedicated revenues derived from specific taxes, or earmarked by their source, to be used for the maintenance, care, and repair of roads and bridges located outside the boundaries of the three incorporated municipalities in Harford County; traffic safety; County-related transportation expenses; and the County's fleet maintenance.

The Stormwater Management Fund - Harford County is required to adopt and implement local laws necessary to establish a watershed protection and restoration program. Resolution 05-15 dedicated a portion of the revenue from the Recordation Tax for local watershed protection and restoration projects.

The Tax Increment Financing Fund - was authorized by Bill No. 10-10 and Bill No. 12-35. These Bills established both development districts and special taxing districts. The Bills also pledge the real property taxes collected with respect to the tax increment of properties in the districts to payment of the bonds to be issued and also authorizes the imposition of a special tax on properties within the districts to the extent the tax increment received is insufficient to pay debt service on the bonds and other allowable costs and expenses.

Two additional funds were established by Harford County on July 1, 2001 in response to the Governmental Accounting Standards Board (GASB) Statement No. 34, which requires certain accounts the County previously treated as Trust & Agency funds be included in the operating budget as Special Revenue Funds. These funds are the State Agricultural Preservation Fund and the County Agricultural Preservation Fund, a brief description follows below.

The State Agricultural Preservation Fund - is used to purchase easement rights on agricultural land. Revenue for this fund is derived from a State Agricultural Land Transfer Tax and County matching funds.

The County Agricultural Preservation Fund - is used to purchase easement rights on agricultural land. Revenue for this fund is derived from Harford County's Transfer Tax, Investment Income, and the proceeds from installment loan funds in the County's Agricultural Land Preservation Program.

The Parks and Recreation Special Revenue Fund was also established by Harford County in response to the Governmental Accounting Standards Board (GASB) Statement No. 34, which requires certain self-sustaining accounts to be included in a local government's operating budget beginning July 1, 2001. This fund generates revenues from fees and rents charged by the Department of Parks and Recreation for activities of a self-sustaining nature.

Enterprise Funds

Enterprise funds include the Water and Sewer Fund and Water and Sewer Debt Service Fund.

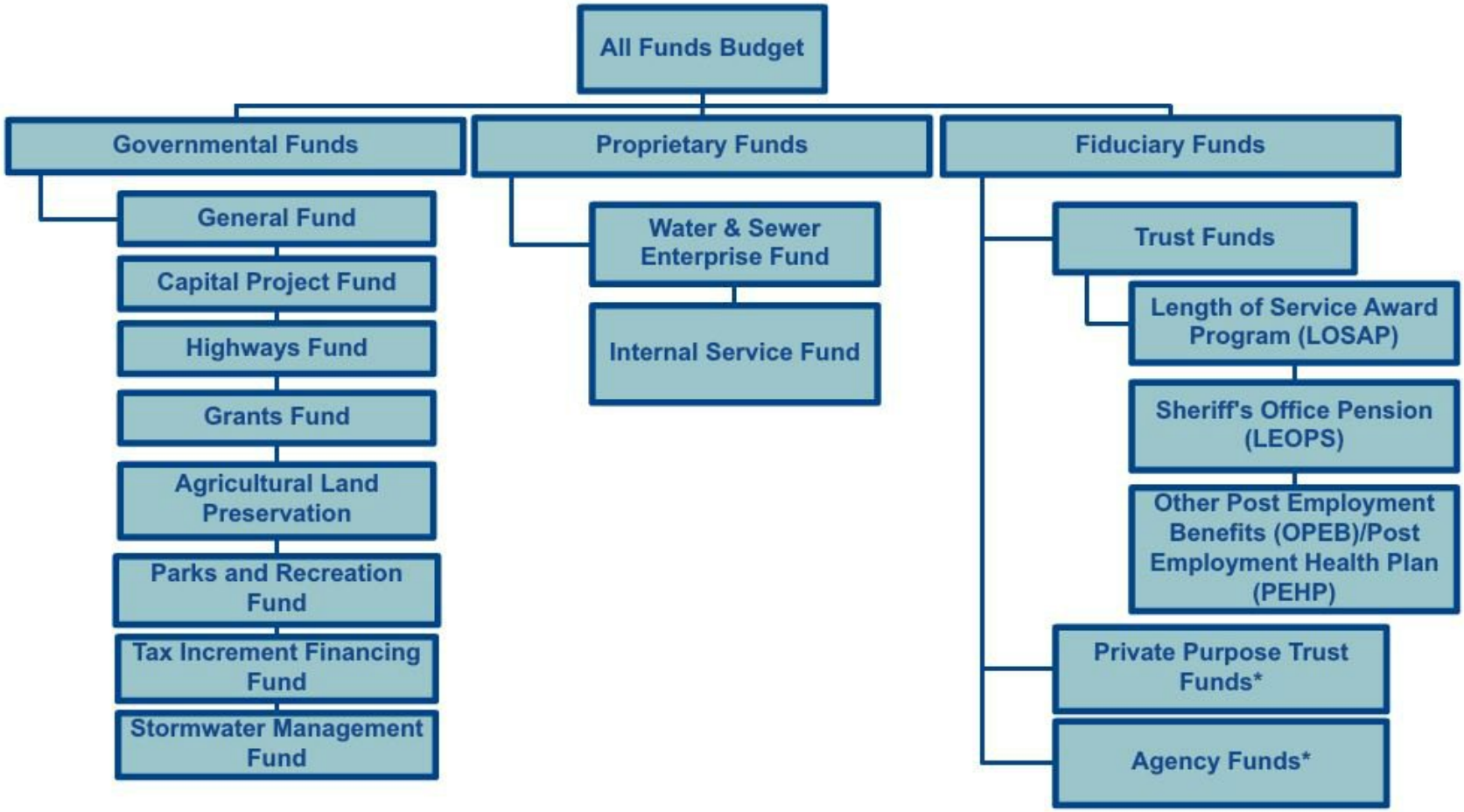
The Water and Sewer Fund - requires a "separate budget for each utility shall be included in the current expense and capital budget".

The fund provides for the operations of the County's water and sewer systems. The systems are financed primarily through charges to customers for services provided.

The Water and Sewer Debt Service Fund - includes the payment of principal and interest on long-term water and sewer bonds and loans. The debt provides funding for Water and Sewer capital projects. User fees and surtaxes generate the revenue for this fund.

COUNTY BUDGET POLICIES AND PROCESS

Harford County Fund Structure



*Harford County does not appropriate for Private Purpose Trust Funds or Agency Funds. These are included in the audited financial statements.

COUNTY BUDGET POLICIES AND PROCESS

Capital Budget and Capital Improvement Program

Harford County Charter, Section 507, Contents of the Capital Budget and Capital Program, calls for a "statement of the receipts anticipated during the ensuing fiscal year from all borrowing and from other sources of capital projects." Harford County's Capital Improvement Program provides the details for each capital project the County has planned for the current fiscal year and the following five years. The projects are divided into different project "types" based on the nature of the project or the funding source. These project types include General Projects, Highways Projects, Solid Waste Projects, Parks and Recreation Projects, Water Projects, and Sewer Projects.

The various funding sources used to record the receipt and application of resources for these projects are appropriated, spent and recorded separately based on legal requirements, the source or nature of the project they provide for. A brief description of the various funding sources is listed below.

Pay-As-You-Go (Paygo) - In accordance with the County's Five Year Business Plan and Debt Management policies, Paygo will continue to be used for minor renovation and repair projects which have an asset life of less than ten years.

General Obligation Bonds - Also known as full faith and credit bonds, quality and payment is based on the general credit and taxing power of the County. The County must take whatever actions are necessary to assure repayment. Bonds are typically used to finance the capital portion of tax supported general public purpose governmental activities with schools, libraries, and public safety buildings being the most common uses of bond proceeds.

Lease Finance - Arrangements to secure short-term funding for certain renovation/repair projects and equipment purchases.

Reappropriated - These funds are reallocated from one project to another.

Program Open Space - These funds are to support recreational opportunities and come from the State of Maryland through a collection of State Transfer Tax on real property.

State Aid - State funding to assist Harford County in the financing of various capital projects.

Recordation Tax - A tax imposed on every instrument of writing recorded or offered for record with the Clerk of Circuit Court (i.e. liens, deeds, mortgages, etc.). They are assessed at the rate of $6.60 per $1,000 value of the recorded instruments filed with the Clerk of the Circuit Court for Harford County. Of this assessed amount, $4.40 is dedicated for school debt service first, then new construction or major capital improvements to existing school facilities; additionally $1.10 is dedicated to an open space land and recreational fund for the purchase of park lands and development of parks and recreation facilities. The remaining $1.10 is dedicated for local watershed protection and restoration projects. County Recordation Tax is collected by the Harford County Government, Revenue Collections Office.

Transfer Tax - A 1% Transfer Tax on any instrument of writing that conveys title to, or a leasehold interest in, real property. The proceeds are distributed 50% to the County's Agricultural Land Program, and 50% to fund school site acquisition, school construction, or school debt service.

Impact Fee - The Impact Fee was imposed in 2004 via House Bill 965. The bill stated that the County Council could impose the collection of a development impact fee not to exceed $10,000 for new construction or development. The revenues from this funding source can only be used for school site acquisition, school construction, school renovation, school debt reduction, or school capital expense. Local legislation followed the enactment of this bill, lowering the impact fee charge in order to provide an economic stimulus to the local housing market during the economic recession. The impact fee charges resulted in $6,000 for a single family detached, $4,200 for a townhouse/ duplex, and $1,200 for all other residential (including mobile homes). Exemptions were made for elderly housing and Continuing Care Retirement Communities.

Developer Contributions - Developer contributions are applied to projects that provide facilities in approved subdivisions and represent the developer's portion of the cost of the project.

Other - There are various "other" funding sources which may become available. An example would be a contribution from a Homeowner's Association.

Operating Funding Sources

General Fund - The General Fund is the principal operating fund for Harford County Government, and encompasses all financial resources and activities, not required by law or County policy, to be maintained in another specific fund. General fund appropriations are used primarily to finance the administrative activities of the County Government to provide services to its citizens. In addition, allocations of County funds in support of the Board of Education, the Library System, Harford Community College, the Health Department, some State agencies, and certain non-profit and/or community programs are made from the General Fund. General fund revenues are primarily derived from the following sources:

- Property Tax - properties in Maryland are assessed by the State on a triennial system to establish the value of a property for taxing purposes. For Corporate and Personal property the tax rate is $2.6049 per $100 of assessed value of properties outside of the towns ($2.2342 plus a $0.3707 "differential" that is dedicated to the Highways Fund). For Real Property the tax rate is $1.0421 per $100 of assessed value for properties outside of the towns ($0.8937 plus a $0.1483 "differential" dedicated to the Highways Fund).
- Tax Credits
    - The Homestead Tax Credit Program - a tax relief program that requires counties and municipalities of the State to impose a property tax assessment cap. Harford County has set the Homestead Credit Percentage at 5%. This credit is automatically processed and applied to the real property tax bill once the homeowner proves principal residence.

  - The Community Association Tax Credit - exempts any real property utilized as a public park, playground, or scenic area, which is owned by a qualifying community or development association.
  - Agricultural Preservation Tax Incentive - is a tax credit given to land owners in return for their commitment not to develop their farm land for a period of time.
  - Solar Energy Tax Credit - is a one-time per property credit allowed when a solar or geothermal qualifying energy conservation device is installed.
  - Enterprise Zone Tax Credit - is granted to properties located within the enterprise zone on the property's qualified assessment.
  - County Supplemental Homeowner Tax Credit - provides a credit on real property taxes for homeowners of all ages who qualify on the basis of gross household income.
  - Landfill Proximity Tax Credit - is provided for residential properties located in close proximity to a County-owned landfill.
  - Real Property Tax Credit - available under specific circumstances for the surviving spouse of a fire, rescue, law enforcement or emergency medical service personnel who died in active service.
  - Taxpayer Discounts - Harford County offers discounts to its taxpayers for early remittance of property taxes. Although property taxes are due and payable on October 1 of each year, discounts of 1% on July payments and 0.5% on August payments are granted, while interest is charged on all delinquent taxes beginning October 1 at a rate of 1.5% per month until paid. In addition, a 6% penalty for non-payment of taxes by October 1 is also imposed.
  - Senior Citizens and Veterans Tax Credit Program - provides a property tax credit of 20% of County property tax imposed on the dwelling for certain elderly individuals and veterans.
- Income Tax - Maryland counties determine their own income tax rate that is a percentage of the taxable net income disclosed after additions and subtractions to the Federal adjusted gross income. Maryland collects all income taxes then distributes to each local subdivision its share of the annual revenues. Although income taxes are imposed and collected on a calendar year basis, the State distributes the funds to the counties over a 9 month period, distributing Harford County's receipts over three fiscal years.
- Licenses and Permits - are issued for businesses, construction, renovations, cable TV, pets, and marriages. County policy requires an annual review of the cost of issuance incurred *vs.* the revenue generated. These reviews determine whether the fee imposed needs to be adjusted to be more "cost neutral".
- State Shared Revenues - include jury compensation; a civil defense rebate and a differential for Police Services (determined by the County and Town's assessable base percentage numbers).
- Appropriated Fund Balance - any excess unappropriated fund balance realized at the end of a fiscal year (above the 5% unappropriated fund balance required by County policy) is appropriated into the next fiscal year's budget. This is treated as "one time" funding for that fiscal year.
- Interfund Reimbursement - Portions of revenue and/or expenses incurred by one program but attributable to another program are transferred via Interfund Reimbursements.

Highways Fund - The Highways Fund is a separate budgetary/accounting entity as required by County Code. It accounts for dedicated revenues that are legally restricted to expenses relating to highways operations and maintenance, traffic safety, and County related transportation expenses. The Highways Fund principal sources of revenue are a County Property Tax differential, State Shared Highways User's Tax Revenue, charges for service and Intra-County revenues. Below is a brief description of these primary sources of revenue.

- Property Tax Revenues - Properties in Maryland are assessed by the State on a triennial system to establish the value of a property for taxing purposes. Each $100 of this value, multiplied by a County's tax rate, determines the amount of taxes due. In addition, the Harford County Code requires the County Council to levy an additional tax, or "differential" on property outside the city and incorporated towns. The Property Tax Differential for Corporate and Personal Property is $0.371per $100 of assessed value for properties outside the towns. The Property Tax Differential for Real Property is $0.148 per $100 of assessed value for properties outside the towns.
- State Highways Users Tax - The State of Maryland designates motor vehicle tax, motor vehicle registration fees, a share of the motor vehicle titling tax and a share of the corporate income tax as Highways Users Revenues. The distribution to the subdivisions is determined by a formula based on locally maintained road mileage and vehicle registrations.
- Charges for Service - These revenues include charges to developers for inspections, technical review of design and construction drawings of proposed utility installations, review of all proposed County road access, signs and line striping.
- Intra-County Revenues - This category covers reimbursements from County departments for costs incurred from First Vehicle Services for work on the County's fleet, as well as for fuel from County pumps for County-owned vehicles.

Water and Sewer Operating Fund - The Water and Sewer Operating Fund was established to account for services provided by the Harford County Government owned Water and Sewer systems. The County is authorized to make various service charges for water, sewer, drainage service, usage, late fees and unpaid bills. These charges secure revenue to maintain, repair and operate its water supply, sewerage or drainage systems, depreciation allowances, bond interest, etc. Below is a brief description of these revenues.

- User Charges - A base water and sewer charge is imposed on customers to recoup a portion of water and sewer operating fixed costs. A charge is also placed on all customers when the County's system purchases water from other sources; as well as for sewer customers when the County secures services from other systems. Septic users and haulers are also charged a fee, and developers must pay for some pump station operations.
- Service Charges - These include tests and inspections; miscellaneous services (design review, hydrant charges, etc.); job/shop repair orders; meter installations; and Miss Utility (a charge to contractors and developers for the location of water and sewer lines).
- Other Charges - include Industrial Waste Permits and Interest and Penalty charges.
- General Government Charges - include bad check fees; publications; reproductions; tax lien certificates; sales of plans and specs; depreciation

- Unrestricted net assets (surplus funds from prior years); interest income and miscellaneous revenue.

Water and Sewer Debt Service Fund - The Water and Sewer Debt Service fund provides appropriation authority for the payment of principal and interest on long-term water and sewer bonds and loans. All County debt incurred to finance water, sewer, and wastewater facilities must be paid no later than 40 years after the date of issuance. Revenues for the Water and Sewer Debt Service Fund are derived primarily from the sources listed below.

- System Capital Charges - These include connection charges, surcharges and development charges.
- Assessments - Included in assessments are Benefit Assessments and User Benefit Assessments.
- Biological Nutrient Removal Fee/Enhanced Nutrient Removal Fee - were added to cover the debt payment that the County incurred on capital construction costs to install the nutrient removal process at the Sod Run Wastewater Treatment Plant.
- Sanitation Permit - Fees derived from permits to install septic systems (this revenue is divided between the Water & Sewer Debt Service Fund and the General Fund - Health Department account).
- Capital Surcharges - This account is issued to record surcharges for a limited number of specific projects as well as any future capital surcharges to be set.
- Investment Income - This account records interest earned on the investment of all idle cash in the Water & Sewer Debt Service fund.
- Interest & Penalties - Penalty assessments on late payment of water & sewer bills, as well as turn on/turn off fees.

County Agricultural Preservation Program - Harford County can enter into installment contracts to purchase easements for agricultural land preservation purposes. These purchases are to be primarily funded with Transfer Tax. The Harford County Agricultural Land Preservation Program allows land owners to preserve productive farmland for future generations through the use of conservation easements; in addition, the land owner receives payment for selling their development rights and/or a tax credit. The Harford County Agricultural Land Preservation Program (HALPP) was established to preserve productive agricultural land and woodland which provides for the continued production of food and fiber for the citizens of the County. The program is administered by the Department of Planning and Zoning and the Harford County Agricultural Advisory Board. Revenue for this program is derived from the sources listed below.

- County Transfer Tax - Harford County imposed a 1% Transfer Tax on any instrument of writing that conveys title to, or a leasehold interest in real property, effective July 1, 1993. The proceeds are to be distributed 50% to the County's Agricultural Land preservation program and 50% to fund school site acquisition, construction, etc.
- Proceeds from Installment Loans - Proceeds from Installment Loans are an accounting requirement when the County enters into an Installment Purchase Agreement (IPA) with a land owner. IPA's are from 20 years with interest and a small portion of principal being paid each year.
- Other - Includes investment income and fund balance appropriated.

State Agricultural Preservation Program - The Maryland Agricultural Land Preservation Foundation (MALPF) was created to preserve productive agricultural land and woodland, via the Purchase of Development Rights (PDR), to provide for the continued production of food and fiber for all citizens of the State. MALPF, along with the Maryland Department of Planning, co-administers the Certification of Local Agricultural Land Preservation Programs. Revenue for MALPF is derived from the following sources:

- Maryland State Property Transfer Tax - Harford County receives a portion of this tax assessed on all real property transfers.
- Maryland State Agricultural Land Transfer Tax - Maryland imposes a State Agricultural Land Transfer Tax on all transfers of title on agricultural land taken out of production. Maryland counties without Certified Agricultural Land Preservation Programs are required to remit two-thirds of the revenue to MALPF. Counties retain one third for agricultural land preservation purposes. Counties with Certified Local Agricultural Land Preservation Programs may retain 75% of the Agricultural Transfer Tax collected, for preservation purposes, and are required to remit only 25% to the Foundation. Harford County does have a certified program.

Parks and Recreation Special Fund - A special revenue fund was established March 20, 2001 to cover revenues and expenses related to the self-supporting activities of the Emmorton Recreation and Tennis Center, Recreation Councils, and/or the Oakington Peninsula. A breakdown of the revenues for this fund follows below.

- Charges for Service - Include fees, rentals, contributions, camps, tournaments, etc.
- Other - Includes Fund Balance Appropriated, Capital Project Debt Service Payment and Miscellaneous Revenue.

Harford County's Budget Process

The Budget Process includes elements of the County's Five-Year Business Plan. These elements are broken down as follows:

Determining Current and Future Resources and Expenses - Revenue estimates are made annually by objective, analytical processes that are appropriate to fund type. Revenue projections for the next three years are updated annually. Additionally, a Spending Affordability Committee is appointed each year by the County Executive. This Committee estimates projected growth in Income and Property Taxes for the upcoming fiscal year.

Three-Year Expenditure Plan - Operating and Capital expenditure projections (in three year increments) are updated annually. Projections also cover the estimated operating impact of future capital improvements that are scheduled in the Capital Improvement Program. These estimates include the applicable debt service. Harford County is committed to the conservative policy of spending only what we can afford.

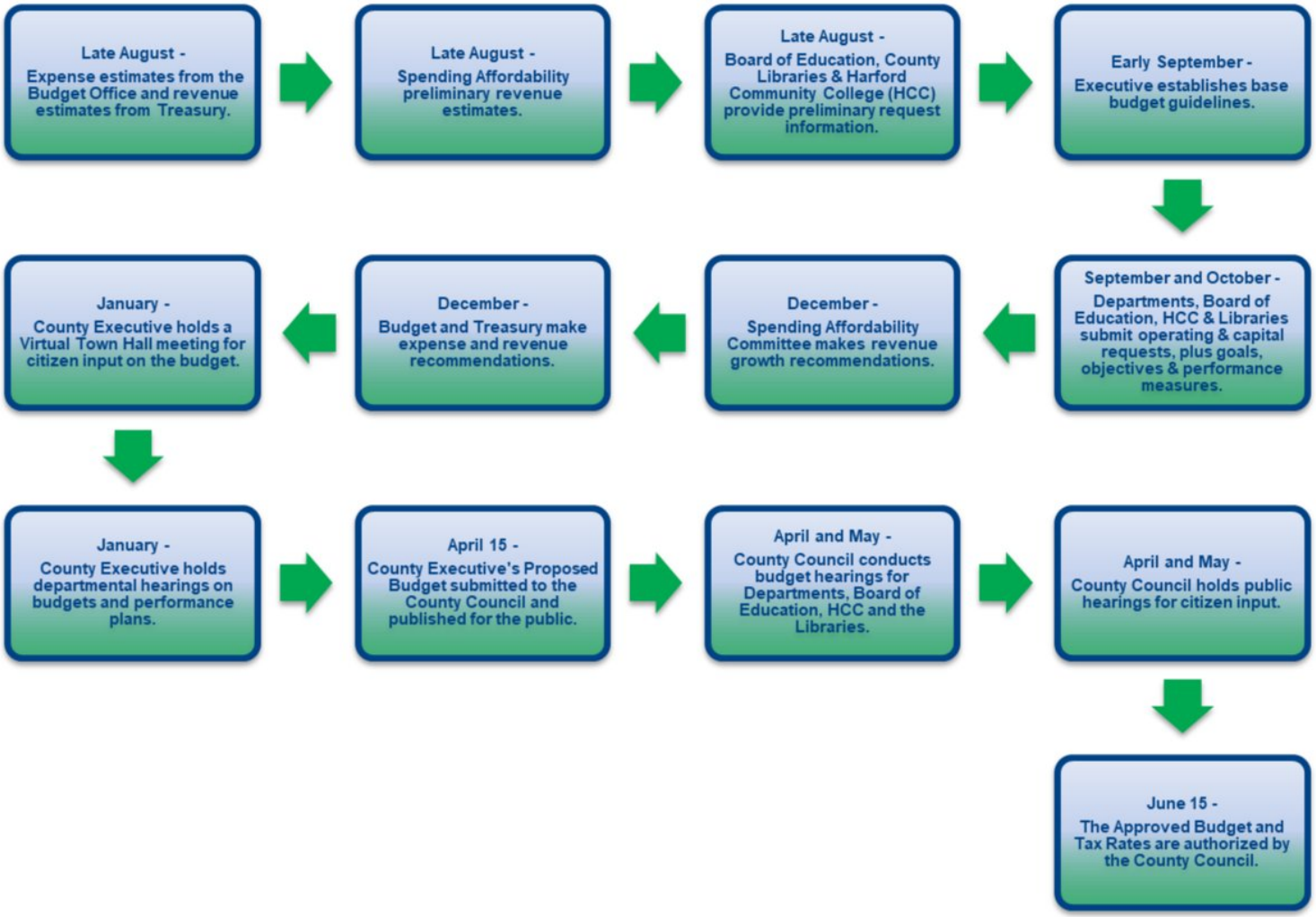
COUNTY BUDGET POLICIES AND PROCESS

Incorporating the Strategic Plan - Harford County asks that every department and agency that receives County funding develop their own Mission Statement and Goals that support the County's overall Vision, Mission and Goals. In addition, these departments and agencies must establish short term objectives to meet their goals. Review of these goals and objectives takes place during the annual budget process.

Development of the Budget

The annual budget process is based on the strategic plans, fiscal policies and management techniques adopted by the Administration. The following is a monthly breakdown of the budget process.

COUNTY BUDGET POLICIES AND PROCESS



COUNTY BUDGET POLICIES AND PROCESS

Developing the County Executive's Proposed Budget

January thru Mid-March - Departments meet with the County Executive, Budget Office and County Treasurer to discuss Operating and Capital budget requests; as well as the status of available revenues and expense estimates. A public hearing is also scheduled to allow citizens to address the County Executive with their concerns and budget priorities. Additionally, the Spending Affordability Committee concludes analysis and makes final recommendations to the County Executive as to their estimated growth of Property and Income Tax revenues.

April and May - The County Executive must submit a Proposed Budget to the County Council by April 15. Following this submittal the Council will conduct hearings with departments and agencies to gather information to make funding decisions. By County Charter the County Council cannot change the form of the budget as submitted by the County Executive, nor can they alter the revenue estimates except to correct mathematical errors, nor can they increase any expenditure recommended by the County Executive for current expense or capital purposes. The County Council can, however, decrease or delete other items in the budget and appropriate the equivalent revenue to the Board of Education.

June 15th - The budget must be adopted by the County Council by June 15th with the affirmative vote of at least four of the seven Council members. If the Council fails to pass the budget accordingly, the proposed current expense budget, as submitted by the County Executive and as may have been amended by the Council shall stand adopted.

Transfer of Appropriations

Appropriations in the Approved budget may be transferred, but at varying levels of authorization (based on fund structure).

- *Within the same fund and within the same agency* - County Executive authorization required
- *Within the same fund but between County Government Agencies* - Recommended by the County Executive and approved by the County Council.
- *Inter-project transfers between capital projects* - Requested by the County Executive and authorized by legislative act of the Council.
- *Inter-fund cash borrowing to meet temporary cash requirements* - Requested by the County Executive and authorized by legislative act of the Council.

The County Executive has delegated responsibility for authorizing fund transfers within the same fund and within the same agency to the Budget Office. Transfers within the same fund but between County Government agencies may be made only during the last quarter of the fiscal year.

COUNTY BUDGET POLICIES AND PROCESS

Supplemental Appropriations

According to Harford County Charter, Section 517, "During fiscal year, the Council, upon the recommendation of the County Executive may, by law, make additional or supplemental appropriations from unexpended and unencumbered funds set aside for contingencies in the County budget, from revenues received from anticipated sources but in excess of budget estimates therefore or from revenues received from sources not anticipated in the budget, provided that the Treasurer shall first certify in writing that such funds are available for such appropriations. No supplemental appropriation shall exceed the amount of funds so certified."

Emergency Appropriations

In the case of a public emergency affecting life, health, or property, upon recommendation of the County Executive, the County Council may by law provide emergency appropriations from contingent funds in the budget; revenue received from anticipated sources but in excess of budget estimates; or revenue received from sources not anticipated in the budget for the current fiscal year. If such funds are not available, the Council may, by law, authorize the issuance of emergency notes which may be renewed from time to time. Such notes and renewals have to be paid no later than the last day of the next fiscal year in which the emergency appropriation was made.

Unexpended Appropriations

All unexpended and unencumbered current budget year general fund operating appropriations revert into the County general fund. Capital project appropriations do not lapse until the purpose for which the appropriation was made has been accomplished or abandoned. If three fiscal years pass without any expenditure or encumbrance of project appropriations, that project is then considered to be abandoned. Credit balances from completed and/or abandoned projects are available for appropriation in subsequent capital budgets.

Amending the Adopted Capital Budget

Harford County Charter, Section 521 states that "No obligations of the County shall be authorized in any fiscal year for or on account of any capital project not included in the County budget as finally adopted for such year, provided that upon receipt of a recommendation in writing from the County Executive, the Council may after a public hearing and with the affirmative vote of at least five of its members amend the County budget. The Council may increase the total amount of appropriations for a County capital budget only if the increased appropriations are to be funded from revenues received from anticipated sources but in excess of budget estimates therefore, or from revenues received from sources not anticipated in the budget."

Vision

Maryland's New Center of Opportunity

Mission

Harford County Government will be fiscally prudent in providing efficient, transparent and responsive services to strengthen families and communities, to support excellence in public safety and public education, and to promote economic vitality.

Goals and Objectives

I. Fiscal Balance and Efficiency

To limit debt to fiscally responsible and sustainable levels, and use revenues wisely by operating efficiently.

- Limiting the tax burden on our citizens and businesses with reasonable tax rates.
- Keeping debt at sustainable levels and prioritizing large capital projects based on need and consistency with our mission.
- Reducing borrowing costs through prudent fiscal policies and planning, and by retaining the County's AAA rating from all three major bond rating agencies.
- Identifying efficiencies within operations and making recommendations to streamline processes and reduce costs.
- Improving citizen engagement and customer service by maximizing the use of technology.

II. Investing in Our Workforce

To invest in employees who deliver vital government services.

- Attracting and retaining a talented and dedicated workforce
- Providing training and certification opportunities for employee advancement
- Enhancing employee productivity by maintaining and upgrading technology in the workplace
- Supporting a safe and healthy work environment by implementing related policies, procedures and programs
- Building strong working relationships by providing employees with timely and transparent communications

Goals and Objectives

III. Strengthen Our Communities

To enhance our communities by investing in and promoting our community services and public safety.

- Providing resources and guidance to promote healthy lifestyle choices
- Strengthening families and communities by promoting awareness about threats to public health and safety
- Empowering citizens with educational programs and information on emergency preparedness, emergency procedures and safety measures
- Enhancing the health of our natural environment
- Maintaining safe parks and recreation facilities
- Ensuring reliable emergency services by maintaining and upgrading equipment and facilities
- Keeping roads and bridges safe by investing in necessary maintenance and repairs
- Supporting our volunteer first-responders by sharing County resources and offering opportunities for advanced training
- Attracting and retaining talented and dedicated public safety professionals

IV. Investing in Education

To prepare our youth to thrive in the global, knowledge-based economy.

- *Making education a priority with funding to provide equal opportunities for all students to learn*
- *Attracting and retaining effective teachers*
- *Advancing 21st century skills for students with investments in technology*
- *Ensuring safe learning and teaching environments*
- *Supporting equal access to higher education*
- *Collaborating productively with the public education system through regular dialogue and open communications*

Goals and Objectives

V. Building Economic Vitality

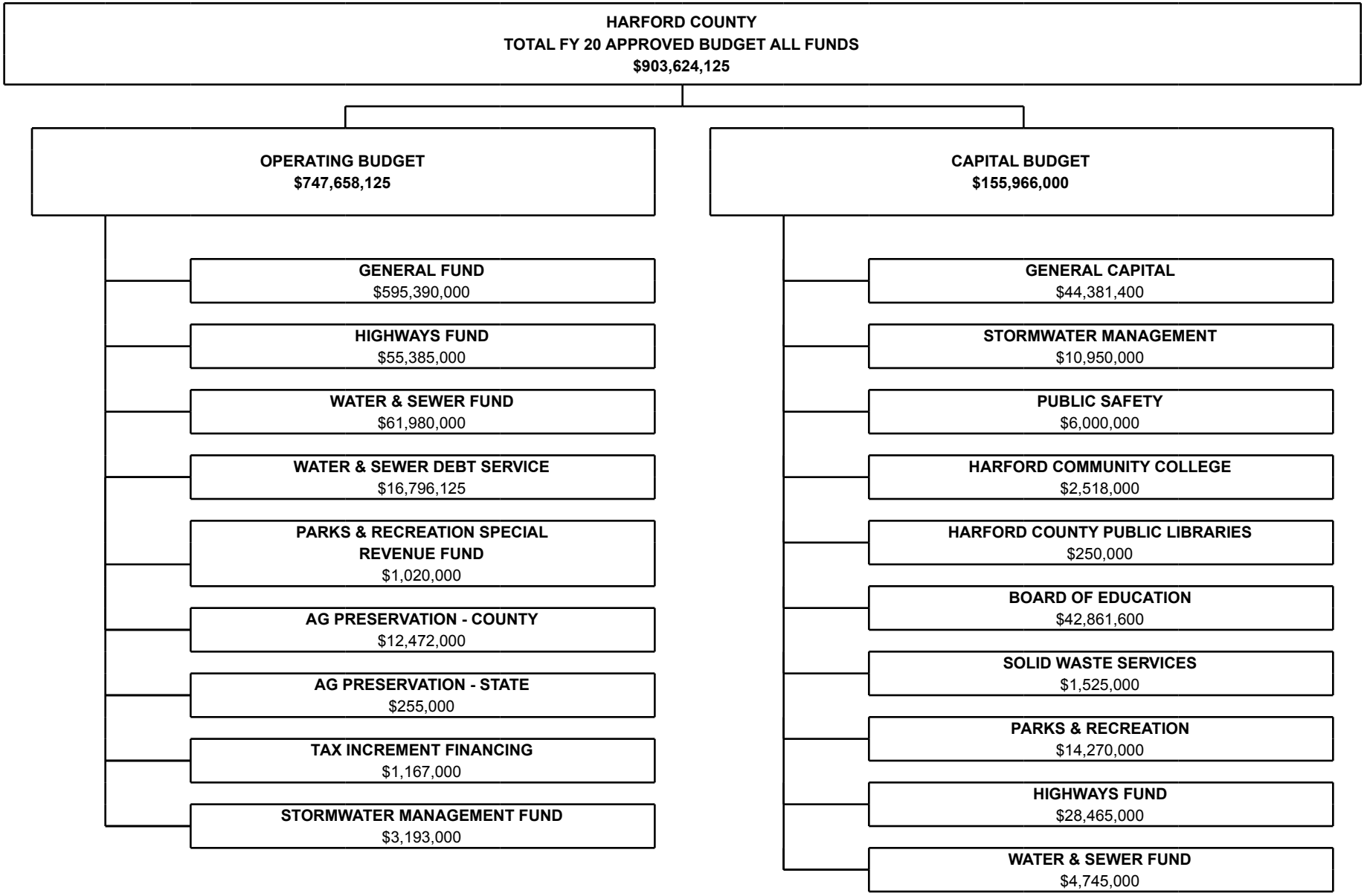
To maximize opportunities for economic prosperity.

- Promoting and streamlining County services that support businesses and entrepreneurs
- Fostering economic activity by offering business-friendly resources and opportunities
- Enabling business development by facilitating access to state and federal grants, programs, and related resources
- Promoting business activity with competitive grant funding for tourism-related activities
- Maximizing the use of technology to deliver County services for businesses

Matrix of Primary County Goals by Department

The following table reflects which departments are responsible for supporting the FY 19 County goals. Please refer to the Budget details of each department to see specific goals and objectives.

Department	I. Fiscal Balance and Efficiency	II. Investing in Our Workforce	III. Strengthen Our Communities	IV. Investing in Education	V. Building Economic Vitality	Department	I. Fiscal Balance and Efficiency	II. Investing in Our Workforce	III. Strengthen Our Communities	IV. Investing in Education	V. Building Economic Vitality
Administration	X		X			Emergency Services	X	X	X		
Procurement	X					Inspections, Licenses & Permits	X		X		
Treasury	X		X			DPW - Highways			X		
Law	X					DPW - Construction Management	X		X		
Planning & Zoning	X		X		X	DPW - Water & Sewer	X		X		
Human Resources		X				State's Attorney	X		X		
Handicapped Care Centers			X			Parks & Recreation		X	X		
Housing	X	X	X	X		Conservation of Natural Resources			X		
Information & Comm Technology	X					Community and Economic Development					X
Community Services	X		X	X	X	Harford County Public Libraries			X	X	
Sheriff			X								


HARFORD COUNTY
TOTAL FY 20 APPROVED BUDGET ALL FUNDS
$903,624,125
OPERATING BUDGET
$747,658,125
GENERAL FUND
$595,390,000
HIGHWAYS FUND
$55,385,000
WATER & SEWER FUND
$61,980,000
WATER & SEWER DEBT SERVICE
$16,796,125
PARKS & RECREATION SPECIAL REVENUE FUND
$1,020,000
AG PRESERVATION - COUNTY
$12,472,000
AG PRESERVATION - STATE
$255,000
TAX INCREMENT FINANCING
$1,167,000
STORMWATER MANAGEMENT FUND
$3,193,000
CAPITAL BUDGET
$155,966,000
GENERAL CAPITAL
$44,381,400
STORMWATER MANAGEMENT
$10,950,000
PUBLIC SAFETY
$6,000,000
HARFORD COMMUNITY COLLEGE
$2,518,000
HARFORD COUNTY PUBLIC LIBRARIES
$250,000
BOARD OF EDUCATION
$42,861,600
SOLID WASTE SERVICES
$1,525,000
PARKS & RECREATION
$14,270,000
HIGHWAYS FUND
$28,465,000
WATER & SEWER FUND
$4,745,000

While the Administration follows the standardized Annual Budget Process, the development of each fiscal year's budget is unique. Consideration must be given to the current and projected economic conditions, the changing wants and needs of our citizens, and our operational requirements, all of which must be weighed against the fiscal policies and management techniques adopted by the Administration.

In developing our Fiscal Year 2020 Operating and Capital Budgets we continued to lead the way forward on our chosen path toward balance and fiscal responsibility for our citizens and employees. We continue to eliminate annual increases in the county's debt burden and reinvest in the people who provide valuable services for our citizens.

This budget is sensibly balanced to provide record funding for public safety and education without raising taxes. The county's funding for Harford County Public Schools is $10,698,174 over the required Maintenance of Effort level. The allocation for schools includes an increase of $10 million to support our teachers salaries and $650,000 to enhance the school psychologist pay to strengthen mental health services. Funding for all county employees as well as employees of the State's Attorney's Office and Circuit Court systems provides for a $2,000 merit-based increase for those eligible. In addition, $1.9 million was allocated to provide Sheriff's Office personnel with the requested salary increases. Additional operating funds equivalent to a 2% increase is provided to the Harford County Public Library and Harford Community College. Historic level funding continues for our first responders to include the volunteer fire companies and EMS.

HARFORD COUNTY MARYLAND
FISCAL YEAR 2020 BUDGET SUMMARY

REVENUES

ALL FUNDS

FY 20 Approved Budget	747,658,125
FY 19 Approved Budget	734,607,025
$ increase	13,051,100
% increase	1.78%

FUNDING SOURCE		REVENUE SOURCE	
GENERAL	595,390,000	PROPERTY TAXES	317,457,500
HIGHWAYS	55,385,000	INCOME TAXES	233,500,000
PARKS AND RECREATION	1,020,000	W & S USER CHARGES	51,171,700
AG PRESERVATION - COUNTY	12,472,000	W & S CAPITAL CHARGES	11,367,225
AG PRESERVATION - STATE	255,000	INTERGOVERNMENTAL/STATE-SHARED	10,200,000
TAX INCREMENT FINANCING	1,167,000	OTHER LOCAL TAXES & ASSESSMENTS	22,870,900
WATER & SEWER OPERATING	61,980,000	INVESTMENT INCOME	4,782,409
WATER & SEWER DEBT SERVICE	16,796,125	FUND BAL APPROP/UNRESTRICTED NET POSITION	31,624,505
STORMWATER MANAGEMENT FUND	3,193,000	OTHER REVENUE	64,683,886
FY 20 TOTAL ALL FUNDS	**747,658,125**	**FY 20 TOTAL ALL REVENUES**	**747,658,125**

REVENUES

A more in depth discussion of individual revenue streams can be found in each "Fund" Section of the document.

For Fiscal Year 2020, Property and Income tax revenues are estimated to generate 73% of the total of all revenue.

Property Taxes

FY 20 Approved Budget	317,457,500	42.46% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	308,798,875	42.03% of the Total All Funds FY 19 Operating Budget
$ increase	8,658,625	
% increase	2.80%	

Property Tax revenue estimates are based on a thorough analysis of lien sheet activity, deed activity, building permit data, residential sales, Transfer Tax transaction data, and Maryland State Department of Assessments and Taxation Distribution Tracking Information.

Maryland State law provides that all property is subject to the property tax. Properties are reassessed by law once every three years and property owners are notified by the Maryland State Department of Assessments and Taxation of any change in their assessment. Properties are required to be assessed at their current market value so that each property owner pays their fair share of local property taxes.

For FY 20, the total Property Tax rate was unchanged. Real property is assessed at 100% of market value with a tax rate of $1.042 per one hundred dollars of full value and $2.60 for corporate and personal property.

Income Taxes

FY 20 Approved Budget	233,500,000	31.23% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	226,700,000	30.86% of the Total All Funds FY 19 Operating Budget
$ increase	6,800,000	
% increase	3.00%	

We receive approximately 90% of Income Tax in quarterly distributions of withholdings and estimated payments. We estimated the FY 19 actual amount to be what we originally budgeted $226,700,000. FY 20 is expected to grow to $233,500,000 or approximately 3.0%.

Recordation Tax

FY 20 Approved Budget	14,432,800	1.93% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	14,903,700	2.03% of the Total All Funds FY 19 Operating Budget
$ decrease	(470,900)	
% decrease	(3.16)%	

State law imposes a tax on every instrument of writing recorded or offered for record with the Clerk of the Circuit Court (liens, deeds, mortgages, etc.), at the rate of $6.60 per $1,000 of the actual consideration to be paid for property transferred, or of the principal amount of the debt secured. Harford County splits the proceeds from this tax: 2/3 to fund school debt and/or school construction; 1/6 to fund Parks and Recreation capital projects; and 1/6 to fund local watershed protection and restoration projects.

Fund Balance/Unrestricted Net Position

FY 20 Approved Budget	31,624,505	4.23% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	40,975,345	5.57% of the Total All Funds FY 19 Operating Budget
$ decrease	(9,350,840)	
% decrease	(22.82%)	

Fund Balance has been appropriated in the General Fund at $17,371,610. This funding will be utilized for Paygo for FY 20 capital projects. Parks and Recreation Special Revenue Fund Balance of $220,500 will also be used to support improvements at our Swan Harbor Farm facility. The Stormwater Management Fund will use $460,000 of Fund Balance and the Highways fund will use $5,753,004. Funded Depreciation-Contributed Capital for Water and Sewer Enterprise fund is appropriated at $7,819,391.

EXPENDITURES

General Fund

FY 20 Approved Budget	595,390,000	79.63% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	571,655,000	77.81% of the Total All Funds FY 19 Operating Budget
$ increase	23,735,000	
% increase	4.15%	

This increase is the net result of the following: a $2,000 merit increase for all general government employees to include State's Attorney's Office and Circuit Court; full funding of Sheriff's Office requested salary enhancements; and increased funding for the Libraries and Harford Community College of 2% to support their operations. Continued support of the County's EMS division under the Department of Emergency Services; increased funding for the Board of Education to support teachers salaries and school psychologists; debt service adjusted for principal and interest payments on outstanding debt; and paygo funds in support of the FY 20 Approved Capital.

Highways Fund

FY 20 Approved Budget	55,385,000	7.4% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	50,950,000	6.93% of the Total All Funds FY 19 Operating Budget
$ increase	4,435,000	
% increase	8.70%	

The increase in the Highways Fund is the net result of: a $2,000 merit increase for all eligible employees; additional funds are provided for a new process using ultraviolet lightcured fiberglass to repair storm drains; an additional tree trimming crew requires additional funds; increase in funding for Snow Removal over time; increased Paygo funds in support of the FY 20 Approved Highways Capital Budget increase as well as Pro Rata charges provided to the General Fund.

Water & Sewer Fund

FY 20 Approved Budget	61,980,000	8.29% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	61,050,000	8.31% of the Total All Funds FY 19 Operating Budget
$ increase	930,000	
% increase	1.52%	

The Water & Sewer Operating Fund was established as a self-sustaining utility account for water and sewer services provided by Harford County Government. Water & Sewer appropriations for FY 20 increase slightly for the following: funds to provide for temporary de-watering; replacement of switchgear; increased cost for water purchase from City of Baltimore; funds to purchase annual replacement of water meter pumps, values, etc., and Pro Rata charges provided to the General Fund increase for FY 20.

Water & Sewer Debt Service

FY 20 Approved Budget	16,796,125	2.24% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	15,933,150	2.16% of the Total All Funds FY 19 Operating Budget
$ increase	862,975	
% increase	5.42%	

The Water & Sewer Debt Service Fund provides appropriation authority for the payment of principal and interest of long-term water and sewer bonds and loans used to finance the capital projects of the County-owned water and sewer system. The increase in funding for FY 20 is a result of the principal and interest payments adjusted to amounts due on outstanding debt.

Parks and Recreation Special Revenue Fund

FY 20 Approved Budget	1,020,000	0.14% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	926,000	0.12% of the Total All Funds FY 19 Operating Budget
$ increase	94,000	
% increase	10.15%	

In FY 20, operating expenses for the Parks and Recreation Special Fund realize an increase as a result of the following: increase in funding appropriated in the FY 20 Approved Capital Budget for improvements at Swan Harbor Farm and Emmorton Recreation and Tennis Courts; a $2,000 merit increase for employees; and increase in Pro Rata charges for reimbursement of General Fund administrative support.

Ag Preservation - County

FY 20 Approved Budget	12,472,000	1.67% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	30,080,000	4.09% of the Total All Funds FY 19 Operating Budget
$ decrease	(17,608,000)	
% decrease	(58.54)%	

Harford County is committed to Agricultural Land Preservation. An allocation of $8,000,000 is provided for purchases of Ag Preservation easements.

Ag Preservation - State

FY 20 Approved Budget	255,000	0.03% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	355,000	0.05% of the Total All Funds FY 19 Operating Budget
$ decrease	(100,000)	
% decrease	(28.17)%	

Harford County's Agricultural Program is Certified. Therefore, the Program can retain 75% of the Agricultural Transfer Tax collected. For FY 20, it is projected that the County's share of the State Agricultural Tax will be $255,000.

The County will use $30,000 of this revenue to offset the salary and benefits of a Planner III, who serves as Harford County's Program Administrator. Harford County's match to Maryland Agricultural Preservation Foundation (MALPF) for easement purchases the foundation makes on the County's behalf will be $225,000.

Tax Increment Financing

FY 20 Approved Budget	1,167,000	0.16% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	1,145,875	0.16% of the Total All Funds FY 19 Operating Budget
$ increase	21,125	
% increase	1.84%	

The Beechcreek Estates Tax Increment Fund is a special fund authorized by Bill 10-10. The Bill provided that the County could not issue more than $14 million for Beechcreek Estates in special obligation bonds to finance or reimburse the cost of the public improvements benefiting the district. The Bill also pledged the real property taxes collected with respect to the tax increment of properties in the district to payment of the bonds to be issued and also authorizes the imposition of a special tax on properties within the district to the extent the tax increment received is insufficient to pay debt service on the bonds and other allowable costs and expenses. The bonds are not an indebtedness of the County for which the County is obligated to levy or pledge, or had levied or pledged, ad valorem taxes or special taxes of the County other than the real property taxes representing the levy of the tax increment on properties located in the development district or the special taxes. The bonds shall be a special obligation of the County and will not constitute a general obligation debt of the County or pledge of the County's full faith and credit or taxing power.

Stormwater Management Fund

FY 20 Approved Budget	3,193,000	0.43% of the Total All Funds FY 20 Operating Budget
FY 19 Approved Budget	2,512,000	0.30% of the Total All Funds FY 19 Operating Budget
$ increase	681,000	
% increase	27.11%	

This fund is a special account for deposit of a certain portion of the recordation tax, $0.55 for each $500 of the sale price (or lien amount) for each property deed recorded. The proceeds of this fund are used for the County's watershed protection and restoration program as mandated under State of Maryland law. The State requires a separate fund be established for this purpose.

HARFORD COUNTY, MARYLAND

FY 2020 TAXABLE ASSESSABLE BASE

GENERAL FUND

	Fiscal Year 2017-2018		Fiscal Year 2018-2019		Fiscal Year 2019-2020	
	Taxable Assessable Base	Actual Revenue	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue
REAL PROPERTY		@ $0.8937		@ $0.8937		@ $0.8937
Full Year Levy	27,078,437,955	242,000,000	27,402,931,633	244,900,000	27,899,966,432	249,342,000
Partial Year Levy	70,493,454	630,000	98,467,047	880,000	55,947,186	500,000
Real Property Subtotal	27,148,931,409	242,630,000	27,501,398,680	245,780,000	27,955,913,618	249,842,000
PERSONAL PROPERTY		@ $2.2342		@ $2.2342		@ $2.2342
Unincorporated Business	12,263,898	274,000	20,812,819	465,000	19,246,263	430,000
Railroads and Public Utilities	543,147,435	12,135,000	587,011,011	13,115,000	626,622,505	14,000,000
Corporate Property	581,863,754	13,000,000	654,596,724	14,625,000	698,236,505	15,600,000
Personal Property Subtotal	1,137,275,087	25,409,000	1,262,420,554	28,205,000	1,344,105,273	30,030,000
Grand Total	28,286,206,496	268,039,000	28,763,819,234	273,985,000	29,300,018,891	279,872,000
ADDITIONS AND SUBTRACTIONS						
Interest, Discounts and Other Credits		(2,793,000)		(4,106,000)		(2,586,000)
NET TAXES		265,246,000		269,879,000		277,286,000

HARFORD COUNTY, MARYLAND

FY 2020 TAXABLE ASSESSABLE BASE

HIGHWAYS FUND

	Fiscal Year 2017-2018		Fiscal Year 2018-2019		Fiscal Year 2019-2020	
	Taxable Assessable Base	Actual Revenue	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue
REAL PROPERTY		@ $0.1483		@ $0.1483		@ $0.1483
Full Year Levy	22,819,959,541	33,842,000	23,095,077,546	34,250,000	23,499,662,846	34,850,000
Partial Year Levy	72,825,354	108,000	73,499,663	109,000	33,715,442	50,000
Real Property Subtotal	22,892,784,895	33,950,000	23,168,577,209	34,359,000	23,533,378,288	34,900,000
PERSONAL PROPERTY		@ $0.3707		@ $0.3707		@ $0.3707
Unincorporated Business	13,757,756	51,000	13,757,756	51,000	16,185,595	60,000
Railroads and Public Utilities	445,103,858	1,650,000	512,274,076	1,899,000	553,007,823	2,050,000
Corporate Property	445,103,858	1,650,000	526,031,832	1,950,000	555,705,422	2,060,000
Personal Property Subtotal	903,965,472	3,351,000	1,052,063,664	3,900,000	1,124,898,840	4,170,000
Grand Total	23,796,750,367	37,301,000	24,220,640,873	38,259,000	24,658,277,128	39,070,000
ADDITIONS AND SUBTRACTIONS						
Interest, Discounts and Other Credits		(265,500)		(483,000)		(219,000)
NET TAXES		37,035,500		37,776,000		38,851,000

Fiscal Year 2019-2020
HARFORD COUNTY, MARYLAND

LONG TERM DEBT REQUIREMENTS:

	PRINCIPAL	INTEREST	TOTAL
General Obligation Bonds	12,004,920	5,827,154	17,832,074
Public School Bonds	23,344,857	11,360,032	34,704,889
Community College Bonds	2,252,158	883,829	3,135,987
Highway Bonds	688,788	405,919	1,094,707
Agricultural Preservation Loans	1,500,000	1,400,000	2,900,000
Water & Sewer Bonds	8,668,996	4,585,004	13,254,000
TIF	75,000	1,042,000	1,117,000
Stormwater Management	401,000	327,000	728,000
TOTALS	48,935,719	25,830,938	74,766,657

HARFORD COUNTY, MARYLAND
ESTIMATED STATEMENT OF LEGAL DEBT MARGIN

MARYLAND LAW AS IT STOOD FOR FISCAL YEAR 2001 AND PRIOR FISCAL YEARS

Pursuant to Article 25A, 5(P) of the Annotated Code of Maryland (1990 Replacement Volume, 1993 Supplement), the County, as a charter county, is limited in the amount of general obligation supported debt that it can issue to an amount equal to 15% of the assessed value of the property in the County.

AMENDED MARYLAND LAW FOR FISCAL YEAR 2002 AND THOSE FORWARD

Pursuant to Article 25A, 5(P) of the Annotated Code of Maryland (1998 Replacement Volume, 2000 Supplement), the County, as a charter county, is limited in the amount of general obligation supported debt that it can issue to an amount equal to a total of 6% of the assessable base of Real Property and 15% of Personal Property.

	REAL PROPERTY	PERSONAL PROPERTY	TOTAL
ESTIMATED VALUE OF NET ASSESSED PROPERTY	**27,955,913,617**	**1,344,105,274**	**LEGAL**
APPLICABLE GENERAL OBLIGATION DEBT % RATE	**6%**	**15%**	**DEBIT LIMIT**
ESTIMATED LEGAL DEBT LIMIT	**1,677,354,817**	**201,615,791**	**1,878,970,608**

STATEMENT OF ESTIMATED LONG TERM DEBT OUTSTANDING AS OF JUNE 30, 2019

ESTIMATED LONG TERM DEBT:		
	General Obligation	137,046,677
	Solid Waste	10,525,980
	Community College	24,646,883
	Public Schools	270,875,995
	Highways	10,833,589
	Stormwater	7,111,870
	TOTAL ESTIMATED LONG TERM DEBT	**461,040,994**
ESTIMATED SELF SUSTAINING DEBT:		
	Water & Sewer Bonds and Loans Plus Premium	111,944,005
	Tax Increment Financing	13,920,000
	Agricultural Preservation Debt	38,893,764
	TOTAL ESTIMATED SELF SUSTAINING DEBT	**164,757,769**
ESTIMATED TOTAL BONDED DEBT		**625,798,763**
	LESS: Estimated Self Sustaining Debt	**164,757,769**
ESTIMATED TOTAL DEBT APPLICABLE TO LEGAL DEBT LIMIT		**461,040,994**
ESTIMATED TOTAL LEGAL DEBT LIMIT		**1,878,970,608**
	LESS: Estimated Total Debt Applicable to Legal Debt Limit	461,040,994
ESTIMATED LEGAL DEBT MARGIN		**1,417,929,614**

BUSINESS PLAN
DEBT BURDEN ANALYSIS
Fiscal Years 2018-2025

Expenditures (1) (2)	Actual 2018	Original Budget 2019	Approved Budget 2020	Projection 2021	Projection 2022	Projection 2023	Projection 2024	Projection 2025
County Council	2,663,857	3,241,639	3,371,089	3,472,222	3,576,388	3,683,680	3,794,190	3,908,016
General Government	50,193,264	57,925,623	62,168,214	64,033,260	65,954,258	67,932,886	69,970,873	72,069,999
Education	255,127,257	262,627,257	273,613,489	281,821,894	290,276,550	298,984,847	307,954,392	317,193,024
Harford Center	553,036	578,036	588,303	605,952	624,131	642,855	662,140	682,004
Judicial	8,645,214	9,620,326	9,985,519	10,285,085	10,593,637	10,911,446	11,238,790	11,575,953
Libraries	17,100,985	17,472,912	17,804,908	18,339,055	18,889,227	19,455,904	20,039,581	20,640,768
Parks and Recreation	9,378,753	10,416,890	11,482,157	11,826,622	12,181,420	12,546,863	12,923,269	13,310,967
Public Safety	99,501,219	108,642,837	114,002,229	117,411,996	120,934,356	124,562,386	128,299,258	132,148,236
Public Works	49,954,923	57,053,292	62,229,756	64,096,649	66,019,548	68,000,135	70,040,139	72,141,343
Social Services	10,463,208	11,999,838	11,000,280	11,330,288	11,670,197	12,020,303	12,380,912	12,752,339
Other Financing Uses	23,057,104	25,423,259	27,091,399	27,904,141	28,741,265	29,603,503	30,491,608	31,406,356
Debt Service (3)								
General Obligation Debt	54,026,148	56,933,091	56,767,657	57,491,087	57,581,440	57,805,056	59,705,843	61,083,870
Other Debt Expenses	268,552	670,000	670,000	670,000	670,000	670,000	670,000	670,000
Total Expenditures	$ 580,933,520	$ 622,605,000	$ 650,105,000	$ 669,288,250	$ 687,712,419	$ 706,819,864	$ 728,170,995	$ 749,582,876
Capital Plan								
General Fund Bonds	46,010,000	55,621,000	61,215,000	28,275,000	23,190,000	22,750,000	21,550,000	15,950,000
Highway Fund Bonds	3,895,000	2,889,000	11,475,000	9,105,000	6,805,000	755,000	2,180,000	930,000
Water and Sewer Bonds	7,580,000	17,610,000	530,000	11,522,500	12,250,000	13,350,000	4,750,000	3,950,000
Pay-as-you-go								
General Fund	10,130,335	12,140,972	10,322,600	5,330,000	4,637,000	438,000	4,320,500	4,291,000
Highway Fund	9,698,239	10,845,966	13,468,978	11,890,000	12,115,000	12,950,000	12,475,000	14,540,000
Water and Sewer Fund	3,300,013	6,540,000	4,175,000	3,350,000	4,350,000	3,600,000	6,250,000	6,150,000
Other Sources (All Funds)	45,185,913	61,583,062	54,779,422	50,530,500	34,042,000	32,970,000	29,115,000	29,810,000
Total Capital Plan	125,799,500	167,230,000	155,966,000	120,003,000	97,389,000	90,723,000	80,640,500	75,621,000

BUSINESS PLAN
DEBT BURDEN ANALYSIS

Fiscal Years 2018-2025

	Actual 2018	Original Budget 2019	Approved Budget 2020	Projection 2021	Projection 2022	Projection 2023	Projection 2024	Projection 2025
General Obligation Outstanding July 1	492,694,682	500,201,551	495,351,551	496,016,551	494,766,551	482,151,551	469,261,551	455,261,551
Additions	46,885,771	40,000,000	50,000,000	50,000,000	40,000,000	40,000,000	40,000,000	40,000,000
Less Principal Repayments & Reductions	39,378,902	44,850,000	49,335,000	51,250,000	52,615,000	52,890,000	54,000,000	56,000,000
General Obligation Outstanding June 30	500,201,551	495,351,551	496,016,551	494,766,551	482,151,551	469,261,551	455,261,551	439,261,551
Population (4)	254,560	257,106	259,677	262,273	264,896	267,545	270,221	272,923
Taxable Property Value (5)	28,460,745	28,763,819	29,300,018	29,886,018	30,483,739	31,093,414	31,715,282	32,349,587
Debt Ratios								
	9.3%	9.1%	8.7%	8.6%	8.4%	8.2%	8.2%	8.1%
	1,965	1,927	1,910	1,886	1,820	1,754	1,685	1,609
	1.8%	1.7%	1.7%	1.7%	1.6%	1.5%	1.4%	1.4%
Policy Ratios								
	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%
	2500	2500	2500	2500	2500	2500	2500	2500
	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%

(1) Growth for departments is 3% for all years beyond that.

(2) These expenditures include General & Highway Funds only.

(3) Includes principal and interest

(4) Estimated at the compound annual growth rate of 1% for future periods

(5) Estimated at the compound annual growth rate of 2% for all years beyond that.

HARFORD COUNTY, MARYLAND
STATEMENTS OF ESTIMATED UNASSIGNED FUND BALANCE
GENERAL FUND

	GENERAL FUND
TOTAL FUND BALANCE AT JUNE 30, 2018	**115,492,181**
2019 Revenue - Estimated	565,300,000
2019 Expenditures - Estimated	(569,000,000)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**111,792,181**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**111,792,181**
LESS: Nonspendable Fund Balance	
Loan Receivables	(1,000,000)
LESS: Restricted Fund Balance	
Dedicated Revenues - Detention Center	(520,000)
Dedicated Revenues - Hotel Tax	(400,000)
Dedicated Revenues - Marriage License/Spouse	(20,000)
Bond Premium	(2,500,000)
LESS: Assigned Fund Balance	
Reserve for Credit Rating Purposes [1]	(29,769,500)
Encumbrances	(2,100,000)
OPEB	(2,000,000)
Income Tax	(1,790,000)
Designated for WTE Plant Closure	(3,840,000)
SIF	(6,500,000)
Health Care Consortium	(2,090,000)
Stormwater Management	(20,000,000)

HARFORD COUNTY, MARYLAND
STATEMENTS OF ESTIMATED UNASSIGNED FUND BALANCE
GENERAL FUND

	GENERAL FUND
Designated for Landfill Closure	(10,000,000)
ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2019	**29,262,681**
Fiscal Year 2020 Estimated Revenues	578,018,390
Less Fiscal Year 2020 Estimated Expenditures	(595,390,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2021 & FUTURE YEARS	**11,891,071**
Reserve for Credit Rating Purposes (1)	**29,769,500**
Estimated Reserve for Credit Rating as a Percentage of Total Estimated Expenditures	**5%**

(1) The 5% Reserve for Credit Rating Purposes in the General Fund is necessary to maintain the high credit rating obtained from the Credit Rating agencies. The high bond rating allows the County to sell long-term debt at a lower interest cost thereby saving interest expenses each year. This policy was established in the County's Five Year Business Plan.

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNASSIGNED FUND BALANCE
HIGHWAYS FUND

	HIGHWAYS FUND
TOTAL FUND BALANCE AT JUNE 30, 2018	**22,332,902**
Fiscal Year 2019 Estimated Revenues	**49,781,100**
Less Fiscal Year 2019 Estimated Expenditures	**(49,480,000)**
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**22,634,002**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**22,634,002**
LESS: Nonspendable Fund Balance	
Inventory	(2,250,000)
LESS: Restricted Fund Balance	
Bond Proceeds	(55,000)
Highways-PILOT	(230,000)
Less: Assigned Fund Balance	
Reserve for Credit Rating Purposes	(2,769,250)
Encumbrances	(1,500,000)
OPEB	(500,000)
Health Care Consortium	(360,000)
ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2019	**14,969,752**
Fiscal Year 2020 Estimated Revenues	49,631,996
Less Fiscal Year 2020 Estimated Expenditures	(55,385,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2021 & FUTURE YEARS	**9,216,748**
Reserve for Credit Rating Purposes	**2,769,250**
Estimated Reserve for Credit Rating as a Percentage of Total Expenditures	**5%**

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNASSIGNED FUND BALANCE
PARKS AND RECREATION FUND

	PARKS AND RECREATION FUND
TOTAL FUND BALANCE AT JUNE 30, 2018	**209,247**
Fiscal Year 2019 Estimated Revenues	846,000
Less Fiscal Year 2019 Estimated Expenditures	(719,132)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**336,115**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**336,115**
LESS: Assigned Fund Balance	
Encumbrances	(7,000)
OPEB	(9,800)
Health Care Consortium	(6,200)
ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2019	**313,115**
Fiscal Year 2020 Estimated Revenues	799,500
Less Fiscal Year 2020 Estimated Expenditures	(1,020,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2021 & FUTURE YEARS	**92,615**

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNASSIGNED FUND BALANCE
AGRICULTURAL LAND PRESERVATION - COUNTY

	AGRICULTURAL LAND PRESERVATION COUNTY
TOTAL FUND BALANCE AT JUNE 30, 2018	**40,357,631**
Fiscal Year 2019 Estimated Revenues	13,265,000
Less Fiscal Year 2019 Estimated Expenditures	(23,411,343)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**30,211,288**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**30,211,288**
LESS: Unreserved Fund Balance	
Designated for Other Purposes	(19,617,798)
ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2019	**10,593,490**
Fiscal Year 2020 Estimated Revenues	12,472,000
Less Fiscal Year 2020 Estimated Expenditures	(12,472,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2021 & FUTURE YEARS	**10,593,490**

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNASSIGNED FUND BALANCE
AGRICULTURAL LAND PRESERVATION - STATE

	AGRICULTURAL LAND PRESERVATION STATE
TOTAL FUND BALANCE AT JUNE 30, 2018	**33,193**
Fiscal Year 2019 Estimated Revenues	355,000
Less Fiscal Year 2019 Estimated Expenditures	(388,193)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**0**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	
LESS: Unreserved Fund Balance	
Designated for Other Purposes	
ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2019	**0**
Fiscal Year 2020 Estimated Revenues	255,000
Less Fiscal Year 2020 Estimated Expenditures	(255,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2021 & FUTURE YEARS	**0**

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNASSIGNED FUND BALANCE
STORMWATER MANAGEMENT FUND

	STORMWATER MANAGEMENT FUND
TOTAL FUND BALANCE AT JUNE 30, 2018	**6,518,730**
Fiscal Year 2019 Estimated Revenues	2,791,221
Less Fiscal Year 2019 Estimated Expenditures	(851,757)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**8,458,194**
ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2019	**8,458,194**
Fiscal Year 2020 Estimated Revenues	2,733,000
Less Fiscal Year 2020 Estimated Expenditures	(3,193,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2021 & FUTURE YEARS	**7,998,194**

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNASSIGNED FUND BALANCE
TAX INCREMENT FINANCING DEBT SERVICE FUND

	TIF DEBT SERVICE FUND
TOTAL FUND BALANCE AT JUNE 30, 2018	**2,740,657**
Fiscal Year 2019 Estimated Revenues	930,000
Less Fiscal Year 2019 Estimated Expenditures	(1,145,875)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2019	**2,524,782**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	
ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2019	**2,524,782**
Fiscal Year 2020 Estimated Revenues	1,167,000
Less Fiscal Year 2020 Estimated Expenditures	(1,167,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2021 & FUTURE YEARS	**2,524,782**

HARFORD COUNTY, MARYLAND
STATEMENTS OF ESTIMATED UNRESTRICTED NET POSITION
WATER & SEWER OPERATING FUND AND WATER & SEWER DEBT SERVICE FUND

	WATER & SEWER OPERATING FUND	WATER & SEWER DEBT SERVICE FUND [1]
TOTAL NET ASSETS AT JUNE 30, 2018	**430,979,718**	**0**
Less Invested in Capital Assets, Net of Related Debt	(325,690,256)	0
Restricted - Capital Project/Debt Service	(63,302,643)	
Net Assets Available for Appropriation at June 30, 2018 Unrestricted Net Position	41,986,819	0
2019 Estimated Revenues	51,892,500	15,933,150
Less 2019 Estimated Expenditures	(61,050,000)	(15,933,150)
Net Assets Available for Appropriation at June 30, 2019 Unrestricted Net Position	**32,829,319**	**0**
Fiscal Year 2020 Estimated Revenues	61,980,000	16,796,125
Less Fiscal Year 2020 Estimated Expenditures	(61,980,000)	(16,796,125)
Net Assets Available for Appropriation at June 30, 2020 Unrestricted Net Position	**32,829,319**	**0**

(1) It should be noted that while budget policy defines Water & Sewer Debt Service Fund as an individual account for management purposes, the County's financial statements consider it part of the Water & Sewer Fund.

HARFORD COUNTY, MARYLAND
STATEMENT OF CONTINGENCY RESERVE

The Harford County Charter, Section 506. Contents of the Current Expense Budget, states: "The proposed current expense budget shall contain the following information . . . (6) a statement of the proposed contingency reserves, all of which shall not exceed three percent of the general fund and of any other fund; . . . " The following contingency reserve funds which represents 0.02 percent of the General Fund and 0.40 percent of the Highways Fund, have been included in the Approved Fiscal Year 2019-2020 Operating Budget.

GENERAL FUND	**$100,000**
HIGHWAYS FUND	**$200,000**

HARFORD COUNTY, MARYLAND
PERSONNEL SUMMARY

	ENACTED FY 18				ENACTED FY 19				ENACTED FY 20			
	FULL TIME		PART TIME		FULL TIME		PART TIME		FULL TIME		PART TIME	
	Positions	Salaries	Positions	Salaries	Positions	Salaries	Positions	Salaries	Positions	Salaries	Positions	Salaries
GENERAL FUND												
County Executive	4.00	347,413			4.00	360,509			4.00	364,413		
Administration	50.00	2,817,369			50.00	2,927,087			50.00	3,006,634		
Procurement	8.00	489,624			8.00	510,927			8.00	521,640		
Treasury	32.00	2,149,998			32.00	2,188,151			32.00	2,124,338		
Law	15.00	1,447,347			15.00	1,522,680			15.00	1,536,081		
Planning & Zoning	36.00	2,196,071			36.00	2,280,142			37.00	2,490,706		
Human Resources	8.00	595,819			8.00	612,444			9.00	675,960		
Community Services	25.00	1,610,203			25.00	1,688,931			25.00	1,744,033		
Office of Gov't & Community Relations	6.00	462,951			6.00	485,624			6.00	497,033		
Housing Agency	8.00	410,290			0.00	0			0.00	0		
Information & Communication Tech	23.00	1,653,700			23.00	1,745,199			23.00	1,807,716		
Sheriff's Office	529.00	34,152,956	6.35	214,009	529.00	35,714,502	6.35	226,497	537.00	37,369,265	6.35	236,677
Emergency Services	106.00	4,781,001			106.00	5,582,343			106.00	5,866,470		
Inspections, Licenses & Permits	31.00	1,867,068			31.00	1,958,219			31.00	2,013,431		
Public Works	20.00	1,534,592			20.00	1,630,164			18.00	1,528,042		
County Council	27.00	1,527,822			27.00	1,613,043			28.00	1,736,892		
Judicial	32.00	1,893,322			32.00	1,947,182			32.00	1,987,181		
State's Attorney	59.00	3,919,273			59.00	4,115,832			59.00	4,069,493		
Parks & Recreation	84.00	4,297,097			84.00	4,334,268			83.00	4,436,438		
Conservation of Natural Resources	5.00	308,362			5.00	324,529			5.00	336,252		
Economic Development	14.00	961,798			21.00	1,074,284			21.00	1,110,083		
TOTAL GENERAL FUND	**1,122.00**	**69,424,076**	**6.35**	**214,009**	**1,121.00**	**72,616,060**	**6.35**	**226,497**	**1,129.00**	**75,222,101**	**6.35**	**236,677**

HARFORD COUNTY, MARYLAND
PERSONNEL SUMMARY

	ENACTED FY 18				ENACTED FY 19				ENACTED FY 20			
	FULL TIME		PART TIME		FULL TIME		PART TIME		FULL TIME		PART TIME	
	Positions	Salaries	Positions	Salaries	Positions	Salaries	Positions	Salaries	Positions	Salaries	Positions	Salaries
HIGHWAYS FUND												
Procurement	2.00	139,666			2.00	146,459			2.00	152,868		
Public Works	175.00	9,360,198			175.00	9,843,736			177.00	10,081,212		
TOTAL HIGHWAYS FUND	**177.00**	**9,499,864**	**0.00**	**0**	**177.00**	**9,990,195**	**0.00**	**0**	**179.00**	**10,234,080**	**0.00**	**0**
WATER & SEWER FUND												
Treasury	9.00	526,784			9.00	530,117			9.00	550,039		
Public Works	170.00	9,793,423			170.00	10,207,072			169.00	10,566,604		
TOTAL WATER & SEWER FUND	**179.00**	**10,320,207**	**0.00**	**0**	**179.00**	**10,737,189**	**0.00**	**0**	**178.00**	**11,116,643**	**0.00**	**0**
PARKS & RECREATION SPECIAL REVENUE FUND												
Parks and Recreation	2.00	123,050			2.00	129,513			2.00	131,513		
TOTAL P & R SPECIAL REVENUE FUND	**2.00**	**123,050**	**0.00**	**0**	**2.00**	**129,513**	**0.00**	**0**	**2.00**	**131,513**	**0.00**	**0**
AG PRESERVATION FUNDS												
Ag Preservation - State		30,000			0.00	30,000			0.00	30,000		
Ag Preservation - County	0.00	0			0.00	0			0.00	0		
TOTAL AG PRESERVATION FUNDS	**0.00**	**30,000**	**0.00**	**0**	**0.00**	**30,000**	**0.00**	**0**	**0.00**	**30,000**	**0.00**	**0**
TOTAL ALL FUNDS	**1,480.00**	**89,397,197**	**6.35**	**214,009**	**1,479.00**	**93,502,957**	**6.35**	**226,497**	**1,488.00**	**96,734,337**	**6.35**	**236,677**

HARFORD COUNTY

SPENDING AFFORDABILITY ADVISORY COMMITTEE

REPORT TO THE COUNTY EXECUTIVE

FOR FISCAL YEAR 2020

Members of the Committee

Glen E. Ross, Chair

Susie Comer

Mike Hiob

C. Joseph Kelly, Jr.

Deborah Williams
(Chamber of Commerce)

Steven Wiseman

Ex-Officio
Lester Guthorn

Harford County Government Staff
Robert Sandlass, Treasurer
Rick Pernas, Deputy Treasurer
Kimberly Spence, Chief, Budget and Efficiency
Sharon Ballweg, Administrative Specialist

Executive Summary

The Spending Affordability Advisory Committee (“Committee”) has concluded that the local economy is improving and we expect this will have a positive impact on the revenues of the County. The County should expect a positive change in the Net Adjusted General Fund Budget from FY 2019 to FY 2020 as the Committee projects growth of 3.47%. The Committee has projected Income Tax revenue to increase 3.0% from FY 2019 revised budget estimates to FY 2020 after growing a projected 3.9% from FY 2018 to FY 2019. As property values are continuing to rise in the County, the Committee believes property tax revenues should increase 2.7% from FY 2019 to FY 2020.
It is important to note the Committee considered any significant exogenous factors in rendering its recommendations, and concluded the following could have impact on the County revenues:

- Increasing Interest Rates- The Federal Reserve has begun to move interest rates up with expected increases in the next 12 months. While this could have an impact on future bond issues, we believe the benefit derived from the increased investment income on County operating funds will be more beneficial than the incremental cost of the expected future bond issues.

I. Purpose

The Spending Affordability Advisory Committee ("Committee") was created by Executive Order 92-2 and further amended by Executive Order 00-04. The Executive Order charged the Committee as follows:

a. On or before February 15th of each year, the Committee shall submit a report to the County Executive with recommendations of fiscal goals for the County budget for the next fiscal year.
b. The report shall contain fiscal goal recommendations for the next fiscal year in the following areas:
   i) Recommended level of County spending for operating funds
   ii) Recommended level of new debt authorization
   iii) Recommended level of unassigned fund balance or retained earnings
   iv) Any other findings or recommendations the Committee considers appropriate.

In discharging its responsibilities pursuant to the Executive Order, the Committee was cognizant of the need for a Report which, when based purely upon the consensus findings and conclusions of the Committee, would be used as a tool by Harford County Government in assisting the budgeting as well as other processes. The resulting methodology is similar to that which has historically been utilized to predict anticipated revenue growth. The Committee primarily used publicly available data with realistic and recognized methodology in its analysis. The Committee had no preconceived intentions as to the findings or recommendations contained herein.

II. Methodology and Background

A. Methodology, Background and Data Studied

Since its inception in 1992, the Committee has been reporting under the County's Executive Order creating the Committee. We were very fortunate that the composition of the Committee consisted of five returning members and one new member, who worked well together to meet this task with a broad base of relevant experience. In addition, the County Treasury and Budget staffs, along with the County Financial Advisor, are familiar with the Committee’s process and are able to provide relevant guidance. Therefore, we were able to focus all our efforts on our primary charges.

Over the years of operation, the Committee has formulated a methodology for adopting a guideline of the percentage increase in spending affordability for the County. The Committee again decided to follow the traditional "budget based" estimate of spending affordability. That is, estimating a

level of revenue that will become available, through the collection of taxes and fees, assuming no increase in applicable rates not already enacted or announced. This approach contrasts methodologies adopted by certain other jurisdictions which are typically defined as estimating spending levels tied to citizens' ability to pay for additional services.

We also utilized information from the following sources:

- Income tax collections for Harford County, through February, 2019, provided by the Harford County Treasurer.
- Property tax collections, and estimates, for Harford County, through FY 2019 and 2020, provided by the Harford County Treasurer.
- Additional input from the County Treasurer as to the impact of the Maryland General Assembly recent actions and any pertinent information or estimates from the State Comptroller's office.
- The County Debt Management Policy dated April 13, 2010 and a debt burden analysis for years 2018-2024 as prepared by the Treasurer's office.
- The County FY 2018 CAFR.
- The County provided access to members of the Department of Planning and Zoning as well as the Department of Economic Development. These individuals provided the Committee with insight into future growth and development of the County.

B. Selected Method - Further Qualifications

The Committee reviewed, in detail, revenue estimates for the property tax and the local income tax. Collectively, property and income tax collections represent approximately 90% of total General Fund revenues to the County. The Committee reviewed historical data, developed trends, and forecasted revenues for both FY 2019 and FY 2020 from these two revenue sources.

Due to a lack of historical patterns, the Committee presumed no significant changes in other revenue sources, such as licensing, permit, investment income (note: as these are becoming more significant, the Committee does recommend future committees consider the impact of these other fees), and miscellaneous fees, or in miscellaneous State funding, such as police or law enforcement aid. The Committee also considered no increases, or decreases, in federal or state funding. The Committee specifically cites the existence of $14.0 million in appropriated fund balance from the FY 2018 audit. The Committee understands the County utilizes these non-recurring sources of funds to pay for one-time expenditures and, therefore, is not included in the base year for growth calculations.

The Committee also reviewed the FY 2019 General Fund Budget as a necessary step in carrying out its charge to recommend a FY 2020 spending level. It was necessary to adjust the FY 2019 General Fund Budget to reflect the reduction of the appropriated fund balance equal to $14.0 million and a further reduction of $1.7 million for other one-time revenues. Our approach has been to estimate annual recurring revenue, therefore excluding non-recurring sources of funds. This has been an adjustment we have historically made to exclude these non-recurring sources of funds. This adjustment yielded an Adjusted FY 2019 General Fund Budget of $557.7 million.

C. Debt Authorization

The Committee has reviewed the County's Debt Management Policy dated April 13, 2010. The Debt Management Policy includes a discussion of strategic capital planning and sets overall objectives for issuance of debt and debt service loads. The Committee concurs in those objectives and the reasoning set forth in the Debt Management Policy, and considers the objectives both reasonable and conservative. The Committee seeks to offer the County some guidance on this topic, and our general impressions as to the level of debt contemplated by the plan. We do not intend to give advice to the County on the highly technical subject of debt issuance and structure. As detailed in the policy, the County will engage qualified financial advisors, bond counsel, and bond underwriters to give them advice on the issuance and structure of the County's debt.

The Committee reviewed the Debt Affordability Ratios provided by the Debt Management Policy and their impact on the expected debt level in FY 2019 Budgeted level and FY 2020 Projected:

- The County aims to maintain the per capita debt level of the County at a level below 10% of the personal income of County residents. In the County's CAFR for FY 2018 personal per capita income was estimated to be $57,259. Using this figure and the projected debt level for FY 2019 and FY 2020, this ratio would be 3.36% for FY 2019 and 3.34% for 2020. Both of these figures are well below the cap imposed by the County policy. The County should consider whether this is a relevant metric to be used. Analytically, this ratio would have some value in assessing the debt burden of the County. Unfortunately, information on personal income is delayed as much as two, or more, years.
- The County aims to maintain a level of debt not to exceed $2,500 per capita. Projected FY 2019 level is expected to be $1,927 and $1,910 for FY 2020.
- The County aims to maintain a debt level under 2.3% of the full cash value of assessable property in the County. The projected level for FY 2019 is 1.7% and 1.7% for FY 2020.
- The County aims to have debt service not exceed 10% of budgeted general fund expenditures. Projected FY 2019 level is 9.1% and 9.5% for FY 2020.

The Committee believes the proposed level of debt for Fiscal Year 2020 is reasonable. Care should be taken to revisit the guidelines periodically to make sure they are still relevant, prudent, and allow the most reasonable use of debt for proper public purposes. Since most of the County debt is publicly issued, additional consideration needs to be given to the requirements of the public debt rating agencies and bond investors. The Committee finds additional comfort in the recent reaffirmation of the County's strong public debt ratings as a testament to the sound fiscal policies employed by the County. Harford County is in a select group of government issuers with the highest ratings from the three major rating organizations. The Committee recognizes this as a significant achievement, and believes this further stands as a testament to the strong fiscal policies employed by the County.

While the Committee recognizes the County's obvious strength in the management of the debt service levels with regard to the General Fund, the Committee would be remiss in ignoring potential impacts to the General Fund from other sources. The Water and Sewer Operating Fund was established as a self-sustaining utility to provide for water and sewer services for Harford County. Revenue from users covers costs of providing these services. However, the Committee is aware that the Water and Sewer Operating Fund may incur payments for debt service before repayment by consumers is realized. The General Fund must be used to satisfy any unpaid debt service in that fund should such a situation ever arise. The County is taking steps to set rates at appropriate levels to ensure the General Fund will not have to bridge any shortfall in the Water and Sewer fund.

The Committee believes that the County should continually review its Enterprise funds to ensure the enterprise is self sustaining and not dependent on the General Fund.

D. Fund Balance

The Committee reviewed the County's practice of maintaining an assigned fund balance of approximately five percent of the annual General Operating Fund Budget. The reader should note that, in practice, the County actually assigns the money and creates a "Fiscal Stabilization Fund". This reserve holds funds that could be used by the County to fund revenue shortfalls, only by legislative action. This fund balance is considered critical in maintaining an acceptable level of financial strength.

In discussions with the County Financial Advisor, and others, fiscally strong municipalities/counties are expected to maintain reserves in excess of the five percent reserve in order to maintain strong investment grade public debt ratings. These additional reserves can be in the form of assigned, and/or unassigned, as long as the assignment can be changed by legislative action. It is important for the County to communicate with the rating agencies periodically to understand their current thoughts on the level of reserves. Based on those conversations, the County should strive to maintain the levels necessary to achieve their desired public debt rating.

The Committee endorses maintaining this practice for a number of reasons.

First, the five percent assigned balance, and additional reserves, helps to ensure healthy County operations and services during recessionary conditions or due to unexpected shortfalls in revenue. Recent years have proven to be difficult and turbulent times in which to manage County Government. The wisdom of conservatively managing expenditures and planning for the possibility of economic downturns, or other uncontrollable and unexpected economic forces in recent years, has allowed for steady and consistent operation.

Second, the fund balance contributes to Harford County's enviable bond ratings, which are especially important in lowering the County's borrowing costs. In rating the County's creditworthiness, the rating agencies will review the fund balance when assigning their debt ratings. They will view a County with strong reserves more favorably.

III. Recommendations

General Fund Budget

Based upon our review and analysis of procedures already outlined, the Committee recommends that the FY 2020 General Fund Budget increase the FY 2019 Net Adjusted General Fund Budget, of $557.7 million, by 3.47%. This represents approximately $577.0 million in ongoing revenues for FY 2020. Note, based on the current state of the economy, the Committee was concerned over the impact to property tax revenues as well as all revenue sources of the County. The County real estate values continue to improve as evidenced by recent assessments by the State and a projected increase in property taxes of 2.7% for FY 2020. The Committee noted a projected rise in the income tax revenue of 3.9% for FY 2019 and 3.0% rise for FY 2020. The Committee expects that trend to continue as the economy strengthens.

Debt Authorization

The Committee spent time discussing the County debt authorization with the Treasurer and the County Financial Advisor, reviewing the Debt Management Policy (dated April 2010), and the expected debt levels in future years. The Policy appears to place reasonable parameters on the issuance of debt by the County. A review of expected levels of debt from FY 2018, through FY 2024, indicated the County remained comfortably within the debt metrics imposed by the Policy. Based on discussions with the Treasurer, the new debt needs of the County are very manageable. The County needs to replace one of its high school buildings which represents the biggest need in the next few years.

As the County issues new debt, the Committee strongly urges the Administration to consider potential impacts to debt service from other funds. The Committee will continue to study this process each year.

Fund Balance

The Committee recommends that the unassigned fund balance (Fiscal Stabilization Fund) be maintained at a minimum of five percent of the General Fund Operating Budget. Additional reserves should be maintained as needed to address potential needs of the County and to achieve the highest possible public debt ratings.

Additional Recommendations

The Committee believes that its recommendations and forecasts should be reviewed and tested at fiscal year-end 2019 and throughout FY 2020 as it prepares its recommendations for FY 2021. Revisions in revenue estimates prepared by State or County agencies, or supplemental budget authorizations occurring after the date of our report, may require adjustment to these recommendations.

Typically, this Committee's focus has been on income tax revenues and property tax revenues. We have typically assumed static balances in the other budget areas but have tried to make the County aware of any significant areas of note. The current increase in market interest rates will have a significant positive impact on the County's investment portfolio. Cash received from revenues is invested in short term securities until it is needed during the fiscal year. Given the size of the County budget, this investment portfolio can be quite large during the year. Interest earned on the portfolio is expected to provide additional revenue to cover expenses of the County. This situation has seen some improvement for most, or all of, FY 2018 as short term interest rates have moved up. The Federal Reserve has indicated a temperance on additional increases but should be monitored closely.

County property values are continuing to increase and the Committee estimates property tax revenue will increase a projected 2.7% in FY 2020.

The Committee recognizes the County's need to utilize our forecasts in long range budget planning. Given the uncertainties cited in this report, the County should continually monitor conditions in its current budget year, and not rely upon this report beyond the fiscal year for which it is intended.

Some further recommendations of the Committee include the following:

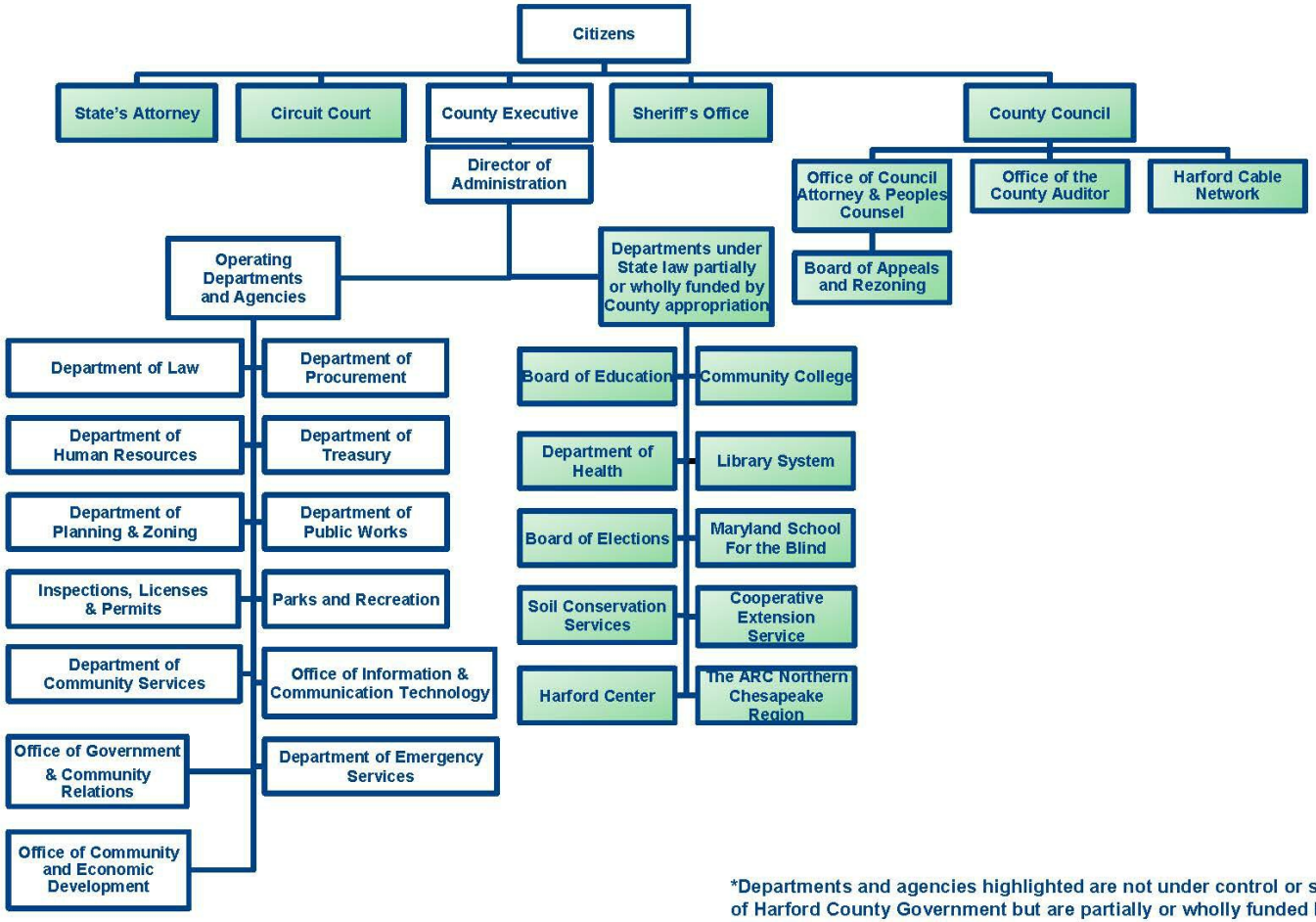
1. The County should continue to review its Enterprise funds to ensure the underlying enterprise is self supporting and not at risk of becoming dependent on funding from the General Fund.
2. The County should review its debt guidelines to assure they are set at appropriate levels and the criteria are relevant.

IV. Acknowledgments

The Committee cannot complete its task without expressing its sincere appreciation to all County employees who assisted the Committee in this endeavor. Particularly, the Committee wishes to thank Robert Sandlass, Treasurer, Rick Pernas, Deputy County Treasurer, their staff, Kimberly Spence, Chief, Budget and Management Research and her staff, for their efforts in providing estimates and historical revenue data and for their careful and detailed explanations of the County's budgeting structure. The Committee received valuable insight from Paul Lawder, Director of DILP, Brad Killian, Director of Planning and Zoning, Len Parrish, Director of Economic Development, Steve Overbay, Deputy Director of Economic Development, and Lester Guthorn,County Financial Advisor. The Committee also wishes to thank Sharon Ballweg for her efforts in coordinating the Committee's meetings and providing staff support. In addition, the Committee held meetings from January through March as it reviewed its materials.

March 29, 2019

HARFORD COUNTY GOVERNMENT ORGANIZATION CHART



*Departments and agencies highlighted are not under control or supervision of Harford County Government but are partially or wholly funded by County appropriations under State law.

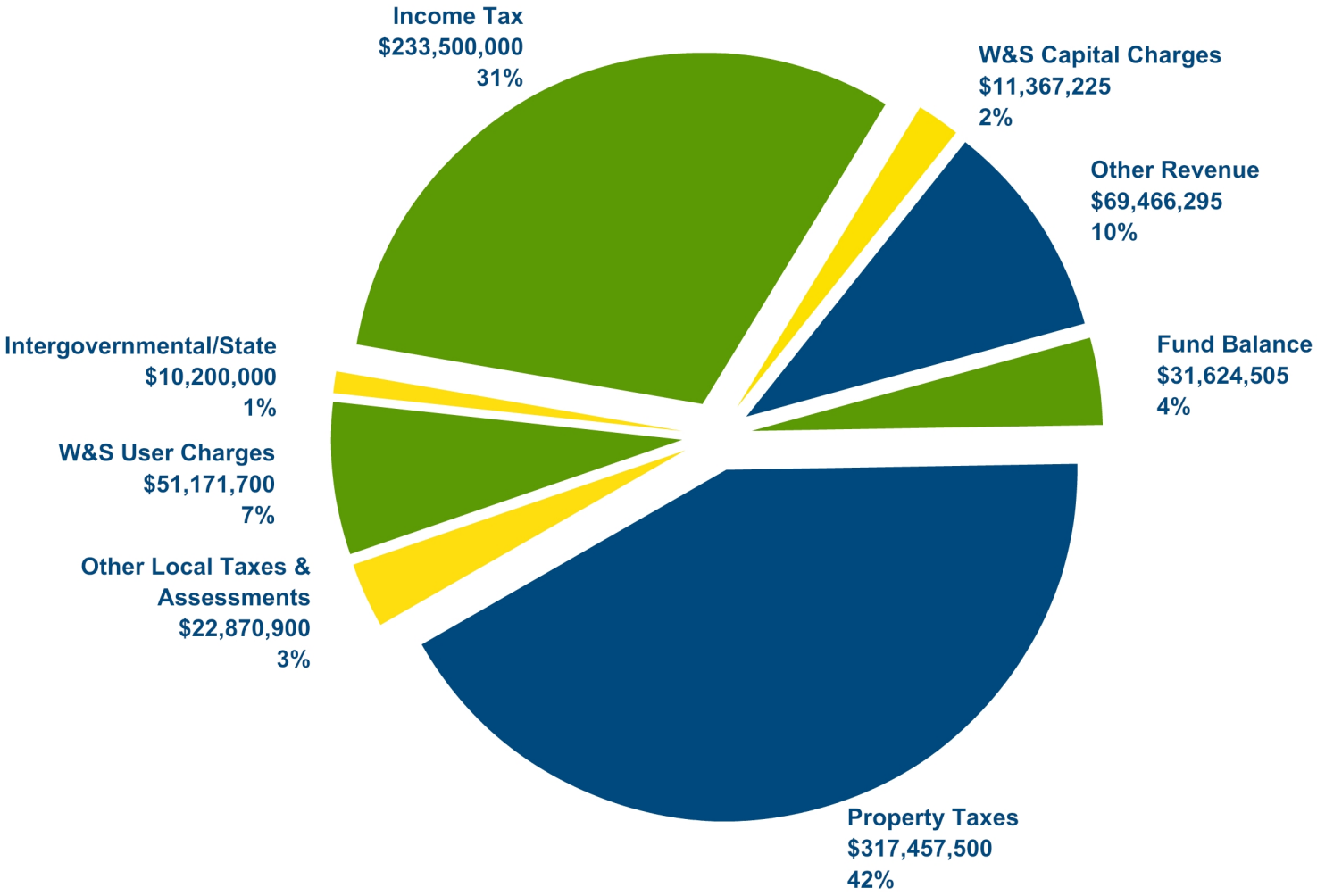
FY 20 APPROVED ALL FUNDS

REVENUE BREAKDOWN

$747,658,125

PROPERTY TAXES:	**42%**	**317,457,500**	**INCOME TAX**	**31%**	**233,500,000**
Real & Personal	323,086,000				
Deductions	(5,628,500)		**W & S USER CHARGES**	**7%**	**51,171,700**
INTERGOVERNMENTAL/ STATE:	**1%**	**10,200,000**	**W & S CAPITAL CHARGES:**	**2%**	**11,367,225**
OTHER LOCAL TAXES & ASSESSMENTS:	**3%**	**22,870,900**			
FUND BALANCE/ UNRESTRICTED	**4%**	**31,624,505**	**OTHER REVENUE:**	**10%**	**69,466,295**
NET ASSETS:					
			Licenses/Permits	4,505,100	
General Fund Balance	17,371,610		Service Charges	17,112,300	
Highways Fund	5,753,004		Fines & Forfeitures	192,400	
Stormwater Fund	460,000		Miscellaneous	4,615,500	
P&R Special Revenue	220,500		Intra County	38,258,586	
Contributed Capital	7,819,391		Investment Income	4,782,409	

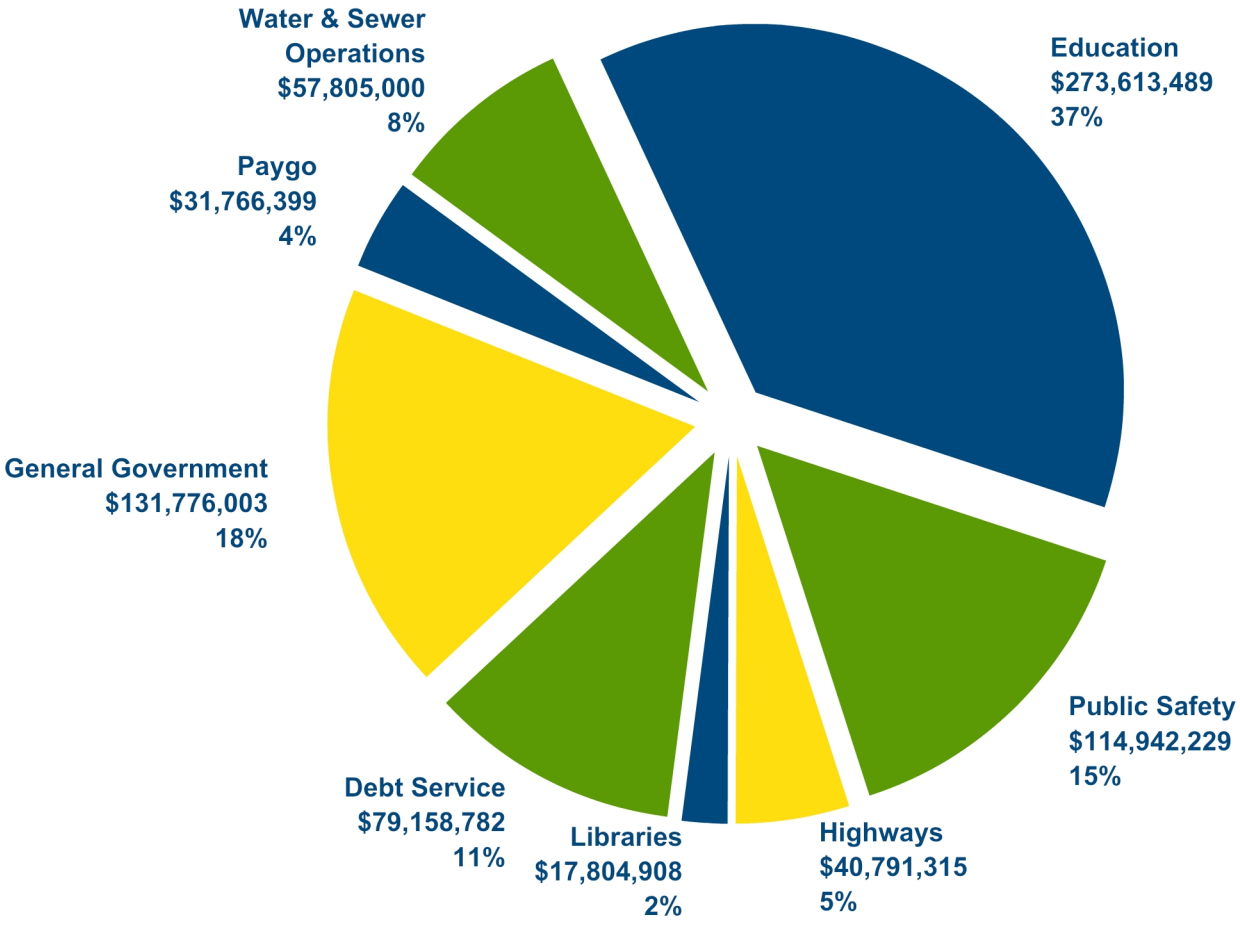
ALL FUNDS
REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $747,658,125



FY 20 APPROVED ALL FUNDS
APPROPRIATIONS BREAKDOWN
$747,658,125

GENERAL GOVERNMENT:	**18%**	**131,776,003**	**EDUCATION:**		**37%**	**273,613,489**
County Executive	776,516		Board of Education	35%	256,465,645	
Administration	10,665,326		Harford Community College	2%	17,147,844	
Procurement	866,199					
Treasury	3,799,963		**PUBLIC SAFETY:**		**15%**	**114,942,229**
Law	2,372,833					
Planning & Zoning	13,717,324		Sheriff		84,679,082	
Human Resources	2,283,418		Emergency Services		14,688,423	
Community Services	5,317,771		Volunteer Fire Companies		7,037,245	
Handicapped Care Centers	2,454,825		EMS Foundation		4,196,668	
Office of Gov't. & Comm. Relations	1,229,757		Inspections, Licenses & Permits		3,390,811	
Health	3,815,987		Humane Society		950,000	
Info & Communication Technology	10,963,694					
Public Works	23,423,441		**HIGHWAYS:**		**5%**	**40,791,315**
Council	3,371,089					
Judicial	3,646,472		Fleet Management		9,191,903	
State's Attorney	6,339,047		Personnel Matters		297,246	
Elections	2,655,019		Public Works		29,658,493	
Parks & Recreation	11,604,274		Insurance		233,966	
Natural Resources	807,883		Benefits		1,209,707	
Community & Economic Development	6,419,651		Contingency Reserve		200,000	
Insurance	697,088					
Benefits	9,671,601		**LIBRARIES**		**2%**	**17,804,908**
Appropriation to Towns	3,606,825					
Appropriation to State	1,120,000		**PAYGO:**		**4%**	**31,766,399**
Rural Legacy Program	50,000					
Contingency Reserve	100,000		General - Capital Improvements		9,772,600	
			Highways - Capital Improvements		13,468,978	
			Water & Sewer - Capital		4,175,000	
WATER & SEWER OPERATIONS:	**8%**	**57,805,000**	Parks & Recreation SR-Capital		100,000	
			Stormwater Mgnt - Capital		450,000	
Treasury	1,383,868		Grant Matches		3,799,821	
Personnel Matters	283,310					
Public Works	54,655,973		**DEBT SERVICE:**		**11%**	**79,158,782**
Insurance	186,291					
Benefits	1,295,558		General		56,312,950	
			AG Preservation - County		3,000,000	
			Highways		1,124,707	
			Water & Sewer Debt Service		16,796,125	
			TIF Debt Service		1,167,000	
			Stormwater Management		758,000	

ALL FUNDS
APPROPRIATIONS
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $747,658,125



ALL FUNDS SUMMARY

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	140,701,153	151,141,913	164,263,030	171,926,617	171,926,617
20	CONTRACTUAL SERVICES	54,024,287	61,254,324	73,863,242	81,771,149	81,771,149
30	SUPPLIES & MATERIALS	12,234,041	13,080,803	17,649,049	17,905,133	17,905,133
40	BUSINESS & TRAVEL	8,104,338	8,495,797	10,746,200	10,909,407	10,909,407
50	CAPITAL OUTLAY	3,608,491	1,776,814	23,395,892	10,922,692	10,922,692
60	DEBT SERVICE	77,049,166	89,128,561	81,057,031	79,046,782	79,046,782
70	MISCELLANEOUS	328,017,596	342,739,699	363,600,546	375,135,860	375,145,860
80	INTER-GOVERNMENTAL/INTER-FUND	7,139	10,537	32,035	30,485	30,485
	GRAND TOTAL	**623,746,211**	**667,628,448**	**734,607,025**	**747,648,125**	**747,658,125**
SUMMARY BY FUND:						
11	GENERAL	508,675,477	536,741,739	571,655,000	595,380,000	595,390,000
25	HIGHWAYS	40,030,172	43,584,331	50,950,000	55,385,000	55,385,000
26	PARKS AND RECREATION	840,569	773,387	926,000	1,020,000	1,020,000
27	AG PRESERVATION - COUNTY	12,026,431	21,865,190	30,080,000	12,472,000	12,472,000
28	AG PRESERVATION - STATE	1,029,758	30,000	355,000	255,000	255,000
29	STORMWATER MANAGEMENT	281,577	736,774	2,512,000	3,193,000	3,193,000
31	TAX INCREMENT FINANCING	1,072,546	1,107,395	1,145,875	1,167,000	1,167,000
51	WATER & SEWER OPERATING	46,247,988	49,344,849	61,050,000	61,980,000	61,980,000
53	WATER & SEWER DEBT SERVICE	13,541,691	13,444,783	15,933,150	16,796,125	16,796,125
55	SOLID WASTE SERVICES	2	0	0	0	0
	GRAND TOTAL	**623,746,211**	**667,628,448**	**734,607,025**	**747,648,125**	**747,658,125**

ALL FUNDS SUMMARY

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DEPARTMENT:						
01	COUNTY EXECUTIVE	231,302	337,626	758,726	776,516	776,516
02	ADMINISTRATION	6,045,142	9,923,001	10,339,406	10,665,326	10,665,326
03	PROCUREMENT	6,309,000	6,534,361	9,890,493	10,058,101	10,058,101
04	TREASURY	4,132,171	4,258,298	5,013,213	5,183,831	5,183,831
05	LAW	1,896,326	1,913,564	2,161,309	2,372,833	2,372,833
06	PLANNING AND ZONING	6,290,651	4,826,064	28,277,120	13,717,325	13,717,325
08	HUMAN RESOURCES	1,896,451	3,124,435	2,719,082	2,863,974	2,863,974
09	COMMUNITY SERVICES	4,493,300	4,599,263	5,139,637	5,317,771	5,317,771
14	HANDICAPPED CARE CENTERS	2,298,730	2,298,730	2,408,730	2,454,825	2,454,825
15	OFFICE OF GOV'T. AND COMMUNITY RELATIONS	880,423	829,134	1,199,523	1,229,757	1,229,757
16	HEALTH	3,703,311	3,728,313	3,775,987	3,815,987	3,815,987
17	HOUSING AGENCY	1,071,257	1,158,790	0	0	0
18	INFORMATION & COMMUNICATION TECHNOLOGY	7,297,894	8,228,841	9,808,056	10,963,694	10,963,694
21	SHERIFF'S OFFICE	71,430,377	75,660,277	81,203,021	84,679,082	84,679,082
22	EMERGENCY SERVICES	20,145,534	21,426,767	24,192,108	25,922,336	25,922,336
26	INSPECTIONS, LICENSES & PERMITS	2,696,101	2,910,324	3,247,709	3,390,811	3,390,811
30	PUBLIC WORKS	81,126,070	86,927,092	99,518,837	107,737,907	107,737,907
40	COUNTY COUNCIL	2,563,791	2,663,859	3,241,639	3,371,089	3,371,089
41	JUDICIAL	3,028,468	3,282,778	3,545,253	3,646,472	3,646,472
43	STATE'S ATTORNEY	5,730,420	5,879,409	6,075,073	6,339,047	6,339,047
48	ELECTIONS	1,998,592	1,572,366	2,359,305	2,655,019	2,655,019
54	BOARD OF EDUCATION	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645
56	HARFORD COMMUNITY COLLEGE	15,561,612	16,411,611	16,811,612	17,147,844	17,147,844
58	LIBRARIES	16,644,574	17,100,985	17,472,912	17,804,908	17,804,908
59	PARKS AND RECREATION	8,913,806	9,431,842	10,583,090	11,604,274	11,604,274
63	CONSERVATION OF NATURAL RESOURCES	671,273	712,733	734,800	797,883	807,883
65	COMMUNITY & ECONOMIC DEVELOPMENT	5,700,818	5,591,032	6,423,849	6,419,651	6,419,651
66	DEBT SERVICE	77,189,670	89,284,269	81,209,031	79,158,782	79,158,782
67	INSURANCE	655,093	1,083,030	1,037,172	1,117,345	1,117,345
68	BENEFITS	8,313,649	8,963,317	11,350,915	12,176,866	12,176,866
70	PAYGO/APPROPRIATION TO TOWNS	21,295,901	28,250,692	37,993,772	37,493,224	37,493,224
90	RESERVE FOR CONTINGENCIES	0	0	300,000	300,000	300,000
	GRAND TOTAL	**623,746,211**	**667,628,448**	**734,607,025**	**747,648,125**	**747,658,125**

ALL FUNDS SUMMARY

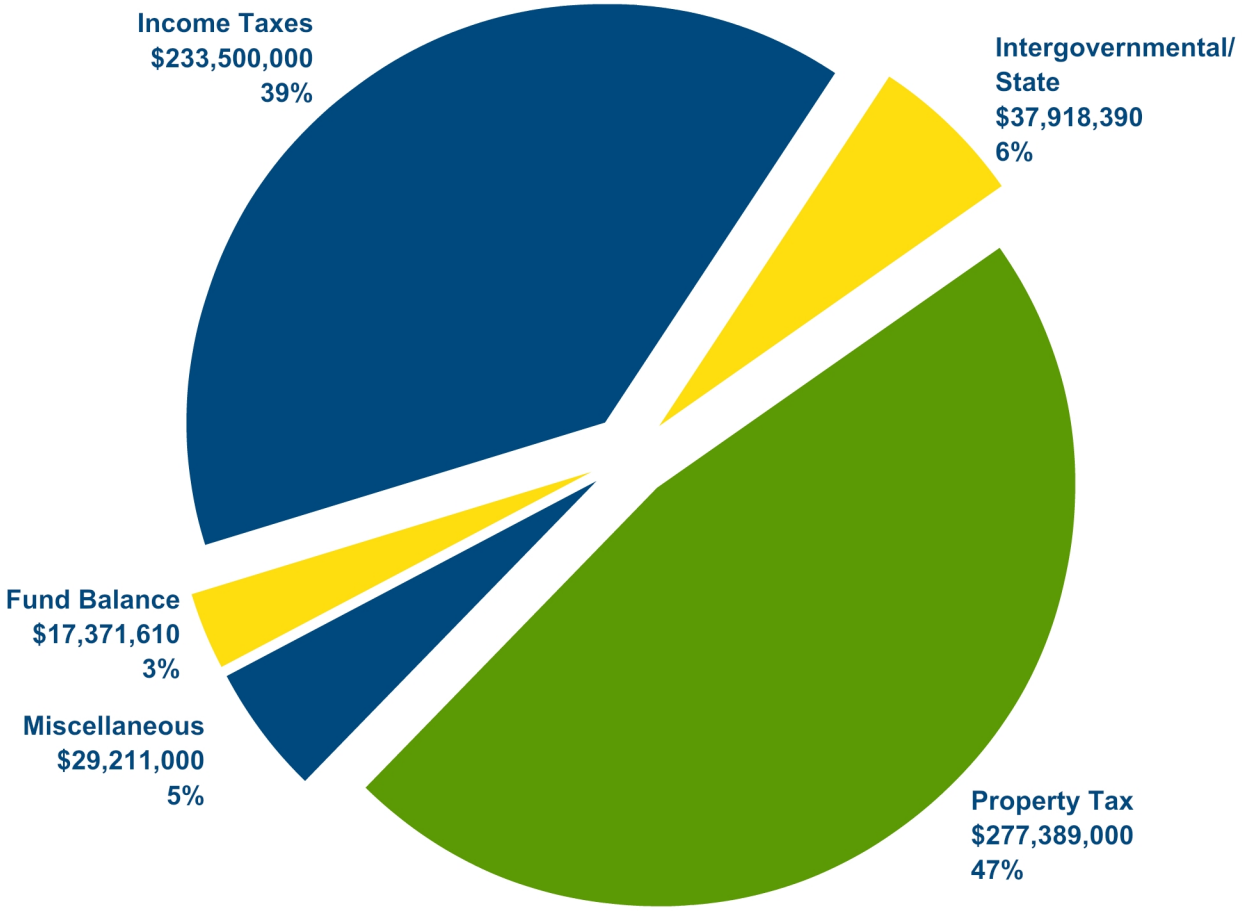
	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY REVENUE SOURCE:					
PROPERTY TAXES	298,995,618	307,787,490	308,798,875	317,457,500	317,457,500
INCOME TAXES	212,689,205	218,196,227	226,700,000	233,500,000	233,500,000
OTHER LOCAL TAXES AND ASSESSMENTS	21,010,918	23,255,023	21,270,700	22,870,900	22,870,900
W & S USER CHARGES	38,637,257	43,254,162	50,297,300	51,171,700	51,171,700
W & S CAPITAL CHARGES	8,260,958	8,673,731	10,680,450	11,367,225	11,367,225
INTERGOVERNMENTAL/STATE-SHARED	8,393,487	9,109,021	9,694,000	10,200,000	10,200,000
INVESTMENT INCOME	4,075,664	3,402,872	5,537,300	4,782,409	4,782,409
FUND BAL APPROP/UNRESTRICTED NET POSITION	0	0	40,975,345	31,614,505	31,624,505
OTHER REVENUE	54,510,979	59,777,566	60,653,055	64,683,886	64,683,886
GRAND TOTAL	**646,574,086**	**673,456,092**	**734,607,025**	**747,648,125**	**747,658,125**

GENERAL

FY 20 APPROVED GENERAL FUND
REVENUE BREAKDOWN
$595,390,000

PROPERTY TAX:	**47%**	**277,389,000**	**INCOME TAX**	**39%**	**233,500,000**
Real & Personal	282,375,000				
Deductions	(4,986,000)		**FUND BALANCE**	**3%**	**17,371,610**
MISCELLANEOUS:	**5%**	**29,211,000**	**INTERGOVERNMENTAL/ STATE:**	**6%**	**37,918,390**
Other Taxes	6,540,000		Intergovernmental	6,155,000	
Service Charges	15,324,000		Intra-County	2,366,479	
Fines & Forfeitures	133,400		Pro Rata	6,180,911	
Miscellaneous Revenues	1,081,000		Recordation	11,765,600	
Investment Income	1,630,000		Transfer	11,450,400	
Licenses & Permits	4,502,600				

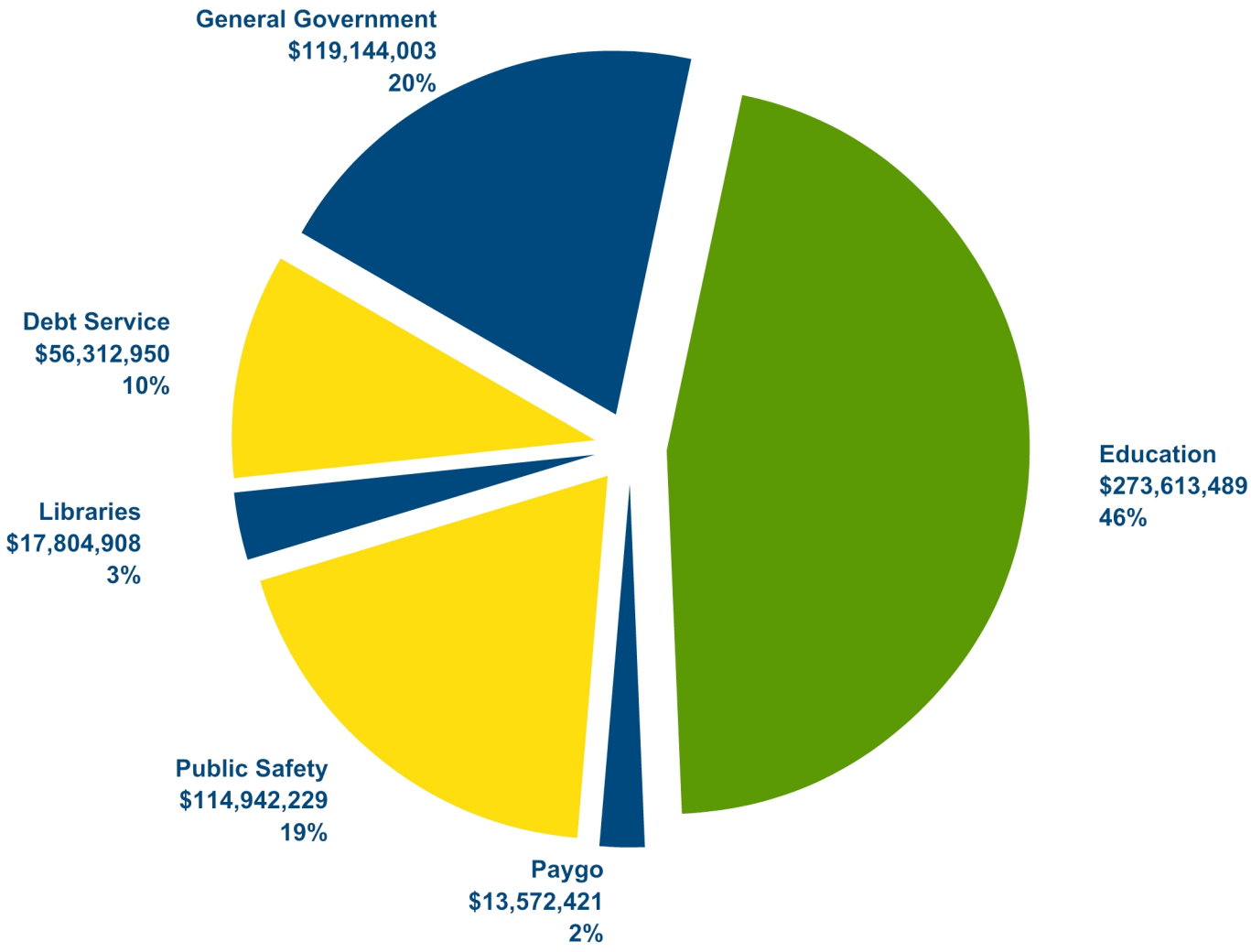
GENERAL FUND REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $595,390,000



FY 20 PROPOSED GENERAL FUND
APPROPRIATIONS BREAKDOWN
$595,390,000

GENERAL GOVERNMENT:	**20%**	**119,144,003**	**EDUCATION:**		**46%**	**273,613,489**
County Executive	776,516		Board of Education	43%	256,465,645	
Administration	10,665,326		Harford Community College	3%	17,147,844	
Procurement	866,199					
Treasury	3,799,963					
Law	2,372,833					
Planning & Zoning	3,990,324		**PUBLIC SAFETY:**		**19%**	**114,942,229**
Human Resources	2,283,418					
Community Services	5,317,771		Sheriff		84,679,082	
Handicapped Care Centers	2,454,825		Emergency Services		14,688,423	
Office of Govt & Comm Relations	1,229,757		Volunteer Fire Companies		7,037,245	
Health	3,815,987		EMS Foundation		4,196,668	
Info. & Communication Technology	10,963,694		Inspections, Licenses & Permits		3,390,811	
Public Works	21,438,441		Humane Society		950,000	
Council	3,371,089					
Judicial	3,646,472					
State's Attorney	6,339,047		**LIBRARIES**		**3%**	**17,804,908**
Elections	2,655,019					
Parks & Recreation	10,684,274					
Natural Resources	807,883		**PAYGO:**		**2%**	**13,572,421**
Community & Economic Develop	6,419,651		Capital Improvements		9,772,600	
Insurance	697,088		Grant Matches		3,799,821	
Benefits	9,671,601					
Appropriation to Towns	3,606,825		**DEBT SERVICE**		**10%**	**56,312,950**
Appropriation to State	1,120,000					
Rural Legacy Program	50,000					
Contingency Reserve	100,000					

GENERAL FUND APPROPRIATIONS
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $595,390,00



GENERAL FUND

ORIGIN/PURPOSE:

The Harford County Charter, Article V Budget and Finance, Section 502(b) defines the term "County funds" to mean "any money appropriated or approved by the Council to which the County may at any time have legal or equitable title."

The General Fund is the principal operating fund for Harford County Government and encompasses all financial resources and activities, not required by law or County policy, to be maintained in another specific fund. General Fund appropriations are used primarily to finance the administrative activities of County Government to provide services to its citizens. In addition, the allocation of County funds in support of the Board of Education, the Library system, Harford Community College, the Health Department, some State agencies, and certain non-profit and/or community programs, is made from the General Fund.

Charter Section 523 (b) also states "No general fund revenues or receipts shall be dedicated to, expended for, or used to supplement appropriations from a special fund except as a loan to such special fund."

Property Taxes are the largest source of General Fund revenue, followed by Income Taxes. Other sources include licenses, permits, fines, forfeitures, investments, rental income, sales, services and charges to user agencies, other local taxes, and State shared revenue. Any excess unappropriated fund balance realized at the end of a fiscal year, above the 5% Unappropriated General Fund Balance maintained by County policy, is appropriated into the next fiscal year's budget and treated as one-time funding for that fiscal year.

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	111,140,341	119,412,664	129,574,053	135,927,466	135,927,466
20	CONTRACTUAL SERVICES	40,491,116	48,179,957	54,329,031	59,734,384	59,734,384
30	SUPPLIES & MATERIALS	4,461,931	4,284,038	5,233,133	5,362,020	5,362,020
40	BUSINESS & TRAVEL	2,955,453	3,011,707	3,684,200	3,827,607	3,827,607
50	CAPITAL OUTLAY	818,777	600,494	348,057	1,728,742	1,728,742
60	DEBT SERVICE	51,458,136	53,019,892	56,498,121	56,272,950	56,272,950
70	MISCELLANEOUS	297,342,623	308,222,450	321,960,820	332,500,796	332,510,796
80	INTER-GOVERNMENTAL/INTER-FUND	7,102	10,537	27,585	26,035	26,035
	GRAND TOTAL	**508,675,479**	**536,741,739**	**571,655,000**	**595,380,000**	**595,390,000**

GENERAL FUND

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DEPARTMENT:						
01	COUNTY EXECUTIVE	231,302	337,626	758,726	776,516	776,516
02	ADMINISTRATION	6,045,142	9,923,001	10,339,406	10,665,326	10,665,326
03	PROCUREMENT	640,318	716,849	911,221	866,199	866,199
04	TREASURY	3,188,212	3,253,855	3,665,712	3,799,963	3,799,963
05	LAW	1,896,326	1,913,564	2,161,309	2,372,833	2,372,833
06	PLANNING & ZONING	3,248,700	3,400,041	3,917,277	3,990,324	3,990,324
08	HUMAN RESOURCES	1,623,352	2,728,798	2,144,026	2,283,418	2,283,418
09	COMMUNITY SERVICES	4,493,300	4,599,263	5,139,637	5,317,771	5,317,771
14	HANDICAPPED CARE CENTERS	2,298,730	2,298,730	2,408,730	2,454,825	2,454,825
15	OFFICE OF GOV'T. & COMM. RELATIONS	880,423	829,134	1,199,523	1,229,757	1,229,757
16	HEALTH	3,703,311	3,728,313	3,775,987	3,815,987	3,815,987
17	HOUSING AGENCY	1,071,257	1,158,790	0	0	0
18	INFORMATION & COMM TECHNOLOGY	7,297,894	8,228,841	9,808,056	10,963,694	10,963,694
21	SHERIFF'S OFFICE	71,430,377	75,660,277	81,203,021	84,679,082	84,679,082
22	EMERGENCY SERVICES	20,145,534	21,426,767	24,192,108	25,922,336	25,922,336
26	INSPECTIONS, LICENSES & PERMITS	2,696,101	2,910,324	3,247,709	3,390,811	3,390,811
30	PUBLIC WORKS	14,735,879	17,077,698	18,014,229	21,438,441	21,438,441
40	COUNTY COUNCIL	2,563,791	2,663,859	3,241,639	3,371,089	3,371,089
41	JUDICIAL	3,028,468	3,282,778	3,545,253	3,646,472	3,646,472
43	STATE'S ATTORNEY	5,730,420	5,879,409	6,075,073	6,339,047	6,339,047
48	ELECTIONS	1,998,592	1,572,366	2,359,305	2,655,019	2,655,019
54	BOARD OF EDUCATION	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645
56	HARFORD COMMUNITY COLLEGE	15,561,612	16,411,611	16,811,612	17,147,844	17,147,844
58	LIBRARIES	16,644,574	17,100,985	17,472,912	17,804,908	17,804,908
59	PARKS & RECREATION	8,223,237	8,733,455	9,682,090	10,684,274	10,684,274
63	CONSERVATION OF NAT'L RESOURCES	671,273	712,733	734,800	797,883	807,883
65	COMMUNITY & ECONOMIC DEVELOPMENT	5,700,818	5,591,032	6,423,849	6,419,651	6,419,651

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DEPARTMENT (CONT'D):						
66	DEBT SERVICE	51,504,164	53,042,281	56,538,121	56,312,950	56,312,950
67	INSURANCE	471,846	748,098	714,176	697,088	697,088
68	BENEFITS	6,434,345	7,418,176	9,071,042	9,671,601	9,671,601
70	MISCELLANEOUS	10,981,677	14,677,440	20,182,806	19,299,246	19,299,246
90	RESERVE FOR CONTINGENCIES	0	0	100,000	100,000	100,000
	GRAND TOTAL	**508,675,479**	**536,741,739**	**571,655,000**	**595,380,000**	**595,390,000**
SUMMARY BY REVENUE SOURCE:						
	PROPERTY TAXES	261,159,947	268,545,688	269,879,000	277,389,000	277,389,000
	INCOME TAXES	212,689,205	214,950,020	226,700,000	233,500,000	233,500,000
	LICENSES & PERMITS	4,567,962	4,494,635	4,554,400	4,502,600	4,502,600
	INTERGOVERNMENTAL	5,200,511	6,189,735	5,545,000	6,155,000	6,155,000
	SERVICE CHARGES	12,528,850	14,035,232	12,703,850	15,324,000	15,324,000
	FINES & FORFEITURES	85,450	133,229	95,000	133,400	133,400
	MISCELLANEOUS REVENUES	12,204,718	15,977,409	8,484,205	9,251,000	9,251,000
	RECORDATION/TRANSFER TAX	17,800,000	18,000,000	21,756,700	23,216,000	23,216,000
	INTRA-COUNTY TRANSFERS	6,709,558	9,094,154	7,942,900	8,547,390	8,547,390
	FUND BALANCE APPROPRIATION	0	0	13,993,945	17,361,610	17,371,610
	GRAND TOTAL	**532,946,201**	**551,420,102**	**571,655,000**	**595,380,000**	**595,390,000**

FINANCIAL NOTES:

FY 20 Approved Budget	595,390,000
FY 19 Approved Budget	571,655,000
$ increase	23,735,000
% increase	4.15%

FY 19	FY 20	CHANGE
269,879,000	277,389,000	7,510,000

EXPLANATION OF INCREASE/DECREASE - REVENUES

PROPERTY TAXES:

FY 20 Approved Budget	277,389,000	46.59 % of the FY 20 General Fund
FY 19 Approved Budget	269,879,000	47.21 % of the FY 19 General Fund
$ increase	7,510,000	
% increase	2.78%	

Maryland State law provides that all real property is subject to the property tax. Property owners receive a property tax bill each year, which is effective as of July 1st.

Properties are reassessed by law once every three years and property owners are notified by the Maryland Department of Assessments and Taxation of any change in their assessment. Assessments are certified to the County where they are converted into property tax bills by applying the appropriate property tax rate.

Each year the State reassesses one group, resulting in a complete reassessment of the County every three years. Decreased assessments, regardless of the property type, are fully applied in the first year. The total of the assessed values of local property is the County's assessable base, which can change through reassessment and the loss or gain of building and personal property.

The County's property tax rate for FY 20 is $0.8937 per $100 of assessed value for properties. There was no change in the property tax rate from FY 19. We consider various sources of information to make property tax revenue projections. The primary source is the Maryland Department of Assessment and Taxation (SDAT). They provide assessment estimates in November and March for the current, and next two upcoming tax years. The second source of information is building permit activity reports, and real estate sales information.

These reports along with prior year data are reviewed in order to properly complete a trend analysis. The 2.78% increase in property tax revenue for FY 20 is due to the properties being reassessed, known as "Group 1" having property values increased on average by 9.1% statewide. In Harford County, residential assessments increased by 6.2% and commercial assessments increased by 3.0% since their last assessment. FY 20 is the sixth year of positive assessment.

Property Tax Trend
280,000,000
275,000,000
270,000,000
265,000,000
260,000,000
255,000,000
FY 17 AUDITED
FY 18 AUDITED
FY 19 ESTIMATED
FY 20 ESTIMATED

FINANCIAL NOTES:

FY 19	FY 20	CHANGE
226,700,000	233,500,000	6,800,000

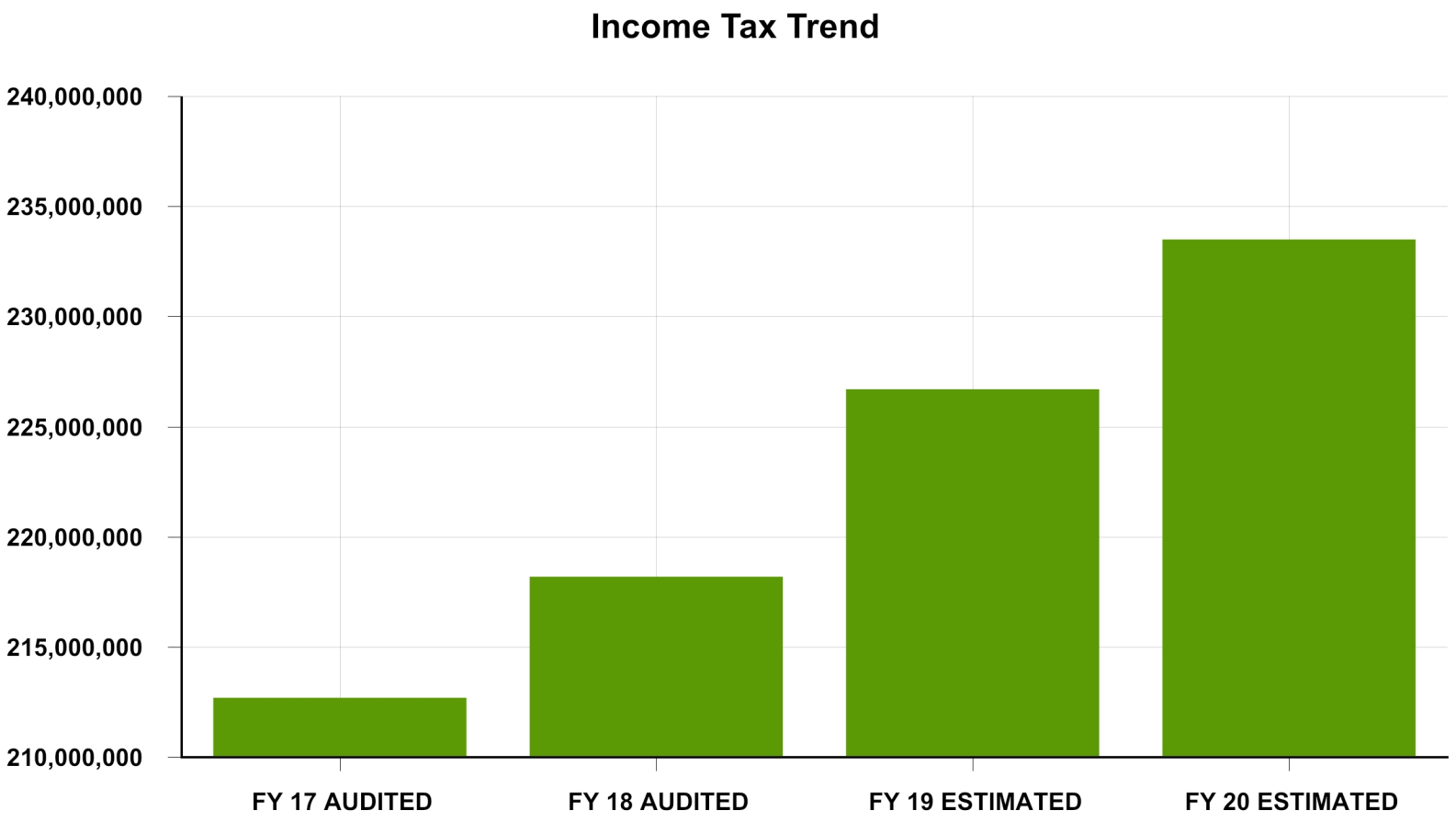
EXPLANATION OF INCREASE/DECREASE - REVENUES

INCOME TAXES

FY 20 Approved Budget	233,500,000	39.22% of the FY 20 General Fund
FY 19 Approved Budget	226,700,000	39.66% of the FY 19 General Fund
$ increase	6,800,000	
% increase	3.00%	

Each jurisdiction in Maryland is required to set a local Income Tax rate to be applied to the net taxable personal income on an annual basis. Harford County's rate is 3.06% which was established in calendar year 2001. The State of Maryland collects all Income Taxes and distributes to each local subdivision its share of the annual revenues. Although Income Taxes are imposed and collected on a calendar year basis, the State distributes the funds to the counties over a 21 month period, spreading Harford County's receipts over three fiscal years. We receive approximately 90% of Income Tax in quarterly distributions of withholdings and estimated payments.

FY 20 is expected to grow to $233,500,000 or approximately 3.0% over FY 19 estimated budgeted amount. The increase in quarterly revenue is largely due to an improving economy and lower unemployment. FY 20 will be our ninth year of positive growth in income tax.


Income Tax Trend
240,000,000
235,000,000
230,000,000
225,000,000
220,000,000
215,000,000
210,000,000
FY 17 AUDITED
FY 18 AUDITED
FY 19 ESTIMATED
FY 20 ESTIMATED

FINANCIAL NOTES:

FY 19	FY 20	CHANGE
75,076,000	84,501,000	9,425,000

EXPLANATION OF INCREASE/DECREASE - REVENUES

OTHER REVENUES

FY 20 Approved Budget	84,501,000	14.19% of the FY 20 General Fund
FY 19 Approved Budget	75,076,000	13.12% of the FY 19 General Fund
$ increase	9,425,000	
% increase	12.55%	

The elements mainly responsible for the net change in "Other" revenues are:

Fund Balance Appropriated	FY 19	FY 20	Change
	13,993,945	17,371,610	3,377,665

Excess unappropriated fund balance at the end of a fiscal year, above the 5% reserve designated for credit rating purposes, maintained by County policy, is appropriated into the next fiscal year's budget, and treated as one-time funding for that fiscal year.

PSDS Recordation/Transfer Taxes	FY 19	FY 20	Change
	21,756,700	23,216,000	1,459,300

FY 20 includes the anticipated transfer of $2,900,400 of accumulated recordation and transfer taxes which is a decrease of ($149,600). New Recordation and Transfer tax is estimated at $20,315,600. This revenue comes initially into the County's Capital Revenue Fund. It is expensed from the Capital Budget as a general project called School Debt Service. This expense becomes an Operating General Fund Revenue and it is dedicated to the payment of School Debt Service.

GENERAL FUND

FINANCIAL NOTES:

EXPLANATION OF INCREASE/DECREASE - REVENUES

FY 19	FY 20	All "Other" Revenues combined	FY 19	FY 20	Change
			39,325,355	43,913,390	4,588,035

These include: Licenses and Permit sales, State Shared Revenues, Interest Income, etc.

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
129,574,053	135,927,466	6,353,413	PERSONAL SERVICES The increase is the result of the FY 20 merit increase of $2,000 for eligible county employees; full funding of the Sheriff's Office request for salary increases; increased costs for health benefits, pension expenses, overtime and temporary salaries.
54,329,031	59,734,384	5,405,353	CONTRACTUAL SERVICES The increase is the result of a contract with Baltimore County for the Transfer Station agreement; additional funds provided for annual software and hardware maintenance contracts based on actual expense history; funds appropriated to the Emergency Service Foundation increased to provide for increases in their workers' compensation, health insurance costs and replacement of two chase cars; and based on actual expense history additional funds are provided for snow removal and grounds maintenance for County facilities. The annual cost for Retiree's Health Insurance also requires additional funds based on the increased number of retiree's.
5,233,133	5,362,020	128,887	SUPPLIES AND MATERIALS Increase is the result of additional funds provided for sheriff's safety equipment - vests, evidence collection and SRT Operation gear; and equipment to stock new EMS facility.

FINANCIAL NOTES:

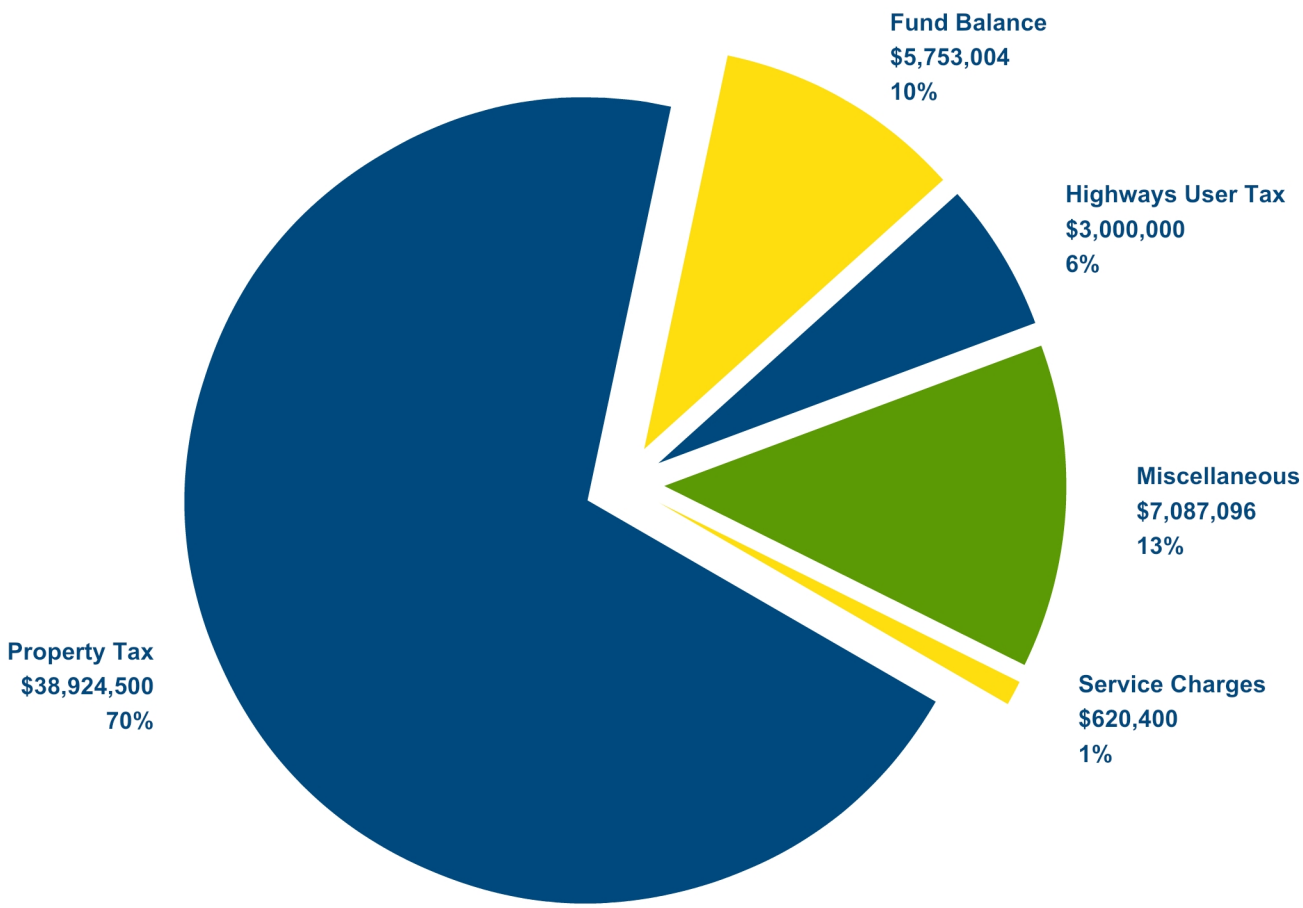
FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
3,684,200	3,827,607	143,407	BUSINESS AND TRAVEL Increase is the result of fuel expenses based on actual expense history as well as increased cost of vehicle maintenance. This increase is offset slightly due to our continued commitment to reinvest in the County workforce additional funds are provided for training, meals, lodging, etc.
348,057	1,728,742	1,380,685	CAPITAL OUTLAY Funds provide for police car packages, furniture for Detention Center through inmate welfare funds, replacement of Parks & Rec related equipment - ball diamond groomers, rotovator and various field maintenance equipment, and new poll books and printers for Elections. MVIEW camera integration and communication equipment for Emergency Support Vehicle (Command Bus).
56,498,121	56,272,950	(225,171)	DEBT SERVICE Principal and Interest payments on existing debt, and new debt to be issued in accordance with the FY 20 Approved Capital Budget.
321,960,820	332,510,796	10,549,976	MISCELLANEOUS Increase is mainly the result of additional funds provided to the Board of Education to support teachers' salaries and school psychologist; additional funds for the Harford Community College and the Libraries to support ongoing operation cost; additional funds for the Humane Society to support their increased operating costs; and increase in police aid to municipalities; offset slightly by a decrease in Paygo funding required to support the FY 20 Approved Capital Budget.

HIGHWAYS

FY 20 APPROVED HIGHWAYS FUND
REVENUE BREAKDOWN
$55,385,000

PROPERTY TAX:	**70%**	**38,924,500**	**HIGHWAYS USERS TAX**	**6%**	**3,000,000**
Real & Personal	39,567,000				
Deductions	(642,500)				
			SERVICE CHARGES	**1%**	**620,400**
MISCELLANEOUS:	**13%**	**7,087,096**	**FUND BALANCE**	**10%**	**5,753,004**
Pro Rata	212,996				
Capital Recovery	812,000				
Miscellaneous	5,758,700				
Investment Income	303,400				

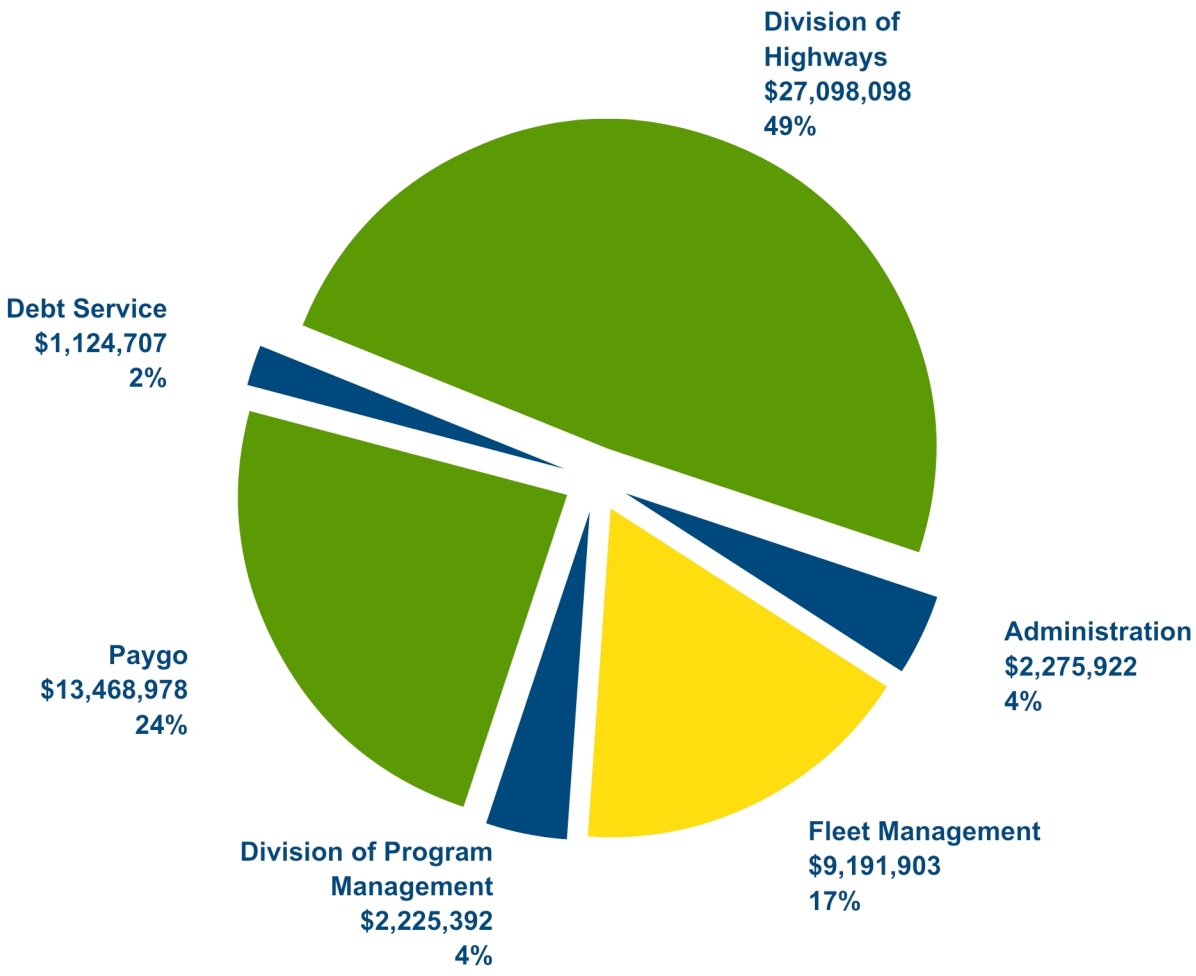
HIGHWAYS FUND REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $55,385,000



FY 20 APPROVED HIGHWAYS FUND
APPROPRIATIONS BREAKDOWN
$55,385,000

ADMINISTRATION:		**4%**	**2,275,922**	**DIVISION OF HIGHWAYS:**		**49%**	**27,098,098**
Personnel Matters	297,246			Bureau of Highways Engineering	2,419,353		
Director	335,003			Bureau of Highways Maintenance	22,126,547		
Benefits	1,209,707			Snow Removal	2,552,198		
Insurance	233,966						
Contingency Reserve	200,000						
FLEET MANAGEMENT		**17%**	**9,191,903**	**DIVISION OF PROGRAM MANAGEMENT:**		**4%**	**2,225,392**
DEBT SERVICE		**2%**	**1,124,707**	**PAYGO**		**24%**	**13,468,978**

HIGHWAYS FUND APPROPRIATION
Fiscal Year 2019 - 2020
TOTAL APPROVED $55,385,000



HIGHWAYS FUND

ORIGIN/PURPOSE:

The Harford County Charter, Article V Budget and Finance, Section 502. (b) defines the term "County funds" to mean "any money appropriated or approved by the County Council or to which the County may at any time have legal or equitable title."

The Highways Fund is a separate budgetary/accounting entity as required by County Code, Chapter 123 Finance and Taxation Section 16 B, to account for dedicated revenues that are legally restricted to expenses relating to the maintenance, care and repair of roads and bridges located outside the boundaries of the three incorporated municipalities in Harford County; traffic patrol and highway safety; and County related transportation expenses.

The Highways Fund's principal sources of revenue are a County Property Tax differential, State Shared Highways Users Tax revenues, charges for services and Intra-County revenues.

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	14,450,558	15,624,709	16,338,971	17,174,970	17,174,970
20	CONTRACTUAL SERVICES	4,951,317	4,573,075	5,801,247	6,494,310	6,494,310
30	SUPPLIES & MATERIALS	4,241,393	4,912,896	7,632,285	7,646,485	7,646,485
40	BUSINESS & TRAVEL	4,593,800	4,881,435	6,189,500	6,192,700	6,192,700
50	CAPITAL OUTLAY	257,861	281,420	14,500	17,000	17,000
60	DEBT SERVICE	975,248	983,644	1,062,971	1,122,707	1,122,707
70	MISCELLANEOUS	10,559,986	12,327,152	13,906,126	16,732,428	16,732,428
80	INTER-GOVERNMENTAL/INTER-FUND	9	0	4,400	4,400	4,400
	GRAND TOTAL	**40,030,172**	**43,584,331**	**50,950,000**	**55,385,000**	**55,385,000**

HIGHWAYS FUND

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DEPARTMENT:						
03	PROCUREMENT	5,668,682	5,817,512	8,979,272	9,191,903	9,191,903
08	HUMAN RESOURCES	91,721	203,163	293,496	297,246	297,246
30	PUBLIC WORKS	23,745,270	25,867,902	28,303,875	29,658,493	29,658,493
66	DEBT SERVICE	975,454	983,869	1,064,971	1,124,707	1,124,707
67	INSURANCE	107,286	178,306	162,776	233,966	233,966
68	BENEFITS	1,279,156	835,340	1,099,644	1,209,707	1,209,707
70	MISCELLANEOUS	8,162,603	9,698,239	10,845,966	13,468,978	13,468,978
90	RESERVE FOR CONTINGENCIES	0	0	200,000	200,000	200,000
	GRAND TOTAL	**40,030,172**	**43,584,331**	**50,950,000**	**55,385,000**	**55,385,000**
SUMMARY BY REVENUE SOURCE:						
	PROPERTY TAXES	36,789,883	37,577,203	37,776,000	38,924,500	38,924,500
	INTERGOVERNMENTAL/STATE SHARED	1,826,589	2,049,121	3,020,000	3,020,000	3,020,000
	SERVICE CHARGES	476,124	620,827	1,398,100	620,400	620,400
	FUND BALANCE APPROPRIATION	0	0	978,900	5,753,004	5,753,004
	MISCELLANEOUS REVENUES	6,834,406	7,195,183	7,777,000	7,067,096	7,067,096
	GRAND TOTAL	**45,927,002**	**47,442,334**	**50,950,000**	**55,385,000**	**55,385,000**

HIGHWAYS FUND

FINANCIAL NOTES:

FY 20 Approved Budget	55,385,000
FY 19 Approved Budget	50,950,000
$ increase	4,435,000
% increase	8.70%

FY 19	FY 20	CHANGE
37,776,000	38,924,500	1,148,500

EXPLANATION OF INCREASE/DECREASE - REVENUES

PROPERTY TAXES

In addition to Countywide Property Taxes, the Harford County Code, Chapter 123, Article I, Section 16 requires the County Council to levy an additional tax on property outside the city and incorporated towns, that when combined with all other Highways revenues, is sufficient to fund:

- Maintenance, care, repair and construction of roads and bridges outside of the incorporated towns
- All expenses of the County Department of Public Works concerning County highways
- All expenses of the County and/or Sheriff's Office regarding traffic patrol and highways safety
- Any County expenses related to transportation services

The Code also requires this fund to be a special account separate and apart from all other funds. Effective July 1, 2015 the tax rate for this differential is:

$0.1483 per $100 of assessed value for properties outside the towns.

Each year the State reassesses one group, resulting in a complete reassessment of the County every three years.

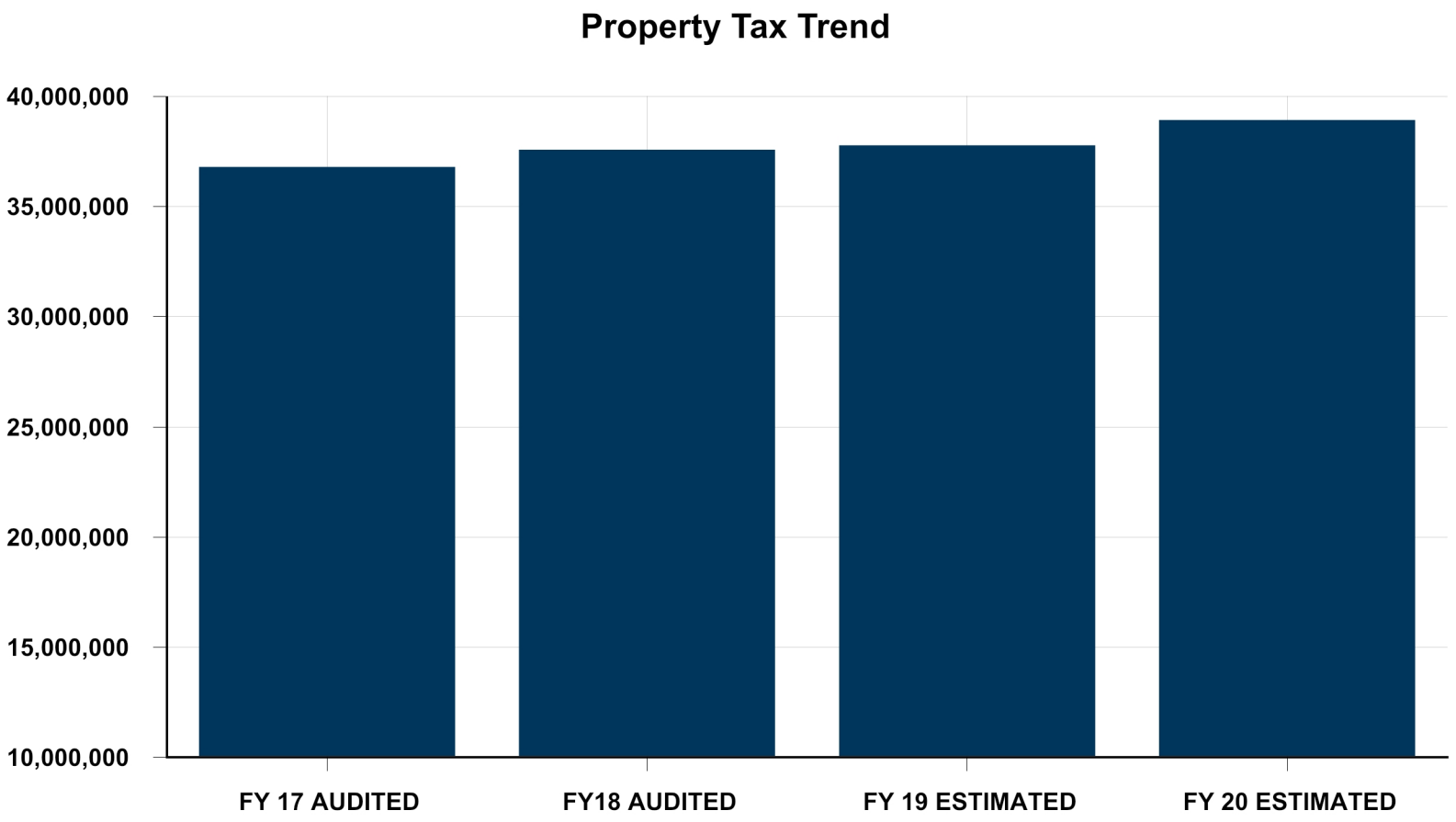
FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES

PROPERTY TAXES (CONT'D)

The $1,148,500 increase in highways fund property tax revenue is due to an increase in assessable base.

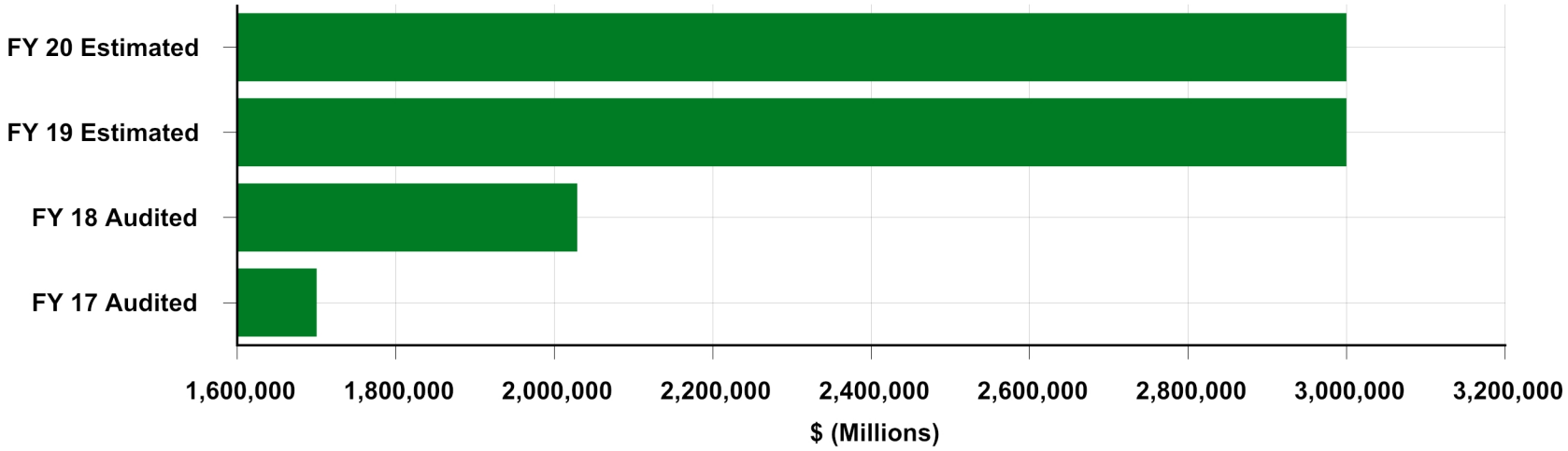
We consider various sources of information to make property tax revenue projections. The primary source is the Maryland Department of Assessment and Taxation (SDAT). They provide assessment estimates in November and March for the current, and the next two upcoming tax years. The second source of information is building permit activity reports, transfer tax reports, and real estate sales information. These reports along with prior year data are reviewed in order to properly perform a trend analysis.


Property Tax Trend
40,000,000
35,000,000
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
FY 17 AUDITED
FY18 AUDITED
FY 19 ESTIMATED
FY 20 ESTIMATED

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
3,000,000	3,000,000	0	STATE HIGHWAYS USERS TAX Motor vehicle fuel tax, motor vehicle registration fees, a share of the motor vehicle titling tax and a share of the corporate income tax are designated by the State of Maryland as Highways User Revenues. The State shares these revenues with the counties and municipalities to help fund the construction and maintenance of local roads. The distribution to subdivisions is derived from a formula based on locally maintained road mileage and vehicle registrations. Each year the Maryland Department of Transportation's State Highway Administration provides the County with estimates of the Highways User Tax. For Fiscal Year 2020 we are projecting to receive $3,000,000.

State Highways Users Tax Trend



FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
1,398,100	620,400	(777,700)	CHARGES FOR GOVERNMENT SERVICES Governmental services charges such as inspections, plans review and fuel for county agencies. Based on actual revenues, we have reduced the amount anticipated from Harford County Public Schools for Fuel.
219,000	303,400	84,400	INVESTMENT INCOME Revenues from investments are reflective of the size of the County's portfolio and the rate of return. For FY 20, a projected increase is anticipated, based on actual investment earnings in FY 19.
7,578,000	6,783,696	(794,304)	OTHER REVENUE The elements mainly responsible for the net decrease in "Other" revenues are:

FY 19	FY 20	Change	
3,000,000	3,301,000	301,000	Vehicle Maintenance contract reimbursement
1,350,000	812,000	(538,000)	Recovery from capital projects
2,400,000	1,880,000	(520,000)	Fuel (Intra-County Charges)

978,900	5,753,004	4,774,104	FUND BALANCE APPROPRIATION Excess unappropriated fund balance at the end of a fiscal year, above the 5% reserve designated for credit rating purposes, maintained by County policy, is appropriated into the next fiscal year's budget, and treated as one-time funding for that fiscal year. Fund Balance of $5,753,004 is appropriated for the FY 20 Budget.

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
16,338,971	17,174,970	835,999	PERSONAL SERVICES Increase is the result of a $2,000 merit increase for all eligible employees; as well as increases in pension; workers' compensation and health benefit cost.
5,801,247	6,494,310	693,063	CONTRACTUAL SERVICES Increase is the result of a new process using ultra violet cured fiberglass to repair stormdrains; an additional tree trimming crew; and additional funds required for Retiree's Health insurance
7,632,285	7,646,485	14,200	SUPPLIES AND MATERIALS Usage trends and cost projections result in an increase for gasoline and diesel fuel as well as additional funds required for road repair materials.
6,189,500	6,192,700	3,200	BUSINESS AND TRAVEL Costs to maintain an aging fleet of county vehicles and equipment results in higher maintenance contract costs for Fleet Management.
1,062,971	1,122,707	59,736	DEBT SERVICE Principal and Interest costs for Highways debt.
13,906,126	16,732,428	2,826,302	MISCELLANEOUS Increase is the result of additional funds required for Pro-rata for the administrative support of the General Fund and additional Paygo funds in accordance with the FY 20 Approved Capital Budget.

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WATER & SEWER

FY 20 APPROVED WATER & SEWER FUND
REVENUE BREAKDOWN
$61,980,000

MISCELLANEOUS:	**5%**	**3,325,409**	**UNRESTRICTED NET POSITION:**	**13%**	**7,869,391**
Capital Recovery	50,000		Contributed Capital	7,869,391	
Miscellaneous	411,500				
Investment Income	2,533,909				
Intergovernmental	330,000				
SERVICE CHARGES	**82%**	**50,785,200**			

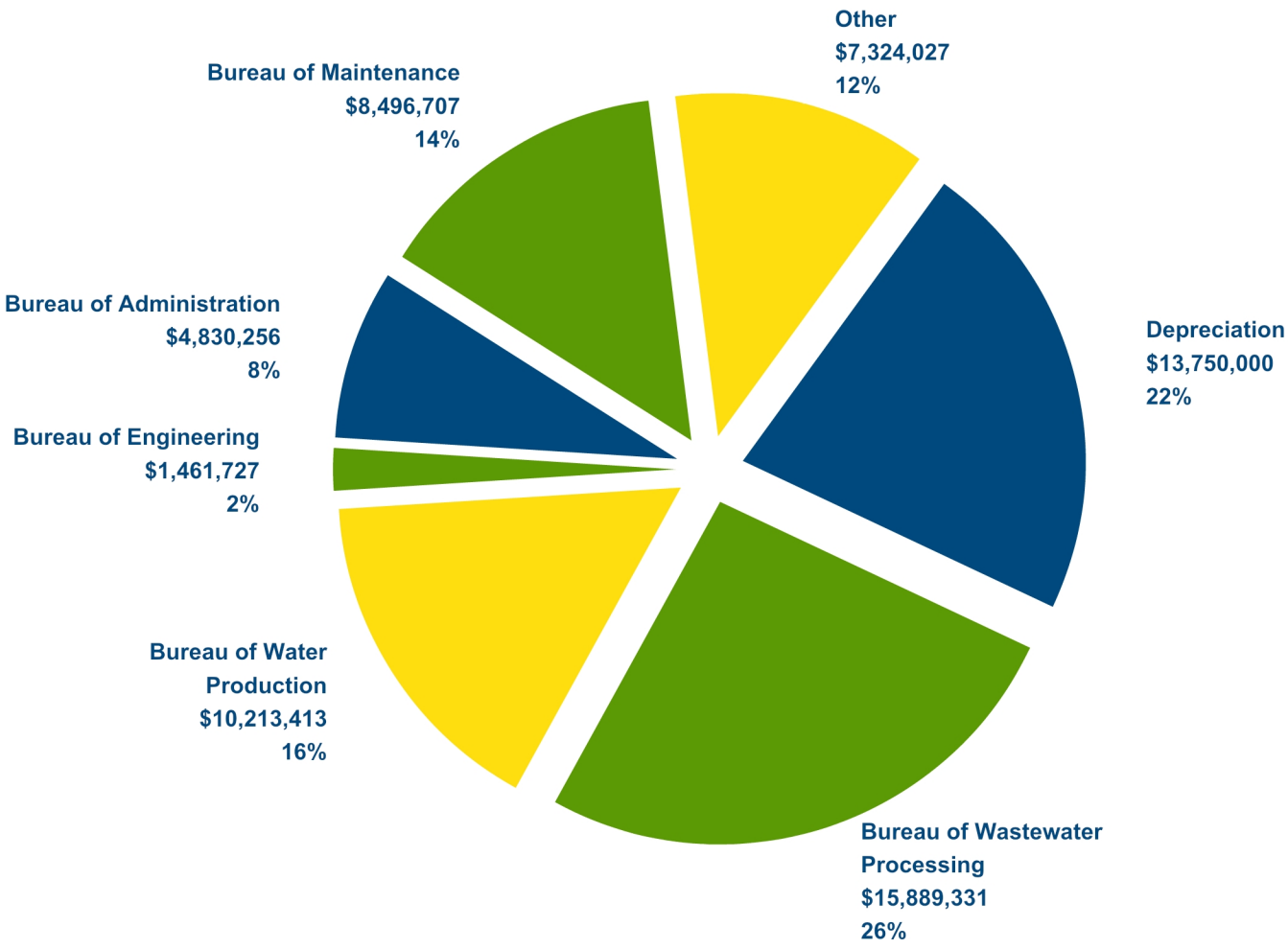
WATER & SEWER
OPERATING FUND REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $61,980,000

FY 20 APPROVED WATER & SEWER FUND
APPROPRIATIONS BREAKDOWN
$61,980,000

BUREAU OF W & S ADMINISTRATION:	**8%**	**4,830,256**
Administration	4,780,256	
General Inventory	50,000	
BUREAU OF W & S MAINTENANCE:	**14%**	**8,496,707**
Water O&M Abingdon	5,181,022	
Sewer O&M Abingdon	3,123,035	
Whiteford/Cardiff Service Community	192,650	
OTHER:	**12%**	**7,324,027**
Accounting	1,383,868	
Personnel Matters	283,310	
Insurance	186,291	
Benefits	1,295,558	
Paygo	4,175,000	
DEPRECIATION	**22%**	**13,750,000**

BUREAU OF W & S OPERATIONS:		
WASTEWATER PROCESSING:	**26%**	**15,889,331**
Industrial Waste Management	208,213	
Sewer O&M Sod Run	11,340,312	
Joppatowne Sewerage Treatment	962,322	
Sewer O&M Pump/Meter Stations	3,224,643	
Sewer O&M Spring Meadows	153,841	
WATER PRODUCTION:	**16%**	**10,213,413**
Water O&M Perryman	1,041,804	
Water O&M Long Booster Stations	897,559	
Water O&M Havre de Grace	798,796	
Water O&M Abingdon-Big Inch	7,334,104	
Water O&M Carbon Treatment Plant	16,650	
Water O&M Solids Handling Facility	124,500	
BUREAU OF ENGINEERING:	**2%**	**1,476,266**
Water Engineering	861,831	
Sewer Engineering	614,435	

WATER & SEWER OPERATING FUND APPROPRIATIONS
Fiscal Year 2019- 2020
TOTAL APPROVED $61,980,000



WATER & SEWER

ORIGIN/PURPOSE:

The Harford County Charter, Article V Budget and Finance, Section 502. (b) defines the term "County funds" to mean "any monies appropriated or approved by the Council to which the County may at any time have legal or equitable title."

The Water and Sewer Operating Fund was established as a self-sustaining utility to account for water and sewer services provided by Harford County Government, through the Water and Sewer Division of the Department of Public Works and dedicated divisions of Treasury and Human Resources.

Harford County Code, Chapter 256-3, declares the County to be a "sanitary district" and that the Department of Public Works Division of Water & Sewer shall exercise control of all publicly owned water, sewerage and waste-water facilities and systems in the County. The County Council is enabled by the Code's Chapter 256-4 to establish sanitary subdistricts and to revise all rates, charges, assessments or other payments required by or levied by the County.

For the purpose of securing revenue to maintain, repair and operate its water supply, sewerage or drainage systems, and other expenses, including depreciation allowances, plus interest on and retirement of bonds, the County is authorized by Chapter 256-19 to make various service charges for water, sewer and drainage service and a charge for water used, and may impose late fees on bills that remain unpaid. The County may also turn off water and levy turn-on and / or turn-off fees; plus upon an owner's request for cessation or installation of service, the County may charge a fee.

Per Chapter 256-20 a meter is required to be placed on each water connection to the County's water system. These meters remain the property of the County and the County can impose a charge for installation of the meter.

So enabled by Code, the County funds its Water and Sewer operations with the following revenues:

User Charges for both Water and Sewer; Service Charges including: tests and inspections, design review, construction meter rental, hydrant charges, job/shop repair orders, meter installations, Miss Utility charges to locate water and sewer lines for developers, industrial waste permits, interest and penalties, and miscellaneous general government charges.

WATER & SEWER

FUND SUMMARY:

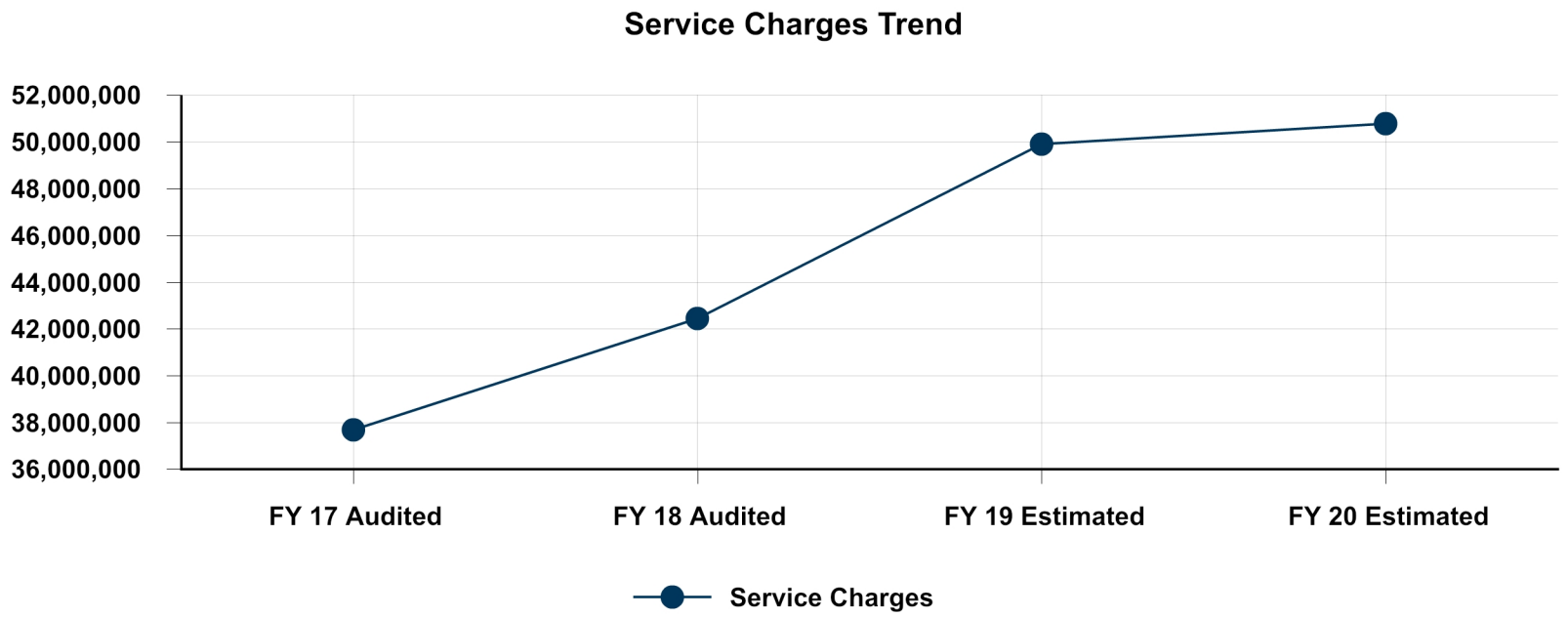
		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	14,757,074	15,799,399	17,953,298	18,406,843	18,406,843
20	CONTRACTUAL SERVICES	8,215,870	8,057,509	13,223,414	15,059,705	15,059,705
30	SUPPLIES & MATERIALS	3,498,259	3,844,235	4,729,085	4,848,760	4,848,760
40	BUSINESS & TRAVEL	553,697	600,552	866,935	883,535	883,535
50	CAPITAL OUTLAY	701,812	891,990	1,028,335	1,171,950	1,171,950
70	MISCELLANEOUS	18,521,248	20,151,164	23,248,883	21,609,157	21,609,157
80	INTER-GOVERNMENTAL/INTER-FUND	28	0	50	50	50
	GRAND TOTAL	**46,247,988**	**49,344,849**	**61,050,000**	**61,980,000**	**61,980,000**
SUMMARY BY DEPARTMENT:						
04	TREASURY	943,959	1,004,443	1,347,501	1,383,868	1,383,868
08	HUMAN RESOURCES	181,378	192,474	281,560	283,310	283,310
30	PUBLIC WORKS	42,644,921	43,981,492	51,540,490	54,655,973	54,655,973
67	INSURANCE	75,961	156,626	160,220	186,291	186,291
68	BENEFITS	600,148	709,801	1,180,229	1,295,558	1,295,558
70	MISCELLANEOUS	1,801,621	3,300,013	6,540,000	4,175,000	4,175,000
	GRAND TOTAL	**46,247,988**	**49,344,849**	**61,050,000**	**61,980,000**	**61,980,000**
SUMMARY BY REVENUE SOURCE:						
	SERVICE CHARGES	37,684,508	42,442,327	49,905,200	50,785,200	50,785,200
	INVESTMENT INCOME	529,675	1,178,269	1,077,500	2,533,909	2,533,909
	MISCELLANEOUS REVENUE	667,935	787,619	909,800	791,500	791,500
	CONTRIBUTED CAPITAL	0	0	9,107,500	7,819,391	7,819,391
	RECOVERY FROM CAPITAL PROJECTS	9,752	85,160	50,000	50,000	50,000
	GRAND TOTAL	**38,891,870**	**44,493,375**	**61,050,000**	**61,980,000**	**61,980,000**

WATER & SEWER

FINANCIAL NOTES:

FY 20 Approved Budget	61,980,000
FY 19 Approved Budget	61,050,000
$ increase	930,000
% increase	1.52%

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
49,905,200	50,785,200	880,000	SERVICE CHARGES Increase due to legislated rise in Water & Sewer rates and anticipated new customers



FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
1,077,500	2,533,909	1,456,409	INVESTMENT INCOME: FY 20 estimated revenue for investment income is based on FY 18 actuals and FY 19 estimated actuals.
909,800	791,500	(118,300)	MISCELLANEOUS REVENUE: Includes sundry fines and forfeitures, sale of land and surplus equipment/vehicles, rents and concessions, lease purchase proceeds, MDE-ENR state operating grants and other revenue that can not be classified. FY 20 estimated Miscellaneous Revenue reflects prior year actual collections.
9,107,500	7,819,391	(1,288,109)	FUNDED DEPRECIATION-CONTRIBUTED CAPITAL: Annual depreciation charges decrease for FY 20.
50,000	50,000	0	RECOVERY FROM CAPITAL PROJECTS: Cost of services billed to capital projects and recovered back to the operating budget. FY 20 estimated revenues are based on FY 18 actuals.

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
17,953,298	18,406,843	453,545	PERSONAL SERVICES Increase is the net result of the FY 20 $2,000 merit salary increase as well as additional funds required for pension, workers' compensation and health benefits.
13,223,414	15,059,705	1,836,291	CONTRACTUAL SERVICES Increase is the net result of electricity, heating fuel (gas & oil), facility repair & renovations, building/ engineering services, other professional services, utility line maintenance and other insurance based on actual expense history
4,729,085	4,848,760	119,675	SUPPLIES AND MATERIALS Increase is the net result of chemicals and equipment repair parts based on actual actual expense history
866,935	883,535	16,600	BUSINESS AND TRAVEL Increases in vehicle maintenance costs, in-house training courses and professional books and periodicals based on actual expense history.

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
1,028,335	1,171,950	143,615	CAPITAL OUTLAY Decrease is the result of funds provided in FY 18 for one-time purchase of storage facility, but still provides for the annual replacement of pumps, saws, blowers, generators and lab equipment
23,248,883	21,609,157	(1,639,726)	MISCELLANEOUS Funding provides for payments to Delta Borough for treatment of waste, as required by the inter-state agreement, sludge generation fee paid to Maryland Department of Environment (MDE) per actuals, Pro-Rata Shares for the General Fund to support administrative services increases based on the FY 20 General Fund budget. Paygo funds to support the FY 20 Approved Capital budget increases over FY 18.

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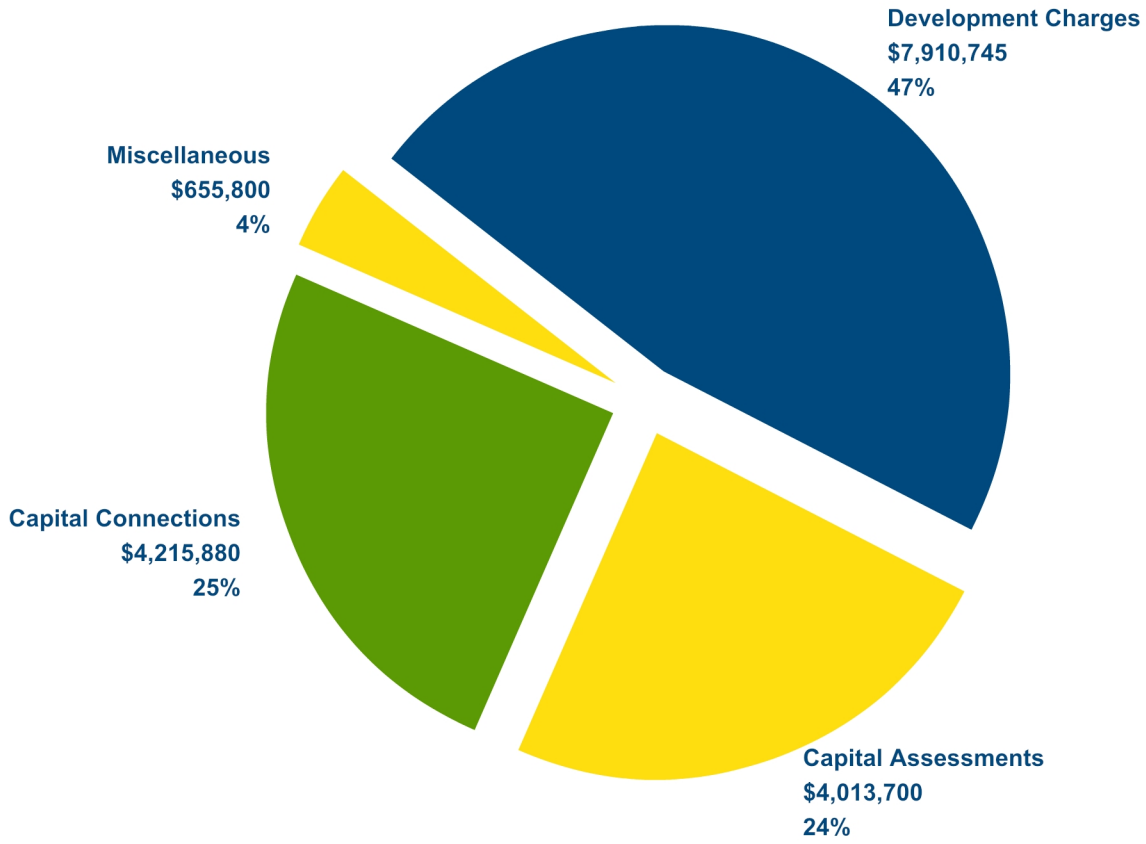
WATER & SEWER DEBT SERVICE

FY 20 APPROVED WATER AND SEWER DEBT SERVICE REVENUE BREAKDOWN

$16,796,125

DEVELOPMENT CHARGES	**47%**	**7,910,745**	**CAPITAL CONNECTIONS**	**25%**	**4,215,880**
CAPITAL ASSESSMENTS	**24%**	**4,013,700**	**MISCELLANEOUS**	**4%**	**655,800**

WATER & SEWER DEBT SERVICE FUND REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $16,796,125

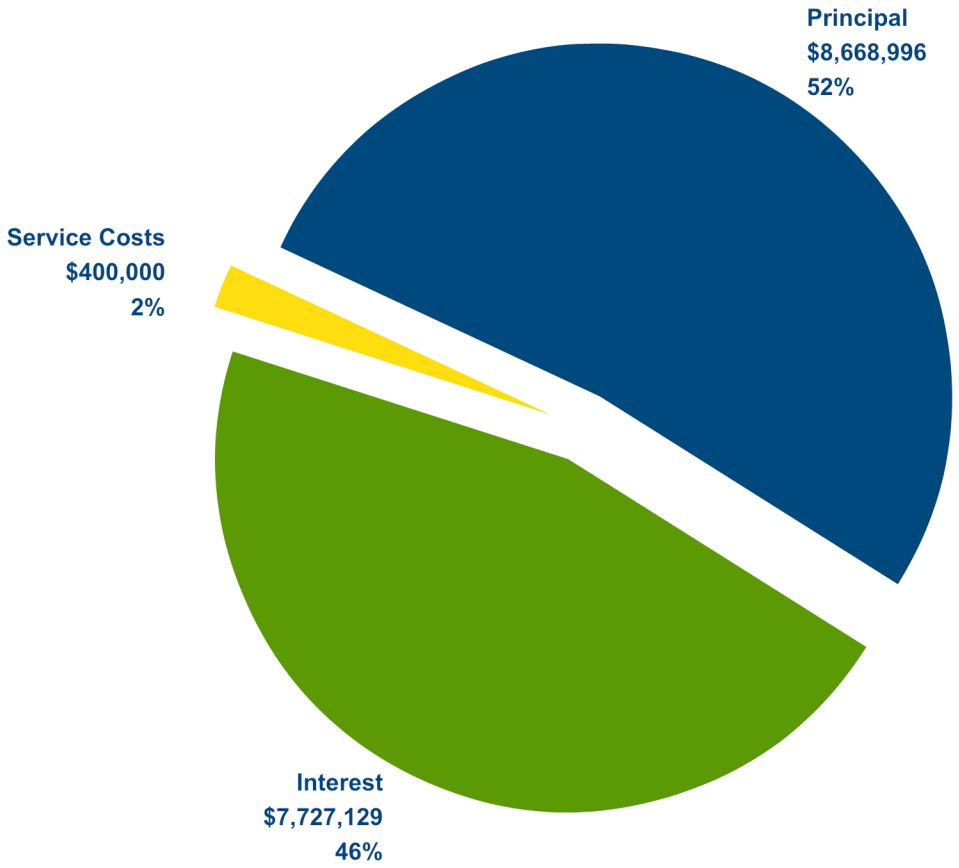


FY 20 APPROVED WATER & SEWER DEBT SERVICE APPROPRIATIONS BREAKDOWN

$16,796,125

PRINCIPAL	**52%**	**8,668,996**	**INTEREST**	**46%**	**7,727,129**
			SERVICE COSTS	**2%**	**400,000**

WATER & SEWER DEBT SERVICE APPROPRIATIONS
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $16,796,125



WATER & SEWER DEBT SERVICE FUND

ORIGIN/PURPOSE:

The Harford County Charter, Article V Budget and Finance, Section 502. (b) defines the term "County funds" to mean "any money appropriated or approved by the Council to which the County may at any time have legal or equitable title."

The Water and Sewer Debt Service Fund provides appropriation authority for the payment of principal and interest on long-term water and sewer bonds and loans. Article V, Section 524 of the Harford County Charter allows the County to incur debt for longer than one year, but not for current operating expenses. All County debt in excess of one year is limited to 30 years after the date of issuance, except debt incurred to finance waste, sewer and wastewater facilities which shall become due not later than 40 years after the date of issuance. These bonds and loans are used to finance the capital projects of the County owned Water and Sewer System. Revenues for the Water and Sewer Debt Service Fund are derived from:

SYSTEM CAPITAL CHARGES - which include:

Connection Charges - These charges are based on a schedule of $450 per equivalent dwelling unit (EDU) for sewerage connections and $650 per EDU for water connections. An EDU is a unit of measure set to a maximum of 20 gallons per minute or 30 fixture units. Harford County Code Chapter 256, Article V, Section 44 established these charges. All connection charges must be paid before physical connection to the system or within six months of the date, the property is physically benefited.

Surcharges - Established by Harford County Code Chapter 256, Article V, Section 45.1, these surcharges are placed on every water and sewer connection at $450 per EDU for water, and similarly $100 for sewer. Surcharges are to be paid before issuance of a plumbing permit.

Development Charges - System development charges were established by Harford County Code Chapter 256, Article V, Section 45.4, Water/Sewer mains must be deemed operational by the Department of Public Works, and development charges must be paid, before the issuance of a plumbing permit for connection. These fees are based on each EDU, which increase by 6% each July 1st. For FY 20 the water system fee is $4,194 and the sewer system fee is $8,669.

ASSESSMENTS - are comprised of:

Benefit Assessments - Harford County Code, Chapter 256-27 authorizes the County Council, on the recommendation of the Director of Public Works, to establish an annual "benefit assessment" on properties in the systems to pay for construction, purchase or establishment of water and/or sewer facilities. The Director of Public Works, after obtaining from the County Treasurer the costs of the capital improvements, shall determine the proper assessment to be levied.

User Benefit Assessments - Harford County Code, Chapter 256-45.2 authorizes "user benefit assessments" against all properties which benefited from a connection to county public facilities, to create a fund to pay for the expansion, extension or reconstruction of the water and/or sewer system. These assessments are to be made for a period of 25 years from the date of connection, and are imposed at a rate of $70 per EDU for properties connected to the water/sewer system before December 31, 1991, and $140 per EDU for properties connected after December 31, 1991.

BIOLOGICAL NUTRIENT REMOVAL FEE

This fee was added to the County Code Chapter 256, Article V, Section 45.5 to cover the debt payment that the County incurred on capital construction costs to install the biological nutrient removal process at the Sod Run Wastewater Treatment Plant. Sewer system customers are billed each fiscal year based on the customer's sewer usage. This fee will remain in effect until the total debt service incurred for this period is retired.

SANITATION PERMIT

The County Health Department imposes an assessment and requires a permit to install a septic system. The permit fee is collected by the County Department of Inspections, Licenses, and Permits, and the revenue is divided between the Water & Sewer Debt Service Fund and a General Fund account dedicated to the Health Department.

CAPITAL SURCHARGES

The Governmental Accounting Standards Board (GASB), the standard-setting authority for governmental accounting, introduced a financial reporting model through GASB Statement No. 34, which requires capital contributions flow through income statements as revenues. This account will be used to record surcharges for a limited number of specific projects as well as any future capital surcharges to be set.

INVESTMENT INCOME

This account is provided to record interest earned on the investment of all idle cash in the Water and Sewer Debt Service Fund.

INTEREST AND PENALTIES

Chapter 256-19 of the Harford County Code imposes charges on late payment of water and sewer bills, turn on/turn off fees and meter tampering.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
20	CONTRACTUAL SERVICES	58,693	58,477	70,000	70,000	70,000
60	DEBT SERVICE	13,482,998	13,386,306	15,863,150	16,726,125	16,726,125
	GRAND TOTAL	**13,541,691**	**13,444,783**	**15,933,150**	**16,796,125**	**16,796,125**
SUMMARY BY DEPARTMENT:						
66	DEBT SERVICE	13,541,691	13,444,783	15,933,150	16,796,125	16,796,125
	GRAND TOTAL	**13,541,691**	**13,444,783**	**15,933,150**	**16,796,125**	**16,796,125**
SUMMARY BY REVENUE SOURCE:						
	CAPITAL ASSESSMENTS	4,981,476	4,796,839	4,063,700	4,013,700	4,013,700
	CAPITAL CONNECTIONS	2,988,881	5,690,694	3,932,650	4,215,880	4,215,880
	DEVELOPMENT CHARGES	6,382,194	5,083,036	7,281,000	7,910,745	7,910,745
	MISCELLANEOUS	634,045	3,578,687	655,800	655,800	655,800
	GRAND TOTAL	**14,986,596**	**19,149,256**	**15,933,150**	**16,796,125**	**16,796,125**

WATER & SEWER DEBT SERVICE FUND

FINANCIAL NOTES:

FY 20 Approved Budget	16,796,125
FY 19 Approved Budget	15,933,150
$ increase	862,975
% increase	5.42%

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
4,063,700	4,013,700	(50,000)	CAPITAL ASSESSMENTS: The decrease in capital assessments reflects a slight decrease in new petition projects and connections in the form of user benefit assessments
3,932,650	4,215,880	283,230	CAPITAL CONNECTIONS: FY 20 budget reflects estimated collections during FY 19
7,281,000	7,910,745	629,745	DEVELOPMENT CHARGES: Projected to reflect an increase in connection activity. FY 20 is based on FY 19 estimated receipts.
10,800	10,800	0	INVESTMENT INCOME: Investment income revenue is estimated to remain flat for FY 20.
645,000	645,000	0	MISCELLANEOUS: FY 20 projection is based on actual receipt history for capital surcharges, Build America bond interest, and interest on unpaid area connection charges, benefit assessments, and user benefit assessments

WATER & SEWER DEBT SERVICE FUND

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
			DEBT SERVICE:
9,856,417	8,668,996	(1,187,421)	Principal Payments - are adjusted to the amounts due on outstanding debt
5,676,733	7,727,129	2,050,396	Interest Payments - are adjusted to the amounts due on outstanding debt
400,000	400,000	0	Service Costs:

	FY 19	FY 20	Change
Legal Services	6,000	6,000	0
Management Services	60,000	60,000	0
Other Professional Services	4,000	4,000	0
Cost of Issuance	330,000	330,000	0
Totals	400,000	400,000	0

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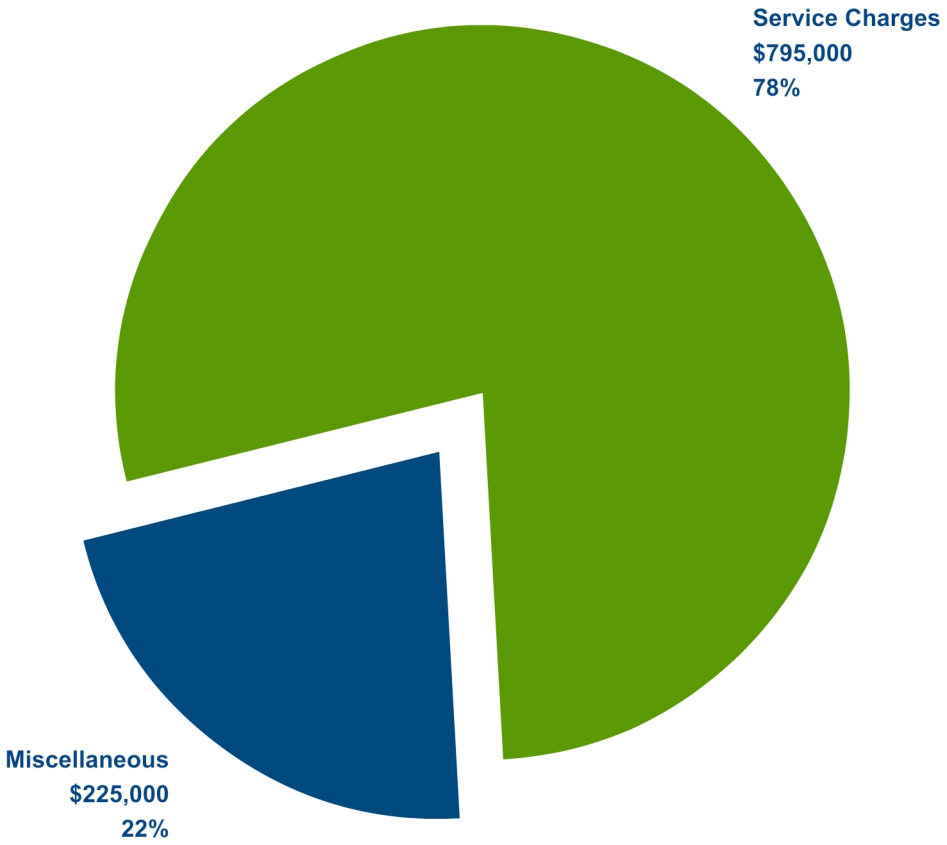
PARKS & RECREATION SPECIAL REVENUE

FY 20 APPROVED PARKS AND RECREATION SPECIAL REVENUE
REVENUE BREAKDOWN
$1,020,000

SERVICE CHARGES	**78%**	**795,000**	**MISCELLANEOUS:**		**22%**	**225,000**
			Fund Balance	220,500		
			Other	4,500		

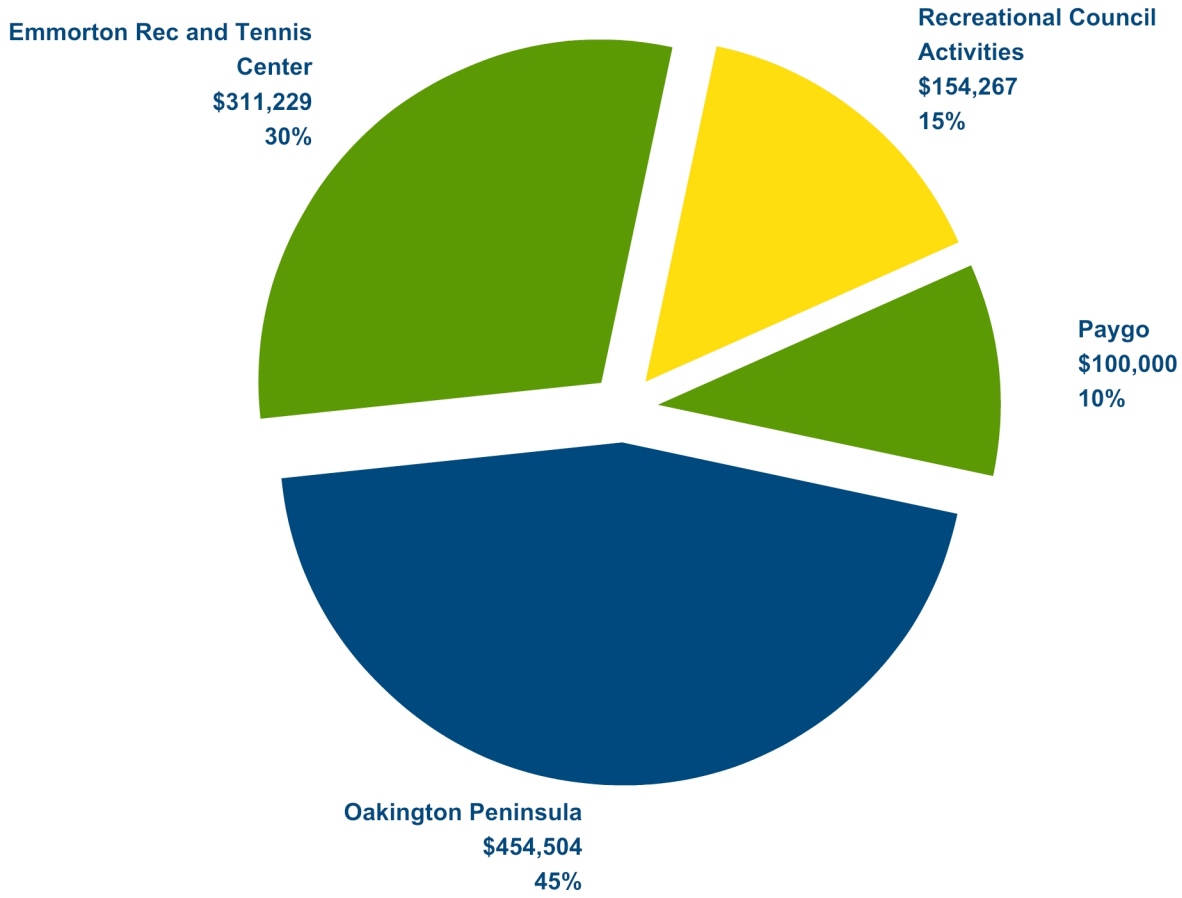
PARKS & RECREATION
SPECIAL REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $1,020,000



FY 20 APPROVED PARKS & RECREATON SPECIAL REVENUE APPROPRIATIONS BREAKDOWN
$1,020,000

EMMORTON RECREATION AND TENNIS CENTER	**30%**	**311,229**	**OAKINGTON PENINSULA**	**45%**	**454,504**
RECREATIONAL COUNCIL ACTIVITIES	**15%**	**154,267**	**PAYGO**	**10%**	**100,000**

PARKS & RECREATION SPECIAL REVENUE APPROPRIATIONS
Fiscal Year 2019- 2020
TOTAL APPROVED BUDGET $1,020,000



PARKS AND RECREATION SPECIAL REVENUE FUND

ORIGIN/PURPOSE:

Prior to FY 02, revenues and expenses related to the self-supporting activities of the Emmorton Recreation and Tennis Center, Recreation Councils and/or the Oakington Peninsula were accounted for as a Trust Fund. This changed when the Governmental Accounting Standards Board (GASB), the standard setting authority for governmental accounting, introduced a financial reporting model through GASB Statement No. 34, which requires Trust Funds be used for private purposes, pensions and investments.

These Parks and Recreation activities no longer qualified as a "trust" under GASB Statement No. 34, nor did they meet the standards of the Operating General Fund, since their revenues and expenses are dedicated solely to supporting their own programs. Therefore, a Special Revenue Fund was established by Council Bill No. 00-64, effective March 20, 2001. The Fund covers the activities of:

- Emmorton Recreation and Tennis Center:

  This facility was purchased by Harford County using State Program Open Space funding in November 1999 for the purpose of addressing the unmet recreation and leisure needs of the Emmorton/Abingdon area. Two of the indoor tennis courts were retained and two others were converted into multipurpose gymnasiums. The outdoor courts were converted for new parking and a steel-fabric covering for two additional indoor courts increasing tennis court rentals and revenue production.

- Oakington Peninsula:

  The Oakington Peninsula is comprised of two separate farms, Swan Harbor Farm and Oakington Farm (Eleanor and Millard Tydings Park). Swan Harbor was purchased in conjunction with the Maryland Department of Natural Resources and Program Open Space in 1994. It operates as a self-sustaining facility generating revenue from rentals, farming, leases and fundraising. The Oakington Peninsula will generate revenues from leasing of farmland, two houses, and the facility as well as providing a park for passive and recreational activities.

- Recreational Council Activities:

  This account is set up to receive revenues from recreational activities, registration, and events. The funds will be expended for recreational supplies, tournament trophies, officials and referees, etc.

PARKS AND RECREATION SPECIAL REVENUE FUND

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	323,180	275,141	366,708	387,338	387,338
20	CONTRACTUAL SERVICES	271,714	310,124	396,550	392,250	392,250
30	SUPPLIES & MATERIALS	32,458	39,634	53,903	47,568	47,568
40	BUSINESS & TRAVEL	1,088	1,677	4,365	4,365	4,365
50	CAPITAL OUTLAY	2,132	2,910	5,000	5,000	5,000
70	MISCELLANEOUS	209,997	143,901	99,474	183,479	183,479
	GRAND TOTAL	**840,569**	**773,387**	**926,000**	**1,020,000**	**1,020,000**
SUMMARY BY DEPARTMENT:						
59	PARKS AND RECREATION	690,569	698,387	901,000	920,000	920,000
70	MISCELLANEOUS	150,000	75,000	25,000	100,000	100,000
	GRAND TOTAL	**840,569**	**773,387**	**926,000**	**1,020,000**	**1,020,000**
SUMMARY BY REVENUE SOURCE:						
	MISCELLANEOUS REVENUES	1,217	3,975	1,000	4,500	4,500
	FUND BALANCE APPROPRIATION	0	0	80,000	220,500	220,500
	SERVICE CHARGES	753,987	778,385	845,000	795,000	795,000
	GRAND TOTAL	**755,204**	**782,360**	**926,000**	**1,020,000**	**1,020,000**

PARKS AND RECREATION SPECIAL REVENUE FUND

FINANCIAL NOTES:

FY 20 Approved Budget	1,020,000
FY 19 Approved Budget	926,000
$ increase	94,000
% increase	10.15%

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
845,000	795,000	(50,000)	SERVICE CHARGES Account for receipts from various facilities and equipment. For example, the Showmobile stage rentals, Emmorton Recreation and Tennis Center fees and Swan Harbor facility rental. For FY 18, service fees were eliminated for skateboard facility. FY 19 estimated revenues adjusted based on actual receipt history:

	FY 19	FY 20	Change
Emmorton Rec & Tennis Center	265,000	290,000	25,000
Oakington Peninsula	365,000	315,000	(50,000)
Showmobile/Stage Rentals	15,000	15,000	—
Recreation Councils/Spec Activities	200,000	175,000	(25,000)
	845,000	795,000	(50,000)

1,000	4,500	3,500	MISCELLANEOUS REVENUE Includes investment income, rental income and other miscellaneous revenues.
80,000	220,500	140,500	FUND BALANCE APPROPRIATED This revenue source is appropriated into the next fiscal year's budget, and treated as one-time funding for that fiscal year. FY 20 funds will continue to be used to support improvements at Swan Harbor Farm and Emmorton Recreation and Tennis Center.

PARKS AND RECREATION SPECIAL REVENUE FUND

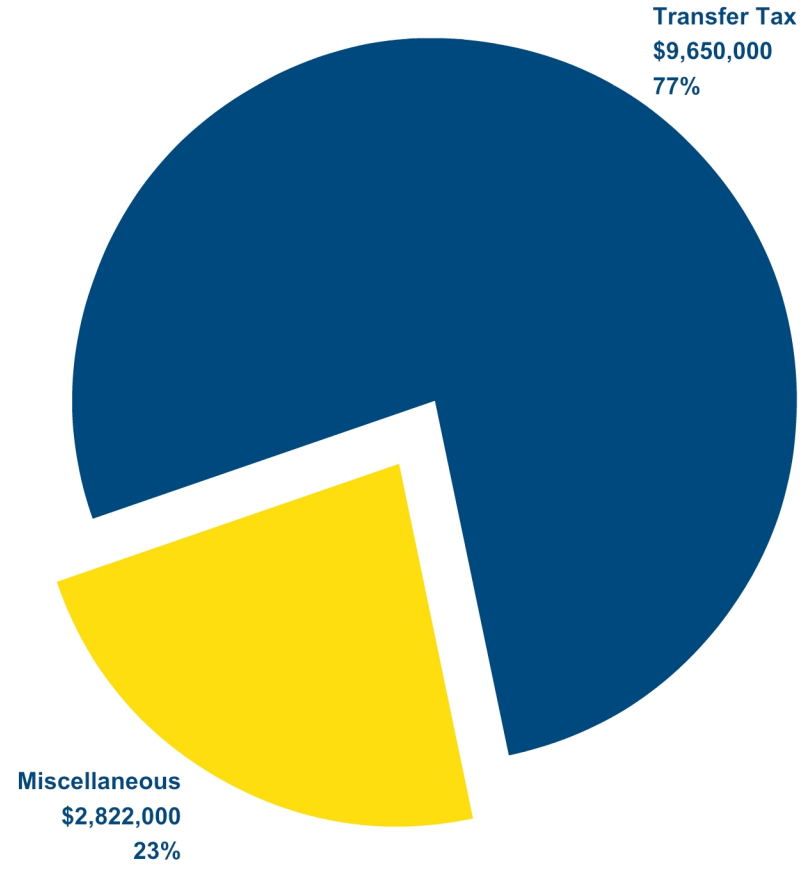
FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
366,708	387,338	20,630	PERSONAL SERVICES Net increase is a result of a $2,000 merit increase for employees as well as turnover with a result of change in health benefits.
396,550	392,250	(4,300)	CONTRACTUAL SERVICES Sufficient funds provided for landscaping contract, janitorial contract, etc. based on actual expense history.
53,903	47,568	(6,335)	SUPPLIES AND MATERIALS Sufficient funds are provided based on actual expenditures for general office supplies, small maintenance tools and janitorial supplies, etc.
5,000	5,000	0	CAPITAL OUTLAY Sufficient funds are still provided for annual replacement of furniture, equipment, etc. for Swan Harbor and Emmorton Recreation and Tennis Center
99,474	183,479	84,005	MISCELLANEOUS Funds are appropriated for Pro Rata Shares for support of General Fund administrative services and Paygo funding in the amount of $100,000 in support of the Swan Harbor Farm Improvements and Emmorton Rec and Tennis Center Capital Projects.

COUNTY-AG PRESERVATION

FY 20 APPROVED COUNTY - AG PRESERVATION
REVENUE BREAKDOWN
$12,472,000

TRANSFER TAX	**77%**	**9,650,000**	**MISCELLANEOUS:**	**23%**	**2,822,000**
			Investment Income	200,000	
			Long Term Debt Proceeds	2,622,000	

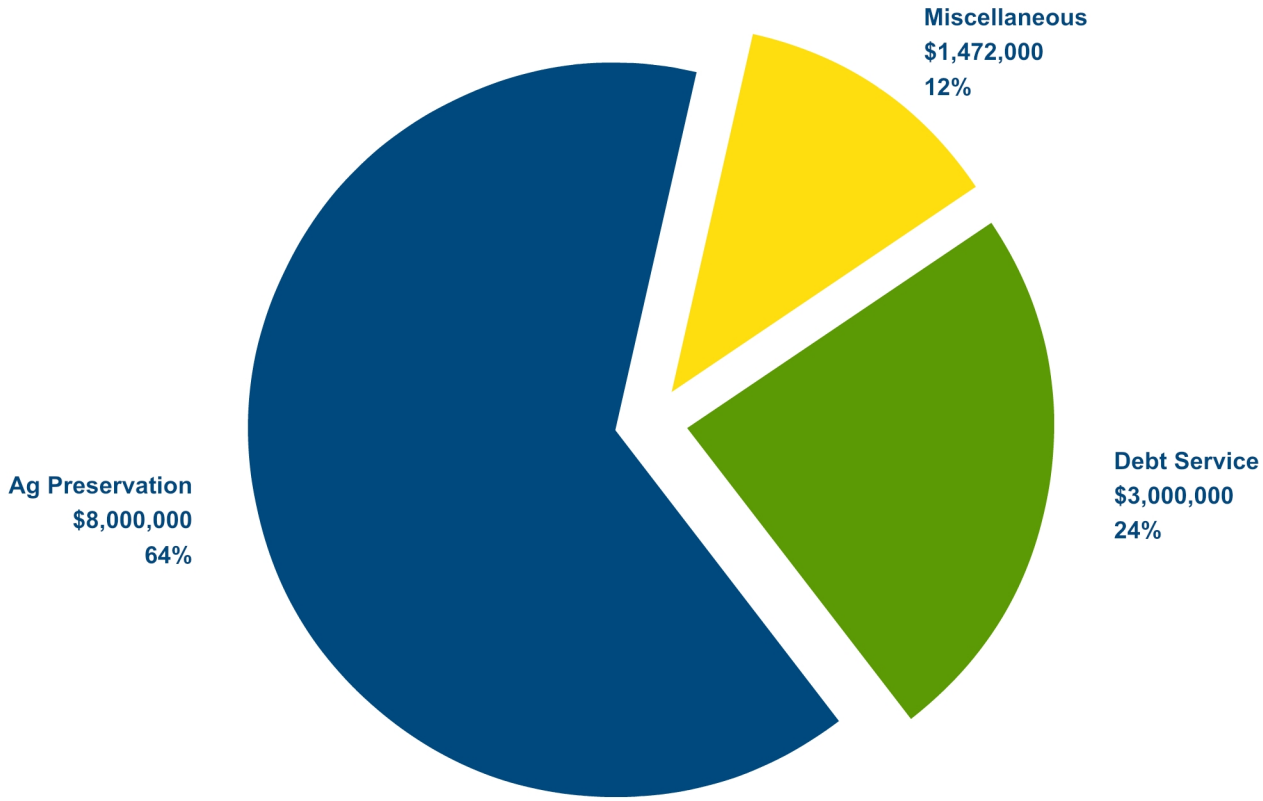
COUNTY - AG PRESERVATION
REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $12,472,000



FY 20 APPROVED COUNTY - AG PRESERVATION
APPROPRIATIONS BREAKDOWN
$12,472,000

AG PRESERVATION - COUNTY	**64%**	**8,000,000**	**DEBT SERVICE**	**24%**	**3,000,000**
			MISCELLANEOUS	**12%**	**1,472,000**

COUNTY - AG PRESERVATION APPROPRIATIONS
Fiscal Year 2019- 2020
TOTAL APPROVED BUDGET $12,472,000



AGRICULTURAL PRESERVATION - COUNTY

ORIGIN/PURPOSE:

The Maryland General Assembly enacted House Bill No. 1481, effective July 1, 1992, authorizing the Harford County Council to impose a Transfer Tax. Subsequently the County Council enacted Bill No. 93-3 to add new Article IV, Transfer Tax, to Chapter 123, Finance and Taxation, of the Harford County Code which imposes a 1% Transfer Tax on any instruments of writing that convey title to, or a leasehold interest in, real property, effective July 1,1993.
The proceeds are to be distributed:

50% to the County's Agricultural Land Preservation Program
50% to fund school site acquisition, school construction, or school debt service

With the approval of a majority of voters, an amendment to Section 524, Indebtedness, of Article V, Budget and Finance, of the Harford County Charter, effective December 3, 1992, was enacted, allowing the County to enter into installment contracts to purchase easements for agricultural land preservation purposes. These purchases are to be primarily funded with a Transfer Tax.

In addition, the County Council, via Bill No. 93-2, enacted that new Article II, Agricultural Land Preservation Program, be added to Chapter 60, Agriculture, of the Harford County Code, effective April 6, 1993, establishing the Harford County Agricultural Land Preservation Program (HALPP) to preserve productive agricultural land and woodland which provides for the continued production of food and fiber for the citizens of the County. The program is administered by the Department of Planning and Zoning and the Harford County Agricultural Advisory Board.

The Harford County Agricultural Land Preservation Program allows land owners to preserve productive farmland for future generations through the use of conservation easements; in addition the land owner receives payment for selling their development rights and/or a tax credit.

All easement purchases are handled through an Installment Purchase Agreement (IPA) between the County and the seller. The agreement includes the total amount of money that the County has agreed to pay, and sets the terms of that agreement, including the fixed interest rate on which the landowner will receive annual payments. IPAs are generally for 20 years with interest and a small portion of the principal being paid annually. At the end of the term of the IPA, the landowner will receive a final balloon payment constituting the remainder of the principal. This final principal payment is made with the proceeds of a stripped-coupon U.S. Treasury obligation purchased at settlement and held by the County until maturity.

AGRICULTURAL PRESERVATION - COUNTY

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
20	CONTRACTUAL SERVICES	35,577	75,182	43,000	20,500	20,500
30	SUPPLIES & MATERIALS	0	0	643	300	300
40	BUSINESS & TRAVEL	300	426	1,200	1,200	1,200
50	CAPITAL OUTLAY	1,827,909	0	22,000,000	8,000,000	8,000,000
60	DEBT SERVICE	9,978,661	20,394,550	6,035,157	3,000,000	3,000,000
70	MISCELLANEOUS	183,984	1,395,032	2,000,000	1,450,000	1,450,000
	GRAND TOTAL	**12,026,431**	**21,865,190**	**30,080,000**	**12,472,000**	**12,472,000**
SUMMARY BY DEPARTMENT:						
06	PLANNING AND ZONING	2,012,193	20,469,167	24,004,843	3,000,000	3,000,000
66	DEBT SERVICE	10,014,238	1,396,023	6,075,157	9,472,000	9,472,000
	GRAND TOTAL	**12,026,431**	**21,865,190**	**30,080,000**	**12,472,000**	**12,472,000**
SUMMARY BY REVENUE SOURCE:						
	TRANSFER TAX	7,881,091	9,335,696	8,600,000	9,650,000	9,650,000
	FUND BALANCE APPROPRIATION	0	0	16,815,000	0	0
	INVESTMENT INCOME	(784,026)	158,739	2,510,000	200,000	200,000
	MISCELLANEOUS REVENUES	1,830,630	0	2,155,000	2,622,000	2,622,000
	GRAND TOTAL	**8,927,695**	**9,494,435**	**30,080,000**	**12,472,000**	**12,472,000**

AGRICULTURAL PRESERVATION - COUNTY

FINANCIAL NOTES:

FY 20 Approved Budget	12,472,000
FY 19 Approved Budget	30,080,000
$ decrease	(17,608,000)
% decrease	(58.54)%

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
8,600,000	9,650,000	1,050,000	TRANSFER TAX Transfer Tax is based on prior year actual collections and projected collections for current year.
2,510,000	200,000	(2,310,000)	INVESTMENT INCOME Interest income on investments purchased for agricultural preservation is projected to be lower for FY 20.
2,155,000	2,622,000	467,000	MISCELLANEOUS REVENUES Proceeds from installment loans for easement purchase are anticipated for FY 20
16,815,000	0	(16,815,000)	FUND BALANCE APPROPRIATED Excess unappropriated fund balance at the end of the year is appropriated into the next fiscal year's budget, and treated as one-time funding for that fiscal year. No fund balance appropriated for FY 20.

AGRICULTURAL PRESERVATION - COUNTY

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
43,000	20,500	(22,500)	CONTRACTUAL SERVICES Contractual Services decreased based on actual expense history for ag preservation promotion
643	300	(343)	SUPPLIES & MATERIALS Delivery Costs adjusted based on actual expense history
1,200	1,200	0	BUSINESS & TRAVEL Mileage, parking/tolls, meals, training seminars, and meeting expenses based on actual expense history
22,000,000	8,000,000	(14,000,000)	CAPITAL OUTLAY Sufficient funds provided for anticipated easement purchases for FY 20
6,035,157	3,000,000	(3,035,157)	DEBT SERVICE Principal and Interest costs
2,000,000	1,450,000	(550,000)	MISCELLANEOUS Estimated purchase of land under the State Program

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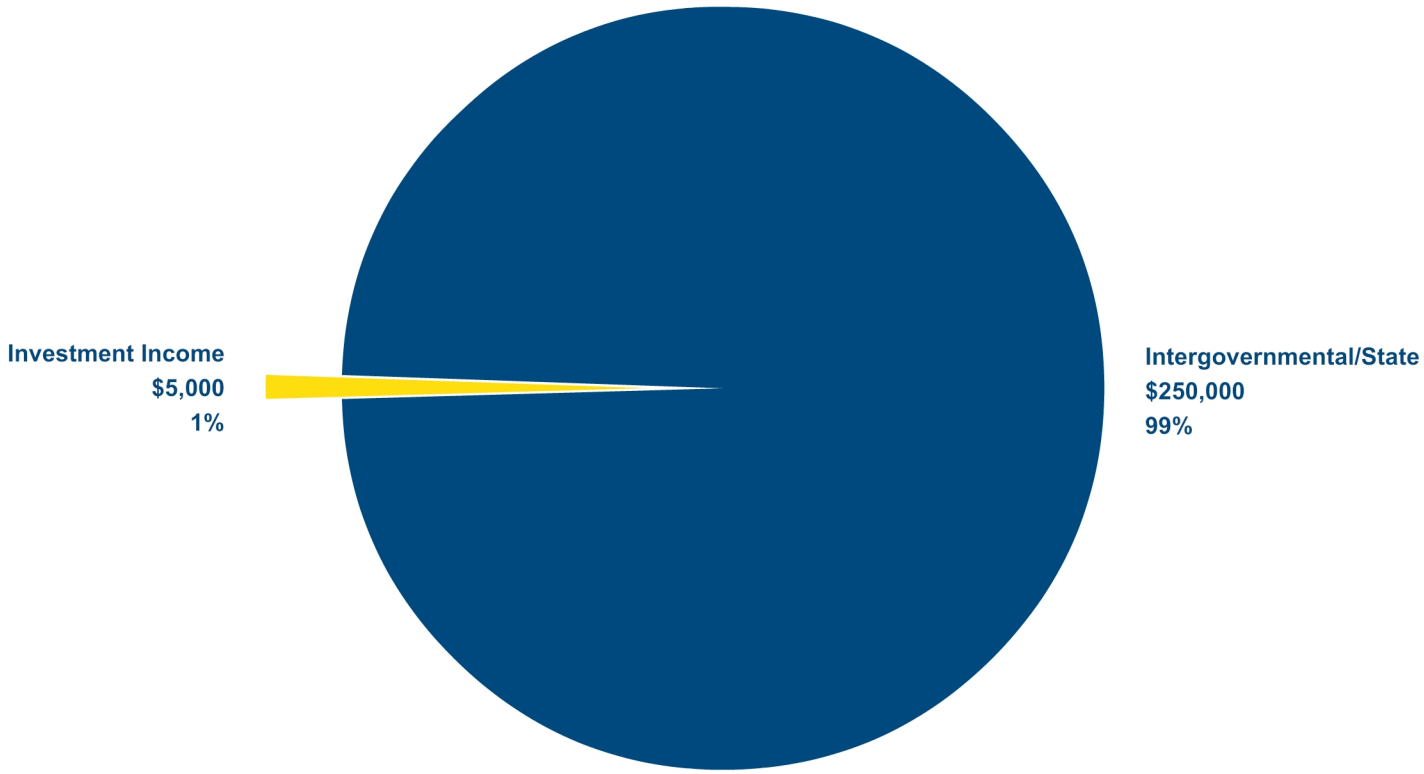
STATE-AG PRESERVATION

FY 20 APPROVED STATE - AG PRESERVATION
REVENUE BREAKDOWN
$255,000

INTERGOVERNMENTAL/STATE	**99%**	**250,000**	**INVESTMENT INCOME**	**1%**	**5,000**

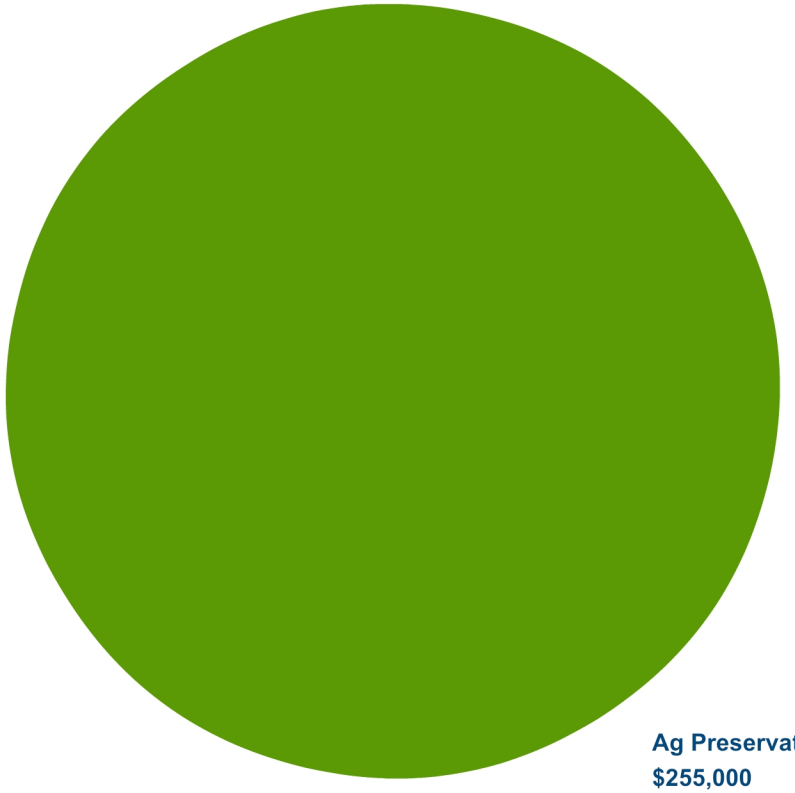
STATE - AG PRESERVATION
REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $255,000



FY 20 APPROVED STATE - AG PRESERVATION
APPROPRIATION BREAKDOWN
$255,000

AG PRESERVATION - STATE	**100%**	**255,000**

STATE - AG PRESERVATION APPROPRIATIONS
Fiscal Year 2019- 2020
TOTAL APPROVED BUDGET $255,000



AGRICULTURAL PRESERVATION - STATE

ORIGIN/PURPOSE:

The Maryland Agricultural Preservation Foundation (MALPF) was created in 1977 by the Maryland General Assembly to preserve productive agricultural land and woodland, via the Purchase of Development Rights (PDR), to provide for the continued production of food and fiber for all citizens of the State. Preservation of farmland was also intended to help curb the random expansion of urban development.

MALPF, along with the Maryland Department of Planning, co-administers the Certification of Local Agricultural Land Preservation Programs. MALPF is mainly funded with:

- a portion of the State's Property Transfer Tax, which is assessed on all property transfers
- local subdivision matching funds for easement purchases
- a State Agricultural Land Transfer Tax, which is imposed on all transfers of title in agricultural land taken out of production. Local subdivisions are required to collect the revenue generated by this tax; these funds are then shared in the following manner:
    - Maryland counties, without Certified Agricultural Land Preservation Programs are required to remit two-thirds of the revenue to MALPF. They retain one-third for agricultural land preservation purposes.
    - Counties that have a Certified Local Agricultural Land Preservation Program may retain 75% of the Agricultural Transfer Tax collected, for preservation purposes, and are required to remit only 25% to the Foundation.

AG PRESERVATION - STATE

FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	30,000	30,000	30,000	30,000	30,000
70	MISCELLANEOUS	999,758	0	325,000	225,000	225,000
	GRAND TOTAL	**1,029,758**	**30,000**	**355,000**	**255,000**	**255,000**
SUMMARY BY DEPARTMENT:						
06	PLANNING AND ZONING	1,029,758	30,000	355,000	255,000	255,000
	GRAND TOTAL	**1,029,758**	**30,000**	**355,000**	**255,000**	**255,000**
SUMMARY BY REVENUE SOURCE:						
	TRANSFER TAX - STATE	559,789	61,760	350,000	250,000	250,000
	INVESTMENT INCOME	3,834	1,433	5,000	5,000	5,000
	GRAND TOTAL	**563,623**	**63,193**	**355,000**	**255,000**	**255,000**

AG PRESERVATION - STATE

FINANCIAL NOTES:

FY 20 Approved Budget	255,000
FY 19 Approved Budget	355,000
$ decrease	(100,000)
% decrease	(28.17)%

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
350,000	250,000	(100,000)	TRANSFER TAX - STATE FY 20 budget for Transfer Tax is estimated to decrease
5,000	5,000	0	INVESTMENT INCOME FY 20 estimated investment income

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
30,000	30,000	0	PERSONAL SERVICES A salary offset of $30,000 is available to offset the salary of a Planner III in the Department of Planning & Zoning
325,000	225,000	(100,000)	MISCELLANEOUS Agricultural Land Preservation - increase for match available for easement purchases the Maryland Agricultural Land Preservation Foundation (MALPF) will make on the County's behalf

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STORMWATER MANAGEMENT

FY 20 APPROVED STORMWATER MANAGEMENT FUND
REVENUE BREAKDOWN
$3,193,000

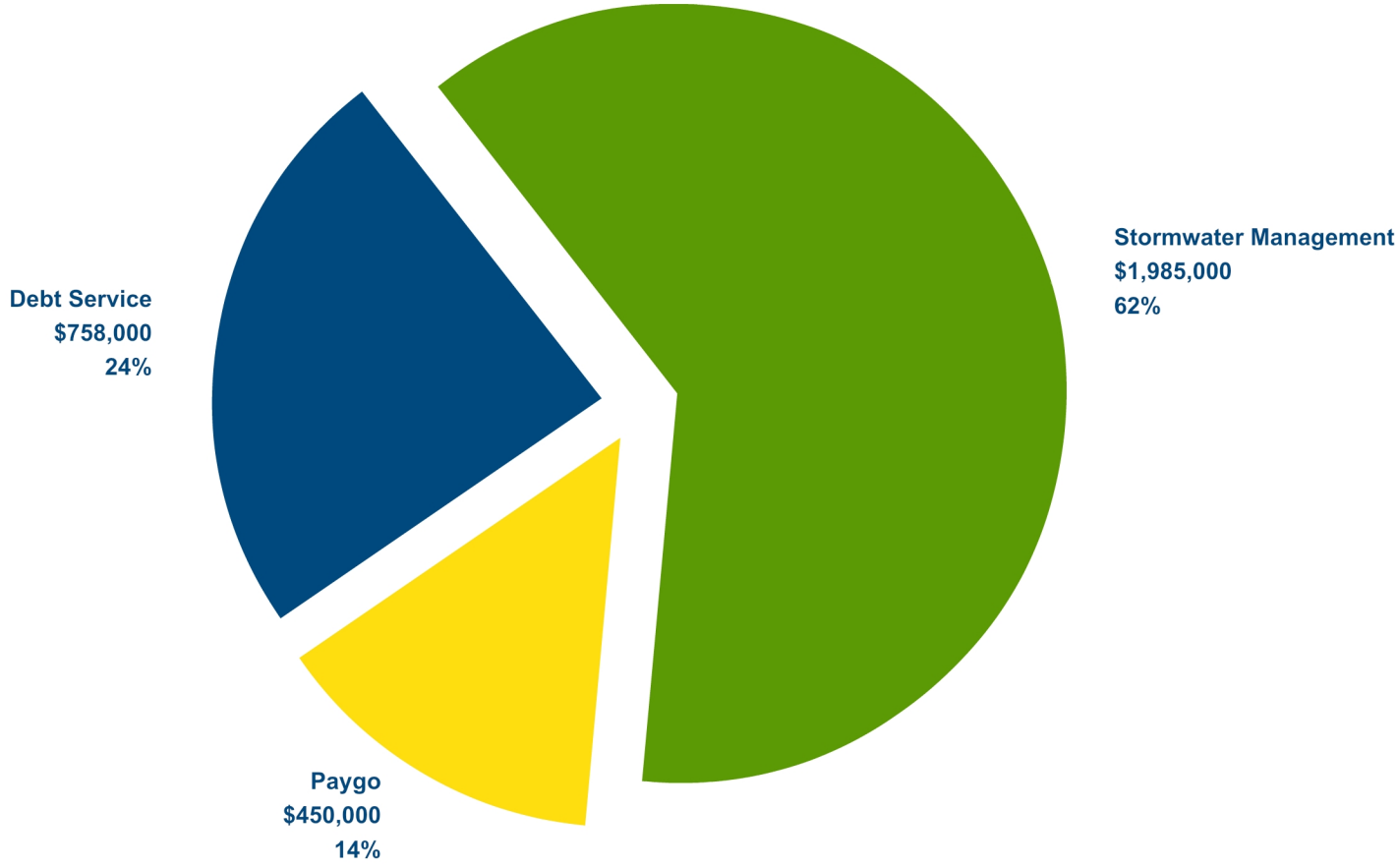
OTHER TAXES:	**84%**	**2,667,200**	**MISCELLANEOUS:**	**16%**	**525,800**
Recordation Tax	2,667,200		Investment Income	65,800	
			Fund Balance	460,000	

STORMWATER MANAGEMENT FUND
REVENUES
Fiscal Year 2019 - 2020
TOTAL APPROVED BUDGET $3,193,000

FY 20 APPROVED STORMWATER MANAGEMENT FUND
APPROPRIATIONS BREAKDOWN
$3,193,000

DEBT SERVICE:	**24 %**	**758,000**	**PAYGO:**	**14 %**	**450,000**
STORMWATER MANAGEMENT:	**62 %**	**1,985,000**			

STORMWATER MANAGEMENT FUND
APPROPRIATIONS
Fiscal Year 2019- 2020
TOTAL APPROVED BUDGET $3,193,000



STORMWATER MANAGEMENT

ORIGIN/PURPOSE:

House Bill 987, which requires that certain Maryland counties, including Harford County, must collect a stormwater remediation fee from taxpayers to fund the implementation of local watershed protection and restoration program. Harford County is required to adopt and implement local laws necessary to establish a watershed protection and restoration program, including a stormwater remediation fee and a local watershed protection and restoration fund.

Bill No. 13-12 was introduced to the Harford County Council on February 19, 2013. Bill No. 13-12 as Amended became law on April 23, 2013. A Stormwater Remediation Fee was established to implement the State mandate. Collection of the fee will commence on July 1, 2013. Revenue resulting from this fee can only be used for Watershed Protection and Restoration Programs.

The Stormwater Remediation Fee was repealed by Bill 14-036 effective July 1, 2015. This fund is a special account for deposit of a certain portion of the recordation tax, $0.55 for each $500 of the sale price (or lien amount) for each property deed recorded. The proceeds of this fund are used for the County's watershed protection and restoration program as mandated under State of Maryland law. The State requires a separate fund be established for this purpose.

STORMWATER MANAGEMENT

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
60	DEBT SERVICE	81,577	236,774	451,757	758,000	758,000
70	MISCELLANEOUS	200,000	500,000	2,060,243	2,435,000	2,435,000
	GRAND TOTAL	**281,577**	**736,774**	**2,512,000**	**3,193,000**	**3,193,000**
SUMMARY BY DEPARTMENT:						
30	PUBLIC WORKS	0	0	1,660,243	1,985,000	1,985,000
66	DEBT SERVICE	81,577	236,774	451,757	758,000	758,000
70	MISCELLANEOUS	200,000	500,000	400,000	450,000	450,000
	GRAND TOTAL	**281,577**	**736,774**	**2,512,000**	**3,193,000**	**3,193,000**
SUMMARY BY REVENUE SOURCE:						
	OTHER TAXES	2,289,262	2,552,222	2,497,000	2,667,200	2,667,200
	INVESTMENT INCOME	19,283	65,137	11,000	65,800	65,800
	MISCELLANEOUS	123,734	192,148	4,000	460,000	460,000
	GRAND TOTAL	**2,432,279**	**2,809,507**	**2,512,000**	**3,193,000**	**3,193,000**

STORMWATER MANAGEMENT

FINANCIAL NOTES:

FY 20 Approved Budget	3,193,000
FY 19 Approved Budget	2,512,000
$ increase	681,000
% increase	27.11%

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
2,497,000	2,667,200	170,200	RECORDATION TAX This is a portion of the recordation tax, $0.55 for each $500 of the sale price (or lien amount) for each property deed recorded.
15,000	525,800	510,800	MISCELLANEOUS This includes investment income estimated at $65,800 for FY 20 and fund balance appropriated of $460,000.

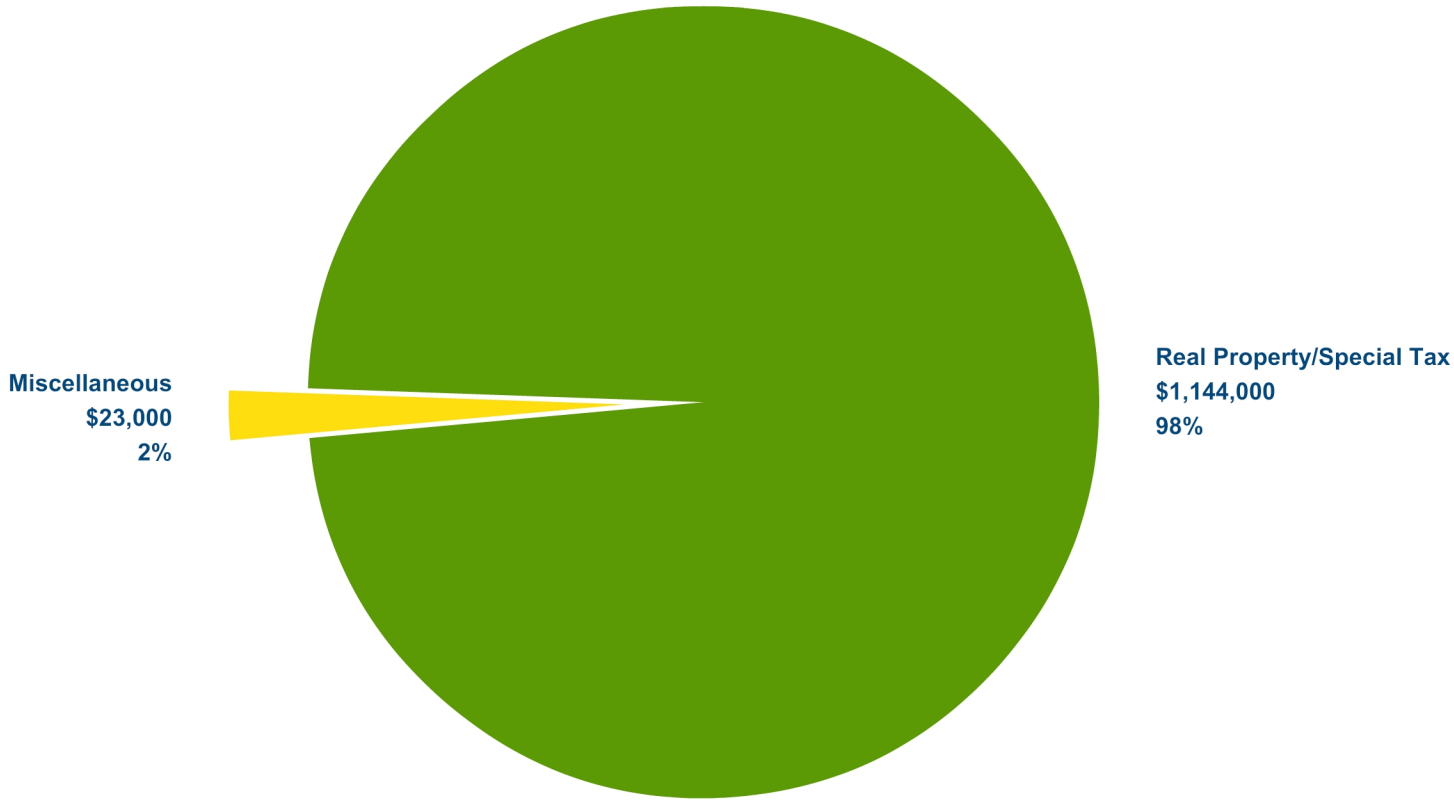
FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
457,757	758,000	300,243	DEBT SERVICE This is the principal and interest costs on the bonds sold for Stormwater Management capital projects.
2,060,243	2,435,000	374,757	MISCELLANEOUS Funds are appropriated for other contingencies for Stormwater Management and capital projects that cannot be bonded.

TAX INCREMENT FINANCING

FY 20 APPROVED TAX INCREMENT FINANCING
REVENUE BREAKDOWN
$1,167,000

REAL PROPERTY/SPECIAL TAX	**98%**	**1,144,000**	**MISCELLANEOUS**	**2%**	**23,000**
			Investment Income	23,000	

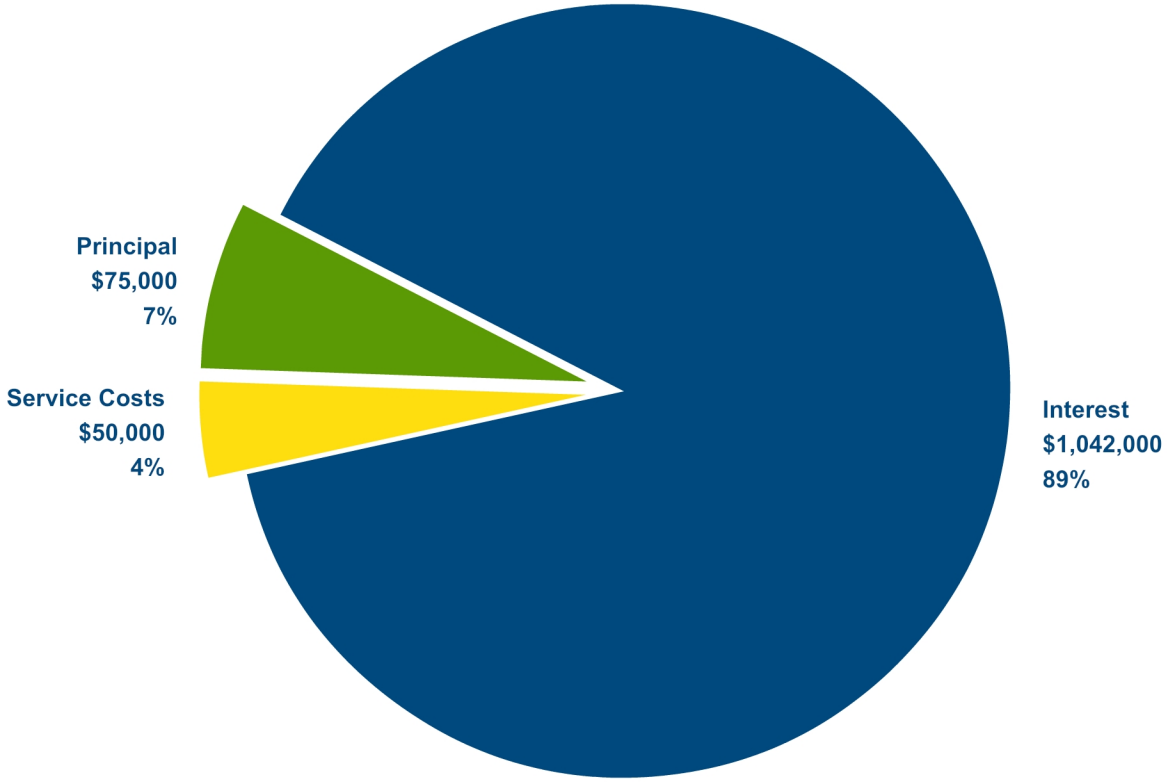
TAX INCREMENT FINANCING
REVENUES
Fiscal Year 2019- 2020
TOTAL APPROVED BUDGET $1,167,000



FY 20 APPROVED TAX INCREMENT FINANCING
APPROPRIATIONS BREAKDOWN
$1,167,000

SERVICE COSTS	**4%**	**50,000**	**INTEREST**	**89%**	**1,042,000**
			PRINCIPAL	**7%**	**75,000**

TAX INCREMENT FINANCING
APPROPRIATIONS
Fiscal Year 2019- 2020
TOTAL APPROVED BUDGET $1,167,000



TAX INCREMENT FINANCING FUND

ORIGIN/PURPOSE:

The Beechcreek Estates Tax Increment Fund and the Beechcreek Estates Special Taxes Fund are special funds that were authorized by Bill No. 10-10. The Bill provides that the County may issue not more than $14,000,000 in special obligation bonds to finance or reimburse the cost of the public improvements benefitting the district. It also pledges the real property taxes collected with respect to the tax increment of properties in the district to payment of the bonds to be issued and also authorizes the imposition of a special tax on properties within the district to the extent the tax increment received is insufficient to pay debt service on the bonds and other allowable costs and expenses.

The bonds shall not be an indebtedness of the County for which the County is obligated to levy or pledge, or has levied or pledged, ad valorem taxes or special taxes of the County other than the real property taxes representing the levy of the tax increment on properties located in the Development District or the Special Taxing District. The bonds shall be a special obligation of the County and will not constitute a general obligation debt of the County of a pledge of the County's full faith and credit or taxing power. The only funds the County will be obligated to use to make payment on the bonds and the cost of issuance will be those that result from real property taxes levied by the County on the tax increment on properties located in the Development District and, if such revenues are or will be insufficient, the Special Tax levied on and collected from property located in the Special Taxing District and any other moneys held under and as provided by the indenture pursuant to which the bonds were issued.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
60	DEBT SERVICE	1,072,546	1,107,395	1,145,875	1,167,000	1,167,000
	GRAND TOTAL	**1,072,546**	**1,107,395**	**1,145,875**	**1,167,000**	**1,167,000**
SUMMARY BY DEPARTMENT:						
66	DEBT SERVICE	1,072,546	1,107,395	1,145,875	1,167,000	1,167,000
	GRAND TOTAL	**1,072,546**	**1,107,395**	**1,145,875**	**1,167,000**	**1,167,000**
SUMMARY BY REVENUE SOURCE:						
	REAL PROPERTY/SPECIAL TAX	1,026,896	1,664,599	1,143,875	1,144,000	1,144,000
	INVESTMENT INCOME	6,866	22,701	2,000	23,000	23,000
		1,033,762	**1,687,300**	**1,145,875**	**1,167,000**	**1,167,000**

TAX INCREMENT FINANCING FUND

FINANCIAL NOTES:

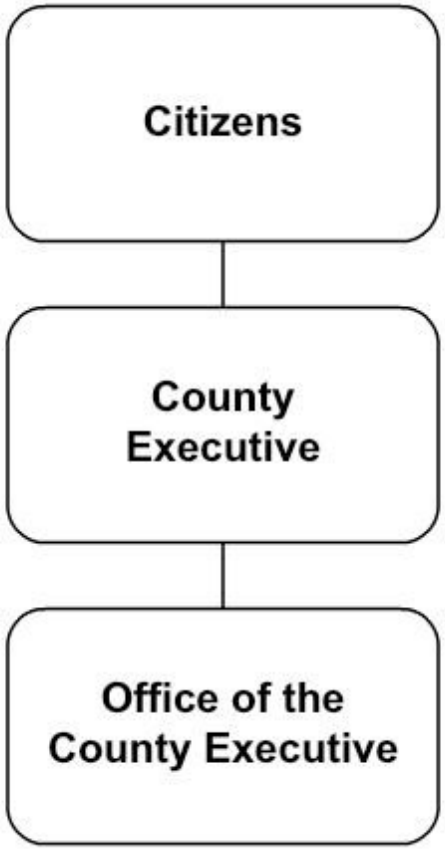
FY 20 Approved Budget	1,167,000
FY 19 Approved Budget	1,145,875
$ increase	21,125
% increase	1.84%

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
1,143,875	1,144,000	125	REAL PROPERTY/SPECIAL TAX FY 20 will be the fifth year that Harford County will be assessing a Real Property/Special Tax for Beechcreek Estates Development.
2,000	23,000	21,000	INVESTMENT INCOME Estimated investment income anticipated for Beechcreek accumulated cash balance.

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
1,095,875	1,117,000	21,125	Interest - Beechcreek 2011 Bonds @ $1,117,000
50,000	50,000	0	Services Costs - Cost of Issuance Beechcreek @ $50,000.

Harford County Government

OFFICE OF COUNTY EXECUTIVE



COUNTY EXECUTIVE

ORIGIN/PURPOSE:

Under Harford County's Charter, Article III, Sections 302 and 303, a County Executive shall be nominated and elected by the qualified voters of the entire County, and be vested all executive power in Harford County by the Constitution and laws of Maryland and the County Charter. The County Executive's duties include, but are not limited to:

- preparing and submitting to the Council the annual County budget;
- preparing and submitting to the Council and the public, within four months after the close of the fiscal year, an annual report on the activities and accomplishments of the County government, including a detailed financial statement;
- providing the Council with any information concerning the Executive Branch which the Council may require for the exercise of its powers;
- recommending to the Council such measures for legislative action as may be deemed to be in the best interests of the County;
- insuring that County funds in excess of those required for immediate needs are invested in the best interests of the County;
- signing or causing to be signed on the County's behalf all deeds, contracts, and other instruments; and
- seeing that the affairs of the Executive Branch are properly and efficiently administered, and that employees of the Executive Branch faithfully perform their duties.

The County Executive serves for a four year term, with a two consecutive term limit, shall have been a resident and a qualified voter of the County for at least five years immediately preceding election; and at the time of election shall be at least 25 years old. In the event of a temporary absence or disability of the County Executive, the Director of Administration shall perform the duties of the County Executive.

COUNTY EXECUTIVE

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	458,006	491,166	526,626	544,416	544,415
20	CONTRACTUAL SERVICES	13,316	14,989	23,500	23,500	23,500
30	SUPPLIES AND MATERIALS	12,320	12,701	20,400	20,400	20,400
40	BUSINESS AND TRAVEL	17,669	11,977	28,200	28,200	28,200
50	CAPITAL OUTLAY	521	0	0	0	0
70	MISCELLANEOUS	64,456	145,691	160,000	160,000	160,000
80	INTER-GOVERNMENTAL/INTERFUND	0	35	0	0	0
	GRAND TOTAL	**566,288**	**676,559**	**758,726**	**776,516**	**776,515**
SUMMARY BY FUND:						
11	GENERAL	566,288	676,559	758,726	776,516	776,515
	GRAND TOTAL	**566,288**	**676,559**	**758,726**	**776,516**	**776,515**
SUMMARY BY DIVISION:						
11000	OFFICE OF THE COUNTY EXECUTIVE	566,288	676,559	758,726	776,516	776,515
	GRAND TOTAL	**566,288**	**676,559**	**758,726**	**776,516**	**776,515**

COUNTY EXECUTIVE

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increases $17,790
360,509	357,787	(2,722)	Full-Time Salaries - staff turnover of Administrative Secretary III and Management Assistant II
	7,627	7,627	$2,000 merit increase for all eligible employees and legislative CPI salary increase for County Executive
89,121	96,033	6,912	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
32,445	34,619	2,174	Pension adjusted based on actuarial
14,790	20,724	5,934	PEHP adjusted based on actual costs
23,500	23,500	0	CONTRACTUAL SERVICES no change in funding over FY 19
20,400	20,400	0	SUPPLIES & MATERIALS no change in funding over FY 19
28,200	28,200	0	BUSINESS & TRAVEL no change in funding over FY 19
160,000	160,000	0	MISCELLANEOUS no change in funding over FY 19 Contributions - funds provide for Shock Trauma at $10,000 and for miscellaneous contributions @ $150,000.

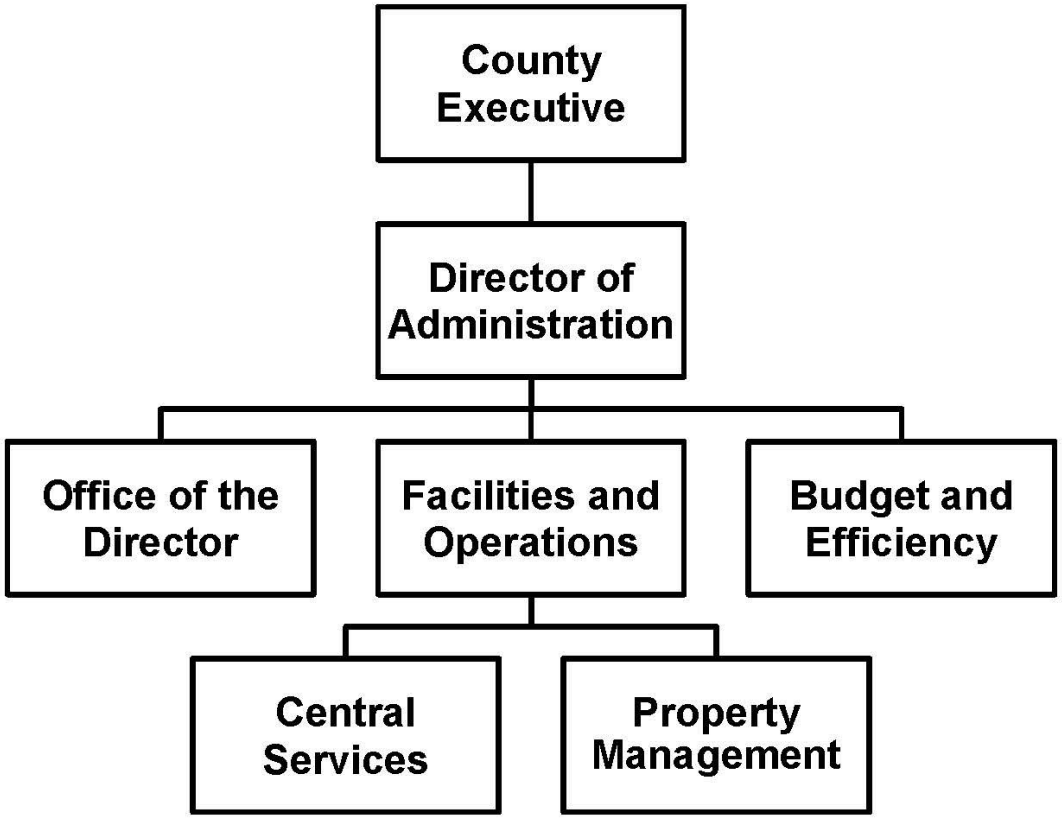
DEPARTMENT STAFF SUMMARY

County Executive

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	1.00	55,166	1.00	58,270	1.00	60,270
Administrative Secretary III	1.00	69,233	1.00	72,618	1.00	74,000
County Executive	1.00	134,677	1.00	137,517	1.00	140,143
Management Assistant II	1.00	88,337	1.00	92,104	1.00	90,000
SALARY TOTAL	**4.00**	**347,413**	**4.00**	**360,509**	**4.00**	**364,413**
OTHER PERSONAL SERVICES						
Pension & Retirement		31,267		32,445		34,619
Workers' Compensation		1,943		1,622		1,531
Health Benefits		79,728		89,121		96,033
PEHP		14,460		14,790		20,724
FICA		25,574		27,579		26,536
Miscellaneous		560		560		560
TOTAL OTHER PERSONAL SERVICES		**153,532**		**166,117**		**180,003**
TOTAL PERSONAL SERVICES	**4.00**	**500,945**	**4.00**	**526,626**	**4.00**	**544,416**

***FY 18 Salaries and Other Personal Services are Enacted not Audited Amounts**

ADMINISTRATION



ADMINISTRATION

ORIGIN/PURPOSE:

Under Harford County's Charter, Article III, Sections 310 and 312, the County Executive is charged with appointing a Director of Administration, subject to confirmation by the Council. The Director of Administration serves at the pleasure of the County Executive, performs administrative duties and exercises general supervision over the agencies of the Executive Branch as the County Executive directs. In the event of a temporary absence or disability of the County Executive, the Director of Administration shall perform the duties of the County Executive. The Director of Administration also serves as the County's budget officer, and is responsible for causing to be prepared and submitted to the County Executive for approval and submission to the Council all County budgets. The Director of Administration is also charged to study the organization, methods, and procedures of each agency of County government and submit to the County Executive periodic reports on their efficiency and economy. The Director of Administration is the County's Hearing Officer on appeals to the decisions of department heads on the application of County rules and regulations.

The Administration provides support services to all County government departments and agencies. Included under Administration are the divisions of Director of Administration, Facilities and Operations, Property Management, Central Services, and Budget and Efficiency. Supervisors within each division report directly to the Director of Administration.

MISSION STATEMENT:

THE ADMINISTRATION PROVIDES MANAGEMENT AND COORDINATION OF THE ACTIVITIES OF COUNTY DEPARTMENTS AND AGENCIES

ADMINISTRATION

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,728,626	4,214,504	4,496,081	4,666,101	4,666,101
20	CONTRACTUAL SERVICES	1,259,155	4,841,903	4,878,375	5,036,775	5,036,775
30	SUPPLIES AND MATERIALS	610,684	556,429	629,750	630,550	630,550
40	BUSINESS AND TRAVEL	109,719	96,603	114,000	111,500	111,500
50	CAPITAL OUTLAY	1,147	32,551	0	0	0
70	MISCELLANEOUS	335,791	180,980	220,000	220,000	220,000
80	INTER-GOVERNMENTAL/INTERFUND	20	31	1,200	400	400
	GRAND TOTAL	**6,045,142**	**9,923,001**	**10,339,406**	**10,665,326**	**10,665,326**
SUMMARY BY FUND:						
11	GENERAL	6,045,142	9,923,001	10,339,406	10,665,326	10,665,326
	GRAND TOTAL	**6,045,142**	**9,923,001**	**10,339,406**	**10,665,326**	**10,665,326**
SUMMARY BY DIVISION:						
021000	DIRECTOR OF ADMINISTRATION	655,919	505,927	629,269	636,523	636,523
021200	PROPERTY MANAGEMENT	0	3,481,646	3,529,089	3,662,187	3,662,187
021500	EFFICIENCY AND INNOVATION	195,481	247,999	263,802	0	0
022000	FACILITIES AND OPERATIONS	4,166,822	4,615,314	4,757,105	4,965,190	4,965,190
023100	CENTRAL SERVICES	511,758	530,008	608,487	596,346	596,346
024000	BUDGET & MGMNT. RESEARCH	515,162	542,107	551,654	805,080	805,080
025500	CITIZEN AFFAIRS & ADMIN SERVICES	0	0	0	0	0
	GRAND TOTAL	**6,045,142**	**9,923,001**	**10,339,406**	**10,665,326**	**10,665,326**

ADMINISTRATION

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $170,020
2,927,087	2,924,836	(2,251)	Full-time salaries
			2,802 Salary adjustments
			(5,053) Staff Turnover (0.17)%
			(2,251) Budget Amendment
81,058	81,058	0	Temporary Salaries - provides for a Facility and Security Coordinator; custodial workers and a summer intern
	111,018	111,018	FY 20 - $2,000 merit for all eligible employees
268,236	286,082	17,846	Pension adjustments
806,962	872,420	65,458	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
83,810	88,077	(2,950)	PEHP (Post Employment Health Plan)
55,044	39,973	(15,071)	Workers' Compensation adjustment

ADMINISTRATION

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
4,878,375	5,036,775	158,400	CONTRACTUAL SERVICES increase $158,400 The majority of the increase is for costs related to repair and renovation of county-owned and leased facilities, as well as increased contract costs for leased facilities. Additional funds are provided for building/custodial services and security systems contracts based on actual expense history.
			MATERIALS AND SUPPLIES increase $800
5,600	29,100	23,500	Other Supplies and Materials increase based on actual expense history used for repairs and renovations
251,600	236,200	(15,400)	General Office Mailing decrease based on actual expense history
45,000	38,000	(7,000)	Small Tools and Paper Supplies decrease based on actual expense history
			BUSINESS AND TRAVEL decrease ($2,500)
31,475	32,825	1,350	Membership Fees and Dues increase based on actual expense history
8,000	5,000	(3,000)	Training Seminars, Courses and Meetings, lodging and transportation costs decrease based on actual expense history
220,000	220,000	0	MISCELLANEOUS no change in funding over FY 19 Funds provide for contributions to non-profits as well as funds to cover impact fees for Habitat for Humanity homes

DEPARTMENT STAFF SUMMARY
ADMINISTRATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	3.00	158,633	3.00	167,806	2.00	120,123
Administrative Secretary III	1.00	72,820	1.00	76,276	1.00	78,276
Administrative Specialist I	1.00	60,000	1.00	70,044	2.00	124,044
Administrative Specialist II	2.00	142,984	1.00	42,698	1.00	44,698
Asset Manager	1.00	78,827	1.00	82,403	1.00	84,403
Assistant Supervisor Custodial Workers	1.00	56,159	1.00	59,282	1.00	61,282
Central Stores Coordinator	1.00	38,563	1.00	0	0.00	0
Central Services Operator	1.00	29,458	1.00	35,099	1.00	37,099
Central Services Specialist	2.00	86,605	2.00	3,038	2.00	97,038
Chief, Budget & Management Research	1.00	118,801	1.00	123,178	1.00	125,178
Chief, Efficiency and Innovation	1.00	78,630	1.00	82,202	0.00	0
Chief, Facilities & Operations	1.00	92,123	1.00	99,724	1.00	101,724
Custodial Worker I	1.00	29,411	1.00	0	0.00	0
Custodial Worker II	5.00	161,285	6.00	217,653	6.00	229,653
Director of Administration	1.00	136,760	1.00	139,644	1.00	142,447
Lead Maintenance Mechanic	2.00	100,776	2.00	106,792	2.00	110,791
Lead Maintenance Worker	2.00	96,698	2.00	102,632	2.00	106,632
Maintenance Mechanic I	1.00	34,424	0.00	0	0.00	0
Maintenance Mechanic II	4.00	190,925	4.00	206,976	4.00	214,975
Maintenance Worker I	2.00	77,456	1.00	38,179	1.00	40,179
Maintenance Worker II	7.00	314,217	9.00	381,121	9.00	393,753
Management Assistant II	1.00	95,435	1.00	99,343	1.00	101,343
Project Coordinator	0.00	0	1.00	58,194	1.00	60,194
Real Property Agent III	2.00	141,960	2.00	148,799	2.00	152,799

DEPARTMENT STAFF SUMMARY
ADMINISTRATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Senior Budget Analyst	3.00	238,964	3.00	252,586	4.00	328,584
Superintendent of Facilities & Operations	1.00	73,260	1.00	79,714	1.00	81,714
Supervisor, Central Services	1.00	48,927	1.00	51,905	1.00	53,906
Supervisor, Warehouse	0.00	0	0.00	45,267	1.00	47,267
Supervisor of Custodial Workers	1.00	63,268	1.00	66,532	1.00	68,532
TOTAL FULL-TIME SALARIES	50.00	2,817,369	50.00	2,927,087	50.00	3,006,634
TEMPORARY SALARIES		98,297		81,058		83,058
SALARY TOTAL	**50.00**	**2,915,666**	**50.00**	**3,008,145**	**50.00**	**3,089,692**

DEPARTMENT STAFF SUMMARY
ADMINISTRATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		281,465			268,236		294,554
Workers' Compensation		44,821			55,044		41,252
Health Benefits		737,405			806,962		875,876
PEHP		73,151			83,810		88,077
Overtime & Shift Differential		38,500			35,200		35,200
FICA		214,834			231,543		234,310
Miscellaneous		7,384			7,140		7,140
TOTAL OTHER PERSONAL SERVICES		**1,397,560**			**1,487,935**		**1,576,409**
TOTAL PERSONAL SERVICES	**49.00**	**4,033,005**	*	**50.00**	**4,496,081**	**50.00**	**4,666,101**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ADMINISTRATION
Director of Administration
Index #021000

ORIGIN/PURPOSE:

Under Harford County's Charter, Article III, Sections 310 and 312, the County Executive is charged with appointing a Director of Administration, subject to confirmation by the Council. The Director of Administration serves at the pleasure of the County Executive, performs administrative duties and exercises general supervision over the agencies of the Executive Branch as the County Executive directs. In the event of a temporary absence or disability of the County Executive, the Director of Administration shall perform the duties of the County Executive. The Director of Administration also serves as the County's budget officer, and is responsible for causing to be prepared and submitted to the County Executive for approval and submission to the Council all County budgets. The Director of Administration is also charged to study the organization, methods, and procedures of each agency of County government and submit to the County Executive periodic reports on their efficiency and economy. The Director of Administration is the County's Hearing Officer on appeals to the decisions of department heads on the application of County rules and regulations. The divisions of Facilities and Operations, Property Management, Central Services, and Budget and Efficiency provide support services to all County government departments and agencies. Each Chief reports directly to the Director of Administration.

FY 20 GOAL:

TO MANAGE AND COORDINATE THE ACTIVITIES OF COUNTY DEPARTMENTS AND AGENCIES BY EVALUATING THEIR ACCOUNTABILITY AND EFFICIENCY AND TO PREPARE A COMPLETE FINANCIAL PLAN

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	276,626	294,719	304,169	311,423	311,423
20 CONTRACTUAL SERVICES	4,057	19,461	63,000	63,000	63,000
30 SUPPLIES AND MATERIALS	6,213	2,753	4,750	4,750	4,750
40 BUSINESS AND TRAVEL	32,842	33,014	37,350	37,350	37,350
50 CAPITAL OUTLAY	390	390	0	0	0
70 MISCELLANEOUS	335,791	155,980	220,000	220,000	220,000
80 INTER-GOVERNMENTAL/INTERFUND	0	0	0	0	0
GRAND TOTAL	**655,919**	**506,317**	**629,269**	**636,523**	**636,523**
FUNDING SOURCE:					
11 GENERAL	**655,919**	**506,317**	**629,269**	**636,523**	**636,523**

ADMINISTRATION
Director of Administration
Index #021000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $7,254
215,921	218,723	2,802	Full-time salaries 2,802 Salary adjustments
	2,351	2,351	FY 20 - $2,000 merit increase to all eligible employees
4,930	5,181	251	PEHP (Post Employment Health Benefits)
19,432	20,779	1,347	Pension adjusted per actuarial
18,147	15,247	(2,900)	FICA adjusted
44,487	47,943	3,456	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in level of coverage.
63,000	63,000	0	CONTRACTUAL SERVICES no change in funding over FY 19
4,750	4,750	0	SUPPLIES AND MATERIALS no change in funding over FY 19
37,350	37,350	0	BUSINESS AND TRAVEL no change in funding over FY 19
220,000	220,000	0	MISCELLANEOUS no change in funding over FY 19 Provides for impact fees on non-profit agency home construction and contributions to miscellaneous non-profits

DIVISION STAFF SUMMARY

Director of Administration

Index #021000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Secretary III	1.00	72,820		1.00	76,276	1.00	78,276
Director of Administration	1.00	136,760		1.00	139,644	1.00	142,447
SALARY TOTAL	**2.00**	**209,580**		**2.00**	**215,920**	**2.00**	**220,723**
OTHER PERSONAL SERVICES							
Pension & Retirement		18,862			19,432		20,969
Workers' Compensation		734			972		927
Health Benefits		39,946			44,487		47,943
PEHP		4,820			4,930		5,181
FICA		14,901			18,148		15,400
Miscellaneous		280			280		280
TOTAL OTHER PERSONAL SERVICES		**79,543**			**88,249**		**90,700**
TOTAL PERSONAL SERVICES	**2.00**	**289,123**	*	**2.00**	**304,169**	**2.00**	**311,423**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ADMINISTRATION
Property Management
Index #021200

ORIGIN/PURPOSE:

The division is administered by the Chief of Facilities and Operations who reports directly to the Director of Administration.

The division of Property Management is responsible for property acquisition, capital project review, plat approval, title work, deed and real property document preparation, property appraisals, contract negotiations with property owners, condemnation, surplus property, relocation planning and lease management for the County's 614 +/- properties.

FY 20 GOAL

TO BALANCE THE GOALS AND BUDGET OF COUNTY GOVERNMENT WHEN ACQUIRING AND MANAGING REAL PROPERTY WHILE BEING EQUITABLE TO HARFORD COUNTY CITIZENS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	0	324,308	310,164	322,212	322,212
20 CONTRACTUAL SERVICES	0	3,093,135	3,214,900	3,336,300	3,336,300
30 SUPPLIES AND MATERIALS	0	1,940	2,400	2,050	2,050
40 BUSINESS AND TRAVEL	0	233	1,225	1,225	1,225
80 INTER-GOVERNMENTAL/INTERFUND	0	0	400	400	400
GRAND TOTAL	**0**	**3,419,616**	**3,529,089**	**3,662,187**	**3,662,187**
FUNDING SOURCE:					
11 GENERAL	**0**	**3,419,616**	**3,529,089**	**3,662,187**	**3,662,187**

ADMINISTRATION
Property Management
Index #021200

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $12,048
	7,094	7,094	FY 20 merit increase of $2,000 to all eligible employees
51,884	55,901	4,017	Health benefits adjusted for anticipated increase and change in coverage
19,697	20,790	1,093	Pension Adjustments
2,577	2,422	(155)	Workers' Compensation adjustment
3,214,900	3,336,300	121,400	CONTRACTUAL SERVICES increases $121,400 Funds increase for space and real estate rental based on actual contract costs as well as additional funds provided for other professional services and building/custodial services
2,400	2,050	(350)	SUPPLIES & MATERIALS decrease ($350) Reduction to general office mailing based on actual expense history
1,225	1,225	0	BUSINESS & TRAVEL no change in funding over FY 19 Funding provides for mileage, professional books and membership fees
400	400	0	INTER-GOVERNMENTAL/INTERFUND no change in funding over FY 19 Provides for fleet carpool rentals

DIVISION STAFF SUMMARY
Property Management
Index #021200

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Specialist I	1.00	89,498		1.00	70,044	1.00	72,044
Real Property Agent III	2.00	141,960		2.00	148,799	2.00	152,799
SALARY TOTAL	**3.00**	**231,458**		**3.00**	**218,843**	**3.00**	**224,843**
OTHER PERSONAL SERVICES							
Pension & Retirement		20,831			19,698		21,360
Workers' Compensation		4,186			2,577		2,488
Health Benefits		47,331			51,884		55,901
FICA		17,707			16,742		17,200
Miscellaneous		420			420		420
TOTAL OTHER PERSONAL SERVICES		**90,475**			**91,321**		**97,369**
TOTAL PERSONAL SERVICES	**3.00**	**321,933**	*	**3.00**	**310,164**	**3.00**	**322,212**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ADMINISTRATION
Efficiency and Innovation
Index #021500

ORIGIN/PURPOSE:

In accordance with Executive Order 16-03 the Division of Efficiency and Innovation was transferred from Department of Procurement to the Director of Administration which is by Charter mandated to study the efficiency and economy of each agency and department and to report these findings to the County Executive.

The division of Efficiency and Innovation is responsible for developing partnerships, policies and programs to advocate for the efficient use and reuse of resources through innovative solutions. The Office will lead by example in supporting the development of ideas into action to reduce operating costs and our environmental footprint while improving our quality of life.

Per Executive Order 19-01 introduced in April, 2019 the functions and responsibilities of the Division of Efficiency and Innovation will be consolidated with the Division of Budget and Efficiency.

FY 20 GOALS

TO CREATE A CULTURE OF EFFICIENCY TO ENSURE THE EFFICIENT USE AND REUSE OF COUNTY RESOURCES THROUGH INNOVATIVE SOLUTIONS

TO REDUCE ENERGY CONSUMPTION IN COUNTY-OWNED FACILITIES BY 10 PERCENT FROM FY18

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	187,307	202,547	214,102	0	0
20 CONTRACTUAL SERVICES	3,875	42,222	40,000	0	0
30 SUPPLIES AND MATERIALS	1,331	2,066	6,350	0	0
40 BUSINESS AND TRAVEL	2,948	1,133	2,550	0	0
80 INTER-GOVERNMENTAL/INTERFUND	20	31	800	0	0
GRAND TOTAL	**195,481**	**247,999**	**263,802**	**0**	**0**
FUNDING SOURCE:					
11 GENERAL	**195,481**	**247,999**	**263,802**	**0**	**0**

ADMINISTRATION
Efficiency and Innovation
Index #021500

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES
214,102	0	(214,102)	The positions of Chief, Efficiency and Innovation and Project Coordinator transferred to the Division of Budget and Efficiency
40,000	0	(40,000)	CONTRACTUAL SERVICES decrease ($40,000) Funds reduced to $25,000 and transferred to Division of Budget and Efficiency for contractual efficiency studies
6,350	0	(6,350)	SUPPLIES & MATERIALS decrease ($6,350) Funds reduced to $3,500 and transferred to Division of Budget and Efficiency to support efficiency related projects
2,550	0	(2,550)	BUSINESS & TRAVEL decrease ($2,550) Funds were reduced to $500 and transferred to Division of Budget and Efficiency
800	0	(800)	INTERGOVERNMENTAL/INTERFUND decrease ($800) Funds were eliminated based on actual expense history

DIVISION STAFF SUMMARY

Efficiency and Innovation

Index #021500

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Specialist II	1.00	53,486	0.00	0	0.00	0
Chief, Efficiency and Innovation	1.00	78,630	1.00	82,202	0.00	0
Project Coordinator	0.00	0	1.00	58,194	0.00	0
SALARY TOTAL	**2.00**	**132,116**	**2.00**	**140,396**	**0.00**	**0**
OTHER PERSONAL SERVICES						
Pension & Retirement		11,890		12,636		0
Workers' Compensation		462		632		0
Health Benefits		39,782		44,487		0
FICA		10,107		10,741		0
PEHP		4,820		4,930		0
Miscellaneous		280		280		0
TOTAL OTHER PERSONAL SERVICES		**67,341**		**73,706**		**0**
TOTAL PERSONAL SERVICES	**2.00**	**199,457**	**2.00**	**214,102**	**0.00**	**0**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ADMINISTRATION
Facilities and Operations
Index #022000

ORIGIN/PURPOSE:

The Division of Facilities and Operations was created by Executive Order 84-1. The division is administered by the Chief of Facilities and Operations, who is also responsible for the Division of Central Services, and the Division of Property Management; the Chief of Facilities and Operations reports to the Director of Administration.

MISSION:

TO SUPPORT HARFORD COUNTY IN ACHIEVING ITS GOALS AND OBJECTIVES OF FISCAL BALANCE AND EFFICIENCY, STRENGTHENING OUR COMMUNITIES AND INVESTING IN OUR WORKFORCE.
THE DIVISION OF FACILITIES AND OPERATIONS IS RESPONSIBLE FOR OPERATIONS AND MAINTENANCE OF OVER 146 FACILITIES TO INCLUDE MECHANICAL, REPAIR, RENOVATION, CUSTODIAL SERVICES AND CAPITAL IMPROVEMENTS TO ENSURE THESE FACILITIES
ARE OPERATING SAFELY AT PEAK EFFICIENCY. FACILITIES AND OPERATIONS OVERSEES THE COUNTY WAREHOUSE, SURPLUS AND INVENTORY OF COUNTY ASSETS. THE DIVISION PROVIDES QUALITY SERVICE IN A PROFESSIONAL MANNER WHILE CONTINUING TO IMPROVE CUSTOMER SATISFACTION.

FY 20 GOALS:

TO ENHANCE OPERATIONAL EFFECTIVENESS & EFFICIENCY OF COUNTY FACILITIES AND INFRASTRUCTURE

TO MAXIMIZE REVENUE OF COUNTY SURPLUS PROPERTY AND RESPONSIBLY TRACK COUNTY INVENTORY

ADMINISTRATION
Facilities and Operations
Index #022000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	2,541,479	2,619,779	2,877,080	3,004,614	3,004,614
20 CONTRACTUAL SERVICES	1,179,936	1,615,588	1,464,075	1,526,075	1,526,075
30 SUPPLIES AND MATERIALS	371,031	317,912	344,850	363,850	363,850
40 BUSINESS AND TRAVEL	73,619	61,383	71,100	70,650	70,650
50 CAPITAL OUTLAY	757	652	0	0	0
80 INTER-GOVERMENTAL/INTERFUND	0	0	0	0	0
GRAND TOTAL	**4,166,822**	**4,615,314**	**4,757,105**	**4,965,189**	**4,965,189**
FUNDING SOURCE:					
11 GENERAL	**4,166,822**	**4,615,314**	**4,757,105**	**4,965,189**	**4,965,189**

ADMINISTRATION
Facilities and Operations
Index #022000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increases $127,534
1,796,121	1,791,069	(5,052)	Full Time Salaries
			(5,052) Staff Turnover (0.03)%
	82,794	82,794	FY 20 merit increase of $2,000 for eligible employees
76,058	76,058	—	Temporary Salaries were based on actual expense history for a Facility and Security Coordinator and custodial workers
165,996	179,076	13,080	Pension adjustments
45,460	31,598	(13,862)	Workers' Compensation
546,105	588,410	42,305	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
64,090	72,534	8,444	PEHP (Post Employment Health Benefits)

ADMINISTRATION
Facilities and Operations
Index #022000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $62,000
185,000	235,000	50,000	County Facility Repair / Renovation increase based on actual expense history for repairs and renovations to county-owned facilities
65,000	75,000	10,000	Other Professional Services based on actual expense history for movers, asbestos and lead mitigation as well as mosquito control
236,000	241,000	5,000	Building and Custodial Service increased based on actual expenses for dumpsters, elevators, cleaning, pest control, etc.
50,000	65,000	15,000	Security Systems increase based on actual expense history for safety/security camera's, doors, etc.
			SUPPLIES & MATERIALS increase $19,000
0	25,000	25,000	Funds provided for various supplies and materials used for facility repairs/renovations
71,100	70,650	(450)	BUSINESS AND TRAVEL decrease ($450) Funds adjusted based on actual expense history for professional books, memberships fees and training seminars

DIVISION STAFF SUMMARY
Facilities and Operations
Index #022000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	3.00	158,633	3.00	167,805	2.00	120,123
Administrative Specialist I	1.00	60,000	1.00	42,698	1.00	52,000
Administrative Specialist II	0.00	0	0.00	0	1.00	44,698
Asset Manager	1.00	78,827	1.00	82,403	1.00	84,403
Assistant Supervisor of Custodial Workers	1.00	56,159	1.00	59,282	1.00	61,282
Central Stores Coordinator	1.00	38,563	0.00	0	0.00	0
Chief, Facilities and Operations	1.00	92,123	1.00	99,724	1.00	101,724
Custodial Worker I	1.00	29,411	0.00	0	0.00	0
Custodial Worker II	5.00	161,285	6.00	217,653	6.00	229,653
Lead Maintenance Mechanic	2.00	100,776	2.00	106,792	2.00	110,791
Lead Maintenance Worker	2.00	96,698	2.00	102,632	2.00	106,632
Maintenance Mechanic I	1.00	34,424	0.00	0	0.00	0
Maintenance Mechanic II	4.00	190,925	4.00	206,976	4.00	214,975
Maintenance Worker I	2.00	77,456	1.00	38,179	1.00	40,179
Maintenance Worker II	7.00	314,217	9.00	381,121	9.00	393,753
Management Assistant II	1.00	95,435	1.00	99,343	1.00	101,343
Supervisor of Custodial Workers	1.00	63,268	1.00	66,532	1.00	68,532
Supervisor, Warehouse	0.00	0	1.00	45,267	1.00	47,267
Superintendent of Facilities & Ops	1.00	73,260	1.00	79,714	1.00	81,714
TOTAL FULL-TIME SALARIES	35.00	1,721,460	35.00	1,796,121	35.00	1,859,069
TEMPORARY SALARIES		93,297		76,058		78,058
SALARY TOTAL	**35.00**	**1,814,757**	**35.00**	**1,872,179**	**35.00**	**1,937,127**

DIVISION STAFF SUMMARY

Facilities and Operations

Index #022000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		164,076			165,997		185,536
Workers' Compensation		40,593			45,460		32,731
Health Benefits		533,757			546,105		588,410
PEHP		67,480			64,090		72,534
Overtime and Shift Differential		34,500			35,200		35,200
FICA		141,468			143,009		148,036
Miscellaneous		5,320			5,040		5,040
TOTAL OTHER PERSONAL SERVICES		**987,194**			**1,004,901**		**1,067,487**
TOTAL PERSONAL SERVICES	**35.00**	**2,801,948**	*	**35.00**	**2,877,080**	**35.00**	**3,004,614**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ADMINISTRATION
Central Services
Index #023100

ORIGIN/PURPOSE:

The Division of Central Services provides optical filing, UPS and mail services and switchboard services. Under Executive Order 84-1, the Chief of Facilities and Operations is responsible for this Division. The Division provides mailing services for all County agencies to include incoming, outgoing and interoffice mailings. The Harford County switchboard is managed by this Division and handles all incoming customer service calls.

FY 20 GOAL:

IMPROVE CUSTOMER SERVICE BY EFFCIENTLY AND COURTEOUSLY ACCEPTING SWITCHBOARD CALLS

DEVELOP COST SAVING STRATEGIES FOR COUNTY MAILING SERVICES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	232,654	248,618	262,137	274,996	274,996
20 CONTRACTUAL SERVICES	65,502	64,950	94,500	84,500	84,500
30 SUPPLIES AND MATERIALS	213,602	216,698	251,850	236,850	236,850
GRAND TOTAL	**511,758**	**530,266**	**608,487**	**596,346**	**596,346**
FUNDING SOURCE:					
11 GENERAL	**511,758**	**530,266**	**608,487**	**596,346**	**596,346**

ADMINISTRATION
Central Services
Index #023100

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $12,859
	9,496	9,496	FY 20 merit increase of $2,000 for eligible employees
37,984	40,834	2,850	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
3,713	2,824	(889)	Workers Compensation adjustments
9,860	10,362	502	PEHP (Post Employment Health Plan)
16,204	17,104	900	Pension adjustments
			CONTRACTUAL SERVICES decrease ($10,000)
75,000	65,000	(10,000)	Telephone Service decrease based on actual expense history
			MATERIALS & SERVICES decrease ($15,000)
250,000	235,000	(15,000)	General Office Mailing decrease based on actual expense history

DIVISION STAFF SUMMARY

Central Services

Index #023100

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Central Services Operator	1.00	29,458		1.00	35,099	1.00	37,099
Central Services Specialist	2.00	86,605		2.00	93,038	2.00	97,038
Supervisor, Central Services	1.00	48,927		1.00	51,905	1.00	53,906
SALARY TOTAL	**4.00**	**164,990**		**4.00**	**180,042**	**4.00**	**188,043**
OTHER PERSONAL SERVICES							
Pension & Retirement		14,849			16,204		17,864
Workers' Compensation		2,863			3,713		2,948
Health Benefits		39,832			37,984		40,834
PEHP		9,640			9,860		10,362
FICA		12,622			13,774		14,385
Miscellaneous		560			560		560
TOTAL OTHER PERSONAL SERVICES		**80,366**			**82,095**		**86,953**
TOTAL PERSONAL SERVICES	**4.00**	**245,356**	*	**4.00**	**262,137**	**4.00**	**274,996**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ADMINISTRATION
Budget and Efficiency
Index #024000

ORIGIN/PURPOSE:

This division is administered by the Chief of Budget and Efficiency who reports to the Director of Administration, in accordance with Harford County Charter Section 312 (amended by Bill 82-45) which states, . . ."The Director of Administration shall be the Budget Officer."

It is the responsibility of the Division of Budget and Efficiency to clearly set forth a plan for the County to receive and expend funds each fiscal year. To this end, the Division assists in developing and publishing the County's Annual Operating and Capital Budgets and the Six Year Capital Improvement Program. Throughout the year, the staff monitors and projects expenditure patterns, inventories budgeted staffing, approves fund transfers, provides analysis, conducts research and publishes reports for the County Executive, the Administration and all other operating departments.

Per Executive Order 19-01, introduced in April 2019, the functions and responsibilities of Division of Efficiency and Innovation will be consolidated with the Division of Budget and Efficiency.

FY 20 GOAL:
TO UTILIZE BEST PRACTICES TO DEVELOP A BUDGET THAT MEETS THE NEEDS OF HARFORD COUNTY CITIZENS, LEADERS AND GOVERNMENT AGENCIES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	490,560	524,533	528,429	752,855	752,855
20 CONTRACTUAL SERVICES	5,785	6,317	1,900	26,900	26,900
30 SUPPLIES AND MATERIALS	18,507	10,417	19,550	23,050	23,050
40 BUSINESS AND TRAVEL	310	840	1,775	2,275	2,275
50 CAPITAL OUTLAY	0	0	0	0	0
GRAND TOTAL	**515,162**	**542,107**	**551,654**	**805,080**	**805,080**
FUNDING SOURCE:					
11 GENERAL	**515,162**	**542,107**	**551,654**	**805,080**	**805,080**

ADMINISTRATION
Budget & Management Research
Index #024000

FINANCIAL NOTES:

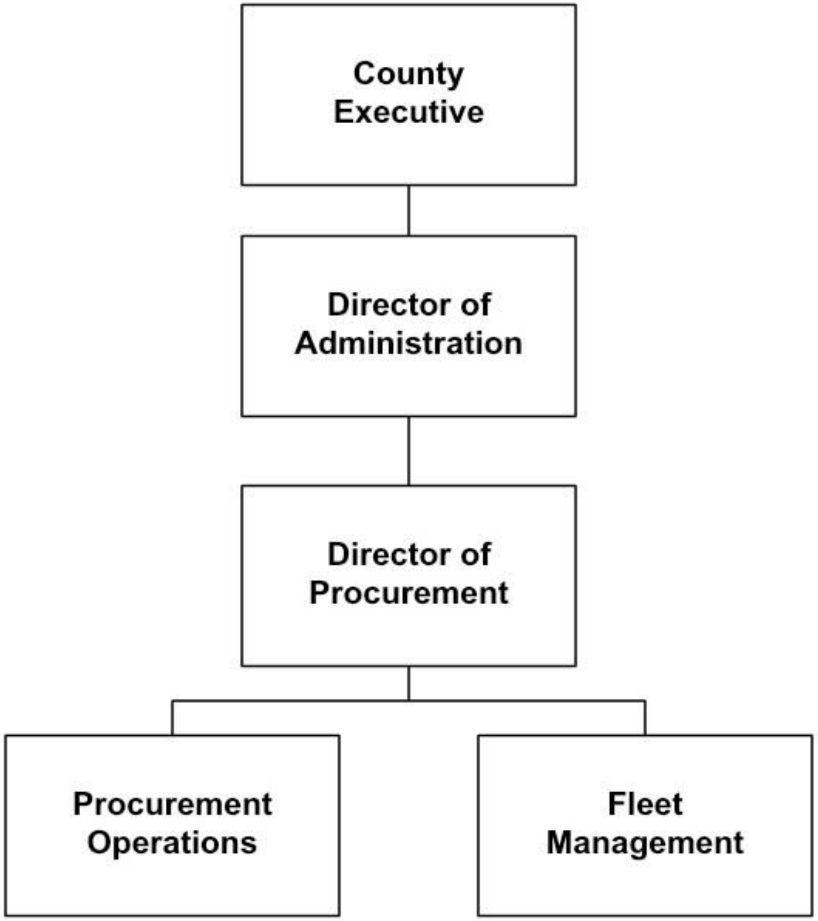
FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $224,426
	198,940	198,940	Two positions were transferred into this division - the Chief, Efficiency and Innovation (which is reclassified to a Sr. Budget Analyst) and Project Coordinator
	11,632	11,632	FY 20 merit increase of $2,000 for eligible employees
34,270	35,698	1,428	Pension adjustments
82,015	94,845	12,830	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
5,000	5,000	0	Temporary Salaries - provide for a summer intern
			CONTRACTUAL SERVICES increase $25,000
900	25,900	25,000	Funds for outside contractual services for efficiency studies transferred from the Division of Efficiency and Innovation
			SUPPLIES & MATERIALS increase $3,500
2,500	6,000	3,500	Funds transferred from Division of Efficiency and Innovation for supplies related to efficiency project
1,775	2,275	500	BUSINESS & TRAVEL increase $500
			Funds transferred from Division of Efficiency and Innovation for training seminars

DIVISION STAFF SUMMARY
Budget and Management Research
Index #024000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Chief, Budget & Management Research	1.00	118,801		1.00	123,178	1.00	125,178
Project Coordinator	0.00	0		0.00	0	1.00	60,194
Senior Budget Analyst	3.00	238,964		3.00	252,585	4.00	328,584
TOTAL FULL-TIME SALARIES	**4.00**	**357,765**		**4.00**	**375,763**	**6.00**	**513,956**
TEMPORARY SALARIES		5,000			5,000		5,000
SALARY TOTAL	**4.00**	**362,765**		**4.00**	**380,763**	**6.00**	**518,956**
OTHER PERSONAL SERVICES							
Pension & Retirement		32,199			34,270		48,826
Workers' Compensation		1,252			1,691		2,159
Health Benefits		79,892			82,015		142,788
FICA		27,350			29,130		39,286
Miscellaneous		560			560		840
TOTAL OTHER PERSONAL SERVICES		**141,253**			**147,666**		**233,899**
TOTAL PERSONAL SERVICES	**4.00**	**504,018**	*	**4.00**	**528,429**	**6.00**	**752,855**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PROCUREMENT



PROCUREMENT

ORIGIN/PURPOSE:

Under Harford County Charter, Article IV, Section 414, the Department of Procurement shall be responsible for purchasing or contracting for supplies and contractual services including capital projects and consultant services, and performing such other duties as may be prescribed by the County Executive or legislative act of the Council.
The Department of Procurement is divided into two divisions: Procurement Operations and Fleet Management.
Procurement Operations obtains goods and services for the County in a timely, effective, and efficient manner at the lowest possible price consistent with quality.
Per Bill 16-004 and passage of a related charter amendment which deleted the purchase, sale or lease of real property as a responsibility of the Department of Procurement, the division of Property Management is now under the purview of the Director of Administration.
Fleet Management is charged with the management of all County vehicles, and the fleet maintenance program performed under contract by First Vehicle Services.

MISSION STATEMENT:
TO PROVIDE AN OPTIMUM PROCUREMENT PROCESS WITH INTEGRITY AND TRANSPARENCY BY PROMOTING BROAD COMPETITION USING COLLABORATIVE, STRATEGIC AND COST-EFFICIENT METHODS IN A TIMELY MANNER, ACHIEVING MAXIMUM VALUE OF TAX DOLLARS FOR QUALITY GOODS AND SERVICES, INCLUDING CAPITAL PROJECTS

FY 20 GOALS:
TO ACHIEVE COST SAVINGS FOR THE COUNTY
TO HELP BUILD ECONOMIC VITALITY
TO IMPROVE CONTRACT MANAGEMENT
TO MAXIMIZE THE VALUE OF INVENTORY
TO DOCUMENT AND TRACK FLEET COST SAVINGS ON CAPITAL PROJECTS RELATIVE TO ACQUISITION OF VEHICLES AND EQUIPMENT
TO REDUCE UNDERUTILIZED VEHICLES AND EQUIPMENT

PROCUREMENT

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,112,749	887,443	1,002,334	1,056,841	1,056,841
20	CONTRACTUAL SERVICES	3,238,893	123,723	489,140	399,140	399,140
30	SUPPLIES & MATERIALS	1,938,166	1,831,041	4,207,800	4,209,000	4,209,000
40	BUSINESS AND TRAVEL	3,350,158	3,492,187	4,189,220	4,391,120	4,391,120
50	CAPITAL OUTLAY	62,743	198,740	0	0	0
80	INTER-GOVERNMENTAL/INTERFUND	1,051	1,227	2,000	2,000	2,000
	GRAND TOTAL	**9,703,760**	**6,534,361**	**9,890,494**	**10,058,101**	**10,058,101**
SUMMARY BY FUND:						
11	GENERAL	4,035,078	716,849	911,221	866,199	866,199
25	HIGHWAYS	5,668,682	5,817,512	8,979,272	9,191,903	9,191,903
	GRAND TOTAL	**9,703,760**	**6,534,361**	**9,890,494**	**10,058,101**	**10,058,101**
SUMMARY BY DIVISION:						
GENERAL FUND:						
031000	PROCUREMENT OPERATIONS	640,318	716,849	911,221	866,199	866,199
034000	PROPERTY MANAGEMENT	3,394,760	0	0	0	0
HIGHWAYS FUND:						
032000	FLEET MANAGEMENT	5,668,682	5,817,512	8,979,272	9,191,903	9,191,903
	GRAND TOTAL	**9,703,760**	**6,534,361**	**9,890,494**	**10,058,101**	**10,058,101**

DEPARTMENT STAFF SUMMARY
PROCUREMENT - ALL FUND

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PROCUREMENT - GENERAL FUND						
Administrative Assistant II	2.00	97,085	1.00	47,329	1.00	49,329
Administrative Secretary III	1.00	63,610	1.00	66,881	1.00	64,000
Administrative Specialist I	0.00	0	1.00	58,381	1.00	60,382
Director of Procurement	1.00	121,031	1.00	123,584	1.00	126,056
Procurement Agent I	2.00	88,740	0.00	0	1.00	47,000
Procurement Agent II	1.00	57,200	3.00	149,555	0.00	0
Procurement Agent III	1.00	61,958	1.00	65,197	3.00	174,873
Temporary Salary				**10,000**		**10,000**
SUB-TOTAL GENERAL FUND SALARIES	**8.00**	**489,624**	**8.00**	**520,927**	**8.00**	**531,640**
PROCUREMENT - HIGHWAYS FUND						
Administrative Assistant II	1.00	45,268	0.00	0	1.00	52,582
Administrative Specialist I	0.00	0	1.00	48,173	0.00	0
Fleet Manager	1.00	94,398	1.00	98,286	1.00	100,286
SUB-TOTAL HIGHWAYS FUND SALARIES	**2.00**	**139,666**	**2.00**	**146,459**	**2.00**	**152,868**
OTHER PERSONAL SERVICES						
Pension & Retirement		56,636		59,165		64,078
Workers' Compensation		3,047		6,308		6,087
Health Benefits		181,092		190,926		218,551
PEHP		24,100		24,650		31,086
FICA		47,983		52,498		51,131
Miscellaneous		1,400		1,400		1,400
TOTAL OTHER PERSONAL SERVICES		**314,258**		**334,947**		**372,333**
PROCUREMENT - DEPARTMENT TOTAL						
TOTAL SALARIES	10.00	629,290	10.00	667,386	10.00	684,508
TOTAL OTHER PERSONAL SERVICES		314,258		334,947		372,333
DEPARTMENT SALARY TOTAL	**10.00**	**943,548**	**10.00**	**1,002,333**	**10.00**	**1,056,841**
***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**						

PROCUREMENT

GENERAL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	917,475	681,002	786,046	829,124	829,124
20	CONTRACTUAL SERVICES	3,083,355	16,699	100,640	10,640	10,640
30	SUPPLIES & MATERIALS	8,329	4,842	5,900	7,100	7,100
40	BUSINESS AND TRAVEL	11,294	13,079	16,635	17,335	17,335
50	CAPITAL OUTLAY	13,574	0	0	0	0
80	INTER-GOVERNMENTAL/INTERFUND	1,051	1,227	2,000	2,000	2,000
	GRAND TOTAL	**4,035,078**	**716,849**	**911,221**	**866,199**	**866,199**
SUMMARY BY FUND:						
11	GENERAL	4,035,078	716,849	911,221	866,199	866,199
	GRAND TOTAL	**4,035,078**	**716,849**	**911,221**	**866,199**	**866,199**
SUMMARY BY DIVISION:						
031000	PROCUREMENT OPERATIONS	640,318	716,849	911,221	866,199	866,199
034000	PROPERTY MANAGEMENT	3,394,760	0	0	0	0
	GRAND TOTAL	**4,035,078**	**716,849**	**911,221**	**866,199**	**866,199**

DEPARTMENT STAFF SUMMARY
PROCUREMENT - GENERAL FUND

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	2.00	97,085	1.00	47,329	1.00	49,329
Administrative Secretary III	1.00	63,610	1.00	66,881	1.00	64,000
Administrative Specialist I	0.00	0	1.00	58,381	1.00	60,382
Director of Procurement	1.00	121,031	1.00	123,584	1.00	126,056
Procurement Agent I	2.00	88,740	0.00	0	1.00	47,000
Procurement Agent II	1.00	57,200	3.00	149,555	0.00	0
Procurement Agent III	1.00	61,958	1.00	65,197	3.00	174,873
Full-Time Salaries	**8.00**	**489,624**	**8.00**	**510,927**	**8.00**	**521,640**
TEMPORARY SALARIES				**10,000**		**10,000**
SALARY TOTAL	**8.00**	**489,624**	**8.00**	**520,927**	**8.00**	**531,640**
OTHER PERSONAL SERVICES						
Pension & Retirement		44,066		45,985		49,556
Workers' Compensation		2,048		4,597		4,432
Health Benefits		146,097		152,402		177,034
PEHP		19,280		19,720		25,905
FICA		37,299		41,295		39,437
Miscellaneous		1,120		1,120		1,120
TOTAL OTHER PERSONAL SERVICES		**249,910**		**265,119**		**297,484**
TOTAL PERSONAL SERVICES	**8.00**	**739,534**	**8.00**	**786,046**	**8.00**	**829,124**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Division of Property Management moved under Director of Administration for FY 18

PROCUREMENT
Procurement Operations
Index #031000

ORIGIN/PURPOSE:

The Division performs Procurement's primary function: to obtain goods and services for County departments and agencies in a timely, effective and efficient manner at the lowest possible price consistent with quality.

Staff members work closely with departments and agencies and are often called upon to assist in negotiations with suppliers.

FY 20 GOALS:

TO ACHIEVE COST SAVINGS FOR THE COUNTY
TO HELP BUILD ECONOMIC VITALITY
TO IMPROVE CONTRACT MANAGEMENT

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	607,273	681,002	786,046	829,124	829,124
20 CONTRACTUAL SERVICES	14,639	16,699	100,640	10,640	10,640
30 SUPPLIES AND MATERIALS	6,246	4,842	5,900	7,100	7,100
40 BUSINESS AND TRAVEL	11,109	13,079	16,635	17,335	17,335
80 INTER-GOVERNMENTAL/INTERFUND	1,051	1,227	2,000	2,000	2,000
GRAND TOTAL	**640,318**	**716,849**	**911,221**	**866,199**	**866,199**
FUNDING SOURCE:					
11 GENERAL	**640,318**	**716,849**	**911,221**	**866,199**	**866,199**

PROCUREMENT
Procurement Operations
Index #031000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $43,078
510,927	507,640	(3,287)	Full-time salaries
			(8,026) Staff Turnover (1.57)%
			4,739 Salary Adjustment
			(3,287)
	16,541	16,541	FY 20 merit increase of $2,000 to all eligible employees
45,985	48,226	2,241	Pension increase due to turnover and rate adjustments per Treasury
4,597	4,292	(305)	Workers' Compensation adjustments
152,402	177,034	24,632	Health Benefits are adjusted for a cost increase as well as staff opting for changes in levels of coverage
19,720	25,905	6,185	PEHP (Post Employment Health Plan)
41,295	38,366	(2,929)	FICA adjustments
			CONTRACTUAL SERVICES decrease ($90,000)
98,000	8,000	(90,000)	Other Professional Services decreased for one time Energy Consultant expense in FY 19
			SUPPLIES AND MATERIALS increase $1,200
2,900	4,100	1,200	General office supplies and printing increased based on actual expense history
			BUSINESS AND TRAVEL increase $700
500	1,200	700	Mileage and meals increased based on actual expense history

DIVISION STAFF SUMMARY
PROCUREMENT OPERATIONS
Index #031000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	2.00	97,085		1.00	47,329	1.00	49,329
Administrative Secretary III	1.00	63,610		1.00	66,881	1.00	64,000
Administrative Specialist I	0.00	0		1.00	58,381	1.00	60,382
Director of Procurement	1.00	121,031		1.00	123,584	1.00	126,056
Procurement Agent I	2.00	88,740		0.00	0	1.00	47,000
Procurement Agent II	1.00	57,200		3.00	149,555	0.00	0
Procurement Agent III	1.00	61,958		1.00	65,197	3.00	174,873
FULL-TIME SALARY	**8.00**	**489,624**		**8.00**	**510,927**	**8.00**	**521,640**
TEMPORARY SALARIES					10,000		10,000
SALARY TOTAL	**8.00**	**489,624**		**8.00**	**520,927**	**8.00**	**531,640**
OTHER PERSONAL SERVICES							
Pension & Retirement		44,066			45,985		49,556
Workers' Compensation		2,048			4,597		4,432
Health Benefits		146,097			152,402		177,034
PEHP		19,280			19,720		25,905
FICA		37,299			41,295		39,437
Miscellaneous		1,120			1,120		1,120
TOTAL OTHER PERSONAL SERVICES		**249,910**			**265,119**		**297,484**
TOTAL PERSONAL SERVICES	**8.00**	**739,534**	*	**8.00**	**786,046**	**8.00**	**829,124**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PROCUREMENT
Property Management
Index #034000

ORIGIN/PURPOSE:

Pursuant to the passage of the charter amendment related to Bill 16-004 which deleted the purchase, sale or lease of real property as a responsibility of the Department of Procurement, the division of Property Management is now under the purview of the Director of Administration.

The Division of Property Management moved under the Director of Administration in FY 18.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	310,202	0	0	0	0
20 CONTRACTUAL SERVICES	3,068,716	0	0	0	0
30 SUPPLIES AND MATERIALS	2,083	0	0	0	0
40 BUSINESS AND TRAVEL	185	0	0	0	0
50 CAPITAL OUTLAY	13,574	0	0	0	0
80 INTER-GOVERNMENTAL/INTERFUND	0	0	0	0	0
GRAND TOTAL	**3,394,760**	**0**	**0**	**0**	**0**
FUNDING SOURCE:					
11 GENERAL	**3,394,760**	**0**	**0**	**0**	**0**

ORIGIN/PURPOSE:

In accordance with Executive Order 16-03 the Division of Efficiency and Innovation was transferred from Department of Procurement to the Director of Administration which is by Charter mandated to study the efficiency and economy of each agency and department and to report these findings to the County Executive.

The division of Efficiency and Innovation is responsible for developing partnerships, policies and programs to advocate for the efficient use and reuse of resources through innovative solutions. The Office will lead by example in supporting the development of ideas into action to reduce operating costs and our environmental footprint while improving our quality of life.

PROCUREMENT
Fleet Management
Index #032000

ORIGIN/PURPOSE:

This division is responsible for the maintenance and distribution of the County's motor fleet along with the county's motor fuel dispensing operations.

FY 20 GOAL:
TO MAXIMIZE THE VALUE OF INVENTORY
TO DOCUMENT AND TRACK FLEET COST SAVINGS ON CAPITAL PROJECTS RELATIVE TO ACQUISITION OF VEHICLES AND EQUIPMENT
TO REDUCE UNDERUTILIZED VEHICLES AND EQUIPMENT

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	195,307	206,441	216,287	227,718	227,718
20 CONTRACTUAL SERVICES	155,538	107,024	388,500	388,500	388,500
30 SUPPLIES AND MATERIALS	1,929,804	1,826,199	4,201,900	4,201,900	4,201,900
40 BUSINESS AND TRAVEL	3,338,864	3,479,108	4,172,585	4,373,785	4,373,785
50 CAPITAL OUTLAY	49,169	198,740	0	0	0
GRAND TOTAL	**5,668,682**	**5,817,512**	**8,979,272**	**9,191,903**	**9,191,903**
FUNDING SOURCE:					
25 HIGHWAYS	**5,668,682**	**5,817,512**	**8,979,272**	**9,191,903**	**9,191,903**

PROCUREMENT
Fleet Management
Index #032000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $11,431
146,459	148,868	2,409	Salary Adjustment
	4,723	4,723	FY 20 merit increase of $2,000 to all eligible employees
13,180	14,142	962	Pension rate adjustments per Treasury
38,524	41,518	2,994	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
4,930	5,181	251	PEHP (Post Employment Health Plan)
			SUPPLIES AND MATERIALS No change in funding for FY 20
2,075,000	2,075,000	0	Diesel Fuel
2,125,000	2,125,000	0	Gasoline
			BUSINESS AND TRAVEL increase $201,200
2,768,035	2,968,035	200,000	Fleet Maintenance cost increased based on new contract and expenditure history
4,500	5,700	1,200	Parking tolls increased due to EZ Pass renewal cost/useage and membership fees based on expense history

DIVISION STAFF SUMMARY
FLEET MANAGEMENT
Index #032000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	1.00	45,268		0.00	0	0.00	0
Administrative Specialist I	0.00	0		1.00	48,173	0.00	0
Administrative Specialist II	0.00	0		0.00	0	1.00	52,582
Fleet Manager	1.00	94,398		1.00	98,286	1.00	100,286
SALARY TOTAL	**2.00**	**139,666**		**2.00**	**146,459**	**2.00**	**152,868**
OTHER PERSONAL SERVICES							
Pension & Retirement		12,570			13,180		14,522
Workers' Compensation		999			1,711		1,655
Health Benefits		34,995			38,524		41,518
PEHP		4,820			4,930		5,181
FICA		10,684			11,203		11,694
Miscellaneous		280			280		280
TOTAL OTHER PERSONAL SERVICES		**64,348**			**69,828**		**74,850**
TOTAL PERSONAL SERVICES	**2.00**	**204,014**	*	**2.00**	**216,287**	**2.00**	**227,718**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Bel Air Courthouse

DEPARTMENT OF PROCUREMENT - FLEET MANAGEMENT
OBJECTIVE & PERFORMANCE MEASURES

Department Goal

Maximize value of inventory

Department Objective

Track and increase Harford County's vehicle and equipment revenue by establishing a revenue baseline and a goal to increase the value of revenue each fiscal year

County Goal(s) Supported

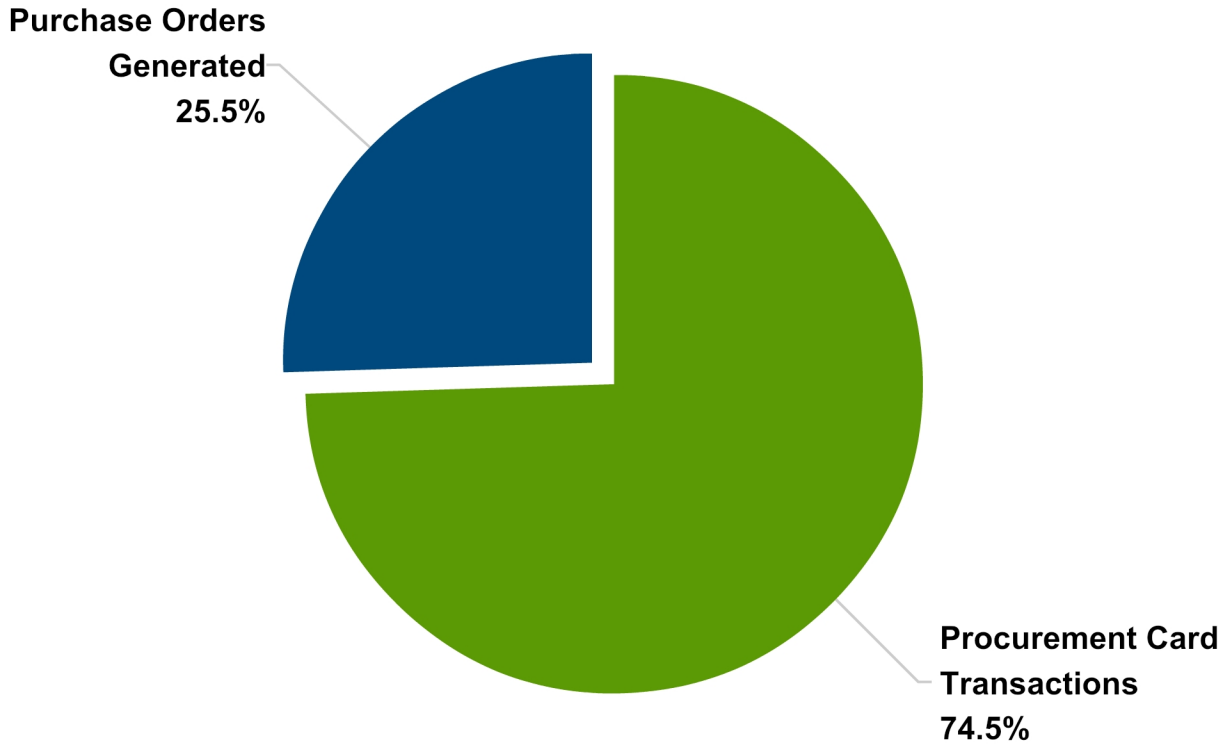
I. Fiscal Balance and Efficiency

Measure	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimated 2019
Input:					
Staff	N/A	N/A	N/A	2	2
Number of vehicles and equipment	N/A	N/A	N/A	1,148	1,160
Amount of money from sales / auctions/ web and trade-ins				200,000	$210,000
Determine to auction, surplus or negotiate a trade	N/A	N/A	N/A	81 units	In progress
Output:					
Actual number of dollars obtained through sales/ auctions/ web	N/A	N/A	N/A	338,206	In progress
Actual number of dollars obtained through negotiated trades	N/A	N/A	N/A	218,600	In progress
Outcome:					
Establish a baseline for future quantification in dollars to track revenue increases	N/A	N/A	N/A	556,806	In progress

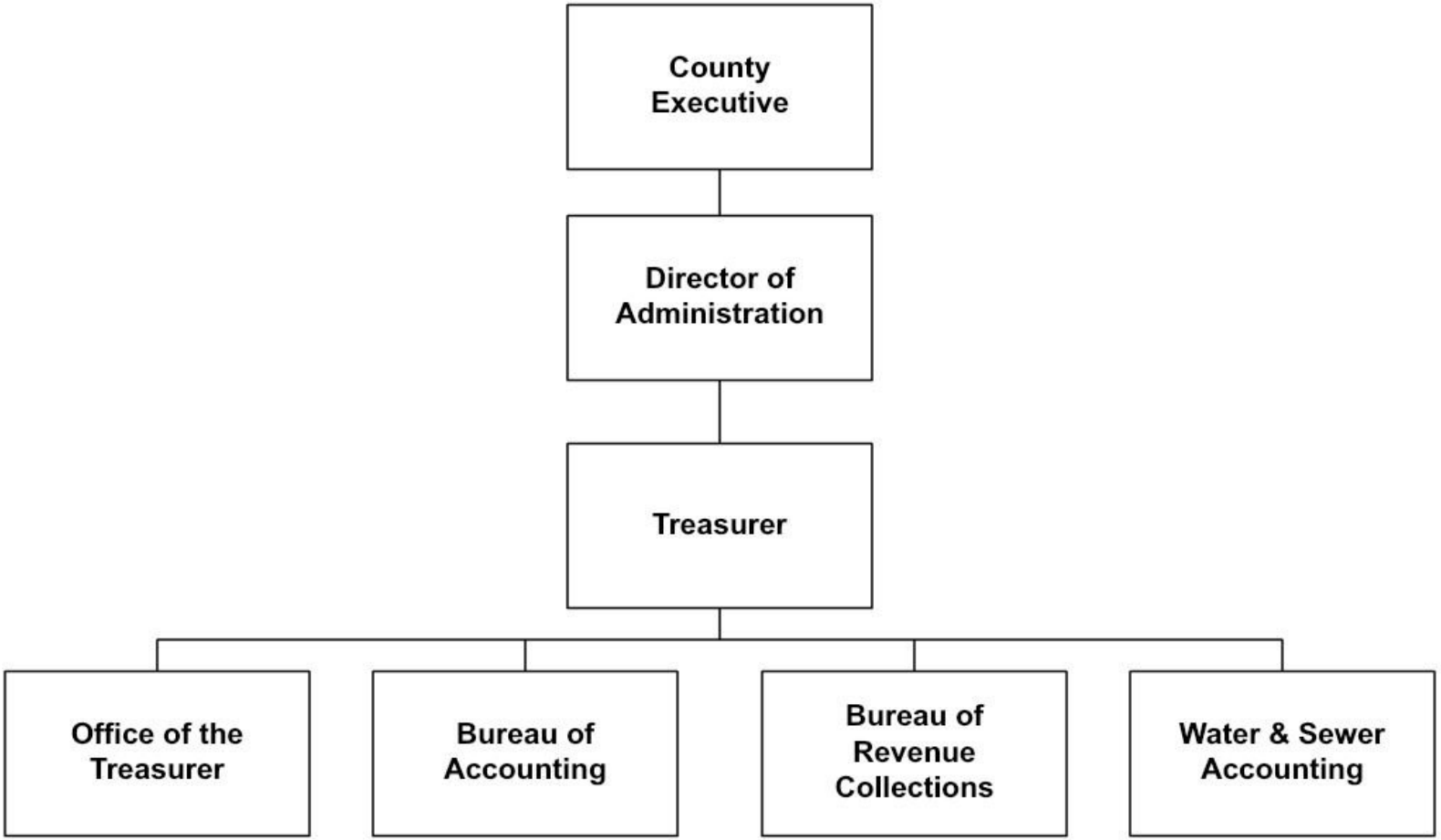
Explanation and Analysis of Performance Measures

Fleet management in an attempt to operate more like private sector, attempts to increase revenue while driving down cost. This measurement is strickly to address the revenue portion of the statement about operating more like a business.

Procurement Card Transactions vs. Purchase Orders Generated



DEPARTMENT OF THE TREASURY



TREASURY

ORIGIN/PURPOSE:

The Department of Treasury, pursuant to Chapter 16, Article III, Section 13 of the Harford County Code, administers oversight responsibility of all County funds and securities, maintains records, and provides financial assistance and information to other County Government departments and agencies. To achieve these mandated responsibilities, the department has been organized under Executive Order 84-1, amended by Executive Orders 85-1 and 91-4 into the following components:

The Office of Treasurer administers and coordinates all activities of the department and debt management.

The Bureau of Accounting manages County disbursements, receivable, payroll, general accounting, capital budget and all grant accounting.

The Bureau of Revenue Collections collects all monies due and is the first stop in the recordation process.

Additionally the Department maintains oversight responsibility for Water and Sewer Accounting functions, Solid Waste Accounting, preparation of an annual report, and investment and application of County monies.

In fulfilling these responsibilities, the Department will serve the public by continually improving the quality of our services and performing in a manner warranting the highest degree of confidence in our integrity, efficiency, and fairness.

MISSION STATEMENT:

ESTABLISH DEPARTMENTAL PROCESSES AND ORGANIZATIONAL RESOURCES WHICH WILL PROVIDE EFFICIENT AND RESPONSIVE FINANCIAL SERVICES TO OUR CUSTOMERS. TO CONTINUALLY STRIVE FOR EQUALITY AND COMPASSION IN ASSISTING TAXPAYERS AND TO PROMOTE ECONOMIC DEVELOPMENT THROUGH INTERGOVERNMENTAL AGENCIES.

FY 20 GOALS:

TO PROVIDE TECHNICAL ACCOUNTING OVERSIGHT AND GUIDANCE TO COUNTY AGENCIES AND EXTERNAL CUSTOMERS TO ENSURE THAT GENERALLY ACCEPTED ACCOUNTING PROCEDURES, LEGAL REQUIREMENTS, COUNTY POLICIES AND PROCEDURES ARE CONSISTENTLY APPLIED IN ORDER TO MAINTAIN THE INTEGRITY OF THE COUNTY'S ACCOUNTING RECORDS, AND FULLY MEET ALL REPORTING REQUIREMENTS

LEVERAGE GRANTS TO CREATE OPPORTUNITIES FOR GROWTH AND ENHANCEMENT OF THE COUNTY'S GOALS

TREASURY

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,641,915	3,736,106	4,159,463	4,312,781	4,312,781
20	CONTRACTUAL SERVICES	242,355	252,119	571,910	581,710	581,710
30	SUPPLIES & MATERIALS	228,278	243,952	257,765	265,265	265,265
40	BUSINESS AND TRAVEL	19,251	20,596	22,800	22,800	22,800
80	INTER-GOVERNMENTAL/INTERFUND	372	545	1,275	1,275	1,275
	GRAND TOTAL	**4,132,171**	**4,253,318**	**5,013,213**	**5,183,831**	**5,183,831**
SUMMARY BY FUND:						
11	GENERAL	3,188,212	3,248,875	3,665,712	3,799,963	3,799,963
51	WATER & SEWER OPERATING	943,959	1,004,443	1,347,501	1,383,868	1,383,868
	GRAND TOTAL	**4,132,171**	**4,253,318**	**5,013,213**	**5,183,831**	**5,183,831**
SUMMARY BY DIVISION:						
	GENERAL FUND:					
041000	OFFICE OF THE TREASURER	709,026	755,641	781,579	878,719	878,719
043000	BUREAU OF ACCOUNTING	1,717,721	1,639,403	1,931,685	1,827,582	1,827,582
044000	BUREAU OF REVENUE COLLECTIONS	761,465	853,831	952,448	1,093,662	1,093,662
	WATER & SEWER FUND:					
045000	WATER & SEWER ACCOUNTING	943,959	1,004,443	1,347,501	1,383,868	1,383,868
	GRAND TOTAL	**4,132,171**	**4,253,318**	**5,013,213**	**5,183,831**	**5,183,831**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TREASURY - GENERAL FUND						
Accounting Clerk I	2.00	63,480	2.00	69,917	1.00	44,800
Accounting Clerk II	5.00	243,878	3.00	141,876	5.00	223,727
Accountant I	2.00	103,792	1.00	57,052	3.00	146,698
Accountant II	4.00	270,987	6.00	370,595	7.00	456,792
Accountant III	3.00	256,833	3.00	267,970	0.00	0
Accountant IV	0.00	0	0.00	0	1.00	81,107
Accounting Technician I	3.00	156,811	4.00	183,158	2.00	91,209
Accounting Technician II	5.00	311,711	5.00	327,944	6.00	394,688
Accounts Payable Supervisor	1.00	67,496	1.00	70,845	1.00	72,845
Administrative Secretary III	1.00	63,610	1.00	66,881	1.00	68,881
Assistant Supervisor of Revenue Collections	1.00	66,288	1.00	69,614	1.00	71,614
Chief, Treasury Bureau	2.00	211,483	2.00	219,713	2.00	198,713
Deputy Treasurer	1.00	129,772	1.00	132,509	1.00	135,159
Grants Administrator	1.00	71,257	1.00	74,681	0.00	0
Treasurer	1.00	132,600	1.00	135,396	1.00	138,105
FULL-TIME SALARIES	32.00	2,149,998	32.00	2,188,151	32.00	2,124,338
TEMPORARY SALARIES		102,042		92,043		167,540
SALARY TOTAL	**32.00**	**2,252,040**	**32.00**	**2,280,194**	**32.00**	**2,291,878**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TREASURY - WATER & SEWER FUND						
Accountant III	1.00	80,615	1.00	84,226	0.00	0
Accountant IV	0.00	0	0.00	0	1.00	88,693
Accounting Clerk I	1.00	33,280	1.00	37,113	3.00	127,800
Accounting Clerk II	4.00	189,900	3.00	162,441	2.00	124,008
Accounting Technician I	2.00	138,006	3.00	157,655	2.00	118,856
Assistant Supervisor of Revenue Collections	1.00	84,983	1.00	88,682	1.00	90,682
FULL-TIME SALARIES	9.00	526,784	9.00	530,117	9.00	550,039
TEMPORARY SALARIES		5,000		20,000		21,216
SUB-TOTAL W & S FUND SALARIES	**9.00**	**531,784**	**9.00**	**550,117**	**9.00**	**571,255**
OTHER PERSONAL SERVICES						
Pension		246,950		250,288		261,090
Workers' Compensation		9,369		12,130		11,177
Health Benefits		648,456		761,893		850,960
PEHP		53,020		78,880		103,620
FICA		211,173		219,941		216,781
Miscellaneous		6,020		6,020		6,020
TOTAL OTHER PERSONAL SERVICES		**1,174,988**		**1,329,152**		**1,449,648**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TREASURY - DEPARTMENT TOTALS						
TOTAL FULL-TIME SALARIES	41.00	2,676,782	41.00	2,718,268	41.00	2,674,377
TOTAL TEMPORARY SALARIES		107,042		112,043		188,756
TOTAL OTHER PERSONAL SERVICES		1,174,988		1,329,152		1,449,648
DEPARTMENTAL SALARY TOTALS	41.00	3,958,812	41.00	4,159,463	41.00	4,312,781

*FY 18 Salaries and Other Personal Services are Enacted not Audited amounts

TREASURY

GENERAL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,905,801	2,958,016	3,308,417	3,425,368	3,425,368
20	CONTRACTUAL SERVICES	143,760	147,139	196,805	206,605	206,605
30	SUPPLIES AND MATERIALS	120,216	129,183	138,450	145,950	145,950
40	BUSINESS AND TRAVEL	18,091	18,972	20,815	20,815	20,815
80	INTER-GOVERNMENTAL/INTERFUND	344	545	1,225	1,225	1,225
	GRAND TOTAL	**3,188,212**	**3,253,855**	**3,665,712**	**3,799,963**	**3,799,963**
SUMMARY BY FUND:						
11	GENERAL	3,188,212	3,253,855	3,665,712	3,799,963	3,799,963
	GRAND TOTAL	**3,188,212**	**3,253,855**	**3,665,712**	**3,799,963**	**3,799,963**
SUMMARY BY DIVISION:						
'041000	OFFICE OF THE TREASURER	709,026	755,642	781,579	878,719	878,719
'043000	BUREAU OF ACCOUNTING	1,717,721	1,644,381	1,931,685	1,827,582	1,827,582
'044000	BUREAU OF REVENUE COLLECTIONS	761,465	853,832	952,448	1,093,662	1,093,662
	GRAND TOTAL	**3,188,212**	**3,253,855**	**3,665,712**	**3,799,963**	**3,799,963**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TREASURY - GENERAL FUND						
Accounting Clerk I	2.00	63,480	2.00	69,917	1.00	44,800
Accounting Clerk II	5.00	243,878	3.00	141,876	5.00	223,727
Accountant I	2.00	103,792	1.00	57,052	3.00	146,698
Accountant II	4.00	270,987	6.00	370,595	7.00	456,792
Accountant III	3.00	256,833	3.00	267,970	0.00	0
Accountant IV	0.00	0	0.00	0	1.00	81,107
Accounting Technician I	3.00	156,811	4.00	183,158	2.00	91,209
Accounting Technician II	5.00	311,711	5.00	327,944	6.00	394,688
Accounts Payable Supervisor	1.00	67,496	1.00	70,845	1.00	72,845
Administrative Secretary III	1.00	63,610	1.00	66,881	1.00	68,881
Assistant Supervisor of Revenue Collections	1.00	66,288	1.00	69,614	1.00	71,614
Chief, Treasury Bureau	2.00	211,483	2.00	219,713	2.00	198,713
Deputy Treasurer	1.00	129,772	1.00	132,509	1.00	135,159
Grants Administrator	1.00	71,257	1.00	74,681	0.00	0
Treasurer	1.00	132,600	1.00	135,396	1.00	138,105
FULL-TIME SALARIES	32.00	2,149,998	32.00	2,188,151	32.00	2,124,338
TEMPORARY SALARIES		102,042		92,043		167,540
SALARY TOTAL	**32.00**	**2,252,040**	**32.00**	**2,280,194**	**32.00**	**2,291,878**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension		199,539			202,575		208,836
Workers' Compensation		7,525			9,744		8,867
Health Benefits		499,662			574,128		660,231
PEHP		38,560			59,160		77,715
FICA		170,491			177,856		173,081
Miscellaneous		4,760			4,760		4,760
TOTAL OTHER PERSONAL SERVICES		**920,537**			**1,028,223**		**1,133,490**
TOTAL PERSONAL SERVICES	**32.00**	**3,172,577**	*	**32.00**	**3,308,417**	**32.00**	**3,425,368**

*FY 18 Salaries and Other Personal Services are Enacted not Audited amounts

TREASURY
Office of the Treasurer
Index #041000

ORIGIN/PURPOSE:

The Office of the Treasurer is responsible for administration of the various areas of the Department of Treasury, including Accounting and Revenue Collections, and has oversight responsibility for Water and Sewer Accounting. This office also provides financial support and information to the County Administration and County Council.

The Office of the Treasurer has been instrumental in securing the Certificate of Achievement for Excellence in Financial Reporting for Harford County's Comprehensive Annual Financial Report for the 33rd consecutive year and has applied for the award for the most current audit.

FY 20 GOALS:

TO PROVIDE TECHNICAL ACCOUNTING OVERSIGHT AND GUIDANCE TO COUNTY AGENCIES AND EXTERNAL CUSTOMERS TO ENSURE THAT GENERALLY ACCEPTED ACCOUNTING PROCEDURES, LEGAL REQUIREMENTS, COUNTY POLICIES AND PROCEDURES ARE CONSITENTLY APPLIED IN ORDER TO MAINTAIN THE INTEGRITY OF THE COUNTY'S ACCOUNTING RECORDS, AND FULLY MEET ALL REPORTING REQUIREMENTS

LEVERAGE GRANTS TO CREATE OPPORTUNITIES FOR GROWTH AND ENHANCEMENT OF THE COUNTY'S GOALS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	684,022	730,350	757,214	854,354	854,354
20 CONTRACTUAL SERVICES	6,482	6,669	4,415	4,415	4,415
30 SUPPLIES AND MATERIALS	4,873	4,853	5,700	5,700	5,700
40 BUSINESS AND TRAVEL	13,596	13,683	13,250	13,250	13,250
80 INTER-GOVERNMENTAL/INTERFUND	53	87	1,000	1,000	1,000
GRAND TOTAL	**709,026**	**755,642**	**781,579**	**878,719**	**878,719**
FUNDING SOURCE:					
11 GENERAL	**709,026**	**755,642**	**781,579**	**878,719**	**878,719**

TREASURY
Office of the Treasurer
Index #041000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $97,140
541,110	548,270	7,160	Full-Time Salaries
			7,160 Salary Adjustments
	11,839	11,839	FY 20 merit increase of $2,000 to all eligible employees
	176,188	176,188	Two (2) Accountant I positions transferred in, one from Revenue Collections and one from Bureau of Accounting

# of Positions	Salary	Fringe	Total
1.00	56,222	33,916	90,138
1.00	52,934	33,116	86,050
2.00	109,156	67,032	176,188

	(114,863)	(114,863)	One (1) Accountant III position transferred to Bureau of Accounting

# of Positions	Salary	Fringe	Total
(1.00)	(78,910)	(35,953)	(114,863)

48,702	51,692	2,990	Pension adjustments
109,744	122,913	13,169	Health Benefits are adjusted for a cost increase as well as staff opting for changes in levels of coverage
9,860	15,543	5,683	PEHP (Post Employment Health Plan)
44,523	39,696	(4,827)	FICA adjustments

DIVISION STAFF SUMMARY
Office of Treasurer
Index #041000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accountant I	1.00	51,896		1.00	57,051	0.00	0
Accountant II	0.00	0		0.00	0	3.00	174,010
Accountant III	1.00	75,404		1.00	78,910	0.00	0
Accounting Technician II	1.00	67,021		1.00	70,361	1.00	72,361
Administrative Secretary III	1.00	63,610		1.00	66,881	1.00	68,881
Deputy Treasurer	1.00	129,772		1.00	132,509	1.00	135,159
Treasurer	1.00	132,600		1.00	135,397	1.00	138,105
SALARY TOTAL	**6.00**	**520,303**		**6.00**	**541,109**	**7.00**	**588,516**
OTHER PERSONAL SERVICES							
Pension		46,827			48,703		55,909
Workers' Compensation		1,821			2,435		2,241
Health Benefits		91,728			109,744		148,392
PEHP		9,640			9,860		15,543
FICA		38,230			44,523		42,773
Miscellaneous		840			840		980
TOTAL OTHER PERSONAL SERVICES		**189,086**			**216,105**		**265,838**
TOTAL PERSONAL SERVICES	**6.00**	**709,389**	*	**6.00**	**757,214**	**7.00**	**854,354**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

TREASURY
Bureau of Accounting
Index #043000

ORIGIN/PURPOSE:

The Bureau of Accounting, pursuant to Chapter 16, Article III, Section 17, is responsible for accounting operations. This division of Treasury prepares the Comprehensive Annual Financial Report (CAFR), the Uniform Financial Report (UFR), prepares the Interim Financial Statements, and coordinates the information for the annual audit. The functions of accounting operations include Accounts Receivables for property taxes and all other County income, Accounts Payable, Payroll and System Administration for accounting software. We account for all the funds of the County, including General, Grants, Highways, Parks and Recreation, Debt Service, Agricultural Preservation, Capital Projects, Internal Service, Pension Trust Funds, and other Trust and Agency funds.

FY 20 GOALS:

TO PROVIDE TECHNICAL ACCOUNTING OVERSIGHT AND GUIDANCE TO COUNTY AGENCIES AND EXTERNAL CUSTOMERS TO ENSURE THAT GENERALLY ACCEPTED ACCOUNTING PROCEDURES, LEGAL REQUIREMENTS, COUNTY POLICIES AND PROCEDURES ARE CONSISTENTLY APPLIED IN ORDER TO MAINTAIN THE INTEGRITY OF THE COUNTY'S ACCOUNTING RECORDS, AND FULLY MEET ALL REPORTING REQUIREMENTS

LEVERAGE GRANTS TO CREATE OPPORTUNITIES FOR GROWTH AND ENHANCEMENT OF THE COUNTY'S GOALS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,606,995	1,524,393	1,765,185	1,661,082	1,661,082
20 CONTRACTUAL SERVICES	75,164	81,817	123,325	123,325	123,325
30 SUPPLIES & MATERIALS	32,090	35,006	37,500	37,500	37,500
40 BUSINESS AND TRAVEL	3,181	3,000	5,525	5,525	5,525
80 INTER-GOVERNMENTAL/INTERFUND	291	165	150	150	150
GRAND TOTAL	**1,717,721**	**1,644,381**	**1,931,685**	**1,827,582**	**1,827,582**
FUNDING SOURCE:					
11 GENERAL	**1,717,721**	**1,644,381**	**1,931,685**	**1,827,582**	**1,827,582**

TREASURY
Bureau of Accounting
Index #043000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($104,103)
1,223,268	1,124,135	(99,133)	Full-Time Salaries
			2,246 Salary Adjustment
			(101,379) Turnover (8.29)%
			(99,133)
	42,317	42,317	FY 20 merit increase of $2,000 to all eligible employees
	18,720	18,720	Temporary salaries additional seasonal help
	134,466	134,466	One (1) Accountant III position transferred in from Office of Treasurer and promoted to Chief
			# of Positions / Salary / Fringe / Total
			1.00 / 93,800 / 40,666 / 134,466
	(84,015)	(84,015)	One (1) Accountant II position transferred out to Office of the Treasurer
			# of Positions / Salary / Fringe / Total
			(1.00) / (52,898) / (31,117) / (84,015)
	(161,424)	(161,424)	One (1) Chief position transferred out to Revenue Collections and downgraded to Accountant II
			# of Positions / Salary / Fringe / Total
			(1.00) / (118,799) / (42,625) / (161,424)
110,106	105,935	(4,171)	Pension Adjustments
290,638	345,027	54,389	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
39,440	41,448	2,008	PEHP (Post Employment Health Plan)
93,970	87,427	(6,543)	FICA adjustments

DIVISION STAFF SUMMARY
Bureau of Accounting
Index #043000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accountant I	1.00	51,896	0.00	0	3.00	146,698
Accountant II	4.00	270,987	5.00	312,911	3.00	211,080
Accountant III	2.00	181,429	2.00	189,060	0.00	0
Accountant IV	0.00	0	0.00	0	1.00	81,107
Accounting Clerk I	0.00	0	1.00	37,113	1.00	44,800
Accounting Clerk II	3.00	146,194	2.00	75,021	3.00	117,871
Accounting Technician I	1.00	66,710	2.00	87,254	1.00	46,454
Accounting Technician II	4.00	244,690	4.00	257,583	4.00	265,583
Accounts Payable Supervisor	1.00	67,496	1.00	70,845	1.00	72,845
Chief, Treasury Bureau	1.00	114,509	1.00	118,800	1.00	95,800
Grants Administrator	1.00	71,257	1.00	74,681	0.00	0
FULL-TIME SALARIES	18.00	1,215,168	19.00	1,223,268	18.00	1,082,238
TEMPORARY SALARIES		0.00		0.00		18,720
SALARY TOTAL	**18.00**	**1,215,168**	**19.00**	**1,223,268**	**18.00**	**1,100,958**
OTHER PERSONAL SERVICES						
Pension		109,365		110,103		102,813
Workers' Compensation		4,253		5,106		4,388
Health Benefits		242,907		290,638		324,732
PEHP		24,100		39,440		41,448
FICA		92,960		93,970		84,223
Miscellaneous		2,520		2,660		2,520
TOTAL OTHER PERSONAL SERVICES		**476,105**		**541,917**		**560,124**
TOTAL PERSONAL SERVICES	**18.00**	**1,691,273**	**19.00**	**1,765,185**	**18.00**	**1,661,082**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

TREASURY
Bureau of Revenue Collections
Index #044000

ORIGIN/PURPOSE:

The Bureau of Revenue Collections collects, deposits, and reports all revenues coming into Harford County. The annual, supplemental, and half year real estate tax billing are handled here. There is much contact with citizens as well as the business community. This office processes lien certificates required to transfer property. All deeds and leases to be recorded in Harford County are reviewed and stamped. The annual Harford County Tax Sale is planned, executed, and followed up by this office. Business and Personal Property Taxes are collected and assistance is given to tax payers. Liens and writs are issued on delinquent accounts as part of the collection efforts of this office. The Harford County Bureau of Revenue Collections continues to try to improve services to the tax payers and the business community.

FY 20 GOALS:

TO PROVIDE TECHNICAL ACCOUNTING OVERSIGHT AND GUIDANCE TO COUNTY AGENCIES AND EXTERNAL CUSTOMERS TO ENSURE THAT GENERALLY ACCEPTED ACCOUNTING PROCEDURES, LEGAL REQUIREMENTS, COUNTY POLICIES AND PROCEDURES ARE CONSISTENTLY APPLIED IN ORDER TO MAINTAIN THE INTEGRITY OF THE COUNTY'S ACCOUNTING RECORDS, AND FULLY MEET ALL REPORTING REQUIREMENTS

LEVERAGE GRANTS TO CREATE OPPORTUNITIES FOR GROWTH AND ENHANCEMENT OF THE COUNTY'S GOALS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	614,784	703,273	786,018	909,932	909,932
20 CONTRACTUAL SERVICES	62,114	58,652	69,065	78,865	78,865
30 SUPPLIES & MATERIALS	83,253	89,324	95,250	102,750	102,750
40 BUSINESS AND TRAVEL	1,314	1,977	2,040	2,040	2,040
50 CAPITAL OUTLAY	0	313	0	0	
80 INTER-GOVERNMENTAL/INTERFUND	0	293	75	75	75
GRAND TOTAL	**761,465**	**853,832**	**952,448**	**1,093,662**	**1,093,662**
FUNDING SOURCE:					
11 GENERAL	**761,465**	**853,832**	**952,448**	**1,093,662**	**1,093,662**

TREASURY
Bureau of Revenue Collections
Index #044000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $123,914
423,773	427,564	3,791	Full-time salaries
			1,595 Salary Adjustment
			2,196 Turnover 0.52%
			3,791
92,043	148,820	56,777	Temporary salaries additional seasonal help
	16,461	16,461	FY 20 merit increase of $2,000 to all eligible employees
	105,987	105,987	One (1) Chief position transferred in from Bureau of Accounting and downgraded to Accountant II
			# of Positions / Salary / Fringe / Total
			1.00 / 69,702 / 36,285 / 105,987
	(89,856)	(89,856)	One (1) Accountant I position transferred out to Office of The Treasurer
			# of Positions / Salary / Fringe / Total
			(1.00) / (57,862) / (31,994) / (89,856)
43,769	47,353	3,584	Pension adjustments
2,203	2,146	(57)	Workers' Compensation adjustment
172,547	184,179	11,632	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
9,860	20,724	10,864	PEHP adjustments
39,363	44,094	4,731	FICA Adjustments
			CONTRACTUAL SERVICES increase $9,800
10,200	20,000	9,800	Other Professional Services - increased for the addition of Dunbar Armored Car service annual contract
			SUPPLIES AND MATERIALS increase $7,500
74,300	81,800	7,500	General Office Mailing increased based on actual expenses

DIVISION STAFF SUMMARY
Bureau of Revenue Collections
Index #044000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accountant II	0.00	0	1.00	57,682	1.00	71,702
Accounting Clerk I	2.00	63,480	1.00	32,804	0.00	0
Accounting Clerk II	2.00	97,684	1.00	66,856	2.00	105,856
Accounting Technician I	2.00	90,101	2.00	95,904	1.00	44,755
Accounting Technician II	0.00	0	0.00	0	1.00	56,744
Assistant Supervisor of Revenue Collections	1.00	66,288	1.00	69,614	1.00	71,614
Chief, Treasury Bureau	1.00	96,974	1.00	100,913	1.00	102,913
FULL-TIME SALARIES	8.00	414,527	7.00	423,773	7.00	453,584
TEMPORARY SALARIES	0.00	102,042	0.00	92,043	0.00	148,820
SALARY TOTAL	**8.00**	**516,569**	**7.00**	**515,816**	**7.00**	**602,404**
OTHER PERSONAL SERVICES						
Pension		43,347		43,770		50,114
Workers' Compensation		1,451		2,203		2,238
Health Benefits		165,027		173,746		187,108
PEHP		4,820		9,860		20,724
FICA		39,301		39,363		46,084
Miscellaneous		1,400		1,260		1,260
TOTAL OTHER PERSONAL SERVICES		**255,346**		**270,202**		**307,528**
TOTAL PERSONAL SERVICES	**8.00**	**771,915**	**7.00**	**786,018**	**7.00**	**909,932**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

TREASURY
Water and Sewer Accounting
Index #045000

ORIGIN/PURPOSE:

The Water and Sewer Accounting division, pursuant to Chapter 16, Article III, Section 17, is responsible for billing all charges associated with the water and sewer system and for providing detailed information and reporting on these charges.

The County's water and sewer system operates as an enterprise fund, whereby users pay for all costs of providing water and sewer service.

Water and Sewer Accounting is the only division in the Department of Treasury supported by the Water and Sewer Fund.

FY 20 GOALS:

TO PROVIDE TECHNICAL ACCOUNTING OVERSIGHT AND GUIDANCE TO COUNTY AGENCIES AND EXTERNAL CUSTOMERS TO ENSURE THAT GENERALLY ACCEPTED ACCOUNTING PROCEDURES, LEGAL REQUIREMENTS, COUNTY POLICIES AND PROCEDURES ARE CONSISTENTLY APPLIED IN ORDER TO MAINTAIN THE INTEGRITY OF THE COUNTY'S ACCOUNTING RECORDS, AND FULLY MEET ALL REPORTING REQUIREMENTS

LEVERAGE GRANTS TO CREATE OPPORTUNITIES FOR GROWTH AND ENHANCEMENT OF THE COUNTY'S GOALS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	736,114	778,089	851,046	887,413	887,413
20 CONTRACTUAL SERVICES	98,595	109,961	375,105	375,105	375,105
30 SUPPLIES & MATERIALS	108,062	114,769	119,315	119,315	119,315
40 BUSINESS AND TRAVEL	1,160	1,624	1,985	1,985	1,985
80 INTER-GOVERNMENTAL/INTERFUND	28	0	50	50	50
GRAND TOTAL	**943,959**	**1,004,443**	**1,347,501**	**1,383,868**	**1,383,868**
FUNDING SOURCE:					
11 GENERAL	**943,959**	**1,004,443**	**1,347,501**	**1,383,868**	**1,383,868**

TREASURY
Water and Sewer Accounting
Index #045000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $36,367
530,117	532,039	1,922	Full-Time Salaries
			2,468 Salary Adjustment
			(546) Turnover
			1,922
20,000	21,216	1,216	Temporary funding for seasonal help
	21,162	21,162	FY 20 merit increase of $2,000 to all eligible employees
47,713	50,544	2,831	Pension adjustments
187,765	190,728	2,963	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
19,720	25,905	6,185	PEHP (Post Employment Health Plan)

DIVISION STAFF SUMMARY
Water & Sewer Accounting
Index #045000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accountant III	1.00	80,615	1.00	84,226	0.00	0
Accountant IV	0.00	0	0.00	0	1.00	88,693
Accounting Clerk I	1.00	33,280	1.00	37,112	3.00	127,800
Accounting Clerk II	4.00	189,900	3.00	162,441	2.00	124,008
Accounting Technician I	2.00	138,006	3.00	157,656	2.00	118,856
Assistant Supervisor of Revenue Collections	1.00	84,983	1.00	88,682	1.00	90,682
TOTAL FULL TIME SALARIES	9.00	526,784	9.00	530,117	9.00	550,039
TEMPORARY SALARIES		5,000		20,000		21,216
SALARY TOTAL	**9.00**	**531,784**	**9.00**	**550,117**	**9.00**	**571,255**
OTHER PERSONAL SERVICES						
Pension		47,411		47,713		52,254
Workers' Compensation		1,844		2,386		2,310
Health Benefits		148,794		187,765		190,728
PEHP		14,460		19,720		25,905
FICA		40,682		42,085		43,701
Miscellaneous		1,260		1,260		1,260
TOTAL OTHER PERSONAL SERVICES		**254,451**		**300,929**		**316,158**
TOTAL PERSONAL SERVICES	**9.00**	**786,235**	**9.00**	**851,046**	**9.00**	**887,413**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

TREASURY - BUREAU OF ACCOUNTING
OBJECTIVE & PERFORMANCE MEASURES

Department Goal

To provide technical accounting oversight and guidance to County agencies and external customers to ensure that generally accepted accounting principles, legal requirements, County policies and procedures are consistently applied in order to maintain the integrity of the County's accounting records and to fully meet all reporting requirements.

Department Objective

To prepare annual financial reports and schedules which include the Comprehensive Annual Financial Report (CAFR) and the Maryland Uniform Financial Report (UFR).

County Goal(s) Supported

I. Fiscal Balance and Efficiency

Measure	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:					
Dollars Allocated	$4,074,102	$4,132,167	$4,253,316	$5,134,757	$5,183,831
Number of Staff	39	41	42	44	43
Output:					
Number of reports issued by legislative mandate:					
CAFR - October 31st	1	1	1	1	1
UFR - November 1st	1	1	1	1	1
Outcome:					
Financial statements determined to conform to Generally Accepted Accounting Principles without qualification.	Yes	Yes	Yes	Yes	Yes

Explanation and Analysis of Performance Measures

In order to fairly present the County's financial position and operating results in conformity with Generally Accepted Accounting Principals (GAAP), Governmental Accounting Standards Board (GASB), Governmental Finance Officers Association (GFOA), Financial Accounting Standards Board (FASB), County, State, and Federal guidelines. To complete one hundred percent of the above mentioned reports on time and in compliance with established guidelines. To achieve these measures we will: 1) set up meetings to discuss audit with auditors; 2) do Pro Forma of all the reports that are due; 3) do variance reports and explain all variances over a dollar threshold; 4) run final Accounts Payable; 5) do all final reconciliations and journal entries; 6) run final reports from the financial system; 7) prepare the CAFR and UFR; and 8) submit to auditors for review and opinion.

TREASURY - OFFICE OF THE TREASURER
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

To provide technical accounting oversight and guidance to County agencies and external customers to ensure that generally accepted accounting principles, legal requirements, County policies and procedures are consistently applied in order to maintain the integrity of the County's accounting records and to fully meet all reporting requirements.

Department Objective

To reduce borrowing by preparing the presentation to the credit rating agencies and the official statement in a manner to obtain and retain the County's Triple A rating from all three major bond rating agencies.

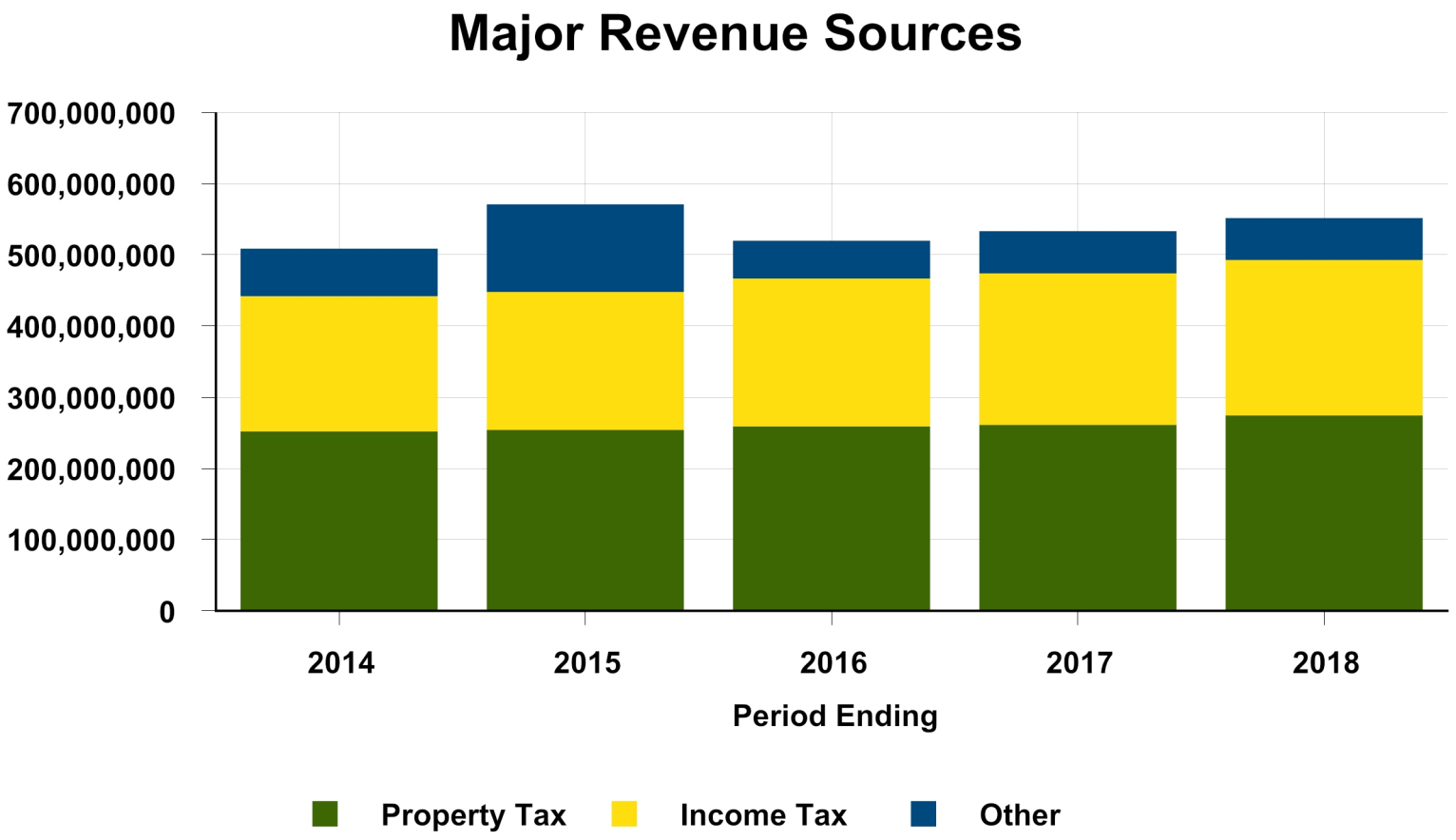
County Goal(s) Supported

I. Fiscal Balance and Efficiency

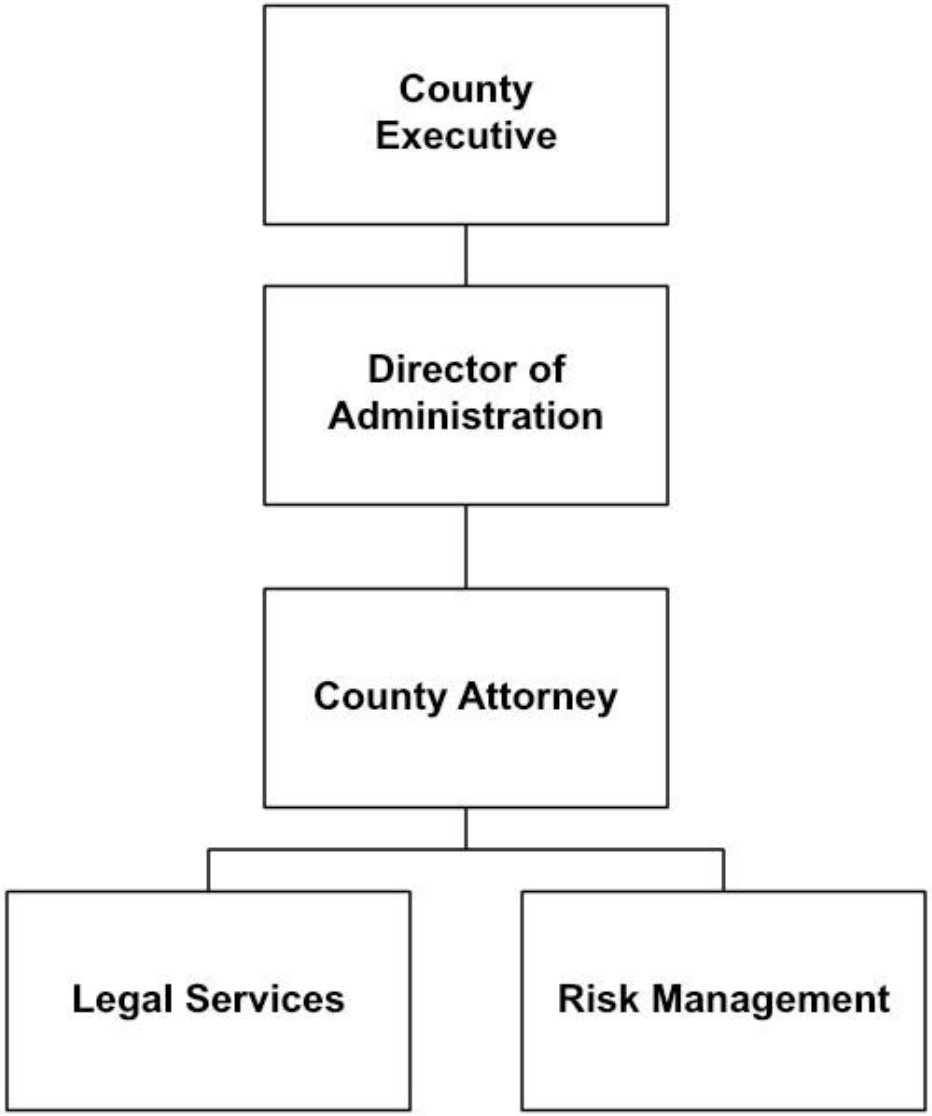
Measure	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:					
Cost of Issuance Expense	$498,319	$769,263	$533,325	$967,500	$1,088,000
Output:					
Presentation to Credit Rating Agencies	1	1	1	1	1
Official Statement	1	1	1	1	1
Outcome:					
Bond Rating from the three major bond rating agencies					
Moody's Investor Services	Aaa	Aaa	Aaa	Aaa	Aaa
Fitch Ratings	AAA	AAA	AAA	AAA	AAA
Standard and Poors Cup	AAA	AAA	AAA	AAA	AAA

Explanation and Analysis of Performance Measures

To maintain the County's Triple A rating with all three major bond rating agencies. We will continue to strive to produce the highest quality Official Statement when offering our bonds in the market place. To achieve these measures we will: 1) setup meetings to discuss the credit rating presentation and Official Statement; 2) work with our financial advisor and legal counsel to prepare Official Statement; 3) prepare presentation by updating all information presented in prior year's presentation; 4) Treasurer will review presentation to add or delete from prior presentation and perform a dry run of presentation; 5) schedule and present credit rating presentation to all three credit rating agencies; 6) prepare final Official Statement and submit to prospective buyers; and 7) sell bonds and receive Legislative approval for the sale.


Major Revenue Sources
700,000,000
600,000,000
500,000,000
400,000,000
300,000,000
200,000,000
100,000,000
0
2014
2015
2016
2017
2018
Period Ending
Property Tax
Income Tax
Other

DEPARTMENT OF LAW



LAW

ORIGIN/PURPOSE:

The Department of Law, created by Charter Section 403 and amended by Bill 76-35, is administered by the appointed County Attorney, who is the chief legal officer of the Executive Branch and is responsible for all the legal affairs of the County Executive, County departments, agencies, and offices. The department also advises non-County agencies, such as the Board of Library Trustees, and the Sheriff's Office on selected matters, as directed by the County Executive.

The Risk Management Division, established by Bill No. 88-6 is now a division of the Law Department pursuant to Executive Order 14-08. Duties include managing claims pertaining to property and vehicle damage and general liability claims. Working in concert with the Law Department, information is shared concerning County responsibility for accidental occurrences. The self-insurance fund, which is actuarially determined annually, is the monetary source by which all claims are paid. The financial welfare of the County is further protected by the purchase of an excess insurance contract that can be triggered and the financial obligation is then transferred and paid by that entity.

MISSION STATEMENT:
PROVIDE TIMELY AND ACCURATE ADVICE, AS WELL AS COMPETENT AND DILIGENT REPRESENTATION TO THE EXECUTIVE BRANCH AND COUNTY AGENCIES IN SUPPORT OF THEIR OBJECTIVE.

FY 20 GOALS:
TO PROVIDE SOUND LEGAL AND PRACTICAL ADVICE AND COUNSEL TO CLIENT AGENCIES

TO PROVIDE EFFECTIVE ADVOCACY IN ADMINISTRATIVE, JUDICIAL AND LEGISLATIVE FORUMS

TO PROVIDE EFFICIENT, EXPEDIENT DOCUMENT REVIEW AND PROCESSING FOR CLIENTS

TO REMAIN INVOLVED PROACTIVELY AS A MANAGEMENT RESOURCE

TO SUPPORT LEGISLATIVE INITIATIVES TO ADVANCE THE COUNTY'S GOALS AND OBJECTIVES

MINIMIZE THE COUNTY'S EXPOSURE FOR FINANCIAL LOSS

LAW

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,781,308	1,761,887	2,027,271	2,210,595	2,210,595
20	CONTRACTUAL SERVICES	62,552	62,386	64,875	90,875	90,875
30	SUPPLIES AND MATERIALS	4,505	31,188	9,535	9,535	9,535
40	BUSINESS AND TRAVEL	21,427	18,698	32,180	32,880	32,880
50	CAPITAL OUTLAY	0	10,753	0	0	0
70	MISCELLANEOUS	26,484	28,521	26,948	28,448	28,448
80	INTER-GOVERNMENTAL/INTERFUND	50	131	500	500	500
	GRAND TOTAL	**1,896,326**	**1,913,564**	**2,161,309**	**2,372,833**	**2,372,833**
SUMMARY BY FUND:						
11	GENERAL	1,896,326	1,913,564	2,161,309	2,372,833	2,372,833
	GRAND TOTAL	**1,896,326**	**1,913,564**	**2,161,309**	**2,372,833**	**2,372,833**
SUMMARY BY DIVISION:						
52,000	LEGAL SERVICES	1,756,682	1,804,001	2,008,896	2,107,171	2,107,171
54,000	RISK MANAGEMENT	139,644	109,563	152,413	265,662	265,662
	GRAND TOTAL	**1,896,326**	**1,913,564**	**2,161,309**	**2,372,833**	**2,372,833**

LAW

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $183,324
1,522,680	1,526,662	3,982	Full-time salaries
			2,881 Salary adjustments
			1,101 Turnover 0.07%
			3,982
	(13,173)	(13,173)	Net of transferring one position of Administrative Specialist from Legal Services to Risk Management
25,000	83,000	58,000	Temporary Salaries increased to provide for legal summer interns and policy analyst
	29,903	29,903	FY 20 merit increase of $2,000 to eligible employees
125,649	132,620	6,971	Pension/Retirement adjustments
7,910	7,445	(465)	Workers' Compensation adjustment
209,053	293,452	84,399	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
14,790	31,086	16,296	PEHP (Post Employment Health Plan)
120,088	117,500	(2,588)	FICA adjustments

LAW

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
64,875	90,875	26,000	CONTRACTUAL SERVICES increase $26,000 Additional funds provided for contractual grants reviewer
9,535	9,535	0	SUPPLIES AND MATERIALS no change in funding over FY 19 Funding for computer supplies and printing
32,180	32,880	700	BUSINESS AND TRAVEL increase $700 Additional funds are provided for mileage and parking tolls based on actual expense history
26,948	28,448	1,500	MISCELLANEOUS increase $1,500 Additional funds provided for litigation expenses based on actual expense history

DEPARTMENT STAFF SUMMARY

LAW

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Secretary III	1.00	59,581	1.00	62,773	1.00	64,773
Administrative Specialist I	2.00	128,141	2.00	134,704	2.00	122,123
Assistant County Attorney I	1.00	105,000	1.00	109,100	1.00	109,100
County Attorney	1.00	141,440	1.00	144,423	1.00	147,306
Legal Specialist III	2.00	122,443	2.00	128,891	2.00	132,891
Management Assistant I	1.00	80,267	1.00	83,872	1.00	85,872
Risk & Safety Officer	1.00	77,126	1.00	98,900	1.00	102,000
Senior Assistant County Attorney	6.00	733,349	6.00	760,015	6.00	772,016
TOTAL FULL-TIME SALARIES	**15.00**	**1,447,347**	**15.00**	**1,522,678**	**15.00**	**1,536,081**
TEMPORARY SALARIES		5,000		25,000		83,000
SALARY TOTAL	**15.00**	**1,452,347**	**15.00**	**1,547,678**	**15.00**	**1,619,081**
OTHER PERSONAL SERVICES						
Pension & Retirement		123,689		125,651		133,707
Workers' Compensation		7,093		7,911		7,482
Health Benefits		220,296		209,053		299,415
PEHP		14,790		14,790		31,086
FICA		118,422		120,088		117,724
Miscellaneous		2,100		2,100		2,100
TOTAL OTHER PERSONAL SERVICES		**486,390**		**479,593**		**591,514**
TOTAL PERSONAL SERVICES	**15.00**	**1,938,737**	**15.00**	**2,027,271**	**15.00**	**2,210,595**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

LAW
Legal Services
Index #052000

ORIGIN/PURPOSE:

The Department of Law, created by Charter Section 403 and amended by Bill 76-35, is administered by the appointed County Attorney, who is the chief legal officer of the Executive Branch and is responsible for all the legal affairs of the County Executive, County departments, agencies, and offices. The department also advises non-County agencies, such as the Board of Library Trustees, and the Sheriff's Office on selected matters, as directed by the County Executive.

FY 20 GOALS:

TO PROVIDE SOUND LEGAL AND PRACTICAL ADVICE AND COUNSEL TO CLIENT AGENCIES

TO PROVIDE EFFECTIVE ADVOCACY IN ADMINISTRATIVE, JUDICIAL AND LEGISLATIVE FORUMS

TO PROVIDE EFFICIENT, EXPEDIENT DOCUMENT REVIEW AND PROCESSING FOR CLIENTS

TO REMAIN INVOLVED PROACTIVELY AS A MANAGEMENT RESOURCE

TO SUPPORT LEGISLATIVE INITIATIVES TO ADVANCE THE COUNTY'S GOALS AND OBJECTIVES

TO ASSIST CLIENTS IN IDENTIFYING EFFICIENCIES IN OPERATIONS AND METHODS TO STREAMLINE PROCESSES

LAW
Legal Services
Index #052000

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,647,252	1,691,483	1,887,943	1,958,018	1,958,018
20	CONTRACTUAL SERVICES	61,127	61,167	63,500	89,500	89,500
30	SUPPLIES AND MATERIALS	3,798	4,426	7,600	7,600	7,600
40	BUSINESS AND TRAVEL	17,578	14,523	22,405	23,105	23,105
50	CAPITAL OUTLAY	0	10,753	0	0	0
70	MISCELLANEOUS	26,484	28,521	26,948	28,448	28,448
80	INTER-GOVERNMENTAL/INTERFUND	50	131	500	500	500
	GRAND TOTAL	**1,756,289**	**1,811,004**	**2,008,896**	**2,107,171**	**2,107,171**
SUMMARY BY FUND:						
11	GENERAL	1,756,289	1,811,004	2,008,896	2,107,171	2,107,171
	GRAND TOTAL	**1,756,289**	**1,811,004**	**2,008,896**	**2,107,171**	**2,107,171**

LAW
Legal Services
Index #052000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $70,045
1,423,780	1,426,662	2,882	Full-time salaries 2,882 salary adjustments
	(106,171)	(106,171)	Net transfer of one Administrative Specialist position to Risk Management
	25,179	25,179	FY 20 of a $2,000 merit increase for eligible employees
25,000	83,000	58,000	Temporary salaries provide for a legal college interns and a policy analyst
116,748	123,120	6,372	Pension/Retirement adjustments
6,407	6,015	(392)	Workers' Compensation adjustment
186,736	267,679	80,943	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
14,790	20,724	5,934	PEHP (Post Employment Health Plan)
112,522	109,850	(2,672)	FICA adjustments
64,875	90,875	26,000	CONTRACTUAL SERVICES increase $26,000 Additional funds provided for contractual legal grants reviewer
7,600	7,600	0	MATERIALS & SUPPLIES no change in funding over FY 19 Funds for office supplies, computers supplies, etc.,
22,405	23,105	700	BUSINESS & TRAVEL increase $700 Additional funds are provided for mileage and parking/tolls based on actual expense history
26,948	28,448	1,500	MISCELLANEOUS INCREASE increase $1,500 Additional funds provided for litigation expense based on actual expense history

DIVISION STAFF SUMMARY
Legal Services
Index #052000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Secretary III	1.00	59,581	1.00	62,773	1.00	64,773
Administrative Specialist I	2.00	128,141	2.00	134,705	1.00	60,123
Assistant County Attorney I	1.00	105,000	1.00	109,100	1.00	109,100
County Attorney	1.00	141,440	1.00	144,423	1.00	147,306
Legal Specialist III	2.00	122,443	2.00	128,891	2.00	132,891
Management Assistant I	1.00	80,267	1.00	83,872	1.00	85,872
Senior Assistant County Attorney	6.00	733,349	6.00	760,016	6.00	772,016
TOTAL FULL-TIME SALARIES	**14.00**	**1,370,221**	**14.00**	**1,423,780**	**13.00**	**1,372,081**
TEMPORARY SALARIES		5,000		25,000		83,000
SALARY TOTAL	**14.00**	**1,375,221**	**14.00**	**1,448,780**	**13.00**	**1,455,081**

DIVISION STAFF SUMMARY
Legal Services
Index #052000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		116,096			116,748		118,127
Workers' Compensation		4,796			6,407		5,763
Health Benefits		214,323			186,736		251,325
PEHP		14,460			14,790		20,724
FICA		101,115			112,522		105,178
Miscellaneous		1,960			1,960		1,820
TOTAL OTHER PERSONAL SERVICES		**452,750**			**439,163**		**502,937**
TOTAL PERSONAL SERVICES	**14.00**	**1,827,971**	*	**14.00**	**1,887,943**	**14.00**	**1,958,018**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

LAW
Risk Management
Index #054000

ORIGIN/PURPOSE:

The Risk Management Division, established by Bill No. 88-6 is now a division of the Law Department pursuant to Executive Order 14-08. Duties include managing claims pertaining to property and vehicle damage and general liability claims. Working in concert with the Law Department, information is shared concerning County responsibility for accidental occurrences. The self-insurance fund, which is actuarially determined annually, is the monetary source by which all claims are paid. The financial welfare of the County is further protected by the purchase of an excess insurance contract that can be triggered and the financial obligation is then transferred and paid by that entity.

FY 20 GOALS:

MINIMIZE THE COUNTY'S EXPOSURE FOR FINANCIAL LOSS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	134,056	103,387	139,328	252,577	252,577
20 CONTRACTUAL SERVICES	1,425	1,219	1,375	1,375	1,375
30 SUPPLIES AND MATERIALS	707	26,464	1,935	1,935	1,935
40 BUSINESS AND TRAVEL	3,849	4,175	9,775	9,775	9,775
GRAND TOTAL	**140,037**	**135,245**	**152,413**	**265,662**	**265,662**
FUNDING SOURCE:					
11 GENERAL	**140,037**	**109,563**	**152,413**	**265,662**	**265,662**

LAW
Risk Management
Index #054000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $113,249
98,900	100,000	1,100	Full-time Salaries 1,100 turnover 1.11%
	92,999	92,999	Net of one Administrative Specialist transferring from Legal Services
22,317	25,773	3,456	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
	4,723	4,723	FY 20 merit increase of $2,000 for eligible employees
8,901	9,500	599	Pension adjustments
1,375	1,375	0	CONTRACTUAL SERVICES no change in funding over FY 19 Funding for Telephone Service, Management Services and Other Professional Services
1,935	1,935	0	SUPPLIES AND MATERIALS no change in funding over FY 19 Funding for General Office Supplies, Printing Commercial and Safety Equipment
9,775	9,775	0	BUSINESS AND TRAVEL no change in funding over FY 19 Additional funds provided for membership fees and dues based on actual expense history

DIVISION STAFF SUMMARY
Risk Management
Index #054000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Risk and Safety Officer	1.00	77,126		1.00	98,900	1.00	102,000
Administrative Specialist I	0.00	0		0.00	0	1.00	62,000
TOTAL FULL-TIME SALARIES	**1.00**	**77,126**		**1.00**	**98,900**	**2.00**	**164,000**
TEMPORARY SALARIES		**0**			**0**		**0**
SALARY TOTAL	**1.00**	**77,126**		**1.00**	**98,900**	**2.00**	**164,000**
OTHER PERSONAL SERVICES							
Pension & Retirement		6,941			8,901		15,580
Workers' Compensation		686			1,503		1,719
Health Benefits		19,973			22,317		48,090
PEHP		0			0		10,362
FICA		5,900			7,566		12,546
Miscellaneous		140			140		280
TOTAL OTHER PERSONAL SERVICES		**33,640**			**40,428**		**88,577**
TOTAL PERSONAL SERVICES	**1.00**	**110,766**	*	**1.00**	**139,328**	**2.00**	**252,577**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

LAW DEPARTMENT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

To provide efficient, expedient document review and processing for clients.

Department Objective

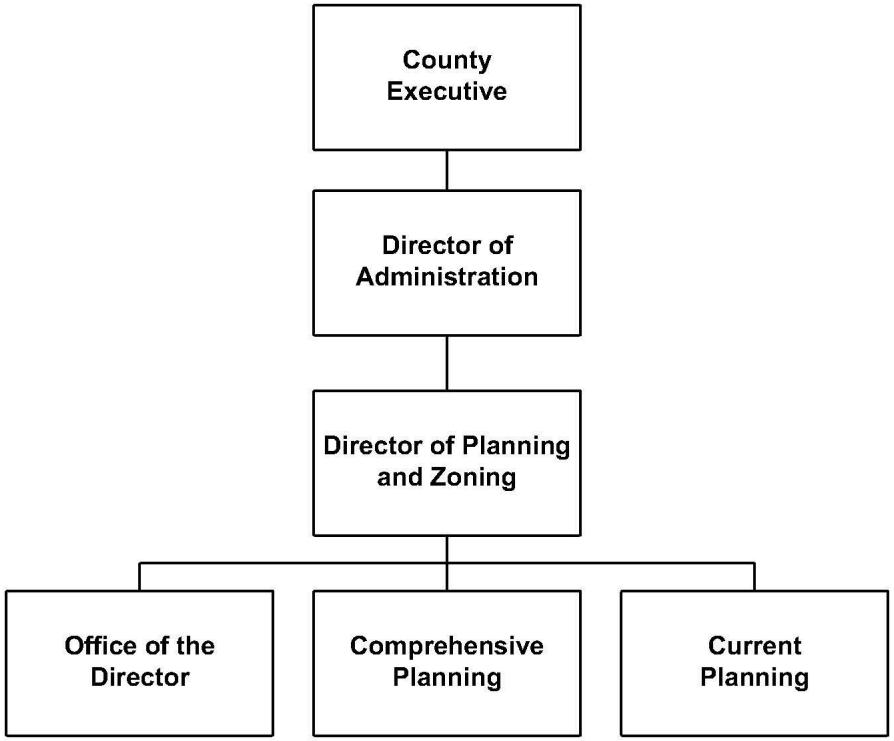
To continue improvement in document processing time and to provide recommendations for improving standard documents.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

Measure		Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:						
	Dollars allocated	$1,883,094	$1,896,326	$1,913,564	$2,161,309	$2,372,833
	Number of staff	14	14	14	14	14
Output:						
	Number of deeds processed	33	23	36	40	45
	Number of plats processed	129	191	120	150	155
	Number of agreements processed	742	990	949	1,000	1,000
Outcome:						
	Turnaround time in days:					
	Deeds	1.40	1.70	2.1	2.00	2.00
	Plats	2.00	1.69	2	2.00	2.00
	Agreements	2.60	2.00	2.70	3.00	3.00

DEPARTMENT OF PLANNING AND ZONING



PLANNING AND ZONING

ORIGIN/PURPOSE:

The Department of Planning and Zoning is a charter agency, established under Section 405 of the Harford County Charter. Responsibilities include the preparation of master plans, the establishment of regulations affecting the physical development and growth of the county, the enforcement of rules governing subdivisions, and the administration of zoning regulations.

The Department is comprised of the Director's Office and two divisions: Comprehensive Planning and Current Planning. Comprehensive Planning oversees long-range planning efforts (e.g., the Master Plan process, corridor studies, community plans), research and data analysis, and environmental planning; the Current Planning Division facilitates the development process and includes the administration and enforcement of the Zoning Code.

The Governmental Accounting Standards Board (GASB) is the standard setting authority for governmental accounting. In order to be compliant with their GASB Statement No. 34, special revenue accounts were established for the County Ag Preservation (Fund 27) and State Ag Preservation (Fund 28) Programs in FY 02. Prior to FY 02, these programs qualified as "trusts."

MISSION STATEMENT:

TO BALANCE COMMUNITY, ECONOMIC, AND ENVIRONMENTAL INTERESTS WITH THE VALUES AND TRADITIONS THAT PROVIDE FOR A HIGH QUALITY OF LIFE FOR THOSE WHO LIVE, WORK, AND VISIT HARFORD COUNTY

FY 20 GOALS:

TO PROVIDE QUALITY CUSTOMER SERVICE

TO IMPLEMENT HARFORD NEXT

PLANNING AND ZONING

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,177,945	3,324,434	3,599,306	3,805,524	3,805,524
20	CONTRACTUAL SERVICES	43,878	41,313	291,948	176,200	176,200
30	SUPPLIES & MATERIALS	15,693	16,962	29,243	29,100	29,100
40	BUSINESS AND TRAVEL	15,595	17,528	31,425	31,300	31,300
50	CAPITAL OUTLAY	1,830,975	1,914	22,000,000	8,000,000	8,000,000
70	MISCELLANEOUS	1,206,528	1,423,818	2,325,000	1,675,000	1,675,000
80	INTER-GOVERNMENTAL/INTERFUND	37	95	200	200	200
	GRAND TOTAL	**6,290,651**	**4,826,064**	**28,277,122**	**13,717,324**	**13,717,324**
SUMMARY BY FUND:						
11	GENERAL	3,248,700	3,400,041	3,917,279	3,990,324	3,990,324
27	AG PRESERVATION - COUNTY	2,012,193	1,396,023	24,004,843	9,472,000	9,472,000
28	AG PRESERVATION - STATE	1,029,758	30,000	355,000	255,000	255,000
	GRAND TOTAL	**6,290,651**	**4,826,064**	**28,277,122**	**13,717,324**	**13,717,324**
SUMMARY BY DIVISION:						
	GENERAL FUND:					
061000	DIRECTOR OF PLANNING & ZONING	473,818	496,887	698,143	718,143	718,143
062000	COMPREHENSIVE PLANNING	1,048,069	1,034,632	1,283,931	1,295,714	1,295,714
063000	CURRENT PLANNING	1,726,813	1,868,522	1,935,205	1,976,468	1,976,468
	AG PRESERVATION - COUNTY					
064270	AG PRESERVATION - COUNTY	2,012,193	1,396,023	24,004,843	9,472,000	9,472,000
	AG PRESERVATION - STATE					
064280	AG PRESERVATION - STATE	1,029,758	30,000	355,000	255,000	255,000
	GRAND TOTAL	**6,290,651**	**4,826,064**	**28,277,122**	**13,717,324**	**13,717,324**

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PLANNING AND ZONING - GENERAL FUND						
Administrative Assistant II	2.00	86,799	2.00	92,535	2.00	96,535
Administrative Secretary III	1.00	62,620	1.00	65,872	1.00	67,872
Administrative Specialist II	1.00	62,588	1.00	65,840	1.00	67,840
Customer Support Analyst I	1.00	36,608	1.00	39,340	1.00	41,340
Customer Support Analyst II	3.00	147,282	3.00	161,294	3.00	167,294
Deputy Director of Planning and Zoning	1.00	106,600	1.00	108,848	1.00	111,025
Director, Planning and Zoning	1.00	115,440	1.00	117,875	1.00	120,233
GIS Analyst I	0.00	0	1.00	50,348	1.00	52,348
GIS Analyst II	1.00	57,631	1.00	60,784	1.00	62,784
GIS Technician I	1.00	47,343	0.00	0	0.00	0
GIS Technician II	1.00	70,682	1.00	51,738	1.00	53,738
Permits Clerk	1.00	37,943	0.00	0	0.00	0
Permits Review Supervisor	0.00	0	1.00	77,589	1.00	79,589
Planner I	1.00	46,800	2.00	97,636	3.00	149,636
Planner II	7.00	408,894	4.00	259,640	4.00	265,641
Planner III	2.00	186,674	4.00	326,321	5.00	426,321
Planner IV	5.00	461,944	3.00	310,197	3.00	339,280
Planning Assistant I	0.00	0	1.00	40,376	1.00	42,376
Planning Assistant II	3.00	190,246	3.00	206,017	2.00	138,211
Zoning Enforcement Coordinator	0.00	0	1.00	85,446	1.00	87,446
Zoning Inspector I	0.00	0	1.00	56,038	1.00	58,038
Zoning Inspector II	3.00	177,379	2.00	138,891	2.00	127,080
Zoning Technician	1.00	36,528	1.00	41,447	1.00	43,479
FULL-TIME SALARIES	36.00	2,340,001	36.00	2,454,072	37.00	2,598,106
SALARY OFFSET		(143,930)		(173,930)		(107,400)
TOTAL FULL-TIME SALARIES	36.00	2,196,071	36.00	2,280,142	37.00	2,490,706

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		107,120			111,262		0
SUB-TOTAL P & Z - GENERAL FUND	**36.00**	**2,303,191**	*	**36.00**	**2,391,404**	**37.00**	**2,280,142**
P & Z - AG PRESERVATION - STATE							
Planner III		30,000			30,000		30,000
SUB-TOTAL P & Z - AG PRES - STATE	**0.00**	**30,000**	*	**0.00**	**30,000**	**0.00**	**30,000**
OTHER PERSONAL SERVICES							
Pension		220,241			230,882		246,820
Workers' Compensation		13,205			25,381		25,733
Health Benefits		605,677			673,194		736,388
PEHP		57,840			44,370		72,534
FICA		187,118			198,895		198,163
Miscellaneous		5,040			5,180		5,180
TOTAL OTHER PERSONAL SERVICES		**1,089,121**	*		**1,177,902**		**1,284,818**
PLANNING AND ZONING - DEPARTMENT TOTALS							
TOTAL FULL-TIME SALARIES	36.00	2,370,001		36.00	2,484,072	37.00	2,628,106
TOTAL SALARY OFFSET		(143,930)			(173,930)		(107,400)
TEMPORARY		107,120			111,262		0
TOTAL OTHER PERSONAL SERVICES		1,089,121			1,177,902		1,284,818
PLANNING & ZONING SALARY TOTALS	**36.00**	**3,422,312**	*	**36.00**	**3,599,306**	**37.00**	**3,805,524**

***FY 18 Salaries and Other Personal Services are Enacted not Audited Amounts**

PLANNING AND ZONING

GENERAL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,147,945	3,294,434	3,569,306	3,775,524	3,775,524
20	CONTRACTUAL SERVICES	43,878	40,748	288,948	155,700	155,700
30	SUPPLIES & MATERIALS	15,693	16,962	28,600	28,800	28,800
40	BUSINESS AND TRAVEL	15,295	17,102	30,225	30,100	30,100
50	CAPITAL OUTLAY	3,066	1,914	0	0	0
70	MISCELLANEOUS	22,786	28,786	0	0	0
80	INTER-GOVERNMENTAL/INTERFUND	37	95	200	200	200
	GRAND TOTAL	**3,248,700**	**3,400,041**	**3,917,279**	**3,990,324**	**3,990,324**
SUMMARY BY FUND:						
11	GENERAL	3,248,700	3,400,041	3,917,279	3,990,324	3,990,324
	GRAND TOTAL	**3,248,700**	**3,400,041**	**3,917,279**	**3,990,324**	**3,990,324**
SUMMARY BY DIVISION:						
061000	DIRECTOR OF PLANNING & ZONING	473,818	496,887	698,143	718,143	718,143
062000	COMPREHENSIVE PLANNING	1,048,069	1,034,632	1,283,931	1,295,714	1,295,714
063000	CURRENT PLANNING	1,726,813	1,868,522	1,935,205	1,976,468	1,976,468
	GRAND TOTAL	**3,248,700**	**3,400,041**	**3,917,279**	**3,990,324**	**3,990,324**

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PLANNING AND ZONING - GENERAL FUND						
Administrative Assistant II	2.00	86,799	2.00	92,535	2.00	96,535
Administrative Secretary III	1.00	62,620	1.00	65,872	1.00	67,872
Administrative Specialist II	1.00	62,588	1.00	65,840	1.00	67,840
Customer Support Analyst I	1.00	36,608	1.00	39,340	1.00	41,340
Customer Support Analyst II	3.00	147,282	3.00	161,294	3.00	167,294
Deputy Director of Planning and Zoning	1.00	106,600	1.00	108,848	1.00	111,025
Director, Planning and Zoning	1.00	115,440	1.00	117,875	1.00	120,233
GIS Analyst I	0.00	0	1.00	50,348	1.00	50,348
GIS Analyst II	1.00	57,631	1.00	60,784	1.00	62,784
GIS Technician I	1.00	47,343	0.00	0	0.00	0
GIS Technician II	1.00	70,682	1.00	51,738	1.00	51,738
Permits Clerk	1.00	37,943	0.00	0	0.00	0
Permits Review Supervisor	0.00	0	1.00	77,589	1.00	79,589
Planner I	1.00	46,800	2.00	97,636	3.00	151,636
Planner II	7.00	408,894	4.00	259,640	4.00	267,641
Planner III	2.00	186,674	4.00	326,321	5.00	426,321
Planner IV	5.00	461,944	3.00	310,197	3.00	339,280
Planning Assistant I	0.00	0	1.00	40,376	1.00	42,376
Planning Assistant II	3.00	190,246	3.00	206,017	2.00	138,211
Zoning Enforcement Coordinator	0.00	0	1.00	85,446	1.00	87,446
Zoning Inspector I	0.00	0	1.00	56,038	1.00	58,038
Zoning Inspector II	3.00	177,379	2.00	138,891	2.00	127,080
Zoning Technician	1.00	36,528	1.00	41,447	1.00	43,479
FULL-TIME SALARIES	36.00	2,340,001	36.00	2,454,072	37.00	2,598,106
SALARY OFFSET		(143,930)		(173,930)		(107,400)
TOTAL FULL-TIME SALARIES	36.00	2,196,071	36.00	2,280,142	37.00	2,490,706

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		107,120			111,262		0
SUB-TOTAL P & Z - GENERAL FUND	**36.00**	**2,303,191**		**36.00**	**2,391,404**	**37.00**	**2,490,706**
OTHER PERSONAL SERVICES							
Pension		220,241			230,882		246,820
Workers' Compensation		13,205			25,381		25,733
Health Benefits		605,677			673,194		736,388
PEHP		57,840			44,370		72,534
FICA		187,118			198,895		198,163
Miscellaneous		5,040			5,180		5,180
TOTAL OTHER PERSONAL SERVICES		**1,089,121**			**1,177,902**		**1,284,818**
TOTAL PERSONAL SERVICES	**36.00**	**3,392,312**	*	**36.00**	**3,569,306**	**37.00**	**3,775,524**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PLANNING AND ZONING
Director of Planning and Zoning
Index #061000

ORIGIN/PURPOSE:

The Director of Planning and Zoning is responsible for the performance of all functions within the Department to ensure development activity within the County is consistent with related regulations (e.g., development, zoning) and the County's Master Plan, thus preserving the general integrity and welfare of the community. The Director supervises, directs, and supports agency personnel and programs and is responsible for maintaining guidelines.

The Director is mandated to revise and enforce the rules and regulations governing the physical development and growth of the County.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	446,745	473,413	514,195	534,893	534,893
20 CONTRACTUAL SERVICES	11,648	5,687	136,448	135,700	135,700
30 SUPPLIES & MATERIALS	3,911	4,296	28,600	28,800	28,800
40 BUSINESS AND TRAVEL	10,436	11,577	18,700	18,550	18,550
50 CAPITAL OUTLAY	1,041	1,914	0	0	0
80 INTER-GOVERNMENTAL/INTERFUND	37	0	200	200	200
GRAND TOTAL	**473,818**	**496,887**	**698,143**	**718,143**	**718,143**
FUNDING SOURCE:					
11 GENERAL	**473,818**	**496,887**	**698,143**	**718,143**	**718,143**

PLANNING AND ZONING
Director of Planning and Zoning
Index #061000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $20,698
358,435	362,970	4,535	Full-Time Salaries: 4,535 Salary adjustments
	4,704	4,704	FY20 merit increase of $2,000 to all eligible employees
32,259	34,482	2,223	Pension adjustments
2,778	2,646	(132)	Workers' Compensation adjustments
75,309	81,148	5,839	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
14,790	20,724	5,934	PEHP (Post Employment Health Plan)
30,065	27,660	(2,405)	FICA adjustments
			CONTRACTUAL SERVICES decrease ($748)
31,748	31,000	(748)	Office Equipment, Telephone Service, and Legal Notice decrease based on actual expense history
			SUPPLIES & MATERIALS increase $200
5,700	6,000	300	Computer Supplies increases based on current and anticipated spending
8,100	8,000	(100)	Printing-Commercial decreases based on actual expense history
			BUSINESS & TRAVEL decrease ($150)
2,300	3,000	700	Membership Fees & Dues and Professional Books increase based on actual expense history
10,600	9,750	(850)	County-owned Vehicles, Mileage, and Fuel decrease based on actual expense history

DIVISION STAFF SUMMARY
Director of Planning and Zoning
Index #061000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Secretary III	1.00	62,621		1.00	65,872	1.00	67,872
Administrative Specialist II	1.00	62,588		1.00	65,840	1.00	67,840
Deputy Director of Planning and Zoning	1.00	106,600		1.00	108,848	1.00	111,025
Director, Planning and Zoning	1.00	115,440		1.00	117,875	1.00	120,233
SALARY TOTAL	**4.00**	**347,249**		**4.00**	**358,435**	**4.00**	**366,970**
OTHER PERSONAL SERVICES							
Pension & Retirement		31,252			32,259		34,862
Workers' Compensation		1,791			2,778		2,663
Health Benefits		67,143			75,309		81,148
PEHP		19,280			14,790		20,724
FICA		26,565			30,065		27,966
Miscellaneous		560			560		560
TOTAL OTHER PERSONAL SERVICES		**146,591**			**155,761**		**167,923**
TOTAL PERSONAL SERVICES	**4.00**	**493,840**	*	**4.00**	**514,196**	**4.00**	**534,893**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PLANNING AND ZONING
Comprehensive Planning
Index #062000

ORIGIN/PURPOSE:

The Comprehensive Planning Division is primarily responsible for preparing long-range plans guiding the physical growth of the County. This process requires substantial public outreach along with research, data collection, and analysis regarding land use patterns, demographics, and economic trends.

Planners in this division have knowledge in a broad range of disciplines. These include environmental planning, community planning, transportation planning, and agricultural and historical preservation. Their expertise supports various planning projects in the County, such as the Transportation Management Program, the Chesapeake Bay Critical Area Program, Coastal Zone Management Program, and the Agricultural Land Preservation Program.

This Comprehensive Planning Division is also responsible for managing studies and grants. Additionally, the division is staffed by several Geographic Information System specialists and data analysts who provide informational reports and mapping services to all County departments and agencies.

FY 20 GOALS:

TO IMPLEMENT HARFORD NEXT

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,005,256	981,096	1,124,456	1,269,014	1,269,014
20 CONTRACTUAL SERVICES	10,564	14,434	150,000	17,500	17,500
30 SUPPLIES & MATERIALS	4,392	6,435	0	0	0
40 BUSINESS AND TRAVEL	3,046	3,881	9,475	9,200	9,200
50 CAPITAL OUTLAY	2,025	0	0	0	0
70 MISCELLANEOUS	22,786	28,786	0	0	0
GRAND TOTAL	**1,048,069**	**1,034,632**	**1,283,931**	**1,295,714**	**1,295,714**
FUNDING SOURCE:					
11 GENERAL	**1,048,069**	**1,034,632**	**1,283,931**	**1,295,714**	**1,295,714**

PLANNING AND ZONING
Comprehensive Planning
Index #062000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $144,558
709,785	797,398	87,613	Full-Time Salaries
		21,083	Salary adjustments
		0	Staff Turnover
		66,530	Salary Offset - Transportation Management Grant decrease expected for FY20
		87,613	
	25,903	25,903	FY 20 merit increase of $2,000 to all eligible employees
79,528	85,956	6,428	Pension adjustments
11,688	11,294	(394)	Workers' Compensation adjustments
244,316	257,202	12,886	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
9,860	20,724	10,864	PEHP (Post Employment Health Plan)
67,599	68,857	1,258	FICA adjustments
150,000	17,500	(132,500)	CONTRACTUAL SERVICES decrease ($132,500) Other Professional Services decrease for one-time expenditures in FY19 associated with Partnership for Action Learning in Sustainability program (PALS), partially offset by increase for Census-related expenses
			BUSINESS & TRAVEL decrease ($275)
4,525	4,250	(275)	Training Seminars, Courses & Meetings and Transportation Costs decrease based on actual expense history

DIVISION STAFF SUMMARY
Comprehensive Planning
Index #062000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
GIS Analyst I	0.00	0		1.00	50,348	1.00	52,348
GIS Analyst II	1.00	57,631		1.00	60,784	1.00	62,784
GIS Technician I	1.00	47,342		0.00	0	0.00	0
GIS Technician II	1.00	70,682		1.00	51,738	1.00	53,738
Planner I	0.00	0		1.00	49,736	1.00	49,736
Planner II	5.00	298,434		3.00	204,758	3.00	208,758
Planner III	2.00	186,674		3.00	263,122	3.00	269,122
Planner IV	2.00	195,322		2.00	203,229	2.00	230,312
FULL-TIME SALARIES	12.00	856,085		12.00	883,715	12.00	926,798
SALARY OFFSET		(143,930)			(173,930)		(107,400)
SALARY TOTAL	**12.00**	**712,155**		**12.00**	**709,785**	**12.00**	**819,398**
OTHER PERSONAL SERVICES							
Pension & Retirement		77,048			79,528		88,046
Workers' Compensation		5,056			11,688		11,548
Health Benefits		224,267			244,316		257,202
PEHP		9,640			9,860		20,724
FICA		65,403			67,599		70,416
Miscellaneous		1,680			1,680		1,680
TOTAL OTHER PERSONAL SERVICES		**383,094**			**414,671**		**449,616**
TOTAL PERSONAL SERVICES	**12.00**	**1,095,249**	*	**12.00**	**1,124,456**	**12.00**	**1,269,014**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PLANNING AND ZONING
Current Planning
Index #063000

ORIGIN/PURPOSE:

The Current Planning Division enforces the County's Zoning Code and Subdivision Regulations, including provisions for the protection of the natural environment. Additionally, the Division is responsible for composing technical staff reports for use by the Board of Appeals in determining the outcome of applications for variances from the zoning regulations. The Division is comprised of three sections: Development Review, Zoning Administration, and Zoning Enforcement.

The Development Review Section examines subdivision plans, site plans, forest conservation plans, landscaping plans, and other materials submitted in relation to a development proposal to ensure compliance with all applicable requirements of the Zoning Code and Subdivision Regulations.

The Zoning Administration Section is responsible for the intake and review of building permit applications to ensure the proposed activity is consistent with County zoning regulations; planners work in conjunction with other County and state agencies to coordinate the approval of permits. Applications to the Board of Appeals are coordinated through Zoning Administration staff.

The Zoning Enforcement Section is responsible for responding to constituent complaints regarding potential zoning violations. Section personnel perform zoning inspections, generate reports and notifications, and manage the litigation of violations.

FY 20 GOALS:
TO PROVIDE QUALITY CUSTOMER SERVICE

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,695,944	1,839,925	1,930,655	1,971,618	1,971,618
20 CONTRACTUAL SERVICES	21,666	20,627	2,500	2,500	2,500
30 SUPPLIES & MATERIALS	7,390	6,231	0	0	0
40 BUSINESS AND TRAVEL	1,813	1,644	2,050	2,350	2,350
50 CAPITAL OUTLAY	0	95	0	0	0
GRAND TOTAL	**1,726,813**	**1,868,522**	**1,935,205**	**1,976,468**	**1,976,468**
FUNDING SOURCE:					
11 GENERAL	**1,726,813**	**1,868,522**	**1,935,205**	**1,976,468**	**1,976,468**

PLANNING AND ZONING
Current Planning
Index #063000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $40,963
1,211,923	1,174,338	(37,585)	Full-Time Salaries:
			(16,182) Salary adjustment
			(21,403) Staff Turnover (1.77%)
			(37,585)
	47,210	47,210	FY 20 merit increase of $2,000 to all eligible employees
	130,760	130,760	One (1) Plant Operator position transferred in from Water & Sewer as a Planner III (PIN 2008)
			# of positions / Salary / Fringe / Total
			1.00 / 90,000 / 40,760 / 130,760 Planner III
111,262	0	(111,262)	Temporary funding for Planning & Zoning Division Chief eliminated due to turnover
119,095	111,562	(7,533)	Pension adjustments
10,915	9,886	(1,029)	Workers' Compensation adjustments
353,569	374,139	20,570	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
2,940	2,800	(140)	Life Insurance adjustments
19,720	31,086	11,366	PEHP (Post Employment Health Plan)
101,231	89,837	(11,394)	FICA adjustments
			BUSINESS & TRAVEL increase $300
700	1,000	300	Professional Books/Periodicals increase based on current spending

DIVISION STAFF SUMMARY

Current Planning

Index #063000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	2.00	86,799	2.00	92,535	2.00	96,535
Customer Support Analyst I	1.00	36,608	1.00	39,340	1.00	41,340
Customer Support Analyst II	3.00	147,282	3.00	161,294	3.00	167,294
Permits Clerk	1.00	37,943	0.00	0	0.00	0
Permits Review Supervisor	0.00	0	1.00	77,589	1.00	79,589
Planner I	1.00	46,800	1.00	47,900	2.00	99,900
Planner II	2.00	110,460	1.00	54,883	1.00	56,883
Planner III	0.00	0	1.00	63,200	2.00	157,200
Planner IV	3.00	266,622	1.00	106,967	1.00	108,967
Planning Assistant I	0.00	0	1.00	40,376	1.00	42,376
Planning Assistant II	3.00	190,246	3.00	206,017	2.00	138,211
Zoning Enforcement Coordinator	0.00	0	1.00	85,446	1.00	87,446
Zoning Inspector I	0.00	0	1.00	56,038	1.00	58,038
Zoning Inspector II	3.00	177,379	2.00	138,891	2.00	127,080
Zoning Technician	1.00	36,528	1.00	41,447	1.00	43,479
FULL TIME SALARIES	20.00	1,136,667	20.00	1,211,923	21.00	1,304,338
TEMPORARY SALARIES		107,120		111,262		0
SALARY TOTAL	**20.00**	**1,243,787**	**20.00**	**1,323,185**	**21.00**	**1,304,338**

DIVISION STAFF SUMMARY
Current Planning
Index #063000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension		111,941			119,095		123,912
Workers' Compensation		6,358			10,915		11,523
Health Benefits		314,267			353,569		398,037
PEHP		28,920			19,720		31,086
FICA		95,150			101,231		99,782
Miscellaneous		2,800			2,940		2,940
TOTAL OTHER PERSONAL SERVICES		**559,436**			**607,470**		**667,280**
TOTAL PERSONAL SERVICES	**20.00**	**1,803,223**	*	**20.00**	**1,930,655**	**21.00**	**1,971,618**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PLANNING AND ZONING
Agricultural Preservation - County
Index #064270

ORIGIN/PURPOSE:

The Maryland General Assembly enacted House Bill No. 1481, effective July 1, 1992, authorizing the Harford County Council to impose a Transfer Tax. Subsequently, the County Council enacted Bill No. 93-3 to add new Article IV, Transfer Tax, to Chapter 123, Finance and Taxation, of the Harford County Code which imposes a 1% Transfer Tax on any instruments of writing that convey title to, or a leasehold interest in, real property, effective July 1, 1993; fifty percent of the proceeds are dedicated to the County's agricultural land preservation program.

The Harford County Council, via Bill No. 93-2, added language to the Harford County Code authorizing the establishment of the Harford County Land Preservation Program to preserve productive agricultural land and woodland. The program is administered by the Department of Planning and Zoning and the Harford County Agricultural Land Preservation Advisory Board.

The Harford County Agricultural Land Preservation Program allows land owners to preserve productive farmland for future generations through the use of conservation easements; the land owner receives payment for selling their development rights and/or via a tax credit.

All easement purchases are handled through an Installment Purchase Agreement (IPA) between the County and the seller. The agreement sets payment terms, including the fixed interest rate on which the landowner will receive annual payments. An IPA may be up to 30 years in length with interest and a small portion of the principal being paid annually. At the end of the term, the landowner will receive a lump sum payment constituting the remainder of the principal. This final payment is made with the proceeds of a stripped-coupon U.S. Treasury obligation purchased at settlement and held by the County until maturity.

As of August 2019, the County has permanently preserved 54,400 acres of farmland through County and State Agricultural Programs along with donated easements.

PLANNING AND ZONING
Agricultural Preservation - County
Index #064270

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	0	0	0	0	0
20 CONTRACTUAL SERVICES	0	565	3,000	20,500	20,500
30 SUPPLIES & MATERIALS	0	0	643	300	300
40 BUSINESS & TRAVEL	300	426	1,200	1,200	1,200
50 CAPITAL OUTLAY	1,827,909	0	22,000,000	8,000,000	8,000,000
70 MISCELLANEOUS	183,984	1,395,032	2,000,000	1,450,000	1,450,000
GRAND TOTAL	**2,012,193**	**1,396,023**	**24,004,843**	**9,472,000**	**9,472,000**
FUNDING SOURCE:					
28 AG PRESERVATION - STATE	**2,012,193**	**1,396,023**	**24,004,843**	**9,472,000**	**9,472,000**

PLANNING AND ZONING
Agricultural Preservation - County
Index #064270

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
3,000	20,500	17,500	CONTRACTUAL SERVICES increase $17,500 Legal Services increase for ag easements based on actual expense history, partially offset by a decrease in Other Professional Services
643	300	(343)	SUPPLIES & MATERIALS decrease ($343) Delivery Charges decrease based on actual expense history for ag preservation documents
22,000,000	8,000,000	(14,000,000)	CAPITAL OUTLAY decreases ($14,000,000) Ag Easement Purchases decrease for ag preservation through county's program
2,000,000	1,450,000	(550,000)	MISCELLANEOUS decreases ($550,000) Interfund Reimbursements to the General Fund and State Ag Preservation decrease based on anticipated expenses

PLANNING AND ZONING
Agricultural Preservation - State
Index #064280

ORIGIN/PURPOSE:

The Maryland Agricultural Land Preservation Foundation (MALPF) was created in 1977 by the Maryland General Assembly to preserve productive agricultural land and woodland, via the Purchase of Development Rights (PDR), to provide for the continued production of food and fiber for all citizens of the State. Preservation was also intended to curb the expansion of urban development.

MALPF, along with the Maryland Department of Planning, co-administers the Certification of Local Agricultural Land Preservation Programs. MALPF is funded with 1) a portion of the State's Property Transfer Tax, 2) local subdivision matching funds for easement purchases, and 3) a State Agricultural Land Transfer Tax, which is imposed on all transfers of title in agricultural land taken out of production.

As of September 2019, the County has permanently preserved 54,400 acres of farmland through County and State Agricultural Programs along with donated easements.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	30,000	30,000	30,000	30,000	30,000
70 MISCELLANEOUS	999,758	0	325,000	225,000	225,000
GRAND TOTAL	**1,029,758**	**30,000**	**355,000**	**255,000**	**255,000**
FUNDING SOURCE:					
28 AG PRESERVATION - STATE	**1,029,758**	**30,000**	**355,000**	**255,000**	**255,000**

PLANNING AND ZONING
Agricultural Preservation - State
Index #064280

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
30,000	30,000	0	PERSONAL SERVICES no change for FY20 Full-Time Salaries - represents offset available for a Planner III position in Comprehensive Planning (062000)
325,000	225,000	(100,000)	MISCELLANEOUS decreases ($100,000) Agricultural Preservation - funds for match available for easement purchases the Maryland Agricultural Land Preservation Foundation (MALPF) will make on the County's behalf

DIVISION STAFF SUMMARY
Planning and Zoning - Ag Preservation - State
Index #064280

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Planner III		30,000			30,000		30,000
SALARY TOTAL	**0.00**	**30,000**	*	**0.00**	**30,000**	**0.00**	**30,000**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 20
Summary of Grants

Department of Planning & Zoning - Anticipated FY 20 Grants							
		Source of Anticipated Funding				Grant Dates	Recurring or One Time
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match		
United Transportation Work Program	To provide financial assistance to the County from BMC supporting the Regional Transportation Planning Process that is essential to the work program outlined in the federally mandated Metropolitan Organization. Work activities include preparation of the Transportation Improvement Program to Regional Cooperative forecasting of population growth throughout the region.	$61,920			$15,480	7/1/19 - 6/30/20	Recurring
Rural Legacy Program	Funds are provided to purchase interests in real property from willing sellers, including fee estates, easements and other interests in real property, for preservation of land in key areas of Maryland enhancing natural resource, agricultural, forestry and environmental protection.		$2,088,000			11/1/19 - 10/31/20	
Critical Area Management Program	This grant supports staff in implementing the Harford County Chesapeake Bay Critical Area Management Program. The grant contributes to the salary of one or more full time budget funded employees and sometimes includes the cost of printing, postage, etc.		$10,000			7/1/19 - 6/30/20	Recurring
	TOTALS:	**$61,920**	**$2,098,000**	**$ —**	**$ 15,480**		

PLANNING & ZONING - DIRECTOR'S OFFICE
OBJECTIVES & PERFORMANCE MEASURES

Department Goals

To provide quality customer service; To implement Harford Next

Department Objective

To maintain consistency of growth management practices by promoting and implementing programs through research and/or legislation on a yearly basis.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

III. Strengthen our Communities

V. Building Economic Vitality

Measure		Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:						
	Dollars allocated/expended	$444,186	$446,745	$473,413	$514,195	$534,893
	Number of staff	4	4	4	4	4
Output:						
	Number of programs initiated	11	8	3	8	3
	Number of programs completed or adopted	12	10	2	7	3
	Number of public meetings held for initiatives	36	40	40	36	40
Outcome:						
	Percent of initiated growth management programs	100%	100%	67%	88%	100%

Explanation and Analysis of Performance Measures

By initiating changes through research and/or legislation we encourage smart growth and preservation of land and resources.

FY 15: MD 22 Extended Study; Multimodal Corridor Study; HarfordNEXT; Hazard Mitigation Program

FY 16: Initiated Safe Routes to School; MD924 Corridor Study; Zoning Code updates; Ag Pres; Floodplain Ordinance; Green Infrastructure Grant

FY 16: MD 22 Extended Study; Stream Buffer Plantings; Priority Preservation Plan; Zoning Code UPdates; Ag Pres; Floodplain

FY 17: Recreational Trails; Zoning Code Updates; Comp Rezoning; Magnolia Neighborhood Overlay District; Ag Pres Incentive; Zoning Clean-up; MD 924 Corridor

FY 18: Historic Preservation CLG; Scenic Byways; Green Infrastructure

FY 19: Partnership for Action Learning in Sustainability; Safe Routes to School; Green Infrastructure Plan

FY 20: Initiate: Apply for Certified Local Government Status; Sustainable Communities, MD Census Grant; PALS CLG and MD Census Completion

PLANNING & ZONING - CURRENT PLANNING DIVISION
OBJECTIVES & PERFORMANCE MEASURES

Department Goals

To provide quality customer service; To implement Harford Next

Department Objective

To maintain a response time of 4 days or less from initial zoning enforcement complaint to initial inspection; and to maintain a response time of 30 working days or less to written inquiries and /or requests for information as requested for current planning issues.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

III. Strengthen our Communities

V. Building Economic Vitality

Measure	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:					
Dollars allocated/expended	$1,686,398	$1,695,944	$1,839,925	$1,930,655	$1,971,618
Number of staff	21	20	20	20	21
Output:					
Number of new zoning enforcement cases	948	879	850	925	820
Amount of staff dollars spent per zoning inspection case	$1,779	$1,929	$2,165	$2,087	$2,404
Average number of days to respond to each zoning case	4 days	3 days	3 days	4 days	3 days
Number of new zoning enforcement cases resolved	737	755	826	755	750
Number of new zoning enforcement cases resulting in court action	8	3	5	3	3
Number of written requests for information (Permits, Dev. Review)	462	533	579	416	500
Amount of staff dollars spent per informational request	$3,650	$3,182	$3,178	$4,641	$3,943
Average number of days to respond to each informational request	6 days	6 days	6 days	6 days	5 days
Outcome:					
Percent of new zoning inspection cases receiving a response within the target time	77%	85%	87%	86%	88%
Percent of new zoning enforcement cases resolved	78%	88%	97%	97%	92%
Percent of new zoning enforcement cases resolved without court action	99%	96%	99%	99%	99%
Percent of written inquiries/requests for information fulfilled within 30 days	98%	99%	98%	99%	99%

Explanation and Analysis of Performance Measures

By tracking the number of working days required to perform initial inspection of property after receiving inquiry/complaint, and the number of working days to respond to requests for information in Current Planning, we maintain an efficient process.

PLANNING & ZONING - COMPREHENSIVE PLANNING DIVISION
OBJECTIVE & PERFORMANCE MEASURES

Department Goals

To provide quality customer service; To implement Harford Next

Department Objective

To maintain consistency of growth management practices by promoting and implementing programs through research and/or legislation on a yearly basis.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

III. Strengthen our Communities

V. Building Economic Vitality

Measure		Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:						
	Dollars allocated/expended	$1,083,127	$1,005,256	$981,096	$1,124,456	$1,269,014
	Number of staff	13	13	12	12	12
Output:						
	Number of public meetings scheduled	100	113	73	52	55
	Amount of staff dollars spent per meeting	$12,743	$9,666	$14,428	$28,111	$23,073
	Number of meetings held in comparison to number of meetings scheduled	100 scheduled and 85 held	113 scheduled and 104 held	73 scheduled and 68 held	52 scheduled and 40 held	55 to be scheduled and 55 to be held
Outcome:						
	Percentage of meetings that were successfully held	85%	92%	93%	77%	100%

Explanation and Analysis of Performance Measures

Through advisory boards, commissions, and community presentations, we encourage public participation in our planning programs and processes.

Participation in presentations promoting preservation programs as well as educational and community related functions to help us to promote programs.

PLANNING & ZONING - COMPREHENSIVE PLANNING DIVISION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

To provide quality customer service; To implement Harford Next

Department Objective

To maintain a response time of 5 working days or less to written inquiries and/or requests for information regarding comprehensive planning issues.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

III. Strengthen our Communities

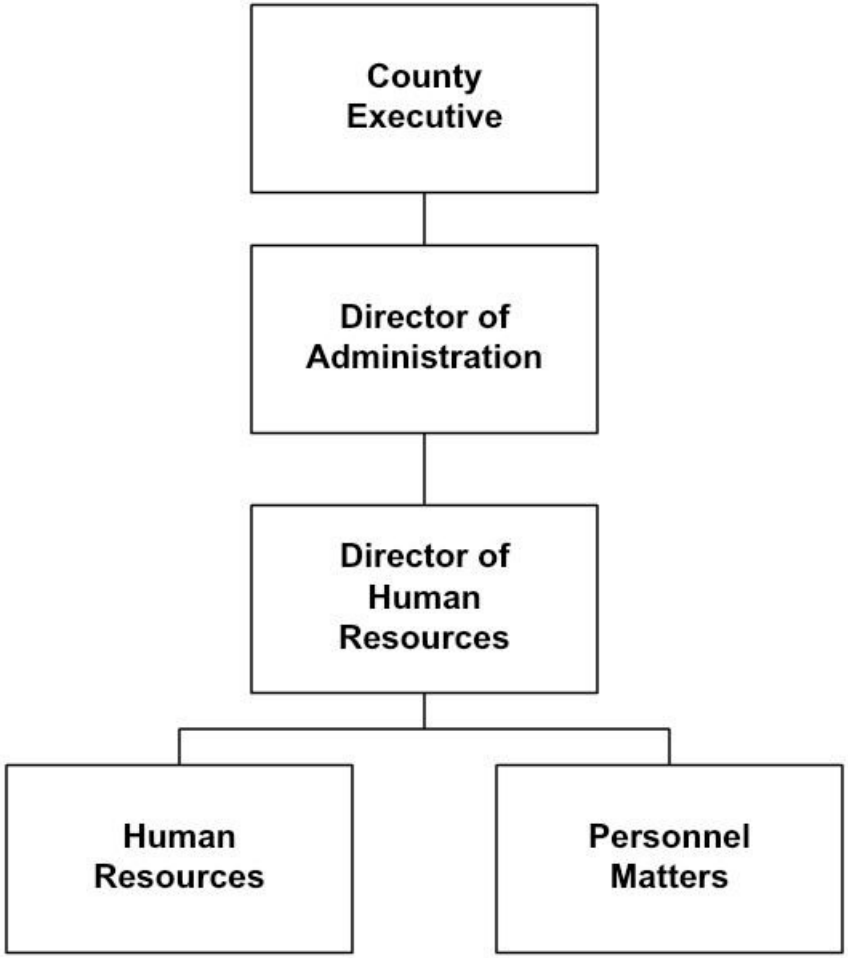
V. Building Economic Vitality

Measure		Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:						
	Dollars allocated/expended	$1,083,127	$1,005,256	$981,096	$1,124,456	$1,269,014
	Number of staff	13	13	13	12	12
Output:						
	Number of written inquiries/ requests for information	1,485	1,546	1,435	1,056	1,300
	Amount of staff dollars spent per inquiry/request	$729	$650	$684	$1,065	$976
	Average number of days to respond to each inquiry/request	1 day	1 day	1 day	1 day	1 day
Outcome:						
	Percentage of inquiries/requests responded to within the 5 day goal	100%	99%	100%	99%	100%

Explanation and Analysis of Performance Measures

By keeping the number of working days required to respond to informational requests at 5 or less, we maintain an efficient process in Comprehensive Planning. (Note, this does not include technical analysis or study work.)

DEPARTMENT OF HUMAN RESOURCES



HUMAN RESOURCES

ORIGIN/PURPOSE:

The Department of Human Resources was originally formed under Harford County Charter, Article IV, Section 402 (amended by Bill No. 88 - 35) and Sections 601 - 607 as the Office of Personnel. Bill No. 91 - 37 changed the name to more accurately reflect the duties and responsibilities of the department.

The department is divided into four vital areas of responsibility: Recruitment and Selection; Employee Benefits; Wellness and Training; Classification, Compensation and Labor Relations. Administration of the Personnel Code, formulation and administration of employment related policies and procedures, and general employee relations are also responsibilities of the department.

MISSION STATEMENT:
TO WORK UNDER THE CORE PRINCIPLE THAT **HR C.A.R.E.S** (COMMUNICATION, ADVANCEMENT, RESPECT, EQUALITY & SERVICE), THE DEPARTMENT WILL STRIVE TO DEMONSTRATE EXCEPTIONAL CUSTOMER SERVICE, RESPONSIVENESS, ATTITUDE AND PROFESSIONALISM TO BOTH INTERNAL AND EXTERNAL STAKEHOLDERS.

FY 20 GOALS:

COMMUNICATION - PROVIDE ON-GOING INFORMATIONAL EXCHANGE

ADVANCEMENT - ATTRACT AND RETAIN A TALENTED AND DEDICATED WORKFORCE

RESPECT - BUILD EMPLOYEE MORALE

EQUALITY - CONCENTRATE SPECIFIC TRAINING AND MONITORING OF ISSUES IN THE WORKPLACE

SERVICE - EFFICIENT, TIMELY AND TRANSPARENT INFORMATION

HUMAN RESOURCES

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,557,462	2,884,748	1,943,692	2,056,827	2,056,827
20	CONTRACTUAL SERVICES	276,454	167,255	655,590	682,722	682,722
30	SUPPLIES AND MATERIALS	6,310	6,868	6,950	7,950	7,950
40	BUSINESS AND TRAVEL	27,055	33,361	78,600	82,075	82,075
50	CAPITAL OUTLAY	0	0	0	0	0
70	MISCELLANEOUS	28,954	31,446	34,000	34,000	34,000
80	INTER-GOVERNMENTAL	216	757	250	400	400
	GRAND TOTAL	**1,896,451**	**3,124,435**	**2,719,082**	**2,863,974**	**2,863,974**
FUNDING SOURCE:						
11	GENERAL	1,623,352	2,563,393	2,144,026	2,283,418	2,283,418
25	HIGHWAYS	91,721	124,778	293,496	297,246	297,246
51	WATER AND SEWER OPERATING	181,378	185,778	281,560	283,310	283,310
	GRAND TOTAL	**1,896,451**	**2,873,949**	**2,719,082**	**2,863,974**	**2,863,974**
SUMMARY BY DIVISION:						
GENERAL FUND						
082000	HUMAN RESOURCES	801,296	880,274	938,226	1,049,118	1,049,118
084110	GENERAL - PERSONNEL MATTERS	822,056	1,848,524	1,205,800	1,234,300	1,234,300
HIGHWAYS FUND						
084250	HIGHWAYS - PERSONNEL MATTERS	91,721	203,163	293,496	297,246	297,246
WATER AND SEWER FUND						
084510	WATER & SEWER - PERSONNEL MATTERS	181,378	192,474	281,560	283,310	283,310
	GRAND TOTAL	**1,896,451**	**2,873,949**	**2,719,082**	**2,863,974**	**2,863,974**

HUMAN RESOURCES

GENERAL FUND SUMMARY

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,439,318	2,589,374	1,681,286	1,794,421	1,794,421
20	CONTRACTUAL SERVICES	137,641	82,596	378,940	404,072	404,072
30	SUPPLIES AND MATERIALS	6,310	6,438	6,950	7,950	7,950
40	BUSINESS AND TRAVEL	25,409	33,319	58,600	62,075	62,075
70	MISCELLANEOUS	14,458	16,314	18,000	14,500	14,500
80	INTER-GOVERNMENTAL	216	757	250	400	400
	GRAND TOTAL	**1,623,352**	**2,728,798**	**2,144,026**	**2,283,418**	**2,283,418**
11	GENERAL	1,623,352	2,728,798	2,144,026	2,283,418	2,283,418
	GRAND TOTAL	**1,623,352**	**2,728,798**	**2,144,026**	**2,283,418**	**2,283,418**

SUMMARY BY DIVISION

GENERAL FUND

082000	HUMAN RESOURCES	801,296	880,274	938,226	1,049,118	1,049,118
084110	GENERAL - PERSONNEL MATTERS	822,056	1,848,524	1,205,800	1,234,300	1,234,300
	GRAND TOTAL	**1,623,352**	**2,728,798**	**2,144,026**	**2,283,418**	**2,283,418**

HUMAN RESOURCES
Director of Human Resources
Index #082000

ORIGIN/PURPOSE:

The Department of Human Resources strives to identify, develop, recruit and retain the talent necessary for the various departments of Harford County to achieve their strategic plans; to promote a positive attitude within the workforce through communication and education of policies, procedures and programs with support, equality, trust and respect; and to accomplish these goals in the most efficient manner.

FY 20 GOALS:

COMMUNICATION - PROVIDE ON-GOING INFORMATIONAL EXCHANGE

ADVANCEMENT - ATTRACT AND RETAIN A TALENTED AND DEDICATED WORKFORCE

RESPECT - BUILD EMPLOYEE MORALE

EQUALITY - CONCENTRATE SPECIFIC TRAINING AND MONITORING OF ISSUES IN THE WORKPLACE

SERVICE - EFFICIENT, TIMELY AND TRANSPARENT INFORMATION

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	768,845	845,875	893,036	1,006,171	1,006,171
20 CONTRACTUAL SERVICES	12,434	14,310	12,390	12,522	12,522
30 SUPPLIES AND MATERIALS	6,310	6,008	6,950	7,950	7,950
40 BUSINESS AND TRAVEL	9,303	12,141	18,600	22,075	22,075
70 MISCELLEANOUS	4,188	1,183	7,000	0	0
80 INTGEROVERNMENTAL	216	757	250	400	400
GRAND TOTAL	**801,296**	**880,274**	**938,226**	**1,049,118**	**1,049,118**
FUNDING SOURCE:					
11 GENERAL	**801,296**	**880,274**	**938,226**	**1,049,118**	**1,049,118**

HUMAN RESOURCES
Director of Human Resources
Index #082000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $113,135
612,444	621,262	8,818	Full-time salaries
			8,818 Salary Adjustments
	16,501	16,501	FY 20 merit increase of $2,000 to all eligible employees
25,000	25,000	0	Temporary Salaries - provides for college intern
55,121	59,020	3,899	Pension adjustments
	55,767	55,767	One (1) Pin from Planning and Zoning transfered in and Reclassified as Human Resources Specialist
			# of Positions / Salary / Fringe / Total
			1.00 / 40,698 / 15,069 / 55,767
125,578	148,392	22,814	Health Benefits are adjusted due to staff opting for changes in levels of coverage
19,720	25,905	6,185	PEHP
			SUPPLIES AND MATERIALS increase $1,000
1,700	2,700	1,000	Printing commercial and other supplies increased based on actual expense history
			BUSINESS AND TRAVEL increase $3,475
16,300	19,775	3,475	Parking Tolls, Transportations Cost, Meals, Lodging and Training increased based on expected job fairs and conferences
			MISCELLANEOUS decrease ($7,000)
7,000	0	(7,000)	Service award funding moved to personnel services for proper distribution

DEPARTMENT STAFF SUMMARY
HUMAN RESOURCES
Index # 082000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Secretary III	1.00	60,737		1.00	63,952	1.00	65,952
Deputy Director of Human Resources	1.00	99,840		1.00	101,946	1.00	106,024
Director, Human Resources	1.00	137,349		1.00	140,246	1.00	140,246
Human Resources Clerk	1.00	37,168		1.00	39,912	1.00	41,912
Human Resources Generalist	2.00	125,524		2.00	124,482	2.00	133,222
Human Resources Manager	1.00	80,179		1.00	83,783	1.00	85,783
Human Resources Specialist	1.00	55,022		1.00	58,123	2.00	102,821
Senior Human Resources Analyst	0.00	0		0.00	0	0.00	0
FULL-TIME SALARIES	8.00	595,819		8.00	612,444	9.00	675,960
TEMPORARY SALARIES		25,000			25,000		25,000
SALARY TOTAL	**8.00**	**620,819**		**8.00**	**637,444**	**9.00**	**700,960**
OTHER PERSONAL SERVICES							
Pension & Retirement		53,624			55,121		64,216
Workers' Compensation		2,085			4,088		4,185
Health Benefits		116,428			126,778		157,430
PEHP		19,280			19,720		25,905
FICA		46,324			48,765		52,275
Miscellaneous		1,120			1,120		1,200
TOTAL OTHER PERSONAL SERVICES		**238,861**			**255,592**		**305,211**
TOTAL PERSONAL SERVICES	**8.00**	**859,680**	*	**8.00**	**893,036**	**9.00**	**1,006,171**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

HUMAN RESOURCES
Personnel Matters
Index # : 084110, 084250, 084510

ORIGIN/PURPOSE:

The Personnel Matters accounts were established to provide unified management control of those areas of employee services which are budgeted within and charged to each fund, yet provide and approved by the Department of Human Resources. Combining these accounts allows for more accurate budgeting, tighter control of expenditures and centralization of information and reporting.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	788,617	2,038,873	1,050,656	1,050,656	1,050,656
20	CONTRACTUAL SERVICES	264,020	152,945	643,200	670,200	670,200
30	SUPPLIES AND MATERIALS	0	860	0	0	0
40	BUSINESS AND TRAVEL	17,752	21,220	60,000	60,000	60,000
70	MISCELLANEOUS	24,766	30,263	27,000	34,000	34,000
	GRAND TOTAL	**1,095,155**	**2,244,161**	**1,780,856**	**1,814,856**	**1,814,856**
FUNDING SOURCE:						
11	GENERAL	822,056	1,848,524	1,205,800	1,234,300	1,234,300
25	HIGHWAYS	91,721	203,163	293,496	297,246	297,246
51	WATER AND SEWER OPERATING	181,378	192,474	281,560	283,310	283,310
	GRAND TOTAL	**1,095,155**	**2,244,161**	**1,780,856**	**1,814,856**	**1,814,856**
SUMMARY BY DIVISION:						
084110	GENERAL - PERSONNEL MATTERS	822,056	1,848,524	1,205,800	1,234,300	1,234,300
084250	HIGHWAYS - PERSONNEL MATTERS	91,721	203,163	293,496	297,246	297,246
084510	WATER & SEWER - PERSONNEL MAT	181,378	192,474	281,560	283,310	283,310
	GRAND TOTAL	**1,095,155**	**2,244,161**	**1,780,856**	**1,814,856**	**1,814,856**

Personnel Matters
Index # : 084110, 084250, 084510

GENERAL PERSONNEL MATTERS INDEX # 084110		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
1101	Current Authorized	1,047	7,027			
1102	Special Pays For anticipated retirement leave payouts	452,706	1,414,694	500,000	500,000	500,000
1355	PEHP (Post Employment Health Plan)	182,088	215,740	250,000	250,000	250,000
1602	Social Security	34,632	106,038	38,250	38,250	38,250
2302	Telephone Service	0	51	0	0	0
2401	Personnel/Recruitment	143	886	2,500	2,500	2,500
2601	Medical Services	53,571	29,524	59,000	59,000	59,000
2602	Legal Services	1,879	2,583	4,100	4,100	4,100
2603	Management Services Wellness program and consultant for health benefits	28,180	23,428	175,000	200,000	200,000
2699	Other Professional Services	39,175	10,037	124,100	124,100	124,100
2899	Other	2,259	1,777	1,850	1,850	1,850
3103	Printing Commercial	0	430	0	0	0
4701	Tuition Reimbursement	16,106	21,178	40,000	40,000	40,000
4702	In-House Training	0	0	0	0	0
7703	Service Awards	10,270	15,131	11,000	14,500	14,500
	TOTAL INDEX	**822,056**	**1,848,524**	**1,205,800**	**1,234,300**	**1,234,300**

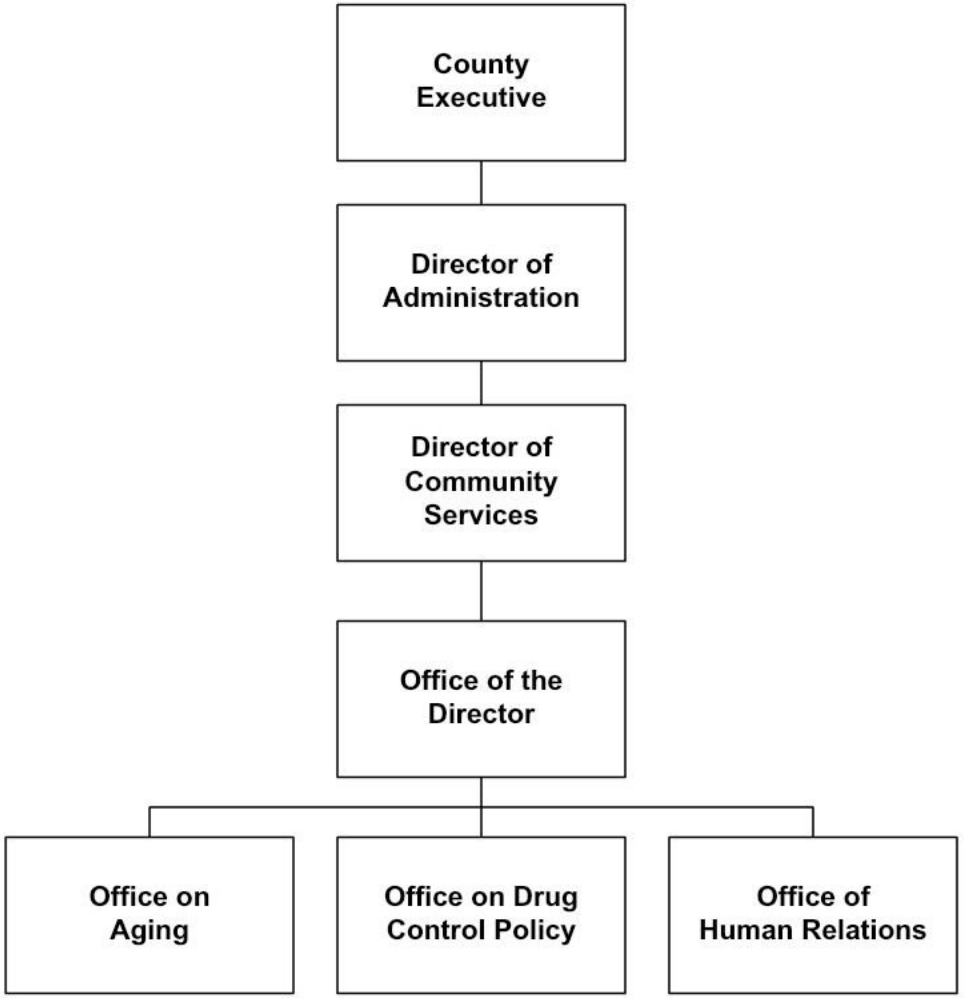
HUMAN RESOURCES
Personnel Matters
Index # : 084110, 084250, 084510

HIGHWAYS FUND PERSONNEL MATTERS INDEX # 084250		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
1102	Special Pays For anticipated retirement leave payouts	11,135	139,257	122,500	122,500	122,500
1355	PEHP (Post Employment Health Plan)	17,927	11,456	25,000	25,000	25,000
1602	Social Security	852	10,615	9,371	9,371	9,371
2401	Personnel/Recruitment	71	443	1,000	1,000	1,000
2601	Medical Services	19,409	15,821	14,000	16,000	16,000
2602	Legal Services	64	170	700	700	700
2603	Management Services Wellness program and consultant for health benefits	14,090	11,714	87,500	87,500	87,500
2699	Other Professional Services	19,581	5,018	14,500	14,500	14,500
2899	Other	1,130	888	925	925	925
3103	Printing Commercial	0	215	0	0	0
4701	Tuition Reimbursement	223	0	10,000	10,000	10,000
7703	Service Awards	7,239	7,566	8,000	9,750	9,750
	TOTAL INDEX	**91,721**	**203,163**	**293,496**	**297,246**	**297,246**

HUMAN RESOURCES
Personnel Matters
Index # : 084110, 084250, 084510

WATER & SEWER FUND PERSONNEL MATTERS INDEX # 084510		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
1102	Special Pays For anticipated retirement leave payouts	43,965	88,411	70,000	70,000	70,000
1355	PEHP (Post Employment Health Plan)	40,902	38,877	30,000	30,000	30,000
1602	Social Security	3,363	6,758	5,535	5,535	5,535
2401	Personnel/Recruitment	71	443	1,000	1,000	1,000
2601	Medical Services	49,401	32,304	53,000	53,000	53,000
2602	Legal Services	195	238	1,100	1,100	1,100
2603	Management Services Wellness program and consultant for health benefits	14,090	11,714	87,500	87,500	87,500
2699	Other Professional Services	19,581	5,018	14,500	14,500	14,500
2899	Other	1,130	888	925	925	925
3103	Printing Commercial	0	215	0	0	0
4701	Tuition Reimbursement	1,423	42	10,000	10,000	10,000
7703	Service Awards	7,257	7,566	8,000	9,750	9,750
	TOTAL INDEX	**181,378**	**192,474**	**281,560**	**283,310**	**283,310**

DEPARTMENT OF COMMUNITY SERVICES



COMMUNITY SERVICES

ORIGIN/PURPOSE:

The Department of Community Services was established pursuant to Chapter 16, Article IV, Section 22 of the Harford County Code.

The Department of Community Services develops and coordinates programs which meet a vast array of needs in Harford County. The Department includes five divisions: The Office of Aging, Office on Drug Control Policy, Office of Human Relations and Mediation, the Office of Disabilities Services and the Office of Children, Youth and Families. The department works with federal, state, local and private agencies to strengthen our communities by continuously improving the quality and availability of human services for our citizens.

MISSION STATEMENT:

TO STRENGTHEN OUR FAMILIES AND COMMUNITIES BY SERVING AS THE PREMIER RESOURCE FOR HUMAN SERVICES IN HARFORD COUNTY, AND TO CONTINUOUSLY IMPROVE THE NETWORK OF AVAILABLE SERVICES TO ENSURE EFFICIENT, EFFECTIVE AND PROACTIVE ASSISTANCE FOR ALL HARFORD COUNTY CITIZENS.

FY 20 GOALS:

TO STRENGTHEN COMMUNITY OUTREACH AND RAISE AWARENESS OF HUMAN SERVICES, NEEDS IN THE COMMUNITY AND THREATS TO PUBLIC SAFETY
TO RESEARCH AND DEVELOP OPPORTUNITIES FOR RE-ENTRY PROGRAMS IN THE COUNTY
TO INCREASE AWARENESS AND UTILIZATION OF THE MEDIATION PROGRAM.
TO INCREASE PARTNERSHIPS AND COLLABORATIONS WITH THE DISABILITY COMMUNITY AND PROVIDERS THROUGH OUTREACH; CREATING A COMMUNITY OF PRACTICE, AND HOST AT LEAST THREE COMMUNITY EVENTS.
TO STRENGTHEN COMMUNITY OUTREACH, AWARENESS AND EMPLOYMENT ACCESSIBILITY
TO SUCCESSFULLY IMPLEMENT THE GRANT IN AID PROGRAM
TO DEVELOP AND SUPPORT AT RISK YOUTH PROGRAMS
TO CONNECT AND PROVIDE TO SENIORS AND CARETAKERS RESOURCES AND GUIDENCE THAT PROMOTE HEALTHY LIFESTYLES
TO PROVIDE PREVENTION OUTREACH TO MORE THAN 20,000 YOUTH AND 12,000 ADULTS
TO SUPPORT THREE AND OPERATE ONE SPECIALTY COURTS FOR 75 PARTICIPANTS
TO APPLY FOR $500,000 STATE AND FEDERAL GRANTS ADDRESSING SUBSTANCE ISSUES
TO RAISE AWARENESS ABOUT OPIATE USE AND OVERDOSE
TO IDENTIFY AND WORK TO ADDRESS GAPS IN THE CONTINUUM OF CARE FOR INDIVIDUALS SUFFERING FROM BEHAVIORAL HEALTH DISORDERS
TO INVESTIGATE COMPLAINTS OF UNLAWFUL DISCRIMINATION

COMMUNITY SERVICES

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,516,198	2,594,065	2,800,409	2,866,108	2,866,108
20	CONTRACTUAL SERVICES	184,383	107,823	202,370	221,120	221,120
30	SUPPLIES AND MATERIALS	34,401	31,504	55,375	61,075	61,075
40	BUSINESS AND TRAVEL	18,690	20,519	22,100	22,350	22,350
50	CAPITAL OUTLAY	0	0	0	0	0
70	MISCELLANEOUS	1,739,628	1,845,352	2,059,073	2,146,808	2,146,808
80	INTER-GOVERNMENTAL/INTERFUND	0	0	310	310	310
	GRAND TOTAL	**4,493,300**	**4,599,263**	**5,139,637**	**5,317,771**	**5,317,771**
SUMMARY BY FUND:						
11	GENERAL	4,493,300	4,599,263	5,139,637	5,317,771	5,317,771
	GRAND TOTAL	**4,493,300**	**4,599,263**	**5,139,637**	**5,317,771**	**5,317,771**
SUMMARY BY DIVISION:						
091000	DIRECTOR OF COMMUNITY SVCS	1,620,739	1,600,837	2,074,067	2,156,037	2,156,037
094000	OFFICE OF DRUG CONTROL POLICY	952,434	1,031,049	1,251,433	1,278,141	1,278,141
095000	COMMUNITY DEVELOPMENT	0	0	0	0	0
096300	EMERGENCY ASSISTANCE	0	0	0	0	0
097100	OFFICE ON AGING	1,920,127	1,967,377	1,814,137	1,883,593	1,883,593
097200	HARFORD TRANSIT	0	0	0	0	0
	GRAND TOTAL	**4,493,300**	**4,599,263**	**5,139,637**	**5,317,771**	**5,317,771**

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $65,700
1,688,931	1,698,033	9,102	Full-Time Salaries:
			4,141 Salary adjustments
			4,961 Offset for employee to grant
			9,102
	56,054	56,054	FY 20 $2,000 merit increase to all eligible employees
287,011	257,537	(29,474)	Temporary Salaries:
			Director of Community Services 101,792
			Office of Drug Control Policy 98,021
			Office on Aging 57,724
			257,537
164,000	178,899	14,899	Pension adjustments
16,089	15,633	(456)	Workers' Compensation adjustments
423,808	434,145	10,337	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
64,090	72,534	8,444	PEHP (Post Employment Health Plan)
152,431	149,494	(2,937)	FICA adjustments
4,049	3,780	(269)	Life

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $18,750
202,370	221,120	18,750	Funding increase in Office of Drug Control in the amount of $22,000 for the Heroin Initiative; Other Professional Services adjusted in Director's Office and the Office on Aging for Women's Commission, and Disabilities Commission - which will be offset by incoming revenue.
			SUPPLIES AND MATERIALS increase $5,700
55,375	61,075	5,700	Increase in funding for in-house printing of the Community Resource Guide in the Director's Office; as well as additional funding for emergency needs of vulnerable citizens, offset by incoming revenue, in the Office on Aging.
			MISCELLANEOUS increase of $87,735
350,073	353,808	3,735	Grants & Contributions:

7,500	Disabilities Resources
12,500	CYF
10,000	Family Court Services
70,000	Office of Drug Control
67,500	Senior Care Program
139,508	Grant employee healthcare
46,800	County funded senior services

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE	
1,226,500	1,282,500	56,000	Contributions	
			6,000	SARC Emergency Assistance Fund
			250,000	Mental Health Program Phase II
			55,000	Emergency funding for at risk populations
			20,000	Partnerships - GEEF, ARC, SARC, CYF, Mobile Food Pantry, etc.
			20,000	At Risk Youth Programming
			16,500	Community events; Disability Employment luncheon; Youth/Family Expo
			36,000	Getting There Ride Share; iCan Bike Camp
			129,000	Highland Community Association
			255,000	Opioid Treatment Assistance and Hotline
			75,000	Opioid Prevention Program
			85,000	Homecoming Project
			85,000	Mann House
			250,000	Heroin Initiative - messaging; peer recovery coach training; re-entry services; GED/Workforce Training Services

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE	
482,500	510,500	28,000	Grant in Aid	
			25,500	Family and Children Services
			20,000	Homecoming Project
			5,000	Char Hope
			50,000	Office of Mental Health/Core Services
			16,000	ARC Family Support
			44,000	ARC Employment Services
			10,000	Harford Center
			30,000	Associated Catholic Charities
			133,000	Boys and Girls Club of Harford County
			10,000	EpiCenter of Edgewood
			5,000	HdG Housing Authority
			30,000	Inner County Outreach
			50,000	LASOS
			12,000	Village at Lakeview
			10,000	Harford County Bar Foundation
			35,000	MD Legal Aid
			25,000	Wilson Ministry Center

DEPARTMENT STAFF SUMMARY
COMMUNITY SERVICES

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	3.00	152,787	3.00	161,843	3.00	167,843
Administrative Budget Technician I	1.00	43,812	1.00	46,688	1.00	48,688
Administrative Secretary III	1.00	59,280	1.00	62,466	1.00	64,466
Administrative Specialist I	3.00	191,661	3.00	201,494	3.00	207,495
Administrative Specialist II	1.00	50,960	1.00	53,979	1.00	55,979
Administrator	2.00	175,789	2.00	183,305	2.00	187,304
Client Advocacy Services Assistant Manager	2.00	112,543	2.00	118,794	2.00	122,794
Client Advocacy Services Manager	2.00	163,184	2.00	170,449	2.00	174,449
Coordinator for Disabilities	1.00	52,489	1.00	55,539	1.00	57,539
Deputy Director of Community Services	1.00	85,280	1.00	87,079	1.00	88,821
Director of Community Services	1.00	110,240	1.00	117,834	1.00	120,233
Grants Specialist	1.00	41,734	1.00	44,569	1.00	46,569
Human Relations Manager	1.00	64,272	1.00	67,557	1.00	69,557
Long Term Care Coordinator	1.00	58,836	1.00	57,052	1.00	64,013
Manager, Senior Center Division	1.00	67,914	1.00	71,272	1.00	73,272
Planner I	1.00	67,914	1.00	71,272	1.00	73,272
Senior Center Specialist	2.00	111,509	2.00	117,739	2.00	121,739
FULL-TIME SALARIES	25.00	1,610,204	25.00	1,688,931	25.00	1,744,033

DEPARTMENT STAFF SUMMARY
COMMUNITY SERVICES

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
FULL-TIME SALARIES	25.00	1,610,204	25.00	1,688,931	25.00	1,744,033
TOTAL FULL-TIME SALARIES	25.00	1,610,204	25.00	1,688,931	25.00	1,744,033
TEMPORARY SALARIES		291,892		287,011		259,537
SALARY TOTAL	**25.00**	**1,902,096**	**25.00**	**1,975,942**	**25.00**	**2,003,570**
OTHER PERSONAL SERVICES						
Pension		167,306		164,000		183,079
Workers' Compensation		9,347		16,089		15,988
Health Benefits		416,041		423,808		434,145
PEHP		62,660		64,090		72,534
FICA		144,001		152,431		153,013
Miscellaneous		4,340		4,049		3,780
TOTAL OTHER PERSONAL SERVICES		**803,695**		**824,467**		**862,539**
TOTAL PERSONAL SERVICES	**25.00**	**2,705,791**	**25.00**	**2,800,409**	**25.00**	**2,866,109**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

COMMUNITY SERVICES
Director of Community Services
Index #091000

ORIGIN/PURPOSE:

The Department of Community Services was established pursuant to Chapter 16, Article IV, Section 22 of the Harford County Code.

The Department of Community Services develops and coordinates programs which meet an array of needs in Harford County. The agencies and programs include: the Office of Human Relations and Mediation; the Division of Children, Youth and Families, the Office of Disability; the Office on Aging; and the Office of Drug Control Policy. Three divisions are included under the Director's budget: Office of Human Relations and Mediation, Office of Disability Services, Office of Children, Youth and Families.

The Office of Human Relations and Mediation works to strengthen our communities by investigating and resolving complaints of unlawful discrimination in employment, housing, education, public accommodation, credit, and other areas, and providing information to employers and the general public about human relations matters. This includes studying the origin and impact of social friction in the community and making recommendations to the County Executive and Council to alleviate social problems, and promote equality, understanding and harmonious relations among the citizens of Harford County. Further, the Office of Human Relations and Mediation coordinates, develops and directs the activities of the Human Relations Commission, Women's Commission, Mediation Commission, and Volunteer Harford.

The Office of Disability Services advocates for citizens with disabilities and acts as a catalyst for positive change. The Office promotes and facilitates the independence of people with disabilities in all aspects of community life and connects individuals with disabilities, their families, and their caregivers to resources regarding health care, employment, disability benefits and accessible housing. The office supports Harford County's Disability Commission, and investigates and resolves matters.

The Office of Children, Youth and Families advocates for children, youth and families, provides financial and development assistance to public and private organizations that deliver human services, and administers local and state grant funding to meet public service needs not provided by County Government.

FY 20 GOALS:

TO STRENGTHEN COMMUNITY OUTREACH AND RAISE AWARENESS OF AVAILABLE HUMAN SERVICES, NEEDS IN THE COMMUNITY, AND THREATS TO P UBLIC SAFETY
TO RESEARCH AND DEVELOP OPPORTUNITIES FOR RE-ENTRY PROGRAMS IN COUNTY
TO INCREASE AWARENESS AND UTILIZATION OF THE MEDIATION PROGRAM.
TO INCREASE PARTNERSHIPS AND COLLABORATIONS WITH THE DISABILITY COMMUNITY AND PROVIDERS THROUGH OUTREACH, CREATING A COMMUNITY OF PRACTICE, AND HOST AT LEAST THREE COMMUNITY EVENTS
TO SUCCESSFULLY IMPLEMENT THE GRANT IN AID PROGRAM
TO DEVELOP AND SUPPORT AT RISK YOUTH OUTREACH PROGRAMS
TO STRENGTHEN COMMUNITY OUTREACH, AWARENESS AND EMPLOYMENT ACCESSIBILITY
TO INVESTIGATE COMPLAINTS OF UNLAWFUL DISCRIMINATION

COMMUNITY SERVICES
Director of Community Services
Index #091000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	915,262	886,277	954,807	998,577	998,577
20 CONTRACTUAL SERVICES	25,859	36,288	57,550	57,000	57,000
30 SUPPLIES AND MATERIALS	6,816	5,478	20,300	25,100	25,100
40 BUSINESS AND TRAVEL	1,692	4,649	2,350	2,300	2,300
70 MISCELLANEOUS	671,110	668,145	1,039,000	1,073,000	1,073,000
80 INTER-GOVERNMENTAL/INTERFUND	0	0	60	60	60
GRAND TOTAL	**1,620,739**	**1,600,837**	**2,074,067**	**2,156,037**	**2,156,037**
FUNDING SOURCE:					
11 GENERAL	**1,620,739**	**1,600,837**	**2,074,067**	**2,156,037**	**2,156,037**

COMMUNITY SERVICES
Director of Community Services
Index #091000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $43,770
566,974	571,115	4,141	Full-Time Salaries
	16,128	16,128	FY 20 Merit Increase of $2,000 to all eligible employees
97,574	101,792	4,218	Temporary Salaries
56,400	65,282	8,882	Pension adjustments
5,747	5,516	(231)	Workers' Compensation
149,215	160,209	10,994	Health Benefits are adjusted for an anticipated increase and staff opting for changes in levels of coverage
24,650	25,905	1,255	PEHP (Post Employment Health Plan)
52,987	51,370	(1,617)	FICA
			CONTRACTUAL SERVICES decrease ($550)
57,550	57,000	(550)	Other Professional Services decrease due to actual expenditure history
			MATERIALS & SUPPLIES increase $4,800
20,300	25,100	4,800	Increase for in-house printing of the Community Resource Guide
			BUSINESS & TRAVEL decrease ($50)
2,350	2,300	(50)	Decrease due to actual spending

COMMUNITY SERVICES
Director of Community Services
Index #091000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS: Increase of $34,000
30,000	30,000	0	Grants & Contributions

	FY 20
Disabilities Resources	7,500
Local Management Board Grant	12,500
Family Court Services	10,000
	30,000

526,500	532,500	6,000	Contributions

SARC Emergency Assistance Fund	6,000
Mental Health Program Phase II	250,000
Emergency funding for at risk populations	55,000
Partnerships - GEEF, ARC, SARC, CYF, Mobile Food Pantry, etc.	20,000
At Risk Youth Programming	20,000
Community events; Disability Employment luncheon; Youth/Family Expo	16,500
Getting There Ride Share; iCan Bike Camp	36,000
Highland Community Association	129,000
	532,500

COMMUNITY SERVICES
Director of Community Services
Index #091000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
482,500	510,500	28,000	Grant-in-aid Awards

	FY 20
Family and Children Services	25,500
Homecoming Project	20,000
Char Hope	5,000
Office of Mental Health/Core Services	50,000
ARC Family Support	16,000
ARC Employment Services	44,000
Harford Center	10,000
Associated Catholic Charities	30,000
Boys and Girls Club of Harford County	133,000
EpiCenter of Edgewood	10,000
HdG Housing Authority	5,000
Inner County Outreach	30,000
LASOS	50,000
Village at Lakeview	12,000
Harford County Bar Foundation	10,000
MD Legal Aid	35,000
Wilson Ministry Center	25,000
	510,500

DIVISION STAFF SUMMARY
Director of Community Services
Index #091000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	1.00	65,100	1.00	68,402	1.00	70,402
Administrative Secretary III	1.00	59,280	1.00	62,466	1.00	64,466
Administrative Specialist I	1.00	51,096	1.00	54,118	1.00	56,118
Administrative Specialist II	1.00	50,960	1.00	53,979	1.00	55,979
Coordinator for Disabilities	1.00	52,489	1.00	55,539	1.00	57,539
Deputy Director of Community Services	1.00	85,280	1.00	87,079	1.00	88,821
Director of Community Services	1.00	110,240	1.00	117,834	1.00	120,233
Human Relations Manager	1.00	64,272	1.00	67,557	1.00	69,557
TOTAL FULL-TIME SALARIES	8.00	538,717	8.00	566,974	8.00	583,115
TEMPORARY SALARIES		101,206		97,574		103,792
SALARY TOTAL	**8.00**	**639,923**	**8.00**	**664,548**	**8.00**	**686,907**
OTHER PERSONAL SERVICES						
Pension		57,395		56,400		66,422
Workers' Compensation		3,217		5,747		5,586
Health Benefits		153,644		149,215		160,209
PEHP		28,920		24,650		25,905
FICA		48,335		52,987		52,288
Miscellaneous		1,400		1,260		1,260
TOTAL OTHER PERSONAL SERVICES		**292,911**		**290,259**		**311,670**
TOTAL PERSONAL SERVICES	**8.00**	**932,834**	**8.00**	**954,807**	**8.00**	**998,577**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 20
Summary of Grants

Department of Community Services (Director of Community Services) - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
MACRO Performance Grant	Grant provides quality, free alternative dispute resolution services to the citizens of Harford County.		$60,000	$12,000	$28,987	7/1/19 - 6/30/20	Recurring
Local Management Board	Program funding for Local Management Board		$661,994			7/1/19 - 6/30/20	Recurring
Family Services	The Family Parenting Program will act as a court diversion intervention to help keep families out of court and encourage them to create Parenting Plans that work for everyone involved using the Inclusive Style of mediation.		**$25,000**			7/1/19 - 6/30/20	Recurring
	TOTALS:	**$0**	**$746,994**	**$12,000**	**$28,987**		

COMMUNITY SERVICES
Office of Drug Control Policy
Index #094000

ORIGIN/PURPOSE:

The Office of Drug Control Policy (ODCP) is the County's lead Prevention Agency, working daily to create a drug free Harford County. Employees provide prevention outreach, support to treatment providers, monitoring and reporting activities, coordination of government agencies and non-profit organizations to address substance abuse, and support Harford County's Specialty Courts. The Office on Drug Control Policy provides information and assistance to Federal, State and local organizations, treatment providers and to individuals suffering from substance abuse and their families. Further, the Office on Drug Control Policy strives to continuously improve the network of available services to ensure efficient, effective, and proactive assistance for Harford County citizens.

FY 20 GOALS:

TO PROVIDE PREVENTION OUTREACH TO MORE THAN 20,000 YOUTH AND 10,000 ADULTS
TO SUPPORT AND OPERATE ONE SPECIALTY COURT FOR 75 PARTICIPANTS
TO APPLY FOR $500,000 STATE AND FEDERAL GRANTS ADDRESSING SUBSTANCE ISSUES
TO RAISE AWARENESS ABOUT OPIATE USE AND OVERDOSE
TO IDENTIFY AND WORK TO ADDRESS GAPS IN THE CONTINUUM OF CARE FOR INDIVIDUALS SUFFERING FROM BEHAVIOR HEALTH DISORDERS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	300,698	346,742	390,183	344,891	344,891
20 CONTRACTUAL SERVICES	125,341	35,518	60,550	82,550	82,550
30 SUPPLIES AND MATERIALS	19,676	17,806	19,900	19,900	19,900
40 BUSINESS AND TRAVEL	9,674	9,367	10,800	10,800	10,800
70 MISCELLANEOUS	497,045	622,616	770,000	820,000	820,000
GRAND TOTAL	**952,434**	**1,031,049**	**1,251,433**	**1,278,141**	**1,278,141**
FUNDING SOURCE:					
11 GENERAL	**952,434**	**1,031,049**	**1,251,433**	**1,278,141**	**1,278,141**

COMMUNITY SERVICES
Office of Drug Control Policy
Index #094000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($45,292)
161,993	161,993	0	Full Time Salaries
	4,703	4,703	FY 20 Merit Increase of $2,000 to all eligible employees
131,712	98,021	(33,691)	Temporary Salaries
22,280	23,088	808	Pension
45,773	25,430	(20,343)	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
4,930	10,362	5,432	PEHP (Post Employment Health Benefits)
21,821	19,891	(1,930)	FICA
			CONTRACTUAL SERVICES increase of $22,000
60,550	82,550	22,000	Increase in funding for the drug abuse hotline

COMMUNITY SERVICES
Office of Drug Control Policy
Index #094000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS
70,000	70,000	0	Grants & Contributions:
			OPEB/ PEHP 20,000 — For grants that cannot support this expense
			Health/Misc. 35,000 — For grants that cannot cover health costs decreased
			DUI Grant 15,000 — Driving Under Influence Offender Program support
			70,000
700,000	750,000	50,000	Contributions

FY 20

255,000	Opioid Treatment Assistance and Hotline
75,000	Opioid Prevention Program
85,000	Homecoming Project
85,000	Mann House
250,000	Heroin Initiative - messaging; peer recovery coach training;
750,000	

DIVISION STAFF SUMMARY
Office of Drug Control Policy
Index #094000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Specialist I	1.00	58,780		1.00	61,956	1.00	63,956
Administrator	1.00	96,116		1.00	100,037	1.00	102,037
TOTAL FULL-TIME SALARIES	2.00	154,896		2.00	161,993	2.00	165,993
TEMPORARY SALARIES		133,594			131,712		98,021
SALARY TOTAL	**2.00**	**275,620**		**2.00**	**293,705**	**2.00**	**264,014**
OTHER PERSONAL SERVICES							
Pension		22,166			22,279		23,468
Workers' Compensation		542			1,114		1,139
Health Benefits		42,406			45,774		25,430
PEHP		0			4,930		10,362
FICA		21,529			21,821		20,197
Miscellaneous		700			560		280
TOTAL OTHER PERSONAL SERVICES		**87,343**			**96,478**		**80,876**
TOTAL PERSONAL SERVICES	**2.00**	**375,833**	*	**2.00**	**390,183**	**2.00**	**344,890**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Department of Community Services (Office of Drug Control Policy) - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Alcohol and Drug Prevention	Grant provides funding for drug and alcohol prevention.		$123,766			7/1/18 - 6/30/19	Recurring
Harford County Circuit Court-Family Recovery Court-Truancy Court and Adult Circuit Court	Grant funding addresses numerous juvenile issues including truancy and family unit cohesiveness, along with addressing adult opiate issues.		$183,091			7/1/18 - 6/30/19	Recurring
Harford County District Court Drug Programs (Opiate Recovery Court and Mental Health Court)	Grant provides funding to address addiction to opiate issues and mental health concerns.		$134,500			7/1/18 - 6/30/19	Recurring
Opioid Misuse Prevention	Grant funds are used to address the opioid misuse problem; strategies include data collection using the Strategic Prevention Framework model.	$88,679				7/1/18 - 6/30/19	Recurring
Teen Court Diversion	Funding provides for a Diversion Program that will target youth who are first time offenders, between the ages of 12-17, that have committed a non-violent misdemeanor offense.		$62,000			7/1/18 - 6/30/19	Recurring
	TOTALS:	**$88,679**	**$503,357**	**$0**	**$0**		

COMMUNITY SERVICES
Office on Aging
Index #097100

ORIGIN/PURPOSE:

The Office on Aging serves as the single point of entry for seniors and adults age 18 and older who are living with disabilities as well as their caregivers. The Office works to strengthen our communities by serving as the premier resource for services and to help our target populations achieve an optimal quality of life and personal wellbeing. The Office provides information and assistance to adults living with disabilities and their caregivers to enable them to remain independent with an enhanced quality of life. The Office also provides a broad array of programs and services to support the needs of older adults in our community through direct service provision, referral, case management and advocacy. The Office on Aging also runs five senior activity centers throughout Harford County, empowering citizens with knowledge and promoting life-long physical and mental health. Furthermore, the Office on Aging strives to continuously improve the network of available services to ensure efficient, effective and proactive assistance for all Harford County citizens.

FY 20 GOALS:

TO CONNECT AND PROVIDE TO SENIORS AND CARETAKERS RESOURCES AND GUIDENCE THAT PROMOTE HEALTHY LIFESTYLES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,300,238	1,361,046	1,455,418	1,522,640	1,522,640
20 CONTRACTUAL SERVICES	33,183	36,017	84,270	81,570	81,570
30 SUPPLIES AND MATERIALS	7,909	8,220	15,175	16,075	16,075
40 BUSINESS AND TRAVEL	7,324	7,503	8,950	9,250	9,250
70 MISCELLANEOUS	571,473	554,591	250,073	253,808	253,808
80 INTER-GOVERNMENTAL/INTERFUND	0	0	250	250	250
GRAND TOTAL	**1,920,127**	**1,967,377**	**1,814,137**	**1,883,593**	**1,883,593**
FUNDING SOURCE:					
11 GENERAL	**1,920,127**	**1,967,377**	**1,814,137**	**1,883,593**	**1,883,593**

COMMUNITY SERVICES
Office on Aging
Index #097100

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $67,222
959,964	964,925	4,961	Full-Time Salaries: 4,961 Reinstate partial grant funded employee to operating
	35,222	35,222	FY 20 Merit Increase of $2,000 to all eligible employees
85,319	90,528	5,209	Pension adjustments
228,821	248,506	19,685	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
34,510	36,267	1,757	PEHP (Post Employment Health Plan)
77,623	78,233	610	FICA adjustments
84,270	81,570	(2,700)	CONTRACTUAL SERVICES decrease of ($2,700) Decrease in actual spending for telephone service and electricity
15,175	16,075	900	MATERIALS AND SUPPLIES increase of $900 Increase in funding for office supplies
			MISCELLANEOUS
250,073	253,808	3,735	Grants & Contributions: FY 20 67,500 Senior Care Program 139,508 Health/PEHP 46,800 Senior Emergency Funds County Grant

DIVISION STAFF SUMMARY
Office on Aging
Index #097100

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	2.00	87,687	2.00	93,441	2.00	97,441
Administrative Budget Technician I	1.00	43,812	1.00	46,688	1.00	48,688
Administrative Specialist I	1.00	81,785	1.00	85,421	1.00	87,421
Administrator	1.00	79,673	1.00	83,268	1.00	85,267
Client Advocacy Services Assistant Manager	2.00	112,543	2.00	118,794	2.00	122,794
Client Advocacy Services Manager	2.00	163,184	2.00	170,449	2.00	174,449
Grants Specialist	1.00	41,734	1.00	44,569	1.00	46,569
Long Term Care Coordinator	1.00	58,836	1.00	61,756	1.00	64,013
Manager, Senior Center Division	1.00	67,914	1.00	71,272	1.00	73,272
Planner I	1.00	67,914	1.00	71,272	1.00	73,272
Senior Center Specialist	2.00	111,509	2.00	117,739	2.00	121,739
FULL-TIME SALARIES	15.00	916,591	15.00	959,965	15.00	994,925
SALARY OFFSET		0		(4,704)		0
TEMPORARY SALARIES		57,092		57,725		57,724
SALARY TOTAL	**15.00**	**973,683**	**15.00**	**1,017,690**	**15.00**	**1,052,649**
OTHER PERSONAL SERVICES						
Pension		57,745		85,320		93,188
Workers' Compensation		5,588		9,228		9,262
Health Benefits		219,991		228,819		248,506
PEHP		33,740		34,510		36,267
FICA		74,137		77,623		80,528
Miscellaneous		2,240		2,229		2,240
TOTAL OTHER PERSONAL SERVICES		**423,441**		**437,729**		**469,991**
TOTAL PERSONAL SERVICES	**15.00**	**1,397,124**	**15.00**	**1,455,419**	**15.00**	**1,522,640**

***FY 19 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 20
Summary of Grants

Department of Community Services (Office on Aging) - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Maryland Department of Aging Grants	These grants provide a variety of services to people over the age of 60; State Nutrition; Senior 1 & A; Senior Care; SALGHS, State Ombudsman and VEPI.		$168,696			7/1/19 - 6/30/20	Recurring
Older Americans Act	Grant provides a variety of services to people over the age of 60. Programs include Congregate Nutrition, Home Delivered Meals, Legal Services, Senior Center operation and programs, Ombudsman, Senior Information & Assistance, In-Home Services, Health Education and Physical Fitness, and Caregiver's support and services.	$687,640		$40,434	$467,103	10/1/19 - 9/30/20	Recurring
Senior Medicare Patrol - Health Care Fraud Program Expansion	Grant funds promote awareness of Medicare and Medicaid healthcare fraud, waste and abuse.		$4,638		$6,598	6/1/18 - 5/31/19	Recurring
State Health Insurance Program (SHIP)	This grant provides health insurance counseling (e.g. Medicare, private insurance, HMOs, insurance fraud, et.); assists people with organizing medical bills, and advocates with medical providers.		$18,409		$20,027	6/1/19 - 5/31/20	Recurring
Medicare Improvements for Patients and Providers (MIPPA)	Grant funds allow for outreach and enrollment for low income Medicare beneficiaries to help with drug premiums, copayments and deductibles.	$9,650				4/1/19 - 3/31/20	Recurring
Senior Assisted Living Group Home Subsidy	Grant funds provide subsidies to assist low-income seniors to reside in residential assisted living programs.		$175,339			9/30/19 - 9/29/20	Recurring
Nutrition Service Incentive Program	Grant funds provide funding for both Congregate and Home Delivered Meals.	$39,184				7/1/19 - 6/30/20	Recurring
Senior Care	This grant provides funding for a variety of services to people over the age of 60.		$296,442		$77,500	7/1/19 - 6/30/20	Recurring
Senior Center Operating Fund (SCOF)	Provides an Opioid Program for Seniors perspective, promotes senior participation in 2020 census, provides scholarships for low income seniors to attend classes and support evidence based classes in community.		$17,430	$5,880		7/1/19 - 6/30/20	Recurring
	TOTALS:	**$736,474**	**$680,954**	**$ 46,314**	**$571,228**		

DEPARTMENT OF COMMUNITY SERVICES - HUMAN RELATIONS & MEDIATION
OBJECTIVE & PERFORMANCE MEASURES

Department Goal

Strengthen community outreach and awareness

Department Objective

To increase outreach to the public making them aware of available services

County Goal(s) Supported

III. Strengthen Our Communities

Measure	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimated 2020
Input:					
Grants and sponsorships to finance initiatives	$63,053	$70,000	$73,043	$85,000	$100,000
Staff	3	4	3	5	6
Output:					
Timely, within 10 days of receipt, respond to Human Relations inquiries/complaints	N/A	17	20	10	10
Successfully implement/expand two Human Relations/Volunteer Harford initiatives	2	3	3	8	8
Successfully implement/expand two Reentry initiatives	N/A	2	2	2	2
Increase mediation referrals by 10%	258	280	277	287	343
Outcome:					
Increased awareness of human relations and mediation services, etc.	N/A	200*	1,399	6,879	1,400
Expanded community partnerships	8	14	18	18	20

Explanation and Analysis of Performance Measures

Received addtional $15,000 from MACRO; $15,000 Special Projects Conflict Resolution; $20,000 Family Administration. Added one (1) additional Americorps member for a total of 2. Increased number of mediation referrals. Human Relations initiatives include Commission Meetings, Celebration of Cultures, Fair Housing Education, Law Day, Choose Civility, Community Conversations. Volunteer include Harford's Most Beautiful, Day of Service, EOC Hotline, Project Homeless Connect, Website Resource. Reentry includes Second Chance Job Fair, Reentry Mediations, Conflict Resolution, Coaching/Mentoring Consortium.

DEPARTMENT OF COMMUNITY SERVICES - CHILDREN YOUTH AND FAMILIES/DISABILITY SVCS
OBJECTIVE & PERFORMANCE MEASURES

Department Goal

Strengthen community outreach and awareness

Department Objective

To increase outreach to the public making them aware of available services

County Goal(s) Supported

III. Strengthen Our Communities

Measure	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimated 2020
Input:					
Grants and sponsorships to finance initiatives	$482,994	$482,994	$570,994	$580,994	$570,994
Staff	2	2	3	3	3
Output:					
Successfully implement programs to support families of incarcerated parents	N/A	1	2	2	2
Successfully implement programs to support at risk youth including childhood hunger	N/A	1	2	2	2
Support community programs that assist people with disabilities with employment/inclusion	2	2	3	3	3
Expand marketing and outreach	180,000	180,000	189,000	189,000	198,450
Outcome:					
Provide financial and development assistance to public and private organizations that deliver human services to children, youth and families especially at risk families	N/A	16	16	16	20
Promote and facilitate the independence of people with disabilities in all aspects of community life	N/A	2	2	2	3

Explanation and Analysis of Performance Measures

Conducted 2nd Children Youth and Family Resource Festival that attracted over 1,000 attendees and 120 vendors. Provided services to over 500 individuals/families through Local Management Board Programs; provided services to over 450 through Transitioning Youth Expo; Sensory Trail.

DEPARTMENT OF COMMUNITY SERVICES - OFFICE OF DRUG CONTROL POLICY
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Provide Prevention Outreach and Recovery to 10,000 youth and 6,000 adults

Department Objective

Raise awareness about drug use and prevent opioid use and overdose

County Goal(s) Supported

III. Strengthen Our Communities

Measure		Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimated 2020
Input:						
	Grants applications to State and Federal agencies	10	11	10	10	10
	Grant award from State and Federal agencies	$607,996	$607,996	$547,105	$696,453	$500,000
Output:						
	Number of presentations	225	242	308	208	200
	Attendance	20,191	22,758	43,870	21,524	30,000
Outcome:						
	Increase in citizen reach	5%	5%	5%	5%	5%
		flat	exceeds	meets	meets	meets

Explanation and Analysis of Performance Measures

Continued prevention, intervention and recovery efforts in the community.

DEPARTMENT OF COMMUNITY SERVICES - OFFICE ON AGING
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Connect and provide seniors and caregivers to resources that promote wellbeing

Department Objective

To inform the elderly and general public about the services and opportunities available to older adults. To respond to the needs of the elderly and their families by assessing their needs and providing programs, direct services, and referrals to agencies equipped to serve them.

County Goal(s) Supported

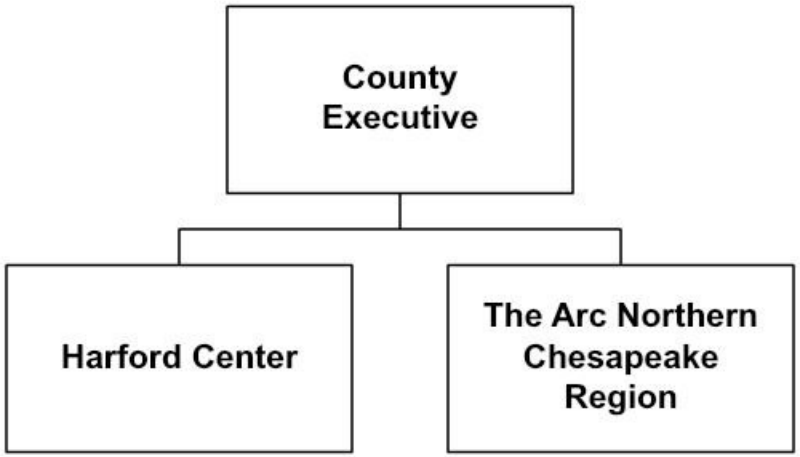
I. Fiscal Balance & Efficiency
III. Strengthen Our Communities
IV. Strengthen Our Communities
V. Building Economic Vitality

Measure	Actual 2015	Actual 2017	Actual 2018	Actual 2019	Estimated 2020
Input:					
Service categories provided per Older Americans Act	14	14	14	14	14
Funds from grants utilized	$1,364,970	$1,385,501	$1,412,638	$1,371,482	$1,454,438
Senior Centers (includes 2 satellite locations)	5	5	5	4	4
Output:					
Total meals financed by Office on Aging Funds	47,381	49,000	49,306	55,992	58,791
Number of responses to requests for senior services	16,894	17,247	18,125	19,250	20,232
Outcome:					
Improve data mgmt. system within senior centers	Met	Met	Met	Met	Met
Implement innovative, evidence based health promotion programs in senior centers	Exceeded	Exceeded	Exceeded	Exceeded	Exceeded
Expand center-based offerings thru community based partners	Exceeded	Exceeded	Exceeded	Exceeded	Exceeded
Expand membership of vulnerable Adult Multi-Disciplinary Team	Exceeded	Exceeded	Exceeded	Exceeded	Exceeded

Explanation and Analysis of Performance Measures

All objectives have been met. We anticipate continued meeting of objectives in next fiscal period.

HANDICAPPED CARE CENTER



HANDICAPPED CARE CENTERS

ORIGIN/PURPOSE:

Handicapped Care Centers is a group of budgetary funds supporting mentally/physically disabled rehabilitation services. These services are provided by two private, non-profit organizations - the Harford Center, Inc., and the ARC Northern Chesapeake Region. These programs offer educational and vocational opportunities with the community for mentally/physically disabled residents.

County contributions to these organizations are payable to the Maryland State Department of Health and Mental Hygiene and must be, at a minimum, the amount paid by County government in Fiscal Year 1984. These payments are mandated by the Development Disabilities Law, Section 7-705, in the Health General Article of the Annotated Code of Maryland.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
70	MISCELLANEOUS	2,298,730	2,298,730	2,408,730	2,454,825	2,454,825
	GRAND TOTAL	**2,298,730**	**2,298,730**	**2,408,730**	**2,454,825**	**2,454,825**
SUMMARY BY FUND:						
11	GENERAL	2,298,730	2,298,730	2,408,730	2,454,825	2,454,825
	GRAND TOTAL	**2,298,730**	**2,298,730**	**2,408,730**	**2,454,825**	**2,454,825**
SUMMARY BY DIVISION:						
141000	HARFORD CENTER	553,036	553,036	578,036	588,303	588,303
142000	ARC NORTHERN CHESAPEAKE REGION	1,745,694	1,745,694	1,830,694	1,866,522	1,866,522
	GRAND TOTAL	**2,298,730**	**2,298,730**	**2,408,730**	**2,454,825**	**2,454,825**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
2,408,730	2,454,825	46,095	Additional funds provided to support operating costs

HANDICAPPED CARE CENTERS
The Harford Center, Inc.
Index #141000

ORIGIN/PURPOSE:

The Harford Center, Inc. was created by Bill No. 78-3, Article XXV of the Harford County Code, to operate a residential and day-care training and rehabilitation center to properly care for and provide necessary services to the severely/profoundly developmentally disabled and multi-handicapped adults. The Center services the following individuals: intellectually disabled, autistic, brain damaged, cerebral palsied, hearing impaired, visually impaired, physically handicapped, emotionally disturbed, dually diagnosed Mentally Handicapped (MH) and Mental Retardation (MR), and head trauma.

FY 20 GOAL:

PREPARE EACH CLIENT TO INDEPENDENTLY PERFORM DAILY LIVING SKILLS AND READY THEM FOR A VOCATIONAL PLACEMENT

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
70 MISCELLANEOUS	553,036	553,036	578,036	588,303	588,303
GRAND TOTAL	**553,036**	**553,036**	**578,036**	**588,303**	**588,303**
FUNDING SOURCE:					
11 GENERAL	**553,036**	**553,036**	**578,036**	**588,303**	**588,303**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS increase $10,267
578,036	588,303	10,267	Additional funds provided to support operating costs

HANDICAPPED CARE CENTERS
The ARC Northern Chesapeake Region
Index #142000

ORIGIN/PURPOSE:

The Arc Northern Chesapeake Region (The Arc NCR) empowers people with differing abilities (intellectual and developmental disabilities) to live, work and thrive in the community. The organization is a private, non-profit local chapter of the Arc Maryland and the Arc of the United States, the largest national community based organization devoted exclusively to improving the quality of life for people with developmental disabilities. The Arc NCR is funded by Maryland State agencies, federal, state and local grants, private foundations, generous donors and an annual contribution from Harford County Government.

The Arc NCR helps people with differing abilities build better lives one person at a time. The organization currently offers services in the areas of Community Living, Supporting Employment and Training, Community Partners day program for adults, Treatment Foster Care, Family Support Services, Personal Supports, Services for Transitioning Youth and Transportation. The Arc NCR supports people with differing abilities to create lives that mirror yours and mine: students attending neighborhood schools, adults going to work and living in their own homes, children living in a safe and supportive home, and individuals enjoying the social and recreational opportunities in their communities.

FY 20 GOAL:

TO MINIMIZE STAFF TURNOVER AND TO INCREASE RETENTION IN ORDER TO MAINTAIN A QUALIFIED WORKFORCE

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
70 MISCELLANEOUS	1,745,694	1,745,694	1,830,694	1,866,522	1,866,522
GRAND TOTAL	**1,745,694**	**1,745,694**	**1,830,694**	**1,866,522**	**1,866,522**
FUNDING SOURCE:					
11 GENERAL	**1,745,694**	**1,745,694**	**1,830,694**	**1,866,522**	**1,866,522**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS increase $35,828
1,830,694	1,866,522	35,828	Additional funds provided to support operating costs

GOVERNMENT & COMMUNITY RELATIONS

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

ORIGIN/PURPOSE:

The Office of Governmental and Community Relations was created by Executive Order 14-05. The Office shall be administered by a Director of Governmental and Community Relations. The Office of Governmental and Community Relations shall be responsible for the coordination of county boards, agencies and organizations regarding application of governmental policies, laws and programs. Emphasis shall be placed on educational and agricultural initiatives. The Office shall review proposed state legislation and present the County Executive's position on legislation presented in the General Assembly. Per Executive Order 16-03 the Division of Citizen Affairs and Agricultural Services is transferred to the Office of Governmental and Community Relations. The Office of Governmental and Community Relations may be assigned and shall perform such related duties as assigned to it by the County Executive.

MISSION STATEMENT:

Our mission is to communicate with the public and maintain positive and effective relationships with governing bodies, other public entities, and the community at large. By focusing on outreach, adapting to stakeholders' needs and feedback, and keeping them informed, we seek to further the County administration's goals of responsiveness, transparency, and efficiency.

FY 20 GOALS:

TO EXPAND OPPORTUNITIES FOR COMMUNICATION AND ENGAGEMENT BETWEEN COUNTY GOVERNMENT AND THE CITIZENS OF HARFORD COUNTY

TO PROVIDE FRIENDLY CUSTOMER SERVICE WITH EFFIECIENCY, TRANSPARENCY AND ACCOUNTABILITY

TO ANALYZE PUBLIC INPUT TO INFORM AND GUIDE COUNTY GOVERNMENT ACTIONS

TO NURTURE RELATIONSHIPS WITH OUTSIDE AGENCIES WITH SPECIAL EMPHASIS ON PUBLIC EDUCATION AND THE AGRICULTURAL COMMUNITY

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	607,206	620,789	762,423	792,657	792,657
20	CONTRACTUAL SERVICES	58,413	96,634	134,750	134,750	134,750
30	SUPPLIES AND MATERIALS	9,479	6,792	19,150	19,150	19,150
40	BUSINESS AND TRAVEL	9,347	11,506	25,700	25,700	25,700
50	CAPITAL OUTLAY	6,392	2,164	0	0	0
70	MISCELLANEOUS	186,599	90,943	254,000	254,000	254,000
80	INTERGOVERNMENTAL/INTERFUND	2,987	71	3,500	3,500	3,500
	GRAND TOTAL	**880,423**	**828,899**	**1,199,523**	**1,229,757**	**1,229,757**
FUNDING SOURCE:						
11	GENERAL	**880,423**	**828,899**	**1,199,523**	**1,229,757**	**1,229,757**
SUMMARY BY DIVISION:						
151000	OFFICE OF GOVT & COMM RELATION	400,547	383,511	599,159	620,271	620,271
154000	CITIZEN AFFAIRS & AG SVCS	479,876	445,388	600,364	609,485	609,485
	GRAND TOTAL	**880,423**	**828,899**	**1,199,523**	**1,229,757**	**1,229,757**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $30,234
485,624	489,033	3,409	Full-Time Salaries: 3,409 Salary Adjustments
	9,405	9,405	FY 20 merit increase of $2,000 for eligible employees
42,332	42,332	0	Temporary Salaries provides for one part-time Administrative Specialists
127,276	137,181	9,905	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in level of coverage
38,522	37,332	(1,190)	FICA
4,402	4,170	(232)	Workers' Compensation adjustment
19,720	25,905	6,185	PEHP (Personal Employee Health Plan)
134,750	134,750	0	CONTRACTUAL SERVICES no change in funding over FY 19 Funds provide for copier lease, advertising, etc.

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
19,150	19,150	0	SUPPLIES & MATERIALS no change in funding over FY 19 Funds provide for office supplies, printing, audio visual and office mailing
25,700	25,700	0	BUSINESS & TRAVEL no change in funding over FY 19 Funds provide for mileage, lodging, books and membership fees
254,000	254,000	0	MISCELLANEOUS no change in funding over FY 19 Funds provides for an Ag award program that replaced the Ag Co-Op as well as funds for various other contributions for agricultural related activities. These are supported with dedicated Hotel Tax Revenue
3,500	3,500	0	INTERGOVERNMENTAL/INTERFUND no change in funding over FY 19 Funds provide for fleet lease rental for pool car

DEPARTMENT STAFF SUMMARY
OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Secretary III	1.00	54,344	1.00	53,000	1.00	56,060
Administrative Specialist I	1.00	58,916	0.00	0	0.00	0
Administrative Specialist II	1.00	78,436	2.00	145,903	2.00	149,903
Chief, Citizen Affairs and Agricultural Services	1.00	76,055	1.00	79,576	1.00	81,576
Director	1.00	109,200	1.00	117,425	1.00	119,774
Deputy Director	1.00	86,000	1.00	89,720	1.00	89,720
TOTAL FULL-TIME SALARIES	**6.00**	**462,951**	**6.00**	**485,624**	**6.00**	**497,033**
TEMPORARY SALARIES		42,332		42,332		42,332
SALARY TOTAL	**6.00**	**505,283**	**6.00**	**527,956**	**6.00**	**539,365**
OTHER PERSONAL SERVICES						
Pension & Retirement		41,665		43,707		47,218
Workers' Compensation		1,620		4,402		4,203
Health Benefits		107,007		127,276		137,181
PEHP		19,280		19,720		25,905
FICA		38,653		38,522		37,944
Miscellaneous		840		840		840
TOTAL OTHER PERSONAL SERVICES		**209,065**		**234,467**		**253,291**
TOTAL PERSONAL SERVICES	**6.00**	**714,348** *	**6.00**	**762,423**	**6.00**	**792,656**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS
Office of Governmental and Community Relations
Index #151000

ORIGIN/PURPOSE:

The Office of Governmental and Community Relations was created by Executive Order 14-05. The Office shall be administered by a Director of Governmental and Community Relations. The Office of Governmental and Community Relations shall be responsible for the coordination of county boards, agencies and organizations regarding application of governmental policies, laws and programs. Emphasis shall be placed on educational and agricultural initiatives. The Office shall review proposed state legislation and present the County Executive's position on legislation presented in the General Assembly. The Office of Governmental and Community Relations may be assigned and shall perform such related duties as assigned to it by the County Executive.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	358,096	313,018	498,709	519,821	519,821
20 CONTRACTUAL SERVICES	27,017	54,594	68,350	68,350	68,350
30 SUPPLIES AND MATERIALS	5,435	4,218	10,600	10,600	10,600
40 BUSINESS AND TRAVEL	3,607	9,481	20,500	20,500	20,500
50 CAPITAL OUTLAY	6,392	2,164	0	0	0
80 INTERGOVERNMENTAL/INTERFUND	0	36	1,000	1,000	1,000
GRAND TOTAL	**400,547**	**383,511**	**599,159**	**620,271**	**620,271**
FUNDING SOURCE:					
11 GENERAL	**400,547**	**383,511**	**599,159**	**620,271**	**620,271**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS
Office of Governmental and Community Relations
Index #151000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $21,112
342,150	345,559	3,409	Full Time Salaries 3,409 Salary Adjustments
	4,702	4,702	FY 20 merit increase of $2,000 for eligible employees
88,974	95,886	6,912	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in level of coverage.
4,930	10,362	5,432	PEHP costs
3,756	3,567	(189)	Workers' Compensation adjustment
30,794	32,828	2,034	Pension adjustments
68,350	68,350	0	CONTRACTUAL SERVICES no change in funding over FY 19
10,600	10,600	0	SUPPLIES & MATERIALS no change in funding over FY 19
20,500	20,500	0	BUSINESS & TRAVEL no change in funding over FY 19
1,000	1,000	0	INTERGOVERNMENTAL/INTERFUND no change in funding over FY 19

DEPARTMENT STAFF SUMMARY

Office of Governmental and Community Relations

Index #151000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Specialist II	1.00	78,436		1.00	82,005	1.00	84,005
Administrative Secretary III	1.00	54,344		1.00	53,000	1.00	56,060
Director	1.00	109,200		1.00	117,425	1.00	119,774
Deputy Director	1.00	86,000		1.00	89,720	1.00	89,720
SALARY TOTAL	**4.00**	**327,980**		**4.00**	**342,150**	**4.00**	**349,559**
OTHER PERSONAL SERVICES							
Pension & Retirement		29,518			30,794		33,208
Workers' Compensation		1,148			3,756		3,584
Health Benefits		74,827			88,974		95,886
PEHP		9,640			4,930		10,362
FICA		25,090			27,545		26,662
Miscellaneous		560			560		560
TOTAL OTHER PERSONAL SERVICES		**140,783**			**156,559**		**170,262**
TOTAL PERSONAL SERVICES	**4.00**	**468,763**	*	**4.00**	**498,709**	**4.00**	**519,821**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS
Citizen Affairs and Agricultural Services
Index #154000

ORIGIN/PURPOSE:

This division was retitled and transferred to the Office of Governmental and Community Relations by Executive Order 16-03. The division is administered by the Chief, Citizen Affairs and Agricultural Services who reports directly the Director, Governmental & Community Relations. The primary responsibilities of this division include the coordination, control and oversight of the investigation, research and resolution of citizen issues and concerns regarding the application of governmental policies, laws and programs, as well as extensive work with the agricultural community. Additional responsibilities will include acting as a liaison between the County Executive and various community councils and providing assistance on constituent matters to the Harford County Council.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	249,110	307,771	263,714	272,835	272,835
20 CONTRACTUAL SERVICES	31,396	42,040	66,400	66,400	66,400
30 SUPPLIES AND MATERIALS	4,044	2,574	8,550	8,550	8,550
40 BUSINESS AND TRAVEL	5,740	2,025	5,200	5,200	5,200
70 MISCELLANEOUS	186,599	90,943	254,000	254,000	254,000
80 INTERGOVERNMENTAL/INTERFUND	2,987	35	2,500	2,500	2,500
GRAND TOTAL	**479,876**	**445,388**	**600,364**	**609,485**	**609,485**
FUNDING SOURCE:					
11 GENERAL	**479,876**	**445,388**	**600,364**	**609,485**	**609,485**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS
Citizen Affairs and Agricultural Services
Index #154000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICE increase $9,121
	4,703	4,703	FY 20 merit increase of $2,000 for eligible employees
42,332	42,332	0	Temporary Salaries provide for assistance with Constituent Services
14,790	15,543	753	PEHP (Post Employment Health Plan)
38,302	41,295	2,993	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
12,914	13,630	716	Pension adjustments
66,400	66,400	0	CONTRACTUAL SERVICES no change in funding over FY 19 Funds provide for copier expense, advertising, etc.
8,550	8,550	0	SUPPLIES AND MATERIALS no change in funding over FY 19
5,200	5,200	0	BUSINESS AND TRAVEL no change in funding over FY 19
254,000	254,000	0	MISCELLANEOUS no change in funding over FY 19 Contribution funding provides for an AG contribution award program to replace the Ag Marketing Co-op; remaining funds provide for various other contributions for agricultural related activities. These are supported with dedicated Hotel Tax revenue.

DEPARTMENT STAFF SUMMARY

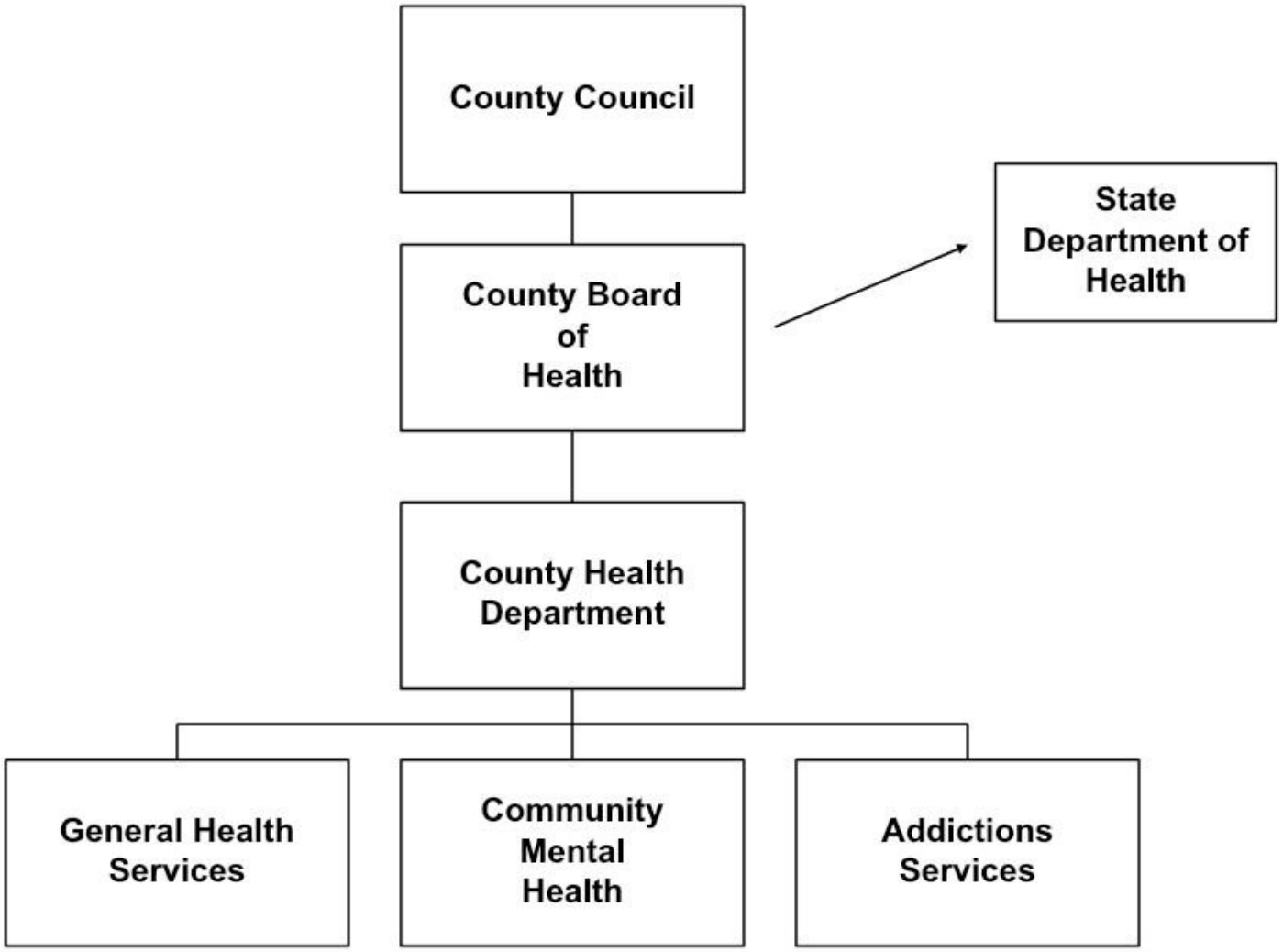
Citizen Affairs and Agricultural Services

Index #154000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Chief, Citizen Affairs and Agricultural Services	1.00	76,055		1.00	79,576	1.00	81,576
Administrative Specialist II	1.00	58,916		1.00	63,898	1.00	65,898
TOTAL FULL-TIME SALARIES	**2.00**	**134,971**		**2.00**	**143,474**	**2.00**	**147,474**
TEMPORARY SALARIES		42,332			42,332		42,332
SALARY TOTAL	**2.00**	**177,303**		**2.00**	**185,806**	**2.00**	**189,806**
OTHER PERSONAL SERVICES							
Pension & Retirement		12,147			12,913		14,010
Workers' Compensation		472			646		619
Health Benefits		32,180			38,302		41,295
PEHP		9,640			14,790		15,543
FICA		13,563			10,977		11,282
Miscellaneous		280			280		280
TOTAL OTHER PERSONAL SERVICES		**68,282**			**77,908**		**83,029**
TOTAL PERSONAL SERVICES	**2.00**	**245,585**	*	**2.00**	**263,714**	**2.00**	**272,835**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

HEALTH DEPARTMENT



HEALTH

ORIGIN/PURPOSE:

The Harford County Health Department is a service delivery unit of the State Department of Health and Mental Hygiene and the County Board of Health. It is responsible for the provision of a wide range of preventative health care and clinical and environmental health services. This department also provides alcoholism and drug treatment services and Women's, Infants and Children Nutrition Program (WIC) services. The department provides for assessment, policy development and assurance functions which protect all citizens against preventable disease, premature loss of life and environmental pollution.

MISSION STATEMENT:
TO MAKE HARFORD COUNTY THE HEALTHIEST COUNTY IN THE STATE OF MARYLAND

FY 20 GOALS:

ESTABLISH AND MAINTAIN A COORDINATED SYSTEM OF CONTINUOUS HEALTH ASSESSMENT, POLICY DEVELOPMENT AND ASSURANCE FOR THE DELIVERY OF PUBLIC HEALTH SERVICES TO THE CITIZENS

STRIVE FOR AN OPTIMUM LEVEL OF PROTECTION AGAINST PREVENTABLE DISEASE, PREMATURE LOSS OF LIFE AND ENVIRONMENTAL POLLUTION

PREVENT AND CONTROL EPIDEMICS

HEALTH

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	34,923	6,518	5,383	5,383	5,383
20	CONTRACTUAL SERVICES	278,590	289,843	298,215	318,215	298,215
70	MISCELLANEOUS	3,389,798	3,431,952	3,472,389	3,492,389	3,472,389
	GRAND TOTAL	**3,703,311**	**3,728,313**	**3,775,987**	**3,815,987**	**3,775,987**
SUMMARY BY FUND:						
11	GENERAL	3,703,311	3,728,313	3,775,987	3,815,987	3,775,987
	GRAND TOTAL	**3,703,311**	**3,728,313**	**3,775,987**	**3,815,987**	**3,775,987**
SUMMARY BY DIVISION:						
161000	HEALTH DEPARTMENT	3,703,311	3,728,313	3,775,987	3,815,987	3,775,987
	GRAND TOTAL	**3,703,311**	**3,728,313**	**3,775,987**	**3,815,987**	**3,775,987**

HEALTH

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
5,383	5,383	0	PERSONAL SERVICES no change for FY 20 Temporary Salaries and FICA - Employee stipend
298,215	318,215	20,000	CONTRACTUAL SERVICES increase $20,000 Space and Real Estate Rental increases due to higher expected office space rates
3,397,389	3,397,389	0	MISCELLANEOUS increase $20,000 Payments to Other Government Agencies for Health Department operations

Administrative expenses	620,389
Environmental Health expenses	2,277,000
Community Health expenses	150,000
Addiction expenses	350,000
	3,397,389

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
75,000	95,000	20,000	Contributions - County funding to supplement and enhance Health Department programs. Increase for water testing expenses.

Behavioral Health Treatment Services	50,000
Teen Diversion Program	25,000
Water Testing	20,000
	95,000

DIVISION STAFF SUMMARY
General Health Services
Index #161000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		32,441		—		5,000
SALARY TOTAL		**32,441**		**—**		**5,000**
OTHER PERSONAL SERVICES						
FICA		2,483		383		383
TOTAL OTHER PERSONAL SERVICES		**2,483**		**383**		**383**
TOTAL PERSONAL SERVICES		**34,924** *		**383**		**5,383**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

HOUSING & COMMUNITY DEVELOPMENT

HOUSING & COMMUNITY DEVELOPMENT

ORIGIN/PURPOSE:

Per Executive Order 18-01, the functions of Housing and Community Development was consolidated under the Office of Community and Economic Development.

ALL FUND SUMMARY:

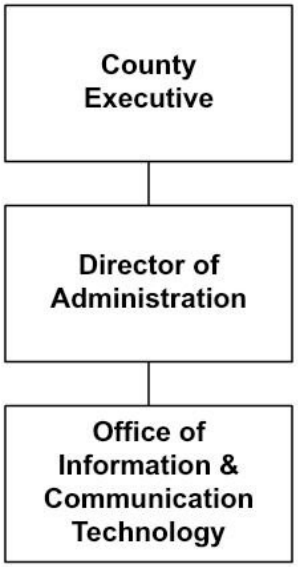
	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	443,129	413,045	0	0	0
20 CONTRACTUAL SERVICES	9,065	15,110	0	0	0
30 SUPPLIES AND MATERIALS	9,144	4,609	0	0	0
40 BUSINESS AND TRAVEL	8,145	8,475	0	0	0
50 CAPITAL OUTLAY	890	122	0	0	0
70 MISCELLANEOUS	600,884	717,429	0	0	0
GRAND TOTAL	**1,071,257**	**1,158,790**	**0**	**0**	**0**
SUMMARY BY FUND:					
11 GENERAL	1,071,257	1,158,790	0	0	0
GRAND TOTAL	**1,071,257**	**1,158,790**	**0**	**0**	**0**

DEPARTMENT STAFF SUMMARY
HOUSING AGENCY
Index # 171000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accounting Technician I	1.00	41,027		0.00	0	0.00	0
Administrative Assistant II	1.00	53,127		0.00	0	0.00	0
Administrative Budget Technician II	1.00	59,066		0.00	0	0.00	0
Administrative Secretary I	1.00	57,373		0.00	0	0.00	0
Administrative Secretary III	0.00	0		0.00	0	0.00	0
Housing Inspector	1.00	49,010		0.00	0	0.00	0
Housing Services Counselor	3.00	150,687		0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	8.00	410,290		0.00	0	0.00	0
OTHER PERSONAL SERVICES							
Pension & Retirement		36,926			0		0
Workers' Compensation		1,701			0		0
Health Benefits		144,423			0		0
PEHP		19,280			0		0
FICA		31,387			0		0
Miscellaneous		1,120			0		0
TOTAL OTHER PERSONAL SERVICES		**234,837**			**0**		**0**
TOTAL PERSONAL SERVICES	**8.00**	**645,127**	*	**0.00**	**0**	**0.00**	**0**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

INFORMATION & COMMUNICATION TECHNOLOGY



INFORMATION AND COMMUNICATION TECHNOLOGY

ORIGIN/PURPOSE:

The Office of Information and Communication Technology was created by Executive Order under Article XXXVIB. The Office is administered by the Director of Information and Communication Technology.

The Office of Information and Communication Technology is responsible for the coordination, control and oversight of the advancement of technology operations, services and other support options to ensure the success of County operations, missions, and strategic goals. The Office fosters a consultative partnership between County government departments and agencies, and provides technological support in a responsive, effective and efficient manner.

MISSION STATEMENT:
THE OFFICE OF INFORMATION AND COMMUNICATION TECHNOLOGY TEAM DELIVERS INNOVATIVE TECHNOLOGY SERVICES AND ELECTRONIC PROCESS EXPERTISE TO HARFORD COUNTY, ENABLING EFFICIENT USAGE OF COUNTY GOVERNMENT RESOURCES AND ULTIMATELY SUPPORTING QUALITY OF LIFE FOR COUNTY RESIDENTS.

FY 20 GOALS:
TO IMPLEMENT INNOVATIVE AND COST EFFECTIVE IT BASED BUSINESS SOLUTIONS

TO IMPLEMENT A TALENT ACQUISITION AND MANAGEMENT PROGRAM FOR THE ICT WORKFORCE

INFORMATION AND COMMUNICATION TECHNOLOGY

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,297,114	2,441,811	2,548,904	2,820,057	2,820,057
20	CONTRACTUAL SERVICES	4,840,904	5,612,203	7,079,297	7,983,582	7,983,582
30	SUPPLIES AND MATERIALS	131,865	152,414	135,400	135,400	135,400
40	BUSINESS AND TRAVEL	28,011	22,413	43,455	24,155	24,155
50	CAPITAL OUTLAY	0	0	0	0	0
80	INTER-GOVERNMENTAL/INTERFUND	0	0	1,000	500	500
	GRAND TOTAL	**7,297,894**	**8,228,841**	**9,808,056**	**10,963,694**	**10,963,694**
SUMMARY BY FUND:						
11	GENERAL	7,297,894	8,228,841	9,808,056	10,963,694	10,963,694
	GRAND TOTAL	**7,297,894**	**8,228,841**	**9,808,056**	**10,963,694**	**10,963,694**
SUMMARY BY DIVISION:						
181000	INFORMATION & COMM. TECH	7,297,894	8,228,841	9,808,056	10,963,694	10,963,694
	GRAND TOTAL	**7,297,894**	**8,228,841**	**9,808,056**	**10,963,694**	**10,963,694**

INFORMATION AND COMMUNICATION TECHNOLOGY

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
1,745,199	1,765,716	20,517	PERSONAL SERVICES increase $271,153 Full-time salaries 16,295 Salary adjustments 4,222 Staff Turnover 20,517
	49,336	49,336	FY 20 merit increase of $2,000 to all eligible employees
20,800	162,798	141,998	Temporary Salaries - provides funding for FT computer engineer, two PT night computer operators; and two summer interns
151,034	170,078	19,044	Pension adjustments
360,092	371,604	11,512	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
44,370	56,991	12,621	Post Employment Health Plan (PEHP) adjustments
136,654	146,785	10,131	FICA adjustments
75,000	80,000	5,000	Overtime based on actual spending

INFORMATION AND COMMUNICATION TECHNOLOGY

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $904,285
1,576,600	1,812,133	235,533	Other Professional Services - increase due to support services for HMAN and network management contracts; as well as support and security services for Workday
1,472,600	1,539,350	66,750	Data Processing Hardware - Smartnet support for hardware and battery back up; network and web security software increases
3,250,324	3,842,326	592,002	Data Processing Software - Adjustments made per software contracts. All software used by General Fund County agencies is funded within the ICT budget in this line item, as well as maintenance costs for software. Additional expenses in FY 20 include the Workday single sign on, EMS routing software, and first renewal of budget software within the Operating budget (originally a capital purchase).
135,400	135,400	0	SUPPLIES AND MATERIALS no change in funding for FY 20
43,455	24,155	(19,300)	BUSINESS AND TRAVEL decrease of ($19,300) Decreases in Training Seminars, Transportation, Mileage, Meals and other various line items based on actual spending history.

DEPARTMENT STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY
Index #181000

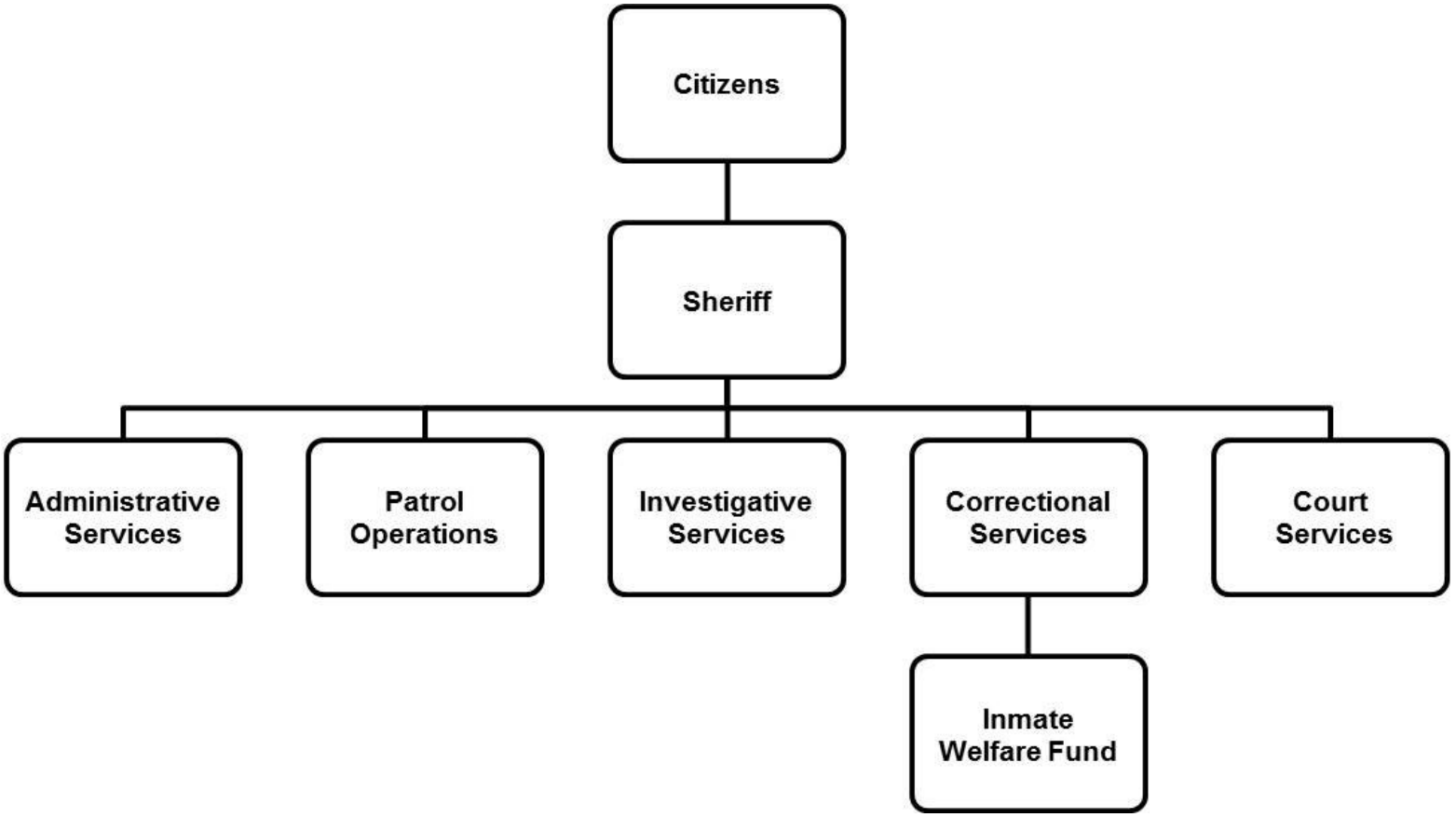
POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Budget Technician II	1.00	56,774	1.00	59,909	1.00	61,909
Administrative Secretary III	1.00	54,600	1.00	57,692	1.00	59,692
Computer Operator	1.00	40,706	0.00	0	0.00	0
Computer System Engineer II	6.00	325,238	6.00	343,746	7.00	422,873
Computer System Engineer IV	2.00	141,920	2.00	155,540	2.00	159,540
Director of ICT	1.00	125,840	1.00	132,742	1.00	132,742
GIS Coordinator	1.00	81,122	1.00	84,744	1.00	86,744
Programmer	0.00	0	1.00	46,778	1.00	53,000
Programmer Analyst I	3.00	244,121	3.00	255,003	2.00	190,353
Programmer Analyst II	6.00	519,527	6.00	541,916	7.00	640,863
Senior Computer Operator	1.00	63,852	1.00	67,129	0.00	0
SALARY SUB-TOTAL	**23.00**	**1,653,700**	**23.00**	**1,745,199**	**23.00**	**1,807,716**
TEMPORARY SALARIES		**16,000**		**20,800**		**162,798**
SALARY TOTAL	**23.00**	**1,669,700**	**23.00**	**1,765,999**	**23.00**	**1,970,514**

DEPARTMENT STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY
Index #181000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		142,630			151,034		174,068
Workers' Compensation		6,993			10,375		10,786
Health Benefits		303,832			360,092		371,604
PEHP		48,200			44,370		56,991
Overtime and Shift Differential		62,300			77,300		83,000
FICA		132,043			136,654		149,874
Miscellaneous		3,080			3,080		3,220
TOTAL OTHER PERSONAL SERVICES		**699,078**			**782,905**		**849,543**
TOTAL PERSONAL SERVICES	**23.00**	**2,368,778**	*	**23**	**2,548,904**	**23**	**2,820,057**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

SHERIFF'S OFFICE



SHERIFF'S OFFICE

ORIGIN/PURPOSE:

The Harford County Sheriff's Office is dedicated to the protection of life and property, arrest and confinement of offenders, court security and service of process, and preservation of the public peace. The Sheriff's Office is directed by a Sheriff who is elected to office every four years by the voters of Harford County in accordance with Article IV, Section 44, of the Constitution of the State of Maryland. The Sheriff's Office is divided into five major components: Administrative Services, Patrol Operations, Investigative Services, Correctional Services and Court Services.

MISSION STATEMENT:

TO MAKE HARFORD COUNTY A PLACE WHICH IS SAFE AND SECURE TO LIVE, WORK AND VISIT

FY 20 GOALS:

TO ENSURE THAT AGENCY STAFFING IS ADEQUATE TO MEET CURRENT AND FUTURE SERVICE DEMANDS AND MANDATES IN A TIMELY AND EFFICIENT MANNER

TO ENHANCE THE SAFETY OF FAMILIES THROUGH THE MONITORING OF CONVICTED SEX OFFENDERS

SHERIFF'S OFFICE

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	59,763,008	63,743,929	67,780,302	71,478,124	71,478,124
20	CONTRACTUAL SERVICES	6,413,414	6,879,303	7,605,575	7,762,892	7,762,892
30	SUPPLIES AND MATERIALS	2,477,310	2,422,573	2,696,281	2,759,978	2,759,978
40	BUSINESS AND TRAVEL	1,797,819	1,861,965	2,064,571	2,150,718	2,150,718
50	CAPITAL OUTLAY	538,320	304,385	195,050	438,570	438,570
70	MISCELLANEOUS	440,506	448,122	861,242	88,800	88,800
80	INTERGOVERNMENTAL/INTERFUND	0	0	0	0	0
	GRAND TOTAL	**71,430,377**	**75,660,277**	**81,203,021**	**84,679,082**	**84,679,082**
SUMMARY BY FUND:						
11	GENERAL	71,430,377	75,660,277	81,203,021	84,679,082	84,679,082
	GRAND TOTAL	**71,430,377**	**75,660,277**	**81,203,021**	**84,679,082**	**84,679,082**
SUMMARY BY DIVISION:						
211100	ADMINISTRATION AND SUPPORT	10,325,160	11,428,875	12,153,727	6,953,931	6,953,931
211200	PATROL OPERATIONS	24,725,330	25,455,361	27,699,077	32,423,466	32,423,466
211300	INVESTIGATIVE SERVICES	7,992,791	8,327,477	8,427,372	10,795,343	10,795,343
212000	CORRECTIONAL SERVICES	21,717,684	23,279,067	25,547,462	26,163,217	26,163,217
212100	INMATE WELFARE FUND	536,746	682,235	811,670	881,623	881,623
213000	COURT SERVICES	6,132,666	6,487,262	6,563,713	7,461,503	7,461,503
	GRAND TOTAL	**71,430,377**	**75,660,277**	**81,203,021**	**84,679,082**	**84,679,082**
						350,158

SHERIFF'S OFFICE

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $3,697,822
35,714,502	35,350,556	(363,946)	Full-time salaries
			1,858,392 Promotions & Salary adjustments
			(277,879) Staff Turnover (.8)%
			(1,944,459) Offset - FY 19 Salary Placement
			(363,946)
	1,973,530	1,973,530	FY 20 Sheriff's Office Wage Package
			1,604,977 FY 20 Law Enforcement & Corrections Officer Step & COLA (1%)
			368,553 FY 20 Civilian $2,000 merit increase to all eligible employees
			1,973,530
2,308,725	2,464,262	155,537	Temporary Salaries - increase for Forensics Technician, Detention Ctr. Reception, On-Call Crossing Guards
226,497	226,497	0	Part-time Salaries for School Crossing Guards
	538,581	538,581	The net result of full-time staff transfers between divisions of the Sheriff's Office:

# of Positions	Salary	Fringe	Total
1.00	277,519	261,062	538,581

773,401 — The result of the creation of eight (8) new full-time positions:

	Salary	Fringe	Total
Seven (7) School Resource Officers (SROs)	353,371	326,222	679,593
One (1) Digital Forensics Examiner	59,218	34,590	93,808
			773,401

10,239,582	10,208,298	(31,284)	Pension adjustments
9,027,735	9,579,115	551,380	Health Benefits are adjusted for an estimated cost increase and staff opting for changes in level of coverage
1,087,328	976,990	(110,338)	Workers' Compensation adjustments
3,346,292	3,337,657	(8,635)	FICA adjustments
4,185,000	4,404,800	219,800	Overtime increase based on actual expense history and anticipated requirements

SHERIFF'S OFFICE

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $157,317
502,519	673,664	171,145	Data Processing Software increases due to new licenses for Microsoft Premiere and SecureLink, increases in costs of netApp and other existing software, and transfer of Virtra simulator expense to this line item
108,171	81,384	(26,787)	Operating Equipment Service decreases due to transfer of Virtra simulator from this line item
183,297	226,677	43,380	Building & Custodial Services increase for plumbing, HVAC, hot water, and electrical services at Detention Center
379,298	434,493	55,195	Other Insurance increases based on Treasury's estimates for General, Auto, and Property coverage
3,606,625	3,513,672	(92,953)	Medical Services decrease due to lower contracted costs for Detention Center
350,850	389,850	39,000	Water & Sewer charges and Heating Fuel increase based on actual expense history at Detention Center
1,089,180	1,070,339	(18,841)	Electricity and Telephone Service decrease based on actual expense history for Detention Center
305,636	287,241	(18,395)	Other Professional Services decrease due to reduced contractual costs for fingerprinting and other services
25,334	10,500	(14,834)	Unemployment Insurance decreases based on actual expense history
797,431	817,823	20,392	Office Equipment, Vehicle & Operating Equipment, Space & Real Estate Rental, Internet Line Service, Communications Service, and Data Processing Hardware increase based on actual expense history

SHERIFF'S OFFICE

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			SUPPLIES & MATERIALS increase $63,697
1,257,505	1,297,482	39,977	Meals-Special Purpose increases due to higher rate for food service contract at Detention Center
174,555	229,837	55,282	Safety Equipment increases for safety gloves, vests, evidence collection equipment, and SRT Ops gear
537,476	468,200	(69,276)	Uniform Purchase, Recreation Supplies, Paint, and Other Supplies and Materials decrease based on actual expense history
78,225	108,825	30,600	Audio-Visual Equipment, Equipment Repair, and Medical Supplies increase based on actual expense history
56,000	66,000	10,000	Building Supplies, Equipment Repair Parts, and Tools increase based on actual expense history
			BUSINESS & TRAVEL increase $86,147
945,268	977,068	31,800	County-owned vehicles increase based on actual and expected expenses for vehicle maintenance, partially offset by a decrease in Non-Targeted Charges
845,300	891,607	46,307	Fuel charges increase based on actual expense history
147,888	155,928	8,040	Professional Books/Periodicals, Transportation Costs, Meals, Membership Fees, and In-House Training increase based on actual expense history
			EQUIPMENT increases $243,520
175,050	390,570	215,520	Police Car Package increases for outfitting 30 cars and added costs of installing in-car cameras
20,000	48,000	28,000	Other Equipment increases in Inmate Welfare account for furniture purchase
			MISCELLANEOUS decrease ($772,442)
772,442	0	(772,442)	Other Contingencies decreases due to one-time allocation of contingent funding for seven (7) School Resource Officers in FY 19 (Ongoing SRO funds for FY 20 now in other budget categories)

DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Sheriff	1.00	120,086	1.00	131,000	1.00	136,000	A
Chief Deputy	1.00	134,472	1.00	135,637	1.00	140,628	
Major	2.00	252,054	2.00	252,346	3.00	407,534	
Captain	9.00	957,030	10.00	1,120,558	8.00	1,003,699	
Lieutenant	12.00	1,106,459	12.00	1,217,402	13.00	1,488,292	
Sergeant	33.00	2,680,184	32.00	2,750,259	35.00	3,389,721	
Corporal	30.00	2,244,218	32.00	2,478,487	31.00	2,592,268	
Senior Deputy	88.00	6,173,932	93.00	6,714,801	95.00	7,345,625	
Deputy First Class	81.00	4,782,057	87.00	4,954,561	89.00	5,386,653	
Deputy	29.00	1,397,626	16.00	807,707	17.00	897,859	
Cadet	0.00	0	1.00	30,618	1.00	32,930	
Major - Corrections	1.00	98,634	1.00	111,342	1.00	128,968	
Captain - Corrections	2.00	173,472	2.00	198,307	2.00	233,988	
Lieutenant - Corrections	8.00	595,252	8.00	683,363	8.00	813,344	
Sergeant - Corrections	13.00	831,379	13.00	966,285	13.00	1,114,394	
Corporal - Corrections	14.00	790,423	14.00	916,011	14.00	1,055,167	
Sr. Deputy - Corrections	40.00	2,370,749	35.00	2,166,050	35.00	2,361,353	
Officer First Class	49.00	2,301,325	44.00	2,168,234	45.00	2,420,135	
Officer	14.00	599,578	24.00	1,099,240	23.00	1,080,360	
Warden	1.00	125,920	1.00	125,920	1.00	129,192	
Animal Control Manager	1.00	58,969	1.00	58,969	1.00	61,550	
Animal Control Officer I	3.00	121,420	0.00	0	0.00	0	
Animal Control Officer II	2.00	123,930	5.00	256,239	5.00	268,815	
Animal Control Clerk	1.00	33,702	1.00	33,702	1.00	40,106	
Administrative Support Technician	5.00	268,085	5.00	267,154	5.00	279,193	
Applicant Investigator	2.00	119,496	2.00	119,496	2.00	119,170	
Budget Director	0.00	0	1.00	106,853	1.00	113,342	
Budget Manager	1.00	96,457	0.00	0	0.00	0	
Budget Technician	2.00	116,748	2.00	116,748	2.00	131,732	
Classification Counselor	3.00	142,512	3.00	139,374	3.00	165,412	
Classification Supervisor	1.00	74,566	1.00	74,566	1.00	77,317	
Commissary Coordinator	1.00	44,951	1.00	43,675	1.00	46,117	
Community & Legislative Director	0.00	0	0.00	0	1.00	93,894	

DEPARTMENT STAFF SUMMARY

SHERIFF'S OFFICE

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Community & Legislative Liaison	1.00	90,984	1.00	90,984	0.00	0
Community Services Coordinator	1.00	53,323	1.00	53,323	1.00	62,570
Computer Resources Technician	2.00	129,489	2.00	129,489	2.00	141,135
Corrections Quartermaster	1.00	61,803	1.00	61,803	1.00	64,421
Corrections Records Administrator	1.00	52,062	1.00	76,772	1.00	79,542
Corrections Records Clerk	2.00	87,415	2.00	87,416	2.00	96,227
Corrections Records Supervisor	1.00	68,443	0.00	0	0.00	0
Corrections Records Technician I	2.00	67,404	1.00	31,491	0.00	0
Corrections Records Technician II	2.00	79,303	4.00	150,684	5.00	203,961
Crime Analysis Manager	1.00	70,348	1.00	70,348	1.00	73,053
Criminal Intelligence Analysis Manager	1.00	56,701	0.00	0	0.00	0
DC Projects Coordinator	1.00	47,504	1.00	47,504	1.00	56,870
Digital Forensics Examiner	1.00	56,701	1.00	58,969	2.00	131,397
Electronic Services Technician	1.00	54,902	1.00	54,902	1.00	57,453
Electronic Surveillance Technician	1.00	63,468	1.00	63,468	1.00	66,106
Executive Office Manager	1.00	62,797	1.00	62,797	1.00	65,419
Financial Investigator	1.00	56,524	1.00	56,524	1.00	59,096
Fleet Technician	1.00	58,190	1.00	58,190	1.00	60,781
Forensics Lab Director	0.00	0	0.00	0	1.00	63,173
Human Resources Director	0.00	0	1.00	99,220	1.00	105,376
Human Resources Manager	1.00	90,984	0.00	0	0.00	0
Human Resources Specialist	1.00	64,183	1.00	64,183	1.00	66,834
Information Technology Specialist	1.00	79,043	1.00	79,043	1.00	81,830
Inmate Property Coordinator	1.00	51,809	1.00	51,809	1.00	58,389
IT Director	0.00	0	1.00	87,692	1.00	91,066
Computer Manager	1.00	76,361	0.00	0	0.00	0
Law Enforcement Analyst	3.00	158,608	4.00	206,136	4.00	236,051
Law Enforcement Records Manager	1.00	94,229	1.00	67,101	1.00	69,766
Law Enforcement Records Supervisor	3.00	155,015	3.00	141,644	3.00	149,062
Law Enforcement Records Technician I	5.00	161,234	6.00	188,946	2.00	71,101
Law Enforcement Records Technician II	19.00	824,975	18.00	748,105	22.00	960,386
Law Enforcement Training Coordinator	1.00	52,155	1.00	52,155	0.00	0
Maintenance Officer	3.00	153,111	3.00	159,366	2.00	116,985
Maintenance Officer II	0.00	0	0.00	0	1.00	58,285

DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Pre-Trial Services Coordinator	2.00	101,799	2.00	101,800	2.00	110,767	
Program Coordinator	1.00	44,951	1.00	44,951	1.00	47,406	
Property Management Assistant	1.00	41,361	1.00	41,361	1.00	49,445	
Property Manager	1.00	73,419	1.00	73,419	1.00	76,152	
Public Information Director	0.00	0	1.00	83,464	1.00	86,302	
Public Information Officer	1.00	76,361	0.00	0	0.00	0	
Public Information Specialist	1.00	52,155	1.00	52,155	1.00	60,968	
Quartermaster Fleet Assistant	1.00	49,191	1.00	49,191	1.00	52,939	
Quartermaster Fleet Manager	1.00	71,775	1.00	71,775	1.00	81,269	
School Crossing Guard	1.00	33,702	1.00	33,702	1.00	46,302	
Security Systems Administrator	1.00	59,899	1.00	59,904	1.00	62,507	
Sex Offender Verification Investigator	2.00	106,408	2.00	98,428	2.00	104,027	
Standards/Accreditation Manager	1.00	73,873	1.00	73,873	1.00	76,630	
Training Manager	1.00	90,984	0.00	0	0.00	0	
Victim & Child Advocate	0.00	0	2.00	109,814	2.00	118,483	
TRAC Coordinator	1.00	54,902	0.00	0	0.00	0	
Victims' Services Coordinator	1.00	47,504	0.00	0	0.00	0	
SUB-TOTAL FULL-TIME SALARIES	529.00	33,093,039	529.00	34,238,801	537.00	37,874,290	
Law Enforcement Pay Study Implementation - Phase One		1,548,060					
SALARY OFFSET		(488,143)		(468,759)		(505,025)	B
TOTAL FULL-TIME SALARIES	529.00	34,152,956	529.00	33,770,042	537.00	37,369,265	
PART-TIME SALARIES							
School Crossing Guard	6.35	214,009	6.35	226,497	6.35	236,677	
TEMPORARY SALARIES		2,135,205		2,257,677		2,565,462	
SALARY TOTAL	**535.35**	**36,502,170**	**535.35**	**36,254,216**	**543.35**	**40,171,404**	

DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		9,465,950			9,669,370		10,810,984
Workers' Compensation		959,322			1,017,419		1,020,885
Health Benefits		8,348,403			9,027,735		9,922,980
Overtime and Shift Differential		5,142,052			5,455,680		5,674,717
FICA		3,183,272			3,190,822		3,496,574
Miscellaneous		342,240			373,960		380,580
TOTAL OTHER PERSONAL SERVICES		**27,441,239**			**28,734,987**		**31,306,720**
SALARY ENHANCEMENTS							
Law Enforcement Pay Study Implementation - Phase Two					1,371,493		
FY 19 Law Enforcement Merit Step Increase					1,134,105		
FY 19 Civilian Merit Salary Increase					285,501		
TOTAL SALARY ENHANCEMENTS					**2,791,099**		
TOTAL PERSONAL SERVICES	**535.35**	**63,943,409**	*	**535.35**	**67,780,302**	**543.35**	**71,478,124**

*** FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - Sheriff salary increase effective December 2018 per Maryland House Bill 1500 (2017)

B - State and federal grant funding for seven (7) employees.

SHERIFF'S OFFICE
Administrative Services
Index #211100

ORIGIN/PURPOSE:

The Administrative Services Division provides financial, managerial, and technical support to all the divisions of the agency. Responsibilities include oversight of budget development and monitoring, planning and research, crime analysis, record management, employee training, quartermaster/fleet management, computer operations, and property management. The Administrative Services Division is comprised of non-enforcement units that are tasked with providing administrative, financial, managerial, and technical support to all divisions of the agency.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	8,499,147	9,590,909	10,188,610	4,834,741	4,834,741
20 CONTRACTUAL SERVICES	1,298,981	1,390,600	1,406,431	1,549,761	1,549,761
30 SUPPLIES AND MATERIALS	189,583	144,889	189,002	187,945	187,945
40 BUSINESS AND TRAVEL	279,086	274,525	355,884	367,684	367,684
50 CAPITAL OUTLAY	44,443	16,988	0	0	0
70 MISCELLANEOUS	13,920	10,964	13,800	13,800	13,800
GRAND TOTAL	**10,325,160**	**11,428,875**	**12,153,727**	**6,953,931**	**6,953,931**
FUNDING SOURCE:					
11 GENERAL	**10,325,160**	**11,428,875**	**12,153,727**	**6,953,931**	**6,953,931**

SHERIFF'S OFFICE
Administrative Services
Index #211100

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($5,353,869)
5,837,044	5,672,512	(164,532)	Full-time salaries
		100,345	Promotions & Salary adjustments
		(4,894)	Staff Turnover
		(259,983)	Offset - FY 19 Salary Placement
		(164,532)	
	103,032	103,032	FY 20 Sheriff's Office Wage Package
		32,513	FY 20 Law Enforcement Step & COLA
		70,519	FY 20 Civilian $2,000 merit increase to all eligible employees
		103,032	
403,736	575,398	171,662	Temporary Salaries increase to reflect transfer of positions in from other divisions
	(5,563,382)	(5,563,382)	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:

# of Positions	Salary	Fringe	Total
FT (59)	(3,343,673)	(1,748,282)	(5,091,955)
PT (6.35)	(226,497)	(244,930)	(471,427)
(65.35) FTE	(3,570,170)	(1,993,212)	(5,563,382)

1,045,688	1,032,557	(13,131)	Pension adjustments
1,480,020	1,543,411	63,391	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
118,821	111,317	(7,504)	Workers' Compensation adjustments
536,155	534,090	(2,065)	FICA adjustments
450,000	500,000	50,000	Overtime increase based on actual expense history
45,489	51,829	6,340	Shift Differential increase based on actual expense history
45,160	47,480	2,320	Uniform Allowance and Life Insurance

SHERIFF'S OFFICE
Administrative Services
Index #211100

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $143,330
437,606	591,603	153,997	Data Processing Software increases due to new licenses for Microsoft Premiere and SecureLink, increases in costs of netApp and other existing software, and transfer of Virtra simulator expense to this index
187,191	189,647	2,456	Space & Real Estate Rental increase for higher rates at HCC Training Academy, Firing Range, Commerce Drive, and 10 South Main Street facilities, partially offset by decrease for Harford Glen Youth Academy
56,623	57,916	1,293	Electricity, Operating Equipment Service, and Data Processing Hardware increase based on actual expense history
540,218	525,802	(14,416)	Telephone Service, Unemployment Insurance, and Other Professional Services decrease based on actual expense history
			SUPPLIES & MATERIALS decrease ($1,057)
79,692	74,000	(5,692)	Other Supplies & Materials decrease based on actual expense history
7,910	12,545	4,635	Safety Equipment, Audio/Visual Supplies, Medical Supplies, and Equipment Repair Parts increase based on actual expense history
			BUSINESS & TRAVEL increase $11,800
151,700	163,500	11,800	Fuel, Transportation Costs, Meals, and Professional Books/Periodicals increase based on actual expense history

DIVISION STAFF SUMMARY

Administration

Index #211100

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Sheriff	1.00	120,086	1.00	131,000	1.00	136,000	A
Chief Deputy	1.00	134,472	1.00	135,637	1.00	140,628	
Major	1.00	126,027	1.00	126,173	1.00	138,338	
Captain	3.00	308,298	3.00	342,222	1.00	125,376	
Lieutenant	1.00	90,813	2.00	198,016	1.00	113,695	
Sergeant	3.00	250,910	3.00	265,346	1.00	100,187	
Corporal	2.00	143,499	3.00	239,304	1.00	88,192	
Senior Deputy	12.00	865,861	12.00	878,946	1.00	87,288	
Deputy First Class	1.00	56,326	2.00	115,773	0.00	0	
School Crossing Guard	1.00	33,702	1.00	33,702	0.00	0	
Animal Control Manager	1.00	58,969	1.00	58,969	0.00	0	
Animal Control Clerk	1.00	33,702	1.00	33,702	0.00	0	
Animal Control Officer I	3.00	121,420	0.00	0	0.00	0	
Animal Control Officer II	2.00	123,930	5.00	256,239	0.00	0	
Budget Director	0.00	0	1.00	106,853	1.00	113,342	
Budget Manager	1.00	96,457	0.00	0	0.00	0	
Budget Technician	2.00	116,748	2.00	116,748	2.00	131,732	
IT Director	0.00	0	1.00	87,692	1.00	91,066	
Computer Manager	1.00	76,361	0.00	0	0.00	0	
Public Information Director	0.00	0	1.00	83,464	1.00	86,302	
Public Information Officer	1.00	76,361	0.00	0	0.00	0	
Human Resources Director	0.00	0	1.00	99,220	1.00	105,376	
Human Resources Manager	1.00	90,984	0.00	0	0.00	0	
Information Technology Specialist	1.00	79,043	1.00	79,043	1.00	81,830	
Crime Analysis Manager	1.00	70,348	1.00	70,348	0.00	0	
Law Enforcement Records Manager	1.00	94,229	1.00	67,101	0.00	0	
Human Resources Specialist	1.00	64,183	1.00	64,183	1.00	66,834	
Public Information Specialist	1.00	52,155	1.00	52,155	1.00	60,968	
Quartermaster Fleet Manager	1.00	71,775	1.00	71,775	1.00	81,269	
Training Manager	1.00	90,984	0.00	0	0.00	0	

DIVISION STAFF SUMMARY
Administration
Index #211100

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Applicant Investigator	2.00	119,496	2.00	119,496	2.00	119,170
Law Enforcement Analyst	3.00	158,608	4.00	206,136	0.00	0
Computer Resources Technician	2.00	129,489	2.00	129,489	2.00	141,135
Fleet Technician	1.00	58,190	1.00	58,190	1.00	60,781
Property Manager	1.00	73,419	1.00	73,419	0.00	0
Law Enforcement Records Supervisor	3.00	155,015	3.00	141,644	0.00	0
Executive Office Manager	1.00	62,797	1.00	62,797	1.00	65,419
Electronic Services Technician	1.00	54,902	1.00	54,902	1.00	57,453
Law Enforcement Training Coordinator	1.00	52,155	1.00	52,155	0.00	0
Administrative Support Technician	1.00	50,619	1.00	50,619	1.00	53,126
Law Enforcement Records Technician II	13.00	561,087	12.00	484,218	0.00	0
Property Management Assistant	1.00	41,361	1.00	41,361	0.00	0
Quartermaster Fleet Assistant	1.00	49,191	1.00	49,191	1.00	52,939
Law Enforcement Records Technician I	5.00	161,234	6.00	188,946	0.00	0
Community & Legislative Director	0.00	0	0.00	0	1.00	93,894
Community & Legislative Liaison	1.00	90,984	1.00	90,984	0.00	0
Criminal Intelligence Analysis Manager	1.00	56,701	0.00	0	0.00	0
Security Systems Administrator	1.00	59,899	1.00	59,904	0.00	0
SUB-TOTAL FULL-TIME SALARIES	85.00	5,382,791	87.00	5,577,061	28.00	2,392,340
Law Enforcement Pay Study Implementation - Phase One		93,241				
TOTAL FULL-TIME SALARIES	85.00	5,476,032	87.00	5,577,061	28.00	2,392,340
PART-TIME SALARIES						
School Crossing Guard	6.35	214,009	6.35	226,497	0.00	0
TEMPORARY SALARIES		389,377		400,035		595,398
SALARY TOTAL	**91.35**	**6,079,418**	**93.35**	**6,203,593**	**28.00**	**2,987,738**

DIVISION STAFF SUMMARY
Administration
Index #211100

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		848,219			987,836		402,596
Workers' Compensation		93,389			112,426		36,912
Health Benefits		1,358,338			1,480,020		576,342
Overtime and Shift Differential		476,584			495,489		551,829
FICA		499,978			512,483		266,664
Miscellaneous		38,640			45,160		12,660
TOTAL OTHER PERSONAL SERVICES		**3,315,148**			**3,633,414**		**1,847,003**
SALARY ENHANCEMENTS							
Law Enforcement Pay Study Implementation - Phase Two					103,682		
FY 19 Law Enforcement Merit Step Increase					92,697		
FY 19 Civilian Merit Salary Increase					155,224		
TOTAL SALARY ENHANCEMENTS					**351,603**		
TOTAL PERSONAL SERVICES	**91.35**	**9,394,566**	*	**93.35**	**10,188,610**	**28.00**	**4,834,741**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - Sheriff salary increase effective July 2019 per Maryland House Bill 1500 (2017)

SHERIFF'S OFFICE
Patrol Operations
Index #211200

ORIGIN/PURPOSE:

The Patrol Operations Division responds to calls for service, enforces law, prevents crime, and apprehends violators. To perform these functions, deputies are assigned to three shifts that patrol ten sections within Harford County.

Additionally, to assist in achieving its mission, this Division has specialized units, including the Traffic and K-9 Units. Other units with specialized functions include the Special Response Team (SRT), Crisis Negotiating Team, Scuba Team, Honor Guard, Community Action Response Team (CART), and the Gang Suppression Unit (GSU).

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	22,425,282	23,217,187	24,555,619	29,685,780	29,685,780
20 CONTRACTUAL SERVICES	486,504	619,539	656,009	725,634	725,634
30 SUPPLIES AND MATERIALS	505,733	456,379	547,187	562,345	562,345
40 BUSINESS AND TRAVEL	889,931	960,715	992,770	1,059,137	1,059,137
50 CAPITAL OUTLAY	417,880	201,541	175,050	390,570	390,570
70 MISCELLANEOUS	0	0	772,442	0	0
GRAND TOTAL	**24,725,330**	**25,455,361**	**27,699,077**	**32,423,466**	**32,423,466**
FUNDING SOURCE:					
11 GENERAL	**24,725,330**	**25,455,361**	**27,699,077**	**32,423,466**	**32,423,466**

SHERIFF'S OFFICE
Patrol Operations
Index #211200

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $5,130,161
13,163,239	13,062,317	(100,922)	Full-time Salaries
			710,086 Promotions & Salary adjustments
			(169,438) Staff Turnover (1.3)%
			(641,570) Offset - FY 19 Salary Placement
			(100,922)
	841,358	841,358	FY 20 Sheriff's Office Wage Package
			776,716 FY 20 Law Enforcement Step & COLA (1%)
			64,642 FY 20 Civilian $2,000 merit increase to all eligible employees
			841,358
389,816	390,136	320	Temporary Salaries - increase to reflect actual
	3,496,384	3,496,384	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:

# of Positions	Salary	Fringe	Total
FT 26	1,824,957	1,172,724	2,997,681
PT 6.35	236,677	262,026	498,703
32.35 FTE	2,061,634	1,434,750	3,496,384

679,594 — The result of the creation of seven (7) new School Resource Officer (SRO) positions:

Salary	Fringe	Total
353,371	326,222	679,594

4,190,387	4,231,030	40,643	Pension adjustments
3,133,609	3,302,000	168,391	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
437,558	394,587	(42,971)	Workers' Compensation adjustments
1,179,648	1,174,720	(4,928)	FICA adjustments
1,312,000	1,373,000	61,000	Overtime increase based on actual expense history
555,061	545,753	(9,308)	Shift Differential decrease based on actual expense history

SHERIFF'S OFFICE
Patrol Operations
Index #211200

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $69,625
59,262	32,348	(26,914)	Operating Equipment decreases for transfer of Virtra training simulator contract to index 211100
12,000	16,000	4,000	Vehicle and Operating Equipment increase for rental of covert surveillance vehicles
294,509	387,272	92,763	Other Insurance increases based on Treasury's estimates for General, Auto, and Property coverage
1,600	6,080	4,480	Data Processing Software increases for crash reconstruction software
60,479	55,630	(4,849)	Unemployment Insurance and Building/Custodial Services decrease based on actual expense history
			SUPPLIES AND MATERIALS increase $15,158
85,395	116,337	30,942	Safety Equipment increase for SRT operations gear
18,900	34,600	15,700	Audio/Visual Supplies, Printing-Commercial, Delivery Charges, and Animal Food Supplies increase based on actual expense history
152,484	121,000	(31,484)	Uniform Purchase and Paper Supplies decrease based on actual expense history
			BUSINESS AND TRAVEL increase $66,367
436,000	490,000	54,000	County-owned vehicles increase based on actual and expected expenses for vehicle maintenance
424,000	458,307	34,307	Fuel charges increase based on actual and expected expenses
92,200	70,000	(22,200)	Non-Targeted Charges decrease based on actual and expected expenses for vehicle maintenance
			EQUIPMENT increases $215,520
175,050	390,570	215,520	Police Car Package increases for outfitting 30 cars and added costs of installing in-car cameras
			MISCELLANEOUS decreases ($772,442)
772,442	0	(772,442)	Other Contingencies decreases due to one-time allocation of contingent funding for seven (7) School Resource Officers in FY 19 (Ongoing SRO funds for FY 20 now in other budget categories)

DIVISION STAFF SUMMARY
Patrol Operations
Index #211200

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Major	1.00	126,027	1.00	126,173	1.00	134,598
Captain	3.00	321,090	4.00	422,656	4.00	491,419
Lieutenant	7.00	649,565	6.00	617,635	8.00	909,920
Sergeant	21.00	1,697,218	20.00	1,697,820	23.00	2,200,523
Corporal	16.00	1,171,188	17.00	1,283,984	17.00	1,395,291
Senior Deputy	45.00	3,147,809	45.00	3,264,851	59.00	4,557,783
Deputy First Class	62.00	3,562,137	72.00	4,114,282	78.00	4,670,888
Deputy	29.00	1,397,626	16.00	807,707	16.00	842,167
Cadet	0.00	0	1.00	30,618	1.00	32,930
Administrative Support Technician	2.00	118,932	2.00	118,002	2.00	122,560
Law Enforcement Records Technician II	1.00	37,942	1.00	37,942	1.00	43,933
School Crossing Guard	0.00	0	0.00	0	1.00	46,302
Animal Control Clerk	0.00	0	0.00	0	1.00	40,106
Animal Control Manager	0.00	0	0.00	0	1.00	61,550
Animal Control Officer II	0.00	0	0.00	0	5.00	268,815
SUB-TOTAL FULL-TIME SALARIES	187.00	12,229,535	185.00	12,521,670	218.00	15,818,785
Law Enforcement Pay Study Implementation - Phase One		530,435				
TOTAL FULL-TIME SALARIES	187.00	12,759,970	185.00	12,521,670	218.00	15,818,785
PART-TIME SALARIES						
School Crossing Guard	0.00	0	0.00	0	6.35	236,677
TEMPORARY SALARIES		262,484		387,524		409,736
SALARY TOTAL	**183.00**	**13,022,454**	**187.00**	**12,909,194**	**224.35**	**16,465,198**

DIVISION STAFF SUMMARY

Patrol Operations

Index #211200

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		3,863,459			3,994,374		5,055,303
Workers' Compensation		398,478			416,718		479,364
Health Benefits		2,982,807			3,183,609		4,183,994
Overtime and Shift Differential		1,829,499			1,867,061		1,918,753
FICA		1,135,706			1,130,393		1,404,088
Miscellaneous		124,960			144,300		179,080
TOTAL OTHER PERSONAL SERVICES		**10,334,909**			**10,736,455**		**13,220,582**
SALARY ENHANCEMENTS							
Law Enforcement Pay Study Implementation - Phase Two					447,293		
FY 19 Law Enforcement Merit Step Increase					451,622		
FY 19 Civilian Merit Salary Increase					11,055		
TOTAL SALARY ENHANCEMENTS					**909,970**		
TOTAL PERSONAL SERVICES	**183.00**	**23,357,363**	*	**187.00**	**24,555,619**	**224.35**	**29,685,780**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

SHERIFF'S OFFICE
Investigative Services
Index #211300

ORIGIN/PURPOSE:

The Investigative Services Bureau is responsible for the in-depth investigation of designated serious crimes, drug offenses, and homeland security issues reported to the Sheriff's Office. To accomplish its mission, the Bureau is divided into two divisions: Criminal Investigation and Special Investigation.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	7,036,578	7,334,682	7,382,091	9,725,916	9,725,916
20 CONTRACTUAL SERVICES	518,040	541,864	555,581	575,257	575,257
30 SUPPLIES AND MATERIALS	53,974	60,740	63,596	68,066	68,066
40 BUSINESS AND TRAVEL	303,584	311,252	351,104	351,104	351,104
50 CAPITAL OUTLAY	5,615	3,939	0	0	0
70 MISCELLANEOUS	75,000	75,000	75,000	75,000	75,000
GRAND TOTAL	**7,992,791**	**8,327,477**	**8,427,372**	**10,795,343**	**10,795,343**
FUNDING SOURCE:					
11 GENERAL	**7,992,791**	**8,327,477**	**8,427,372**	**10,795,343**	**10,795,343**

SHERIFF'S OFFICE
Investigative Services
Index #211300

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $2,343,825
3,875,521	3,887,291	11,770	Full Time Salaries
			209,146 Promotions & Salary adjustments
			(197,376) Offset - FY 19 Salary Placement
			11,770
	270,558	270,558	FY 20 Sheriff's Office Wage Package
			225,718 FY 20 Law Enforcement Step and COLA (1%)
			44,840 FY 20 Civilian $2,000 merit increase to all eligible employees
			270,558
79,661	131,019	51,358	Temporary Salaries increase for Forensics Technician position
	1,809,875	1,809,875	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:
			# of Positions / Salary / Fringe / Total
			17 / 1,179,443 / 630,432 / 1,809,875
		93,808	The result of the creation of one (1) new Digital Forensics Examiner position:
			Salary / Fringe / Total
			59,218 / 34,589 / 93,808
1,144,282	1,170,660	26,378	Pension adjustments
924,480	973,222	48,742	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
120,800	110,872	(9,928)	Workers' Compensation adjustments
366,913	373,734	6,821	FICA adjustments
580,000	613,000	33,000	Overtime increase based on actual expense history
257,074	258,657	1,583	Shift Differential increase based on actual expense history

SHERIFF'S OFFICE
Investigative Services
Index #211300

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $19,676
135,000	138,000	3,000	Vehicle & Operating Equipment increase for task force vehicles
21,541	33,354	11,813	Data Processing Software increases for GPS, Cellebrite, and Forensics software
8,892	10,292	1,400	Building/Custodial Services increase for task force trash removal
5,560	10,170	4,610	Internet Line Service increases for Forensic Service Unit and CAC internet investigations
10,208	8,088	(2,120)	Telephone Line Service decreases based on actual expenses for wiretap monitoring
265,212	266,129	917	Space & Real Estate Rental increase based on actuals for CID and Task Force facility leases
			SUPPLIES & MATERIALS increase $4,470
9,000	6,500	(2,500)	Uniform Purchase decreases based on actual expense history
7,200	13,420	6,220	Safety Equipment increases for vest replacement and evidence collection supplies
0	650	650	Diesel Fuel increases based on anticipated expenses
351,104	351,104	0	BUSINESS & TRAVEL no change for FY 20 Provides funds for vehicle maintenance, fuel, and training

DIVISION STAFF SUMMARY

Investigative Services

Index #211300

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Major	0.00	0	0.00	0	1.00	134,598
Captain	2.00	208,708	2.00	231,546	2.00	257,936
Lieutenant	3.00	272,543	3.00	301,329	2.00	230,689
Sergeant	4.00	337,085	4.00	364,229	7.00	699,208
Corporal	6.00	461,344	6.00	467,522	8.00	669,632
Senior Deputy	23.00	1,592,984	20.00	1,406,267	22.00	1,682,340
Deputy First Class	6.00	378,185	8.00	479,752	8.00	513,794
Deputy	0.00	0	0.00	0	1.00	55,692
Crime Analysis Manager	0.00	0	0.00	0	1.00	73,053
Digital Forensics Examiner	1.00	56,701	1.00	58,969	2.00	131,397
Forensics Lab Director	0.00	0	0.00	0	1.00	63,173
Electronic Surveillance Technician	1.00	63,468	1.00	63,468	1.00	66,106
Financial Investigator	1.00	56,524	1.00	56,524	1.00	59,096
Law Enforcement Analyst	0.00	0	0.00	0	4.00	236,051
Victim & Child Advocate	0.00	0	2.00	109,814	2.00	118,483
TRAC Coordinator	1.00	54,902	0.00	0	0.00	0
Victims' Services Coordinator	1.00	47,504	0.00	0	0.00	0
Property Manager	0.00	0	0.00	0	1.00	76,152
Property Management Assistant	0.00	0	0.00	0	1.00	49,445
Administrative Support Technician	2.00	98,534	2.00	98,533	2.00	103,507
Law Enforcement Records Supervisor	0.00	0	0.00	0	1.00	52,939
Law Enforcement Records Technician II	1.00	40,192	1.00	40,192	1.00	46,054
SUB-TOTAL FULL-TIME SALARIES	52.00	3,668,673	51.00	3,678,145	69.00	5,319,345
Law Enforcement Pay Study Implementation - Phase One				153,819		
TOTAL FULL-TIME SALARIES	52.00	3,822,492	51.00	3,678,145	69.00	5,319,345
TEMPORARY SALARIES		79,065		79,075		135,019
SALARY TOTAL	**52.00**	**3,901,557**	**51.00**	**3,757,220**	**69.00**	**5,454,364**

DIVISION STAFF SUMMARY

Investigative Services

Index #211300

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		1,056,086			1,085,828		1,450,515
Workers' Compensation		111,436			114,577		139,197
Health Benefits		862,316			924,480		1,287,998
Overtime and Shift Differential		738,685			837,074		871,657
FICA		354,978			351,469		481,645
Miscellaneous		42,620			33,360		40,540
TOTAL OTHER PERSONAL SERVICES		**3,166,121**			**3,346,788**		**4,271,552**
SALARY ENHANCEMENTS							
Law Enforcement Pay Study Implementation - Phase Two					133,333		
FY 19 Law Enforcement Merit Step Increase					129,211		
FY 19 Civilian Merit Salary Increase					15,539		
TOTAL SALARY ENHANCEMENTS					**278,083**		
TOTAL PERSONAL SERVICES	**52.00**	**7,067,678**	*	**51.00**	**7,382,091**	**51.00**	**9,725,916**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

SHERIFF'S OFFICE
Correctional Services
Index #212000

ORIGIN/PURPOSE:

Correctional Services oversees the Harford County Detention Center which houses pre-trial, pre-sentenced, and sentenced adults; and provides religious, psychiatric, medical and educational programs to inmates. It administers Work Release Home Detention and Pre-Trial Release Programs and detail assignments and opportunities to non-violent, low risk inmates. The staff provides 24 hour security and generates those reports required by the Courts, State's Attorney, Maryland Department of Corrections, and other associated agencies, as well as those required by State and National Correctional Standards for Accreditation.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	16,269,291	17,672,312	19,330,639	19,974,144	19,974,144
20 CONTRACTUAL SERVICES	3,993,272	4,217,936	4,768,734	4,697,863	4,697,863
30 SUPPLIES AND MATERIALS	1,379,886	1,349,169	1,423,491	1,466,612	1,466,612
40 BUSINESS AND TRAVEL	32,532	17,372	24,598	24,598	24,598
50 CAPITAL OUTLAY	42,703	22,278	0	0	0
GRAND TOTAL	**21,717,684**	**23,279,067**	**25,547,462**	**26,163,217**	**26,163,217**
FUNDING SOURCE:					
11 GENERAL	**21,717,684**	**23,279,067**	**25,547,462**	**26,163,217**	**26,163,217**

SHERIFF'S OFFICE
Correctional Services
Index #212000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $643,506
10,346,357	10,279,486	(66,871)	Full Time Salaries
			728,323 Promotions & Salary Enhancements
			(81,994) Staff Turnover (.79)%
			(713,200) Offset - FY 19 Salary Placement
			(66,871)
	533,020	533,020	FY 20 Sheriff's Office Wage Package
			465,011 FY 20 Corrections Officer Step & COLA (1%)
			68,009 FY 20 Civilian $2,000 merit increase to all eligible employees
			533,020
154,478	156,886	2,408	Temporary Salaries - increase to reflect actual
2,995,262	2,910,011	(85,251)	Pension adjustments
2,621,764	2,861,241	239,477	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
321,215	288,642	(32,573)	Workers' Compensation adjustments
945,649	941,973	(3,676)	FICA adjustments
1,511,000	1,567,000	56,000	Overtime increase based on actual expense history
323,514	324,486	972	Shift Differential increase based on actual expense history
111,400	111,400	0	Uniform Allowance and Life Insurance

SHERIFF'S OFFICE
Correctional Services
Index #212000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES decrease ($70,871)
116,771	160,000	43,229	Building & Custodial Services increase based on actual and anticipated expenses for plumbing, HVAC, hot water, and electrical services at Detention Center
3,540,955	3,448,002	(92,953)	Medical Services decrease due to lower contracted costs
753,000	778,000	25,000	Heating Fuel and Water & Sewer charges increase, partially offset by a decrease in Electricity
99,323	51,721	(47,602)	Unemployment and Other Insurance decrease based on Treasury's estimates
42,772	44,227	1,455	Other Professional Services and Data Processing Software increase based on actual expense history
			MATERIALS & SUPPLIES increase $43,121
71,250	87,330	16,080	Safety Equipment increase for safety gloves and vests
988,305	1,002,382	14,077	Meals-Special Purpose increases due to higher rate for food service contract at Detention Center
105,786	124,750	18,964	Equipment Repair Parts, Small Tools, Medical Supplies, Weapons & Ammunition, Diesel Fuel, and Paper Supplies increase based on actual expense history
96,000	90,000	(6,000)	Building Supplies and Janitorial Supplies & Equipment decrease based on actual expense history

DIVISION STAFF SUMMARY

Correctional Services

Index #212000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Major - Corrections	1.00	98,634	1.00	111,342	1.00	128,968
Captain - Corrections	2.00	173,472	2.00	198,307	2.00	233,988
Lieutenant - Corrections	8.00	595,252	8.00	683,363	8.00	813,344
Sergeant - Corrections	13.00	831,379	13.00	966,285	13.00	1,114,394
Corporal - Corrections	14.00	790,423	14.00	916,011	14.00	1,055,167
Senior Deputy - Corrections	40.00	2,370,749	35.00	2,166,050	35.00	2,361,353
Officer First Class	49.00	2,301,325	44.00	2,168,234	45.00	2,420,135
Officer	14.00	599,578	24.00	1,099,240	23.00	1,080,360
Warden	1.00	125,920	1.00	125,920	1.00	129,192
Classification Supervisor	1.00	74,566	1.00	74,566	1.00	77,317
Corrections Records Administrator	1.00	52,062	1.00	76,772	1.00	79,542
DC Project Coordinator	1.00	47,504	1.00	47,504	1.00	56,870
Standards/Accreditation Manager	1.00	73,873	1.00	73,873	1.00	76,630
Pre-Trial Services Coordinator	2.00	101,799	2.00	101,800	2.00	110,767
Classification Counselor	3.00	142,512	3.00	139,374	3.00	165,412
Community Services Coordinator	1.00	53,323	1.00	53,323	1.00	62,570
Commissary Coordinator	1.00	44,951	1.00	43,675	1.00	46,117
Corrections Quartermaster	1.00	61,803	1.00	61,803	1.00	64,421
Corrections Records Supervisor	1.00	68,443	0.00	0	0.00	0
Program Coordinator	1.00	44,951	1.00	44,951	1.00	47,406
Maintenance Officer	3.00	153,111	3.00	159,366	2.00	116,985
Maintenance Officer II	0.00	0	0.00	0	1.00	58,285
Corrections Records Technician I	2.00	67,404	1.00	31,491	0.00	0
Corrections Records Technician II	2.00	79,303	4.00	150,684	5.00	203,961
Inmate Property Coordinator	1.00	51,809	1.00	51,809	1.00	58,389
Corrections Records Clerk	2.00	87,415	2.00	87,416	2.00	96,227
SUB-TOTAL FULL-TIME SALARIES	166.00	9,091,562	166.00	9,633,157	166.00	10,657,800

DIVISION STAFF SUMMARY
Correctional Services
Index #212000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Law Enforcement Pay Study Implementation - Phase One (Corrections)		680,374				
TOTAL FULL-TIME SALARIES	166.00	9,771,936	166.00	9,633,157	166.00	9,633,157
TEMPORARY SALARIES		147,431		154,164		164,086
SALARY TOTAL	**166.00**	**9,919,367**	**166.00**	**9,787,321**	**166.00**	**9,797,243**
OTHER PERSONAL SERVICES						
Pension & Retirement		2,898,917		2,776,847		3,017,652
Workers' Compensation		286,210		299,632		299,219
Health Benefits		2,357,111		2,621,764		2,861,241
Overtime and Shift Differential		1,690,182		1,834,514		1,891,486
FICA		887,670		889,065		971,261
Miscellaneous		96,800		111,400		111,400
TOTAL OTHER PERSONAL SERVICES		**8,216,890**		**8,533,222**		**9,152,259**
SALARY ENHANCEMENTS						
Law Enforcement Pay Study Implementation - Phase Two (Corrections)				612,655		
FY 19 Law Enforcement Merit Step Increase (Corrections)				307,776		
FY 19 Civilian Merit Salary Increase				89,665		
TOTAL SALARY ENHANCEMENTS				**1,010,096**		
TOTAL PERSONAL SERVICES	**166.00**	**18,136,257**	**166.00**	**19,330,639**	**166.00**	**18,949,502**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

SHERIFF'S OFFICE
Inmate Welfare Fund
Index #212100

ORIGIN/PURPOSE:

In accordance with GASB Statement No. 34, this index is the appropriation authority for the Inmate Welfare account at the Harford County Detention Center.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	63,557	117,039	114,004	154,777	154,777
20 CONTRACTUAL SERVICES	76,576	73,396	173,326	173,326	173,326
30 SUPPLIES AND MATERIALS	312,721	360,372	425,800	425,800	425,800
40 BUSINESS AND TRAVEL	71,713	71,398	78,540	79,720	79,720
50 CAPITAL OUTLAY	179	48,030	20,000	48,000	48,000
70 MISCELLANEOUS	12,000	12,000	0	0	0
GRAND TOTAL	**536,746**	**682,235**	**811,670**	**881,623**	**881,623**
FUNDING SOURCE:					
11 GENERAL	**536,746**	**682,235**	**811,670**	**881,623**	**881,623**

SHERIFF'S OFFICE
Inmate Welfare Fund
Index #212100

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $40,773
68,616	100,418	31,802	Temporary Salaries - increase for Detention Center Receptionist
	6,872	6,872	FY 20 Civilian merit increase to eligible employees
6,172	9,038	2,866	Pension adjustments
21,651	8,978	(12,673)	Health Benefits adjusted due to changes in coverage
6,091	9,197	3,106	FICA adjustments
11,000	19,800	8,800	Overtime increase based on actual expense history
173,236	173,236	0	CONTRACTUAL SERVICES no change for FY 20 Funds provided for Behavioral Health & Substance Abuse Services, Law Library, and Job Training
			SUPPLIES & MATERIALS no change for FY 20
262,000	288,000	26,000	Meals-Special Purpose increase based on actual expense history
136,400	110,400	(26,000)	Recreation Supplies, Paint, and Other Supplies & Materials decrease based on actual expense history, partially offset by increases for Audio/Visual Supplies and General Office Supplies
			BUSINESS & TRAVEL increase $1,180
65,080	66,260	1,180	In-House Training increases for Workforce Basics and GED programs
			EQUIPMENT increases $28,000
20,000	48,000	28,000	Other Equipment increases in Inmate Welfare account for furniture purchase

DIVISION STAFF SUMMARY

Inmate Welfare Fund

Index #212100

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		65,332		67,937		106,018
SALARY TOTAL		**65,332**		**67,937**		**106,018**
OTHER PERSONAL SERVICES						
Pension & Retirement		6,533		6,114		9,882
Health Benefits		23,637		21,651		8,978
Overtime		10,000		11,000		19,800
FICA		5,763		6,039		9,625
Miscellaneous		140		420		474
TOTAL OTHER PERSONAL SERVICES		**46,073**		**45,224**		**48,759**
SALARY ENHANCEMENTS						
FY 19 Civilian Merit Salary Increase				843		
TOTAL PERSONAL SERVICES		**111,405**		**114,004**		**154,777**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

SHERIFF'S OFFICE
Court Services
Index #213000

ORIGIN/PURPOSE:

The Court Services Division is comprised of five integrated units that are responsible for a multitude of tasks that support Harford County's Judicial System. The Division's five units consist of the Civil Process Unit, Court Security Unit, Domestic Violence Unit, Office of Child Support Enforcement Unit, and the Warrant/Fugitive Unit. The primary responsibilities of the units are the service of papers generated from Harford County Courts, security of County Government facilities and the Circuit Courthouse, the investigation and safeguard of rights for victims of domestic violence, and the apprehension of wanted persons for both child support and criminal violations. To accomplish division goals Sheriff's Office personnel work closely with staff from the District and Circuit Courts, the State's Attorney's Office, the Family Justice Center and the legal community serving Harford County.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	5,469,153	5,811,800	6,209,339	7,102,767	7,102,767
20 CONTRACTUAL SERVICES	40,041	35,968	45,494	41,051	41,051
30 SUPPLIES AND MATERIALS	35,413	51,024	47,205	49,210	49,210
40 BUSINESS AND TRAVEL	220,973	226,703	261,675	268,475	268,475
50 CAPITAL OUTLAY	27,500	11,609	0	0	0
70 MISCELLANEOUS	339,586	350,158	0	0	0
GRAND TOTAL	**6,132,666**	**6,487,262**	**6,563,713**	**7,461,503**	**7,461,503**
FUNDING SOURCE:					
11 GENERAL	**6,132,666**	**6,487,262**	**6,563,713**	**7,461,503**	**7,461,503**

SHERIFF'S OFFICE
Court Services
Index #213000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $893,428
2,492,341	2,448,950	(43,391)	Full-time Salaries
			88,939 Promotions & Salary adjustments
			(132,330) Offset - FY19 Salary Placement
			(43,391)
	218,691	218,691	FY 20 Sheriff's Office Wage Package
			105,019 FY 20 Law Enforcement Step & COLA (1%)
			113,672 FY 20 Civilian $2,000 merit increase to all eligible employees
			218,691
1,212,418	1,110,405	(102,013)	Temporary Salaries - decrease based on actual staffing levels and transfers
	795,703	795,703	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:
			# of Positions / Salary / Fringe / Total
			17 / 606,612 / 189,091 / 795,703
857,791	855,001	(2,790)	Pension adjustments
796,211	840,265	44,054	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
88,881	71,517	(17,364)	Workers' Compensation adjustments
311,835	303,943	(7,892)	FICA adjustments
321,000	332,000	11,000	Overtime increase based on actual expense history
89,542	89,192	(350)	Shift Differential decrease based on actual expense history
39,320	37,100	(2,220)	Uniform Allowance and Life Insurance decrease based on actuals

SHERIFF'S OFFICE
Court Services
Index #213000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES decrease ($4,443)
18,360	8,760	(9,600)	Other Professional Services decrease due to lower CJIS fingerprint fees
16,441	21,583	5,142	Office Equipment, Communications Service, and Data Processing Software increase based on actual expense history
			SUPPLIES & MATERIALS increase $2,005
9,000	11,005	2,005	Printing-Commercial and Safety Equipment increase based on actual expense history
			BUSINESS & TRAVEL increase $6,800
120,000	126,000	6,000	Fuel increases based on actual expense history
136,000	136,000	0	County-owned Vehicles and Non-targeted Services flat-lined for vehicle maintenance
175	975	800	Membership Fees & Dues increase based on actual expense history

DIVISION STAFF SUMMARY

Court Services

Index #213000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Captain	1.00	118,934	1.00	124,134	1.00	128,968	
Lieutenant	1.00	93,538	1.00	100,422	2.00	233,988	
Sergeant	5.00	394,971	5.00	422,864	4.00	389,803	
Corporal	6.00	468,187	6.00	487,677	5.00	439,153	
Senior Deputy	8.00	567,278	16.00	1,164,737	13.00	1,018,214	
Deputy First Class	12.00	785,409	5.00	244,754	3.00	201,971	
Law Enforcement Records Manager	0.00	0	0.00	0	1.00	69,766	
Law Enforcement Records Supervisor	0.00	0	0.00	0	2.00	96,123	
Law Enforcement Records Technician I	0.00	0	0.00	0	2.00	71,101	
Law Enforcement Records Technician II	4.00	185,753	4.00	185,753	20.00	870,399	
Security Systems Admin	0.00	0	0.00	0	1.00	62,507	
Sex Offender Verification Investigator	2.00	106,408	2.00	98,428	2.00	104,027	
SUB-TOTAL FULL-TIME SALARIES	39.00	2,720,478	40.00	2,828,770	56.00	3,686,021	
Law Enforcement Pay Study Implementation - Phase One		90,191					
SALARY OFFSET		(488,143)		(468,759)		(505,025)	A
TOTAL FULL-TIME SALARIES	39.00	2,322,526	40.00	2,360,011	40.00	3,180,995	
TEMPORARY SALARIES		1,191,516		1,168,942		1,155,205	
SALARY TOTAL	**39.00**	**3,514,042**	**40.00**	**3,528,953**	**40.00**	**7,102,767**	

DIVISION STAFF SUMMARY

Court Services

Index #213000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		792,736			818,371		875,037
Workers' Compensation		69,809			74,066		66,139
Health Benefits		764,194			796,211		1,004,428
Overtime and Shift Differential		397,102			410,542		421,192
FICA		299,177			301,373		363,291
Miscellaneous		39,080			39,320		36,480
TOTAL OTHER PERSONAL SERVICES		**2,362,098**			**2,439,883**		**2,766,567**
SALARY ENHANCEMENTS							
Law Enforcement Pay Study Implementation - Phase Two					74,530		
FY 19 Law Enforcement Merit Step Increase					152,798		
FY 19 Civilian Merit Salary Increase					13,175		
TOTAL SALARY ENHANCEMENTS					**240,503**		
TOTAL PERSONAL SERVICES	**39.00**	**5,876,140**	*	**40.00**	**6,209,339**	**56.00**	**7,102,767**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - State and federal grant funding for seven (7) employees.

Fiscal Year 20
Summary of Grants

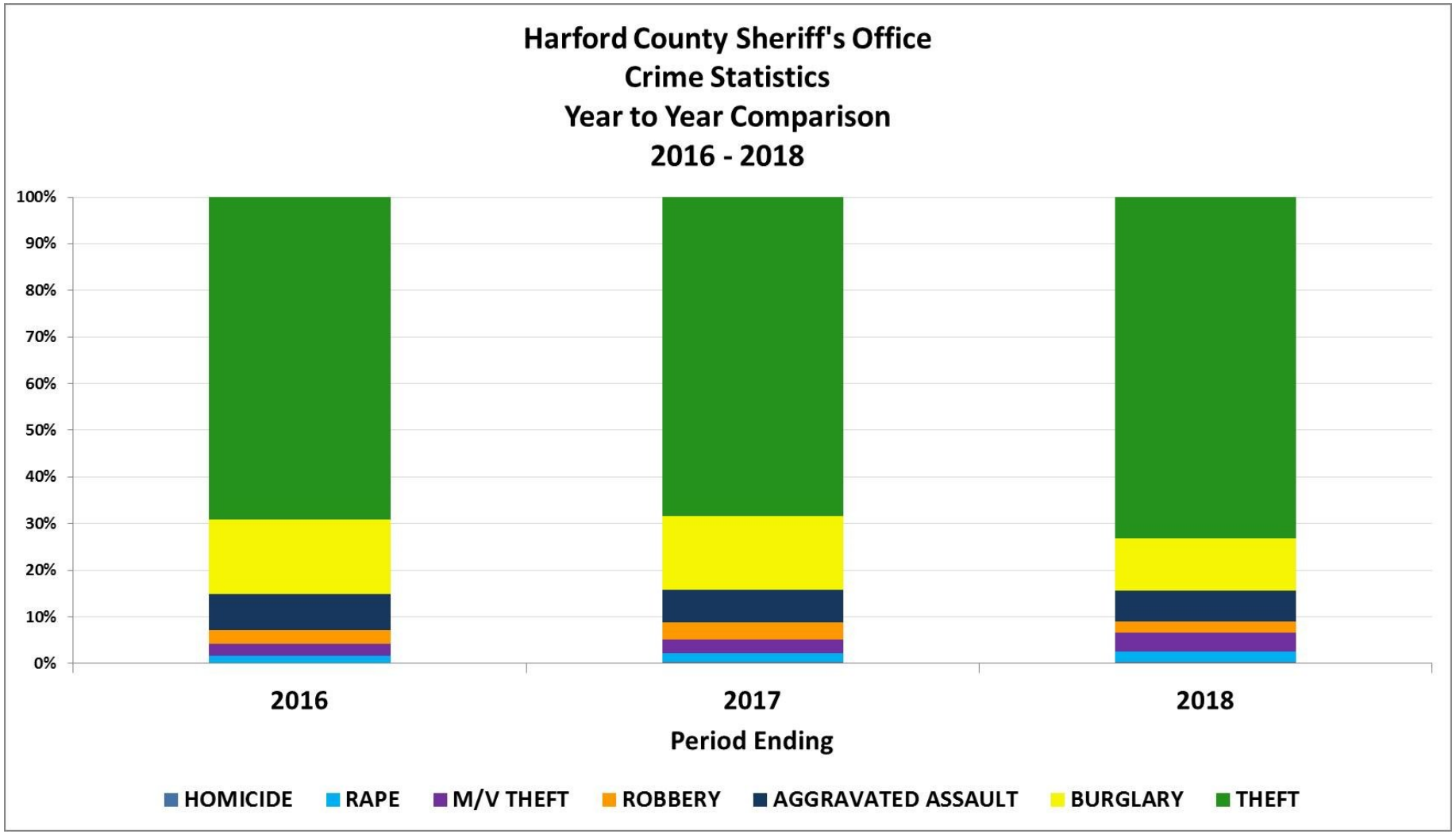
Harford County Sheriff's Office - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Child Enforcement Administration Cooperative Reimbursement Agreement	This grant provides funding for the salary and benefits for seven positions who concentrate their efforts specifically in the service of summons, warrants and writs of paternity, AFDC and non-AFDC child support cases and the data entry and tracking of each.	$628,171			$357,016	10/1/19-9/30/20	Recurring
Traffic Safety Grant	This grant provides funding for deputies to work overtime to pro-actively seek out impaired, aggressive and distracted drivers in an effort to reduce the number of driving related injuries and fatalities in Harford County.	$75,000				10/1/19-9/30/20	Recurring
Law Enforcement Training Scholarship	Funding provides financial support to offset the costs associated with specialized law enforcement training, including, but not limited to classes and seminar in investigation, crime prevention and crime analysis.	$5,000				7/1/19 - 6/30/20	Recurring
Maryland Highway Safety Office - Commercial Motor Vehicle Grant	This grant provides funding for deputies to patrol the roads on an overtime basis to perform routine commercial vehicle enforcement and North American Standard Inspections to ensure that trucks and buses driving on the highways are operating safely on county roads.	$15,000				10/1/19-9/30/20	Recurring

Fiscal Year 20
Summary of Grants

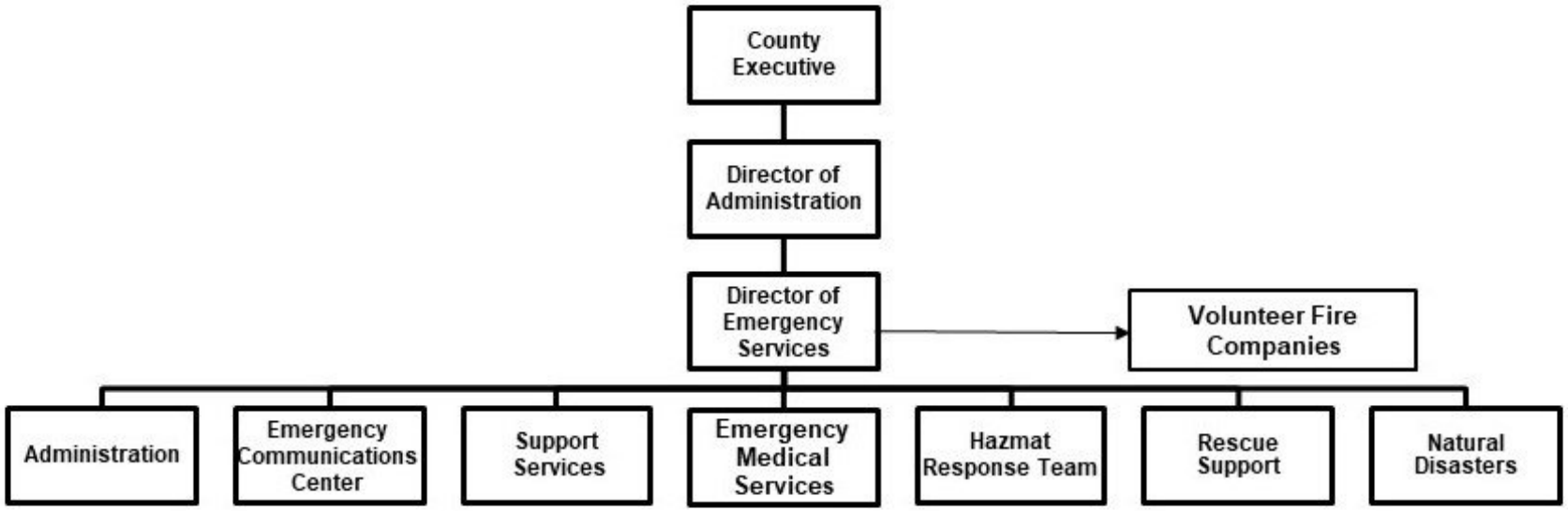
Harford County Sheriff's Office - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Heroin Coordinator	This grant provides funding for the Heroin Prevention Team Information Coordinator who acts as the main outlet for heroin related information and data, and maintains a database tracking all heroin overdoes and compiles related reports for appropriate dissemination.		$83,561			7/1/19 - 6/30/20	Recurring
Professional Development Grant	These funds will allow our agency to send individuals to training and will be used for registration, lodging, per diem and transportation costs.		$5,000			7/1/19 - 6/30/20	Recurring
Overtime Patrols/Public Awareness Grant	This grant provides overtime monies which allow the Sheriff's Office to fund a School Bus Safety Program. This program affords deputies the opportunity to target drivers who illegally pass school vehicles. In addition, this program established a partnership with Regal Cinemas in Abingdon, MD to air Public Service Announcements at their facility.		$19,764			8/1/19 - 6/30/20	Recurring
Monitoring Sex Offender Compliance	This grant provides overtime monies for existing Sheriff's Office personnel to assist in the compliance and verification process of the sex offenders registered with the HCSO Sex Offender Registration Program as mandated by MD law.		$25,023			7/1/19 - 6/30/20	Recurring

Fiscal Year 18
Summary of Grants

Harford County Sheriff's Office - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Sheriff's Tactical & Operational Plan: Theft Intervention & Enforcement (STOP THIEF)	This grant will fund the purchase of equipment and related software which will enhance pro-active details and increase officer safety; improve the ability to extract evidence from cellular devices; track suspect movement, and improve surveillance capabilities.		$30,000			7/1/19 - 6/30/20	Recurring
State Criminal Alien Assistance Program	This grant provides federal funding to localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law and incarcerated for at least four consecutive days during the reporting period.	$15,862				7/1/19 - 6/30/20	Recurring
Safe Streets Initiative	This grant provides for the salary and partial benefits of the Program Coordinator and Crime Analyst as well as overtime and related FICA for the surrounding municipalities and the Sheriff's Office staff to conduct details to apprehend individuals designated as violent offenders. This grant also pays for the partial salary and benefits of an existing Prosecutor in the State's Attorney's Office who is assigned to the Initiative on a part-time basis.		$150,000			7/1/19 - 6/30/20	Recurring
Justice Assistance Grant (JAG)	These funds will be used to purchase equipment for the Sheriff's Office. The equipment to be purchased will be determined at a later date based on the agency's need at that time.	$40,500				7/1/19 - 6/30/20	Recurring
	TOTALS:	**$779,533**	**$313,348**	**$0**	**$357,016**		


Harford County Sheriff's Office
Crime Statistics
Year to Year Comparison
2016 - 2018
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
2016
2017
2018
Period Ending
HOMICIDE
RAPE
M/V THEFT
ROBBERY
AGGRAVATED ASSAULT
BURGLARY
THEFT

DEPARTMENT OF EMERGENCY SERVICES



DEPARTMENT OF EMERGENCY SERVICES

ORIGIN/PURPOSE:

The Department of Emergency Services (DES) was established pursuant to Executive Order 12-08 issued in December of 2012 and became law February 17, 2013. This Department is responsible for receiving and disseminating all emergency requests in Harford County for fire, (EMS) Emergency Medical Services, rescue, hazardous materials, and police incidents.

Training is provided for all agency members to include the Dispatch Academy, In-Service training to all agency employees, supervisors and management training for all applicable staff members.

The Department is the Emergency Management agency and primary Homeland Security Coordination agency for the County and is responsible for emergency plans including emergency plans for the Peach Bottom Atomic Power Station. It is responsible for all mitigation and preparedness response and recovery operations.

DES is responsible for response to hazardous materials incidents in the county and maintaining a fully equipped and operational hazmat team. Additionally, DES is responsible for providing technical rescue services for the county and maintaining a fully equipped and operational technical rescue team.

DES is designated as the County's EMS Operational Authority which has oversight of the County's EMS Foundation and Volunteer EMS programs providing EMS to Harford County.

MISSION STATEMENT:

THE HARFORD COUNTY DEPARTMENT OF EMERGENCY SERVICES WILL PROVIDE A COMPREHENSIVE AND INTEGRATED SYSTEM OF PUBLIC SAFETY AND EMERGENCY MEDICAL SERVICES INCLUDING EMERGENCY MANAGEMENT, 911 TELECOMMUNICATIONS, HAZARDOUS MATERIALS AND TECHNICAL RESCUE SERVICES IN PARTNERSHIP WITH THE VOLUNTEER FIRE AND EMERGENCY MEDICAL SERVICES, THE EMERGENCY MEDICAL SERVICES FOUNDATION, HARFORD COUNTY SHERIFF'S OFFICE AND MUNICIPAL LAW ENFORCEMENT, ALL FULLY DEDICATED AND COMMITTED TO PROTECTING THE HEALTH, SAFETY AND WELL-BEING OF OUR CITIZENS.

FY 20 GOALS:

TO PROVIDE ADMINISTRATIVE SUPPORT, TECHNICAL SUPPORT AND TRAINING TO HARFORD COUNTY GOVERNMENT AND PUBLIC SAFETY PARTNERS

TO CONDUCT TWO CABINET LEVEL TABLETOP EXERCISES ANNUALLY TESTING COUNTY RESPONSE PLANS TO ALL NATURAL AND MANMADE DISASTERS

TO FURTHER ENHANCE THE COUNTY'S RESPONSE TO ALL DISASTERS, DES WILL ACQUIRE CCTV FEEDS FROM RELEVANT HARFORD COUNTY CRITICAL INFRASTRUCTURE

TO DEVELOP NEEDS AND IMPLEMENTATION PLAN FOR NEXT GENERATION 911 (NG911)

DEPARTMENT OF EMERGENCY SERVICES

TO INVESTIGATE AND DEVELOP A PLAN FOR SINGLE SITE 911 CALL PROCESSING AND POTENTIAL DISPATCH CONSOLIDATION

TO ACHIEVE AND MAINTAIN ANSWERING 90% OF ALL 911 CALLS WITHIN TEN SECONDS AND ANSWER 95% OF 911 CALLS WITHIN 20 SECONDS

TO MAINTAIN OPERATIONAL REDINESS IN THE EMERGENCY OPERATIONS CENTER

TO PURSUE A RADIO AND TELEPHONE QUALITY ASSURANCE PROGRAM TO COINCIDE WITH OUR CURRENT PROTOCOL QUALITY ASSURANCE PROGRAM

TO PROMOTE PUBLIC EDUCATION AND AWARENESS

TO PROMOTE ORGANIZATIONAL CHANGES IN ACCORDANCE WITH THE DES CAREER LADDER TO INCLUDE ACTIVE SUPERVISION AND EXPENSE CONTROL IN THE 911 CENTER

TO PROVIDE EFFECTIVE AND EFFICIENT HAZMAT RESPONSE

TO ASSURE PREVENTION OF HAZMAT INCIDENTS THROUGH INSPECTION AND PUBLIC EDUCATION PROGRAMS

TO PROVIDE COORDINATED AND SPECIALIZED HIGH RISK RESCUES IN SUPPORT OF THE LOCAL VOLUNTEER AND EMS SERVICES

TO BRING GREATER STANDARDIZATION TO EMS IN HARFORD COUNTY FOR THE BENEFIT OF CITIZENS, PROVIDERS, AND VOLUNTEER FIRE COMPANIES TO IMPROVE THE OVERALL LEVEL OF SERVICE AND ENSURE THE LONG-TERM EFFECTIVENESS OF EMS

TO CONTINUE DEVELOPMENT AND BUILD OUT OF A CAREER-BASED EMS SYSTEM

DEPARTMENT OF EMERGENCY SERVICES

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	7,326,228	7,919,097	9,794,974	10,547,290	9,794,974
20	CONTRACTUAL SERVICES	6,176,654	6,573,861	7,124,438	7,753,039	7,753,039
30	SUPPLIES AND MATERIALS	125,804	310,768	373,800	425,300	425,300
40	BUSINESS AND TRAVEL	87,806	80,310	133,598	136,748	136,748
50	CAPITAL OUTLAY	614	55,056	128,500	50,000	0
70	MISCELLANEOUS	6,427,627	6,487,620	6,636,798	7,009,959	7,009,959
80	INTER-GOVERNMENTAL	801	55	0	0	0
	GRAND TOTAL	**20,145,534**	**21,426,767**	**24,192,108**	**25,922,336**	**25,120,020**
SUMMARY BY DIVISION:						
GENERAL FUND:						
221000	ADMINISTRATION	4,584,641	5,012,358	5,157,199	1,912,758	1,912,758
222100	EMERGENCY COMMUNICATIONS	6,179,339	6,429,622	7,202,214	7,253,027	7,253,027
222200	SUPPORT SERVICES	2,153,103	2,299,631	2,481,179	2,499,133	2,499,133
223000	VOLUNTEER FIRE COMPANIES	6,744,037	6,729,408	6,964,084	7,037,245	6,987,245
224000	EMERGENCY MEDICAL SERVICES	0	474,568	1,589,118	6,361,836	6,361,836
225000	HAZMAT RESPONSE TEAM	344,137	353,852	457,799	485,370	485,370
226000	RESCUE SUPPORT	140,277	127,328	240,515	272,967	272,967
229000	NATURAL DISASTERS	0	0	100,000	100,000	100,000
	GRAND TOTAL	**20,145,534**	**21,426,767**	**24,192,108**	**25,922,336**	**25,872,336**

DEPARTMENT OF EMERGENCY SERVICES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $752,316
5,582,343	5,690,470	108,127	Full-time salaries
			38,990 Salary adjustments
			(109,663) Staff Turnover (1.96)%
			178,800 Eight (8) Paramedics budgeted full year (Budgeted 6 mos. in FY19)
			108,127
	209,792	209,792	FY 20 merit increase of $2,000 to all eligible employees
346,734	358,112	11,378	Temporary Salaries - increased to reflect actual
531,468	577,471	46,003	Pension adjustments
49,605	64,894	15,289	Workers' Compensation adjustments
1,745,908	1,887,915	142,007	Health Benefits are adjusted due to staff opting for changes in levels of coverage
202,130	227,964	25,834	PEHP (Post Employment Health Plan)
663,000	860,000	197,000	Overtime - increase for to reflect actuals and additional time in service for Paramedics
116,200	98,400	(17,800)	Shift Differential adjusted to reflect new scheduling systems
542,606	557,292	14,686	FICA adjustments

DEPARTMENT OF EMERGENCY SERVICES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $628,601
3,546,668	4,196,668	650,000	Emergency Medical Services - EMS Foundation contribution increase:
			255,000 To lessen VFC funding burden for EMS by placing 65/35 funding split on all existing Foundation crews
			144,000 For employee health insurance cost increase
			55,000 For increase in Workers' Compensation premiums
			110,000 For replacement chase vehicles
			86,000 Payroll increase of 2%
			650,000
500,000	400,000	(100,000)	Other Insurance - Worker's Compensation Insurance for VFCs decrease based on current quote
744,700	595,800	(148,900)	Telephone Service and Emergency Reporting System decrease based on actual expense history and future need for 911 phone lines
1,540,380	1,597,276	56,896	Communications Service increase for Connect CTY expense formerly grant-funded and higher Motorola contract expenses, slightly offset by one-time software expense in FY19
456,625	493,625	37,000	Office Equipment, Vehicle & Operating Equipment, Electricity, Heating Fuel, Operating Equipment Service, and Building/Custodial Services increase based on actual expense history
174,865	254,570	79,705	Space and Real Estate Rental funding for possible lease of additional EMS facility and expected rate increases
134,200	188,100	53,900	Other Professional Services and Operating Equipment Service increase for BDA maintenance, Medical Director contract, generator maintenance, and installation of pond aerator.
			SUPPLIES & MATERIALS increase $51,500
60,800	145,800	85,000	Other Supplies & Materials increase for items to stock EMS facility.
137,000	107,000	(30,000)	Safety Equipment decreases due to one-time expenses in FY19 for EMS and Support Services
3,500	7,500	4,000	Delivery Charges and Meals-Special Purpose increase based on actual expense history
40,000	32,500	(7,500)	General Office Supplies and Uniform Purchase decrease based on actual expense history

DEPARTMENT OF EMERGENCY SERVICES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
133,598	136,748	3,150	BUSINESS AND TRAVEL increase $3,150 Increase for County-Owned Vehicle maintenance, slightly offset by decrease in Training Seminars based on actual expense history
128,500	0	(128,500)	CAPITAL OUTLAY decrease ($78,500) One-time funding in FY 19 for MVIEW camera integration, communication equipment for Emergency Support Vehicle, and Mobile and Portable Radios.
0	50,000	50,000	Safe - Funding provided for County-wide Knox Box key system for VFCs
6,458,084	6,587,245	129,161	MISCELLANEOUS increase $373,161 Payments to Volunteer Fire Companies - 2% increase in contribution
50,000	300,000	250,000	Contributions increase for dredging of Jarrettsville Pond. Funding also included for EMS Community Service Scholarship.
6,000	0	(6,000)	Grants & Contributions - Reimbursement for medication expenses eliminated due to lack of VFC participation
100,000	100,000	0	Other - Funding for VFC Ladies Auxiliary Legacy Service Program

DEPARTMENT STAFF SUMMARY
DEPARTMENT OF EMERGENCY SERVICES

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Administrative Assistant II	1.00	61,427	1.00	64,656	1.00	66,656	
Administrative Budget Technician II	1.00	70,147	1.00	73,550	1.00	75,550	
Administrative Secretary III	1.00	72,836	1.00	76,293	1.00	78,293	
Administrative Specialist II	1.00	56,861	1.00	59,998	1.00	61,998	
Computer System Engineer I	0.00	0	0.00	0	1.00	50,000	
Computer System Engineer IV	1.00	79,405	1.00	82,992	0.00	0	
Database Administrator	1.00	56,559	1.00	59,690	1.00	61,691	
Deputy Director of Emergency Services	1.00	116,153	1.00	118,603	1.00	120,975	
Director of Emergency Services	1.00	129,480	1.00	132,211	1.00	132,211	
Electronic Services Technician	1.00	47,798	1.00	50,754	0.00	0	
Electronic Services Technician II	0.00	0	0.00	0	1.00	54,196	
Grants Coordinator	1.00	73,971	1.00	77,450	1.00	79,450	
Paramedic	8.00	159,600	8.00	381,160	8.00	390,680	A
Paramedic	8.00	0	8.00	199,600	8.00	376,540	B
Planner I	2.00	102,279	1.00	51,693	1.00	53,693	
Public Safety Dispatcher, Probationary	1.00	31,408	0.00	0	0.00	0	
Public Safety Dispatcher I	15.00	520,854	9.00	410,261	8.00	296,704	
Public Safety Dispatcher II	12.00	487,851	21.00	803,837	25.00	1,110,506	
Public Safety Dispatcher III	32.00	1,647,994	30.00	1,733,923	25.00	1,461,365	
Public Safety Hazmat Manager	1.00	54,897	1.00	57,996	1.00	59,996	
Public Safety Manager	5.00	387,968	5.00	405,727	5.00	406,289	
Public Safety Shift Manager	4.00	298,332	4.00	312,299	4.00	321,629	
Public Safety Supervisor	8.00	506,106	9.00	610,102	11.00	788,500	
FULL-TIME SALARIES	106.00	4,961,926	106.00	5,762,795	106.00	6,046,922	
SALARY OFFSET		(180,925)		(180,452)		(180,452)	
TOTAL FULL-TIME SALARIES	106.00	4,781,001	106.00	5,582,343	106.00	5,866,470	
TEMPORARY SALARIES		259,136		346,734		360,112	
SALARY TOTAL	**106.00**	**5,040,137**	**106.00**	**5,929,077**	**106.00**	**6,226,582**	

DEPARTMENT STAFF SUMMARY
EMERGENCY SERVICES

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		456,097			531,468		594,381
Workers' Compensation		35,502			49,605		66,158
Health Benefits		1,438,968			1,745,908		1,887,915
Overtime & Shift Differential		602,900			779,200		958,400
PEHP		144,600			202,130		227,964
FICA		441,332			542,606		570,910
Miscellaneous		13,300			14,980		14,980
TOTAL OTHER PERSONAL SERVICES		**3,132,699**			**3,865,897**		**4,320,708**
TOTAL PERSONAL SERVICES	**106.00**	**8,172,836**	*	**106.00**	**9,794,974**	**106.00**	**10,547,290**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - 8 Paramedics funded for the second half of FY 2018

B - 8 Paramedics funded for the second half of FY 2019

DEPARTMENT OF EMERGENCY SERVICES
Administration
Index #221000

ORIGIN/PURPOSE:

The Harford County Department of Emergency Services is tasked with the duty and responsibility to identify, assess and prioritize local and regional vulnerabilities to emergencies or disasters and the resources available to mitigate, respond to or recover from them.

FY 20 GOALS:

TO CONTINUE DEVELOPMENT AND BUILD OUT OF CAREER-BASED EMS SYSTEM

TO MAINTAIN OPERATIONAL READINESS IN THE EMERGENCY OPERATIONS CENTER

TO PROVIDE ADMINISTRATIVE SUPPORT, TECHNICAL SUPPORT AND TRAINING TO HARFORD COUNTY GOVERNMENT AND PUBLIC SAFETY PARTNERS

PUBLIC EDUCATION AND AWARENESS

TO CONDUCT TWO QUARTERLY CABINET EXERCISES TESTING COUNTY RESPONSE PLANS TO ALL NATURAL AND MANMADE DISASTERS ANNUALLY

TO PURSUE A RADIO AND TELEPHONE TO COINCIDE WITH OUR CURRENT PROTOCOL QUALITY ASSURANCE PROGRAM

TO ENHANCE COUNTY'S RESPONSE TO ALL DISASTERS, DES WILL ACQUIRE CCTV FEEDS FROM RELEVANT TO CRITICAL INFRASTRUCTURE

DEPARTMENT OF EMERGENCY SERVICES
Administration
Index #221000

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	905,785	938,498	917,128	942,705	942,705
20	CONTRACTUAL SERVICES	3,458,414	3,747,877	4,022,668	496,500	496,500
30	SUPPLIES AND MATERIALS	31,202	73,215	40,500	44,500	44,500
40	BUSINESS AND TRAVEL	21,231	22,526	26,903	29,053	29,053
50	CAPITAL OUTLAY	614	11,265	0	0	0
70	MISCELLANEOUS	167,395	218,977	150,000	400,000	400,000
80	INTER-GOVERNMENTAL	0	0	0	0	0
	GRAND TOTAL	**4,584,641**	**5,012,358**	**5,157,199**	**1,912,758**	**1,912,758**
FUNDING SOURCE:						
11	GENERAL	**4,584,641**	**5,012,358**	**5,157,199**	**1,912,758**	**1,912,758**

DEPARTMENT OF EMERGENCY SERVICES
Administration
Index #221000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
514,673	517,046	2,373	PERSONAL SERVICES increase $25,577 Full-Time Salaries 2,373 Salary Adjustment 2,373
	16,472	16,472	FY 20 $2,000 merit increase to all eligible employees
68,898	69,490	592	Temporary Salaries - Building Attendants
66,095	69,992	3,897	Pension adjustments
6,700	6,325	(375)	Workers' Compensation adjustment
154,896	166,758	11,862	Health Benefits are adjusted due to staff opting for changes in levels of coverage
9,860	5,181	(4,679)	PEHP (Post Employment Health Plan)
63,746	59,981	(3,765)	FICA adjustments
30,000	30,000	0	Overtime
1,000	200	(800)	Shift Differential - Decrease based on actual expense history

DEPARTMENT OF EMERGENCY SERVICES
Administration
Index #221000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES decrease ($3,526,168)
3,546,668	0	(3,546,668)	Emergency Medical Services - EMS Foundation contribution moved to index 224000 for better accounting of EMS funding
33,100	42,100	9,000	Building/Custodial Services increase for power washing of building and higher janitorial contract
112,900	125,400	12,500	Other Professional Services and Operating Equipment Service increase for generator maintenance and installation of pond aerator
1,000	0	(1,000)	Heating Fuel (Gas) expense moved to index 222200
40,500	44,500	4,000	SUPPLIES AND MATERIALS increase $4,000 Increase in Delivery Charges and Meals-Special Purpose based on actual expense history
26,903	29,053	2,150	BUSINESS AND TRAVEL increase $2,150 Increase for Non-Targeted Charges and Parking & Tolls based on actual expense history
			MISCELLANEOUS increase $250,000
50,000	300,000	250,000	Contributions increase for dredging of Jarrettsville Pond. Funding also included for EMS Community Service Scholarship
100,000	100,000	0	Other - Funding for VFC Ladies Auxiliary Legacy Service Program

DIVISION STAFF SUMMARY

Administration

Index #221000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Administrative Assistant II	1.00	61,427	1.00	64,656	1.00	66,656	
Administrative Budget Technician II	1.00	70,147	1.00	73,550	1.00	75,550	
Administrative Secretary III	1.00	72,836	1.00	76,293	1.00	78,293	
Deputy Director of Emergency Services	1.00	116,153	1.00	118,603	1.00	120,975	
Director of Emergency Services	1.00	129,480	1.00	132,211	1.00	132,211	
Grants Coordinator	1.00	73,971	1.00	77,450	1.00	79,450	
Planner I	1.00	53,560	0.00	0	0.00	0	
Public Safety Manager	1.00	79,396	1.00	82,983	1.00	84,983	
Public Safety Supervisor	1.00	66,059	1.00	69,380	1.00	71,380	
FULL-TIME SALARIES	9.00	723,029	8.00	695,125	8.00	709,498	
SALARY OFFSET		(180,925)		(180,452)		(180,452)	A
TOTAL FULL-TIME SALARIES	**9.00**	**542,104**	**8.00**	**514,673**	**8.00**	**529,046**	
TEMPORARY SALARIES		66,127		68,898		71,490	B
SALARY TOTAL	**9.00**	**608,231**	**8.00**	**583,571**	**8.00**	**600,536**	

DIVISION STAFF SUMMARY

Administration

Index #221000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		68,585			66,095		71,322
Workers' Compensation		5,398			6,700		6,395
Health Benefits		164,694			154,896		166,758
Overtime & Shift Differential		32,000			31,000		30,200
PEHP		9,640			9,860		5,181
FICA		62,137			63,746		61,052
Miscellaneous		1,400			1,260		1,260
TOTAL OTHER PERSONAL SERVICES		**343,854**			**333,557**		**342,168**
TOTAL PERSONAL SERVICES	**9.00**	**952,085**	*	**8.00**	**917,128**	**8.00**	**942,705**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - Salary Offset available from Emergency Preparedness Grant and Exelon Grant

B - Temporary Salary for Building Attendants

DEPARTMENT OF EMERGENCY SERVICES
Emergency Communications Center
Index #222100

ORIGIN/PURPOSE:

Two-thirds of the employees of The Harford County Department of Emergency Services staff the 9-1-1 center. They are responsible for answering emergency and non-emergency calls for service 24 hours a day, 365 days a year and dispatches police, fire, EMS and law enforcement. The 9-1-1 Center employs a highly trained staff using the latest in technology in order to maintain our high commitment to public safety. It is our goal to provide a high level of customer service to the public and First Responders and maintain customer satisfaction at an extraordinary level.

FY 20 GOALS:

TO DEVELOP NEEDS AND IMPLEMENTATION PLAN FOR NEXT GENERATION 911 (NG911)

TO INVESTIGATE AND DEVELOP A PLAN FOR SINGLE SITE 911 CALL PROCESSING AND POTENTIAL DISPATCH CONSOLIDATION

TO PURSUE A RADIO AND TELEPHONE QUALITY ASSURANCE PROGRAM TO COINCIDE WITH OUR CURRENT PROTOCOL QUALITY ASSURANCE PROGRAM

TO ACHIEVE AND MAINTAIN ANSWERING 90% OF ALL 911 CALLS WITHIN TEN SECONDS AND ANSWER 95% OF 911 CALLS WITHIN 20 SECONDS

TO PROMOTE ORGANIZATIONAL CHANGES IN ACCORDANCE WITH THE DES CAREER LADDER TO INCLUDE ACTIVE SUPERVISION AND EXPENSE CONTROL IN THE 911 CENTER

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	5,552,699	5,855,784	6,483,830	6,723,343	6,723,343
20	CONTRACTUAL SERVICES	603,222	555,661	686,700	492,500	492,500
30	SUPPLIES AND MATERIALS	6,246	6,505	7,000	12,000	12,000
40	BUSINESS AND TRAVEL	16,371	11,617	16,970	17,470	17,470
70	MISCELLANEOUS	0	0	7,714	7,714	7,714
80	INTER-GOVERNMENTAL	801	55	0	0	0
	GRAND TOTAL	**6,179,339**	**6,429,622**	**7,202,214**	**7,253,027**	**7,253,027**
FUNDING SOURCE:						
11	GENERAL	**6,179,339**	**6,429,622**	**7,202,214**	**7,253,027**	**7,253,027**

DEPARTMENT OF EMERGENCY SERVICES
Emergency Communications Center
Index #222100

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $239,513
3,942,675	3,920,956	(21,719)	Full-Time Salaries
			45,516 Salary adjustments
			(67,235) Staff Turnover (1.71)%
			(21,719)
	155,415	155,415	FY 20 merit increase increase of to all eligible employees
354,870	372,491	17,621	Pension adjustments
26,390	24,400	(1,990)	Workers' Compensation adjustments
1,204,478	1,222,475	17,997	Health Benefits are adjusted due to staff opting for changes in levels of coverage
147,900	129,525	(18,375)	PEHP (Post Employment Health Plan)
347,157	341,722	(5,435)	FICA adjustments
355,000	450,000	95,000	Overtime adjusted to reflect new Public Safety Dispatcher scheduling plan
95,000	96,000	1,000	Shift Differential
			CONTRACTUAL SERVICES decrease ($194,200)
605,000	450,000	(155,000)	Telephone Service and Emergency Reporting System decrease based on actual expense history for 911 phone lines
75,700	36,500	(39,200)	Communications Service decreases due to one-time software expense in FY19
7,000	12,000	5,000	SUPPLIES AND MATERIALS increase $5,000
			Increase in Uniform Purchase for polo shirts for dispatch employees
16,970	17,470	500	BUSINESS AND TRAVEL increase $500
			Increase for Professional Books/Periodicals based on actual expense history for directories

DIVISION STAFF SUMMARY

Emergency Communications Center

Index #222100

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Specialist II	1.00	56,861		1.00	59,998	1.00	61,998
Database Administrator	1.00	56,559		1.00	59,690	1.00	61,690
Public Safety Dispatcher, Probationary	1.00	31,408		0.00	0	0.00	0
Public Safety Dispatcher I	15.00	520,854		21.00	803,837	8.00	296,704
Public Safety Dispatcher II	12.00	487,851		9.00	410,261	25.00	1,110,506
Public Safety Dispatcher III	32.00	1,647,994		30.00	1,733,923	25.00	1,461,365
Public Safety Manager	2.00	147,380		2.00	154,328	2.00	158,327
Public Safety Shift Manager	3.00	228,704		3.00	239,278	3.00	246,608
Public Safety Supervisor	7.00	440,047		7.00	481,359	9.00	655,757
FULL-TIME SALARIES	74.00	3,617,658		74.00	3,942,675	74.00	4,052,956
SALARY TOTAL	**74.00**	**3,617,658**		**74.00**	**3,942,675**	**74.00**	**4,052,956**
OTHER PERSONAL SERVICES							
Pension & Retirement		325,589			354,870		385,031
Workers' Compensation		17,068			26,390		25,177
Health Benefits		1,069,879			1,204,478		1,222,474
Overtime & Shift Differential		470,000			450,000		546,000
PEHP		110,860			147,900		129,525
FICA		312,705			347,157		351,820
Miscellaneous		10,360			10,360		10,360
TOTAL OTHER PERSONAL SERVICES		**2,316,461**			**2,541,155**		**2,670,387**
TOTAL PERSONAL SERVICES	**74.00**	**5,934,119**	*	**74.00**	**6,483,830**	**74.00**	**6,723,343**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF EMERGENCY SERVICES
Support Services
Index #222200

ORIGIN/PURPOSE:

The Support Services staff provides for all areas of communication, information technology and Hazmat Response as well as the County's Mobile Communication Unit.

Support Services is responsible for the implementation of and recordkeeping associated with the Superfund Amendments and Reauthorization Act (SARA) Title III Law. This law mandates reporting of certain chemical inventories and regulates the responsibility of local jurisdictions pertaining to Hazardous Material Response and Community Right-to-Know planning.

SARA Title III, acts as the administrative arm of the Local Emergency Planning Committee (LEPC). Approximately 180 facilities in Harford County report to this committee. Site inspection of selected facilities that report under SARA Title III, are conducted by this agency.

The Support Services staff provides/maintains the operations and maintenance of the radio system infrastructures (including mobile and portable radios, pagers, mobile data equipment) and computer network and specialized software (Computer Aided Dispatch, Message Switch, etc.)

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	610,491	603,938	648,999	636,357	636,357
20 CONTRACTUAL SERVICES	1,523,443	1,646,773	1,695,680	1,826,776	1,826,776
30 SUPPLIES AND MATERIALS	12,168	25,450	22,500	30,000	30,000
40 BUSINESS AND TRAVEL	7,001	4,214	6,500	6,000	6,000
50 CAPITAL OUTLAY	0	19,256	107,500	0	0
80 INTER-GOVERNMENTAL	0	0	0	0	0
GRAND TOTAL	**2,153,103**	**2,299,631**	**2,481,179**	**2,499,133**	**2,499,133**
FUNDING SOURCE:					
11 GENERAL	**2,153,103**	**2,299,631**	**2,481,179**	**2,499,133**	**2,499,133**

DEPARTMENT OF EMERGENCY SERVICES
Support Services
Index #222200

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($12,642)
426,877	385,889	(40,988)	Full-Time Salaries
			1,442 Salary adjustments
			(42,430) Staff Turnover (9.94)%
			(40,988)
	11,818	11,818	FY 20 merit increase of $2,000 to all eligible employees
38,420	36,659	(1,761)	Pension adjustments
5,058	4,112	(946)	Workers' Compensation adjustments
118,688	127,889	9,201	Health Benefits are adjusted due to staff opting for changes in levels of coverage
4,930	5,181	251	PEHP (Post Employment Health Plan)
34,187	31,969	(2,218)	FICA adjustments
18,000	30,000	12,000	Overtime increase based on actual expense history
			CONTRACTUAL SERVICES increase $131,096
26,500	48,400	21,900	Other Professional Services increase for higher BDA maintenance contract
1,464,680	1,560,776	96,096	Communications Service increase for Connect CTY expense formerly grant-funded and slightly higher Motorola contract expenses
189,200	202,300	13,100	Office Equipment, Space & Real Estate Rental, Heating Fuel, and Telephone Service increase, slightly offset by decrease in Building/Custodial Services based on actual expense history
22,500	30,000	7,500	SUPPLIES AND MATERIALS increase $7,500 Increase for Safety Equipment due to AED purchase and in Uniform Purchase for staff polo shirts
6,500	6,000	(500)	BUSINESS AND TRAVEL decrease ($500) Decrease in Mileage based on actual expense history
107,500	0	107,500	EQUIPMENT decrease ($107,500) Decrease due to one-time funding in FY19 for MVIEW camera integration ($57,500) and communication equipment for Emergency Support Vehicle ($50,000)

DIVISION STAFF SUMMARY

Support Services

Index #222200

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Computer System Engineer I	0.00	0		0.00	0	1.00	50,000
Computer System Engineer IV	1.00	79,405		1.00	82,992	0.00	0
Electronic Services Technician	1.00	47,798		1.00	50,754	0.00	0
Electronic Services Technician	0.00	0		0.00	0	1.00	54,196
Planner I	1.00	48,719		1.00	51,693	1.00	53,693
Public Safety Manager	2.00	161,192		2.00	168,417	2.00	162,979
Public Safety Shift Manager	1.00	69,628		1.00	73,020	1.00	75,021
FULL-TIME SALARIES	6.00	406,742		6.00	426,876	6.00	395,889
SALARY TOTAL	**6.00**	**406,742**		**6.00**	**426,876**	**6.00**	**395,889**
OTHER PERSONAL SERVICES							
Pension & Retirement		38,420			38,420		37,609
Workers' Compensation		5,058			5,058		4,215
Health Benefits		118,688			118,688		127,889
Overtime & Shift Differential		20,000			20,000		32,000
PEHP		4,930			4,930		5,181
FICA		34,187			34,187		32,734
Miscellaneous		840			840		840
TOTAL OTHER PERSONAL SERVICES		**222,123**			**222,123**		**240,468**
TOTAL PERSONAL SERVICES	**6.00**	**628,864**	*	**6.00**	**648,999**	**6.00**	**636,357**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF EMERGENCY SERVICES
Volunteer Fire Companies
Index #223000

ORIGIN/PURPOSE:

The Volunteer Fire and Ambulance Companies in Harford County respond to all fire, ambulance and rescue incidents occurring within county boundaries and upon request, respond to emergency situations in neighboring jurisdictions. Harford County is one of the largest counties in the United States to still maintain an all volunteer status.

In accordance with Chapter 1, Section 33, of the Harford County Code and in recognition of this dedicated volunteer service, and in as much as this service represents a substantial savings to Harford County and its residents, funds are provided through this budgetary account to support the Association of the Volunteer Fire & Emergency Medical Services of Harford County, Inc.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	475,578	465,765	500,000	400,000	400,000
30 SUPPLIES & MATERIALS	14,979	0	0	0	
50 CAPITAL OUTLAY	0	0	0	50,000	
70 MISCELLANEOUS	6,253,480	6,263,643	6,464,084	6,587,245	6,587,245
GRAND TOTAL	**6,744,037**	**6,729,408**	**6,964,084**	**7,037,245**	**6,987,245**
FUNDING SOURCE:					
11 GENERAL	**6,744,037**	**6,729,408**	**6,964,084**	**7,037,245**	**7,037,245**

DEPARTMENT OF EMERGENCY SERVICES
Volunteer Fire Companies
Index #223000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES decrease ($100,000)
500,000	400,000	(100,000)	Other Insurance - Worker's Compensation Insurance for VFCs decrease based on current quote
			EQUIPMENT increases $50,000
0	50,000	50,000	Safe - Funding provided for County-wide Knox Box key system for VFCs
			MISCELLANEOUS increases $123,161
6,000	0	(6,000)	Grants & Contributions - Reimbursement for medication expenses eliminated due to lack of VFC participation
6,458,084	6,587,245	129,161	Payments to Volunteer Fire Companies

	FY 19	FY 20	Change
Bel Air	938,517	957,287	18,770
Abingdon	783,087	798,749	15,662
Joppa-Magnolia	746,408	761,336	14,928
Aberdeen	658,718	671,892	13,174
Susquehanna Hose	406,436	414,565	8,129
HdG Ambulance	225,863	230,380	4,517
Jarrettsville	480,437	490,046	9,609
Fallston	496,845	506,782	9,937
Darlington	394,417	402,305	7,888
Whiteford	382,874	390,531	7,657
Level	415,551	423,862	8,311
Norrisville	369,053	376,434	7,381
	6,298,206	**6,424,169**	**125,963**

Funds provided for support services:

	FY 19	FY 20	Change
Fire Training	8,010	8,170	160
Administration	13,734	14,009	275
Safety	1,144	1,167	23
Fire Prevention	19,456	19,845	389
EMS Ops & Training	57,222	58,366	1,144
Recruitment	12,590	12,842	252
Immunizations	5,722	5,836	114
Trainee Program	42,000	42,840	840
	159,878	**163,076**	**3,198**

DEPARTMENT OF EMERGENCY SERVICES
Emergency Medical Services
Index #224000

ORIGIN/PURPOSE:

On January 10, 2017, Harford County Executive Barry Glassman announced in the State of the County Address a number of incremental changes to Emergency Medical Services in the county that are intended to ensure the sustainability and long-term effectiveness of the system.

The first phase of this transition involves putting in place a dedicated County Medical Director, creating a county EMS Standards Board to provide expertise and advice, and placing into service a county owned and staffed Advanced Life Support Surge Ambulance unit.

FY 20 GOAL:

TO BRING GREATER STANDARDIZATION TO EMS IN HARFORD COUNTY FOR THE BENEFIT OF CITIZENS, PROVIDERS, AND VOLUNTEER FIRE COMPANIES
TO IMPROVE THE OVERALL LEVEL OF SERVICE AND ENSURE LONG TERM EFFECTIVENESS OF EMS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	0	263,000	1,213,618	1,671,668	1,671,668
20 CONTRACTUAL SERVICES	0	36,551	72,500	4,383,168	4,383,168
30 SUPPLIES AND MATERIALS	0	142,678	247,000	277,000	277,000
40 BUSINESS AND TRAVEL	0	7,804	35,000	30,000	30,000
50 CAPITAL OUTLAY	0	24,535	21,000	0	0
GRAND TOTAL	**0**	**474,568**	**1,589,118**	**6,361,836**	**6,361,836**
FUNDING SOURCE:					
11 GENERAL	**0**	**474,568**	**1,589,118**	**6,361,836**	**6,361,836**

DEPARTMENT OF EMERGENCY SERVICES
Emergency Medical Services
Index #224000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $458,050
640,123	808,583	168,460	Full-Time Salaries
		(10,340)	Salary Adjustments to reflect actual
		178,800	Eight (8) Paramedics budgeted full year (Budgeted 6 mos. in FY19)
		168,460	
	23,716	23,716	FY 20 merit increase of $2,000 to all eligible employees
56,895	76,815	19,920	Pension adjustments
9,609	11,563	1,954	Workers' Compensation adjustments
251,492	353,175	101,683	Health Benefits are adjusted due to staff opting for changes in levels of coverage
39,440	88,077	48,637	PEHP (Post Employment Health Plan)
60,679	82,359	21,680	FICA adjustments
135,000	225,000	90,000	Overtime increase for additional time in service
18,000	0	(18,000)	Shift Differential eliminated due to change in scheduling system

DEPARTMENT OF EMERGENCY SERVICES
Emergency Medical Services
Index #224000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $4,310,668
0	4,196,668	4,196,668	Emergency Medical Services - EMS Foundation contribution moved from index 221000 for better accounting of EMS funding.
			3,546,668 FY19 EMS Foundation Funding
			255,000 To lessen VFC funding burden for EMS by placing 65/35 funding split on all existing Foundation crews
			144,000 For employee health insurance cost increase
			55,000 For increase in Workers' Compensation premiums
			110,000 For replacement chase vehicles
			86,000 Payroll increase of 2%
			4,196,668 *$650,000 increase over FY 19*
0	17,000	17,000	Operating Equipment Service and Vehicle & Operating Equipment increase for rental of oxygen bottle, rental of fit testing machine, and maintenance of LIFEPAK and LUCAS devices
71,000	91,000	20,000	Other Professional Services increase for Medical Director contract
0	75,000	75,000	Space and Real Estate Rental funding for possible lease of additional EMS facility
1500	3,500	2,000	Telephone Service increase based on actual expense history
			SUPPLIES AND MATERIALS increase $30,000
10,000	95,000	85,000	Other Supplies & Materials increase for items to stock EMS facility
117,000	62,000	(55,000)	General Office Supplies, Uniform Purchase, Safety Equipment decrease based on actual expense history and due to one-time expenses in FY 19
35,000	30,000	(5,000)	BUSINESS AND TRAVEL decrease ($5,000) Decrease due to reduction in Training Seminars based on actual expense history. Funding also provided for fuel and vehicle maintenance.
21,000	0	(21,000)	CAPITAL OUTLAY decreases ($21,000) Decrease due to one-time FY 19 expense of mobile and portable radios for EMS units and crew

DIVISION STAFF SUMMARY

Emergency Medical Services

Index #224000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Public Safety Supervisor	0.00	0	1.00	59,363	1.00	61,363	
Paramedic	8.00	159,600	8.00	381,160	8.00	390,680	A
Paramedic	8.00	0	8.00	199,600	8.00	376,540	B
TOTAL FULL-TIME SALARIES	16.00	159,600	17.00	640,123	17.00	828,583	
OTHER PERSONAL SERVICES							
Pension & Retirement		56,895		56,895		78,715	
Workers' Compensation		9,609		9,609		11,849	
Health Benefits		251,492		251,492		353,175	
Overtime & Shift Differential		153,000		153,000		225,000	
PEHP		39,440		39,440		88,077	
FICA		60,679		60,679		83,889	
Miscellaneous		2,380		2,380		2,380	
TOTAL OTHER PERSONAL SERVICES		**573,495**		**573,495**		**843,085**	
TOTAL PERSONAL SERVICES	**16.00**	**733,095**	**17.00**	**1,213,618**	**17.00**	**1,671,668**	

A - 8 Paramedics funded for the second half of FY 2018

B - 8 Paramedics funded for the second half of FY 2019

DEPARTMENT OF EMERGENCY SERVICES
Hazardous Materials Response Team
Index #225000

ORIGIN/PURPOSE:

The Harford County Hazardous Materials Response Team (HAZMAT) was founded to respond to certain hazardous materials incidents to assist the Volunteer Fire Companies of Harford County in controlling spills, leaks and releases of toxic, flammable, or environmentally threatening chemicals.
All members of the team must be certified HAZMAT technicians as required by The Occupational Safety and Health Administration (OSHA).

The team investigates, in cooperation with local enforcement agencies and the Maryland Department of the Environment, alleged environmental crime.

FY 20 GOALS:
TO PROVIDE EFFECTIVE AND EFFICIENT HAZMAT RESPONSE

TO ASSURE PREVENTION OF HAZMAT INCIDENTS THROUGH INSPECTION AND PUBLIC EDUCATION PROGRAMS

TO PROVIDE COORDINATED AND SPECIALIZED HIGH RISK RESCUES IN SUPPORT OF THE LOCAL VOLUNTEER AND EMS SERVICES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	206,328	211,012	311,784	324,820	324,820
20 CONTRACTUAL SERVICES	71,505	72,624	67,290	73,325	73,325
30 SUPPLIES AND MATERIALS	35,391	48,310	39,500	42,000	42,000
40 BUSINESS AND TRAVEL	28,633	134	29,225	35,225	35,225
70 MISCELLANEOUS	2,280	0	10,000	10,000	10,000
80 INTER-GOVERNMENTAL	0	0	0	0	0
GRAND TOTAL	**344,137**	**332,080**	**457,799**	**485,370**	**485,370**
FUNDING SOURCE:					
11 GENERAL	**344,137**	**332,080**	**457,799**	**485,370**	**485,370**

DEPARTMENT OF EMERGENCY SERVICES
Hazardous Materials Response Team
Index #225000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $13,036
57,996	57,996	0	Full-Time Salaries
	2,372	2,372	FY 20 merit increase of $2,000 to all eligible employees
181,532	184,414	2,882	Temporary Salaries - Increase to reflect actual
10,976	11,254	278	Pension adjustments
882	5,369	4,487	Workers' Compensation adjustments per Treasury
16,354	17,619	1,265	Health Benefits are adjusted due to staff opting for changes in levels of coverage
18,705	20,457	1,752	FICA adjustments
25,000	25,000	0	Overtime
67,290	73,325	6,035	CONTRACTUAL SERVICES increase $6,035 Electricity, Space & Real Estate Rental, and Other Professional Services increase based on actual expense history for facilities and for HCSO Overtime reimbursement
39,500	42,000	2,500	SUPPLIES AND MATERIALS increase $2,500 Increase for shirts for county staff. Funds also provided for safety equipment including protection gear and sensors.
29,225	35,225	6,000	BUSINESS AND TRAVEL increase $6,000 Increase for County-Owned Vehicle maintenance.
10,000	10,000	0	MISCELLANEOUS no change for FY 20 Funding to reimburse VFC's for hazmat incidents per GASB 34.

DIVISION STAFF SUMMARY
Hazmat Response Team
Index #225000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
Public Safety Hazmat Manager	1.00	54,897		1.00	57,996	1.00	59,996	
TOTAL FULL-TIME SALARIES	1.00	54,897		1.00	57,996	1.00	59,996	
TEMPORARY SALARIES		152,014			181,532		184,414	A
SALARY TOTAL	**1.00**	**206,911**		**1.00**	**239,528**	**1.00**	**244,410**	
OTHER PERSONAL SERVICES								
Pension & Retirement		10,976			10,976		11,444	
Workers' Compensation		882			882		5,398	
Health Benefits		16,354			16,354		17,619	
Overtime & Shift Differential		25,200			25,200		25,200	
FICA		18,705			18,705		20,610	
Miscellaneous		140			140		140	
TOTAL OTHER PERSONAL SERVICES		**72,257**			**72,256**		**80,411**	
TOTAL PERSONAL SERVICES	**1.00**	**279,168**	*	**1.00**	**311,784**	**1.00**	**324,820**	

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - Temporary Salaries provide for Hazmat Technicians

DEPARTMENT OF EMERGENCY SERVICES
Rescue Support
Index #226000

ORIGIN/PURPOSE:

The Department of Emergency Services will support and provide coordination and services for the Harford County Volunteer Fire and EMS Association Tactical Response Team (TRT). The Team responds to certain technical rescue situations including high angle rescue, dive team/swift water rescue, trench rescue and any technical type of rescue which requires training in specialized equipment necessary to handle the situation. All members of the team must be certified as required by The Occupational Safety and Health Administration (OSHA).

FY 20 GOAL:

TO PROVIDE COORDINATED AND SPECIALIZED HIGH RISK RESCUES IN SUPPORT OF THE LOCAL VOLUNTEER FIRE AND EMS SERVICES.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	50,925	369,572	119,615	148,397	148,397
20 CONTRACTUAL SERVICES	44,492	48,610	79,600	80,770	80,770
30 SUPPLIES AND MATERIALS	25,818	14,610	17,300	19,800	19,800
40 BUSINESS AND TRAVEL	14,570	19,442	19,000	19,000	19,000
70 MISCELLANEOUS	4,472	5,000	5,000	5,000	5,000
GRAND TOTAL	**140,277**	**457,234**	**240,515**	**272,967**	**272,967**
FUNDING SOURCE:					
11 GENERAL	**140,277**	**457,234**	**240,515**	**272,967**	**272,967**

DEPARTMENT OF EMERGENCY SERVICES
Rescue Support
Index #226000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $28,732
96,304	104,208	7,904	Temporary Salaries - increase for TRT pay rate adjustment
4,212	10,259	6,047	Pension adjustments
967	13,125	12,158	Workers' Compensation adjustments per Treasury
10,000	10,000	0	Overtime
8,132	10,805	2,673	FICA adjustments
79,600	80,770	1,170	CONTRACTUAL SERVICES increase $1,170 Increase for Space & Real Estate Rental increase based on actual expense history for TRT facility
17,300	19,800	2,500	SUPPLIES AND MATERIALS increase $2,500 Increase for shirts for county staff. Funds also provided for safety gear
19,000	19,000	0	BUSINESS AND TRAVEL no change Funding for vehicle fuel and maintenance as well as training courses
5,000	5,000	0	MISCELLANEOUS no change Contributions - Canine Rescue

DIVISION STAFF SUMMARY
Rescue Support
Index #226000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
TEMPORARY SALARIES		40,995			96,304		104,208	A
SALARY TOTAL	**0.00**	**40,995**		**0.00**	**96,304**	**0.00**	**104,208**	
OTHER PERSONAL SERVICES								
Pension & Retirement		0			4,212		10,259	
Workers' Compensation		967			967		13,125	
Overtime & Shift Differential		10,000			10,000		10,000	
FICA		8,132			8,132		10,805	
TOTAL OTHER PERSONAL SERVICES		19,099			23,311		44,189	
TOTAL PERSONAL SERVICES	**0.00**	**60,094**	*	**0.00**	**119,615**	**0.00**	**148,397**	

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - Temporary Salaries provide for Rescue Technicians

DEPARTMENT OF EMERGENCY SERVICES
Natural Disasters
Index #229000

ORIGIN/PURPOSE:

Funding is allocated here for better accounting of overtime expenses associated with responding to and managing emergency events that are extraordinary in nature.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 19
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	0	0	100,000	100,000	100,000
GRAND TOTAL	**0**	**0**	**100,000**	**100,000**	**100,000**
FUNDING SOURCE:					
11 GENERAL	**0**	**0**	**100,000**	**100,000**	**100,000**

Fiscal Year 19
Summary of Grants

Department of Emergency Services - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Emergency Management Performance Grant	This grant will be used to purchase equipment for the sake of interoperability for Harford County.	130,452			130,452	10/1/19 - 6/30/21	Recurring
State Homeland Security Program	Activities may include preparation for or response to catastrophic events, provided that the activities also build capabilities that relate to terrorism. Use of funding for equipment purchases, send personnel to trainings; County's emergency notification system and law enforcement activities.	114,308				9/1/19 - 5/31/21	Recurring
Exelon Nuclear Emergency Planning	Funds are designated as corporate/business revenue to pay toward the Emergency Planner Position			50,000		1/1/19 - 12/31/20	Recurring
Urban Areas Security Initiative	Grant provides financial assistance to address the unique multidiscipline planning, operations, equipment, training, and exercise needs of high-threat, high-density Urban Areas, and to assist in building and sustaining capabilities to prevent, protect against, respond to, and recover from threats and acts of terrorism.	508,317				9/1/19 - 5/31/21	Recurring
Senator Amoss Grant	Funding is for the local Volunteer Fire Companies and the 3 Municipalities for their local Fire Companies	572,739				7/1/19 - 6/30/20	Recurring
Maryland Institute for Emergency Medical Services System	Grant monies to be used for mandatory Emergency Medical Dispatch Training.		3,000			9/1/19 - 6/15/20	Recurring
Hazardous Materials Emergency Preparedness Grant Program	Grant monies provide for much needed training for the Harford County Hazmat team.	6,787			1,697	10/1/19 - 9/30/20	Recurring
Maryland Institute for Emergency Medical Services System 50/50 AED	Grant funding will be used for the purchase of new AED equipment for the EMS units.		5,840		5,840	12/1/19 - 5/11/20	Recurring
	TOTALS:	**1,332,603**	**8,840**	**50,000**	**137,989**		

DEPARTMENT OF EMERGENCY SERVICES - COMMUNICATIONS DIVISION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Promote organizational changes in accordance with the DES Career ladder to include active supervision and expense control in the 9-1-1 Ctr.

Department Objective

Ensure active supervision in the 9-1-1 Center, ensure fiscal balance and proper allocation of funds, and provided career ladder based promotions to ensure efficiency in operations.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

II. Investing in Our Workforce

Measure	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimated 2020
Input:					
Number of Supervisors	6	6	6	5	6
Number of Dispatchers	59	58	50	55	61
Overtime Spent	$443,934	$471,627	$502,077	$353,119	$450,000
Overtime Budgeted	$380,000	$380,000	$380,000	$355,000	$450,000
Minimum # of Staff on Shift for 24 hrs.	29	29	29	29	29
Output:					
Number of inbound telephone calls into 9-1-1 Center	231,426	232,000	226,884	221,604	233,000
Number of outbound telephone calls from 9-1-1 Center	84,185	85,000	78,217	77,923	86,000
Total number of Computer Aided Dispatch incidents created	293,816	294,000	293,889	271,707	295,000
Outcome:					
Ratio Supervisors to Staff (optimal 1:7)	1 to 9.8	1 to 9.6	1 to 8.3	1 to 11	1 to 10.1
Overtime Difference	(63,934)	(91,627)	(122,077)	1,881	0

Explanation and Analysis of Performance Measures

In order to ensure fiscal balance and efficient operations we must ensure proper funding and staffing are maintained within the Emergency Communication Center to handle incidents.

DEPARTMENT OF EMERGENCY SERVICES - TRAINING & EMERGENCY MANAGEMENT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Provide Public Education and Awareness

Department Objective

Provide public education and awareness training to users of the County's Emergency Services System

County Goal(s) Supported

III. Strengthen Our Communities

Measure	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimated 2020
Input:					
Money allocated for training materials and supplies	$2,500	$2,500	$8,410	$2,500	$2,500
Number of staff hours used to provide internal supplemental and external training	300	278.5	572	582	620
Number of 911 calls to the 9-1-1 Center	103,780	105,894	103,629	102,443	106,000
Number of 10 digit calls to the 9-1-1 Center on Citizen inbound lines	60,716	62,511	62,265	63,123	63,000
Output:					
Number of events attended or hosted	26	39	83	77	60+
Number of staff hours per event	11.53	7.06	6.89	5	5
Number of individuals contacted or trained	N/A	2,130	3,785	3,229	3,800
Outcome:					
Ratio of individuals trained to staff hours	N/A	1:08	1:07	1:08	1:09
Ratio of telephone calls to individuals trained	N/A	79 to 1	44 to 1	51 to 1	40 to 1

Explanation and Analysis of Performance Measures

$2500 is provided annually from the Emergency Numbers System Board Trust Fund for 9-1-1 Public Education

We are striving to educate and train all internal and external customers on the essentials of emergency preparedness and 9-1-1 operations.

The Public Education program includes all forms of public outreach and education which justifies the increase in money allocated for supplies.

*Public educations supplies were used from stock. No funds were available for purchase of new or updates supplies.

DEPARTMENT OF EMERGENCY RESPONSE - HAZMAT TRT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Provide effective and efficient Hazmat response and provide specialized high risk rescues in support of local volunteer and EMS services

Department Objective

Provide effective and efficient Hazmat and Technical Rescue responses to 100% call for service when alerted as well as provided properly trained personnel for those calls in accordance with local, state and federal guidelines.

County Goal(s) Supported

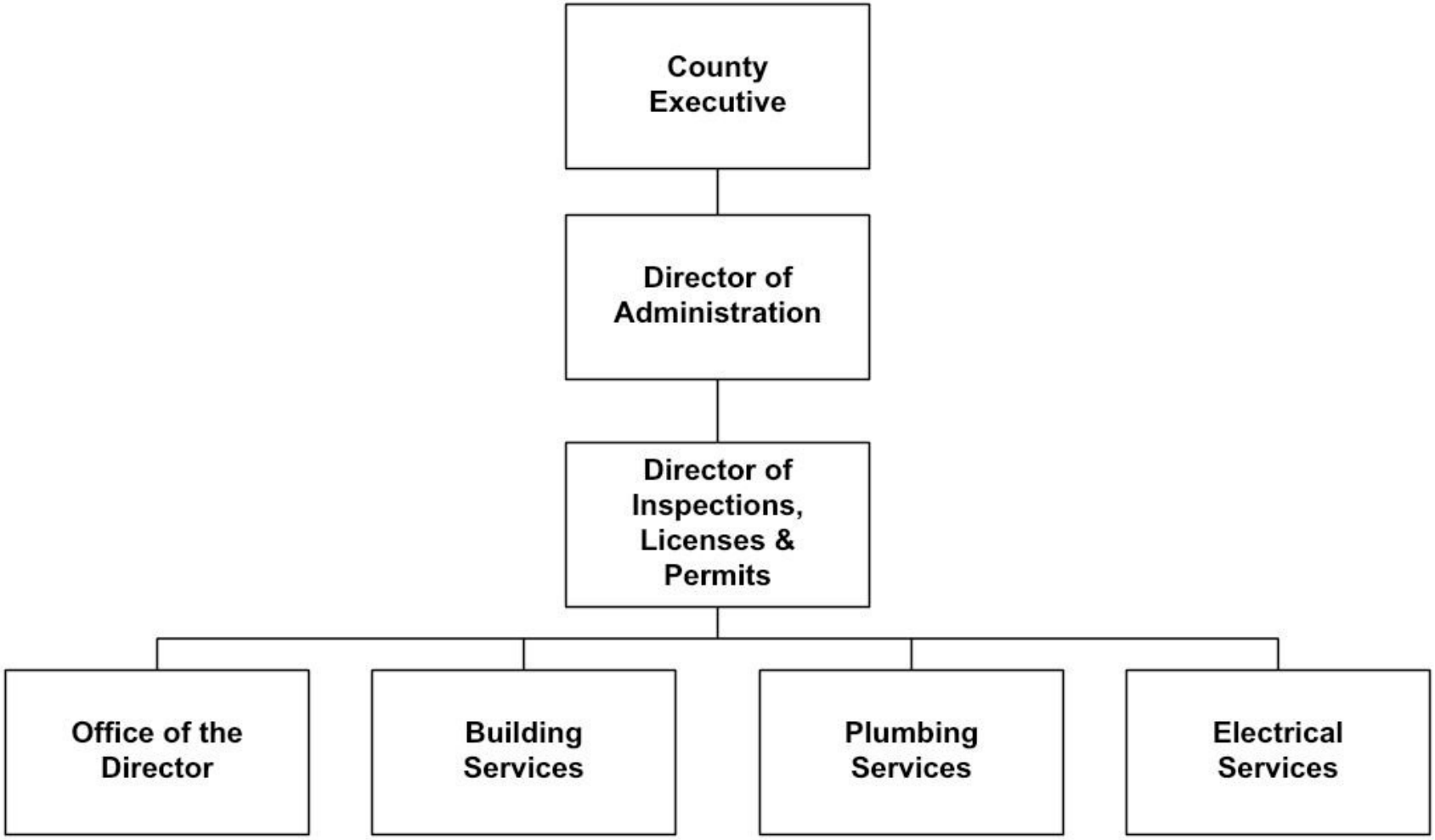
III. Strengthen Our Communities

Measure		Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimated 2020
Input:						
Hazmat Budget		$412,363	$429,483	$426,223	$453,542	$558,966
TRT Budget		$112,295	$150,078	$159,762	$216,533	$352,967
Output:						
# of Incidents	Hazmat	196	200	170	175	200
	TRT	79	85	34	58	60
# of Training Manhours	Hazmat	850	1,105	997	1,437	1,050
	TRT	1,225	750	600	595	700
# of Required Training man hours	Hazmat	352	352	352	384	384
	TRT	552	552	552	412	552
Outcome:						
Percentage of Incidents Alerted for that Special Operations responded with adequately trained personnel		100%	100%	100%	100%	100%
Additional Training hours above the required	Hazmat	498	753	645	1,053	665
Additional Training hours above the required	TRT	673	198	48	183	148

Explanation and Analysis of Performance Measures

Incidents requiring specialized training and equipment continue to be on the rise. As a result training and funding continues to increase proportionally.

DEPARTMENT OF INSPECTIONS, LICENSES, & PERMITS



INSPECTIONS, LICENSES & PERMITS

ORIGIN/PURPOSE:

The Department of Inspections, Licenses and Permits (DILP), established by Harford County Code, Chapter 16, Article 1, Section 1, Bill No 78.3, is responsible for the administration and enforcement of all laws and regulations pertaining to licenses, including those relating to building and construction, plumbing, HVACR/Mechanical, and electric installations, manufactured housing and abandoned buildings. This Department has the responsibility to administer and issue all County licenses and plumbing, mechanical and electrical permits, except those specifically required by law to be issued by another County agency. Additionally, this Department renders permit and inspection services through cooperative agreements with the Town of Bel Air, City of Aberdeen, and City of Havre de Grace.

DILP has established consistent standards for all trades including reviewing and adopting applicable national codes for various trade activities; has implemented and enforced the Quality Workmanship Assurance Program and the Fast Track Program; and has provided responsive inspection services and uniform quality construction standards.

MISSION STATEMENT:

THE DEPARTMENT OF INSPECTIONS LICENSES AND PERMITS ENHANCES PUBLIC SAFETY BY INSURING COMPLIANCE WITH ALL HARFORD COUNTY CODES RELATED TO BUILDING STRUCTURES. ISSUES PERMITS AND LICENSES, AND OFFERS PROFESSIONAL GUIDANCE WITH CODE INTERPRETATIONS, REVIEWS AND INSPECTIONS FOR STRUCTURES THAT REQUIRE PERMITS WITHIN OUR JURISDICTION. THE DEPARTMENT ALSO REGISTERS PROFESSIONALS IN CERTAIN TRADES.

FY 20 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

INSPECTIONS, LICENSES & PERMITS

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,557,946	2,769,353	3,072,688	3,221,290	3,221,290
20	CONTRACTUAL SERVICES	57,220	53,150	57,986	57,986	57,986
30	SUPPLIES AND MATERIALS	22,939	20,612	28,275	28,275	28,275
40	BUSINESS AND TRAVEL	54,230	64,689	86,260	80,760	80,760
50	CAPITAL OUTLAY	1,566	0	0	0	0
70	MISCELLANEOUS	2,200	2,520	2,500	2,500	2,500
	GRAND TOTAL	**2,696,101**	**2,910,324**	**3,247,709**	**3,390,811**	**3,390,811**
SUMMARY BY FUND:						
11	GENERAL	2,696,101	2,910,324	3,247,709	3,390,811	3,390,811
	GRAND TOTAL	**2,696,101**	**2,910,324**	**3,247,709**	**3,390,811**	**3,390,811**
SUMMARY BY DIVISION:						
261000	DIRECTOR OF DILP	624,824	681,477	795,996	805,401	805,401
263000	BUILDING SERVICES	910,127	983,537	1,111,279	1,164,755	1,164,755
264000	PLUMBING SERVICES	539,510	573,478	630,317	674,924	674,924
265000	ELECTRICAL SERVICES	621,640	671,832	710,116	745,731	745,731
	GRAND TOTAL	**2,696,101**	**2,910,324**	**3,247,709**	**3,390,811**	**3,390,811**

INSPECTIONS, LICENSES & PERMITS

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $148,602
1,958,219	1,955,431	(2,788)	Full-time Salaries
			(14,625) Staff Turnover (.75)%
			11,837 Salary Adjustment
			(2,788)
	68,595	68,595	FY 20 merit increase of $2,000 to all eligible employees
16,000	16,000	0	Temporary Salaries provides for summer intern and additional support as needed
176,251	185,766	9,515	Pension adjustments
23,792	22,388	(1,404)	Workers' Compensation adjustments
656,711	729,716	73,005	Health Benefits are adjusted due to staff opting for changes in levels of coverage
83,810	88,347	4,537	PEHP (Post Employment Health Plan)
153,565	150,707	(2,858)	FICA adjustments
			BUSINESS AND TRAVEL decrease ($5,500)
40,500	35,000	(5,500)	Fuel - decreased based on actual expense history

DEPARTMENT STAFF SUMMARY
INSPECTIONS, LICENSES AND PERMITS

	ENACTED FY 18		ENACTED FY 19		ENACTED FY 20	
POSITION TITLE	**POSITIONS**	**SALARIES**	**POSITIONS**	**SALARIES**	**POSITIONS**	**SALARIES**
Administrative Assistant II	2.00	77,584	0.00	0	0.00	0
Administrative Secretary III	1.00	72,691	1.00	76,145	1.00	78,145
Administrative Specialist I	0.00	0	1.00	42,755	.00	0
Building Inspections Supervisor	1.00	98,049	1.00	102,010	1.00	104,010
Chief, Inspections, Licenses & Permits	2.00	163,925	2.00	171,203	2.00	175,204
Commercial Inspector	2.00	118,399	2.00	124,768	.00	0
Customer Support Analyst I	.00	0	.00	0	2.00	74,176
Customer Support Analyst II	6.00	265,796	7.00	321,635	6.00	297,349
Deputy Director of DILP	1.00	96,703	1.00	98,743	1.00	100,717
Director of Inspections, Licenses & Permits	1.00	115,440	1.00	117,875	1.00	120,233
Inspector I	1.00	41,600	0.00	0	0.00	0
Inspector II	7.00	335,439	8.00	402,923	8.00	418,924
Inspector III	4.00	254,768	3.00	204,773	5.00	343,284
Permits Review Supervisor	1.00	92,123	1.00	95,965	1.00	97,965
Plans Reviewer II	1.00	57,631	1.00	60,784	1.00	62,784
Senior Plans Reviewer	1.00	76,920	2.00	138,640	2.00	140,640
FULL-TIME SALARIES	31.00	1,867,068	31.00	1,958,219	31.00	2,013,431
TEMPORARY SALARIES		20,000		16,000		16,000
SALARY TOTAL	**31.00**	**1,887,068**	**31.00**	**1,974,219**	**31.00**	**2,029,431**
OTHER PERSONAL SERVICES						
Pension & Retirement		168,037		176,252		191,276
Workers' Compensation		13,747		23,792		23,036
Health Benefits		559,547		656,710		729,716
PEHP		77,120		83,810		88,347
FICA		144,360		153,565		155,144
Miscellaneous		4,340		4,340		4,340
TOTAL OTHER PERSONAL SERVICES		**967,151**		**1,098,469**		**1,191,859**
TOTAL PERSONAL SERVICES	**31.00**	**2,854,219**	**31.00**	**3,072,688**	**31.00**	**3,221,290**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

INSPECTIONS, LICENSES & PERMITS
Director of DILP
Index #261000

ORIGIN/PURPOSE:

The Director of DILP is charged with the performance of all functions and duties within the Department, including: enforcement of electrical, HVACR/Mechanical, plumbing and building codes; enforcement of mobile home park and abandoned ordinances; and enforcement of codes and ordinances through issuance and sales of licenses, permits, and inspections. The Director renders permits and inspection services through cooperative agreements with the Town of Bel Air, City of Aberdeen, and City of Havre de Grace and coordinates a centralized computer system encompassing all licensing programs and building, electrical HVACR/Mechanical, and plumbing permits. On-line terminals with the County's mainframe allow direct revenue accountability and statistical data entry. In addition, this office closely monitors divisional efforts, adopt and/or revise applicable trade codes and fee schedules and performance of timely review of building permits by other departments and agencies. The Director also coordinates the County's Fast Track Program.

FY 20 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	570,579	631,200	722,504	737,409	737,409
20 CONTRACTUAL SERVICES	15,324	5,920	5,057	5,057	5,057
30 SUPPLIES AND MATERIALS	1,091	1,077	1,100	1,100	1,100
40 BUSINESS AND TRAVEL	37,391	43,280	67,335	61,835	61,835
50 CAPITAL OUTLAY	439	0	0	0	0
GRAND TOTAL	**624,824**	**681,477**	**795,996**	**805,401**	**805,401**
FUNDING SOURCE:					
11 GENERAL	**624,824**	**681,477**	**795,996**	**805,401**	**805,401**

INSPECTIONS, LICENSES & PERMITS
Director of DILP
Index #261000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $14,905
471,529	468,194	(3,335)	Full-time Salaries
			(7,667) Staff Turnover (1.63)%
			4,332 Salary Adjustment
			(3,335)
	9,427	9,427	FY 20 merit increase of $2,000 to all eligible employees
16,000	16,000	0	Temporary Salaries - provides for summer intern and additional support as needed
42,441	44,478	2,037	Pension adjustments
4,206	3,953	(253)	Workers' Compensation adjustment
132,873	142,041	9,168	Health Benefits are adjusted due to staff opting for changes in levels of coverage
14,790	15,543	753	PEHP (Post Employment Health Plan)
39,825	36,933	(2,892)	FICA adjustments
			BUSINESS AND TRAVEL decrease ($5,500)
40,500	35,000	(5,500)	Fuel - decreased based on actual expense history

DIVISION STAFF SUMMARY

Director of Inspections, Licenses and Permits

Index #261000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	2.00	77,584		0.00	0	0.00	0
Administrative Secretary III	1.00	72,691		1.00	76,145	1.00	78,145
Administrative Specialist I	0.00	0		1.00	42,755	0.00	0
Customer Support Analyst I	0.00	0		0.00	0	1.00	37,088
Customer Support Analyst II	0.00	0		1.00	40,046	1.00	42,046
Deputy Director of DILP	1.00	96,703		1.00	98,743	1.00	100,717
Director of Inspections, Licenses & Permits	1.00	115,440		1.00	117,875	1.00	120,233
Permits Review Supervisor	1.00	92,123		1.00	95,965	1.00	97,965
FULL-TIME SALARIES	6.00	454,541		6.00	471,529	6.00	476,194
TEMPORARY SALARIES		20,000			16,000		16,000
SALARY TOTAL	**6.00**	**474,541**		**6.00**	**487,529**	**6.00**	**492,194**
OTHER PERSONAL SERVICES							
Pension & Retirement		40,909			42,441		45,238
Workers' Compensation		2,611			4,206		4,007
Health Benefits		100,737			132,872		142,042
PEHP		9,640			14,790		15,543
FICA		36,302			39,826		37,545
Miscellaneous		840			840		840
TOTAL OTHER PERSONAL SERVICES		**191,039**			**234,975**		**245,215**
TOTAL PERSONAL SERVICES	**6.00**	**665,580**	*	**6.00**	**722,504**	**6.00**	**737,409**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

INSPECTIONS, LICENSES & PERMITS
Building Services
Index #263000

ORIGIN/PURPOSE:

This Division is responsible for plans review and inspections of all construction for which building permits have been issued to ensure compliance with applicable codes. Building Services is also responsible for issuing Use and Occupancy Certificates and licenses for dogs, taxi cab drivers, towing businesses, solicitors, pawn brokers, auctioneers, pet shops, grooming for dogs, massage establishments and personal care boarding homes.

This Division is accountable for funds collected for licenses, commercial, and residential plans review and maintaining appropriate records.

FY 20 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	855,977	920,614	1,045,664	1,099,140	1,099,140
20 CONTRACTUAL SERVICES	31,142	36,714	39,100	39,100	39,100
30 SUPPLIES AND MATERIALS	12,856	11,237	16,450	16,450	16,450
40 BUSINESS AND TRAVEL	9,025	14,972	10,065	10,065	10,065
50 CAPITAL OUTLAY	1,127	0	0	0	0
GRAND TOTAL	**910,127**	**983,537**	**1,111,279**	**1,164,755**	**1,164,755**
FUNDING SOURCE:					
11 GENERAL	**910,127**	**983,537**	**1,111,279**	**1,164,755**	**1,164,755**

INSPECTIONS, LICENSES & PERMITS
Building Services
Index #263000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $53,476
655,818	648,861	(6,957)	Full-time Salaries
			(6,957) Turnover (1.06)%
	26,047	26,047	FY 20 merit increase of $2,000 to all eligible employees
59,027	61,642	2,615	Pension adjustments
9,071	8,481	(590)	Workers' Compensation adjustments
230,594	261,483	30,889	Health Benefits are adjusted due to staff opting for changes in levels of coverage
39,440	41,448	2,008	PEHP (Post Employment Health Plan)

DIVISION STAFF SUMMARY
Building Services
Index #263000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Building Inspections Supervisor	1.00	98,049		1.00	102,010	1.00	104,010
Customer Support Analyst I	0.00	0		0.00	0	1.00	37,088
Customer Support Analyst II	2.00	79,819		2.00	83,894	1.00	45,848
Inspector I	1.00	41,600		0.00	0	0.00	0
Inspector II	3.00	143,252		4.00	198,894	4.00	206,895
Inspector III	2.00	128,124		1.00	71,596	1.00	73,596
Plans Reviewer II	1.00	57,631		1.00	60,784	1.00	62,784
Senior Plans Reviewer	1.00	76,920		2.00	138,640	2.00	140,640
SALARY TOTAL	**11.00**	**625,395**		**11.00**	**655,818**	**11.00**	**670,861**
OTHER PERSONAL SERVICES							
Pension & Retirement		56,286			59,027		63,732
Workers' Compensation		5,135			9,071		8,756
Health Benefits		203,565			230,595		261,482
PEHP		38,560			39,440		41,448
FICA		47,843			50,173		51,321
Miscellaneous		1,540			1,540		1,540
TOTAL OTHER PERSONAL SERVICES		**352,929**			**389,846**		**428,279**
TOTAL PERSONAL SERVICES	**11.00**	**978,324**	*	**11.00**	**1,045,664**	**11.00**	**1,099,140**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

INSPECTIONS, LICENSES & PERMITS
Plumbing Services
Index #264000

ORIGIN/PURPOSE:

This Division is responsible for reviewing plans and permit applications, issuing permits, master and journeyperson plumbing certificates of registration, master gas fitters certificate of registration, liquid petroleum gas fitters certificate of registration, utility contractor certificate of registration, journey utility certificate of registration, septic installer certificate of registration, journey septic installer certificate of registration, master HVACR certificate of registration, master restricted HVACR certificate of registration, journeyperson HVACR certificate of registration, limited mechanical certificate of registration, and apprentice HVACR certificate of registration. Plumbing, mechanical, gas fitting, storm water and utility work is inspected for compliance with applicable codes for all residential, commercial and industrial construction.

This Division enforces the Harford County Plumbing Code, Harford County Mechanical Code and National Fuel Gas Code. Workmanship and code compliance is monitored during construction. New methods of service are coordinated with Harford County Health Department, Maryland Plumbing and Heating Cooling Contractors, Baltimore Gas and Electric and Harford County Utility Contractors Association. This Division also acts as liaison for the Harford County Plumbing Board, HVACR Board and implements local/state requirements governing water saving fixtures, plumbing systems and mechanical systems.

FY 20 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	526,732	560,546	613,593	658,200	658,200
20 CONTRACTUAL SERVICES	5,437	5,556	7,229	7,229	7,229
30 SUPPLIES AND MATERIALS	3,792	3,188	5,000	5,000	5,000
40 BUSINESS AND TRAVEL	2,149	3,028	2,645	2,645	2,645
70 MISCELLANEOUS	1,400	1,160	1,850	1,850	1,850
GRAND TOTAL	**539,510**	**573,478**	**630,317**	**674,924**	**674,924**
FUNDING SOURCE:					
11 GENERAL	**539,510**	**573,478**	**630,317**	**674,924**	**674,924**

INSPECTIONS, LICENSES & PERMITS
Plumbing Services
Index #264000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $44,607
388,646	392,724	4,078	Full-time Salaries
			4,078 Salary Adjustment
	16,561	16,561	FY 20 merit increase of $2,000 to all eligible employees
34,981	37,309	2,328	Pension adjustments
134,580	155,169	20,589	Health Benefits are adjusted due to staff opting for changes in levels of coverage
19,720	20,724	1,004	PEHP (Post Employment Health Plan)

DIVISION STAFF SUMMARY

Plumbing Services

Index #264000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Chief, Inspections, Licenses & Permits	1.00	74,376		1.00	77,864	1.00	79,864
Commercial Inspector	1.00	55,548		1.00	58,659	.00	0
Customer Support Analyst II	2.00	83,646		2.00	89,318	2.00	95,636
Inspector II	2.00	93,753		2.00	99,628	2.00	103,628
Inspector III	1.00	59,978		1.00	63,177	2.00	127,596
SALARY TOTAL	**7.00**	**367,301**		**7.00**	**388,646**	**7.00**	**406,724**
OTHER PERSONAL SERVICES							
Pension & Retirement		33,057			34,981		38,639
Workers' Compensation		2,817			4,952		4,850
Health Benefits		121,109			134,580		155,169
PEHP		19,280			19,720		20,724
FICA		28,098			29,734		31,114
Miscellaneous		980			980		980
TOTAL OTHER PERSONAL SERVICES		**205,341**			**224,947**		**251,476**
TOTAL PERSONAL SERVICES	**7.00**	**572,642**	*	**7.00**	**613,593**	**7.00**	**658,200**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

INSPECTIONS, LICENSES & PERMITS
Electrical Services
Index #265000

ORIGIN/PURPOSE:

The Electrical Services Division was created by Executive Order No. 73-8 and later adopted by Bill No. 78-3.

This Division is responsible for issuing permits and performing inspections of all new electrical installations of light, heat, or power within or on public and private buildings, structures or premises in the County, including yards, carnivals, parking lots, fairs, industrial substations and installations covered by the National Electric Code. Additionally, this Division prepares, administers, and grades electrical examinations for master, limited, restricted and journeymen licenses and assists in enforcement of code and license violations. This Division cooperates with the State Fire Marshal, when requested on fire damage of possible electrical origin.

FY 20 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	604,658	656,993	690,926	726,541	726,541
20 CONTRACTUAL SERVICES	5,317	4,960	6,600	6,600	6,600
30 SUPPLIES AND MATERIALS	5,200	5,110	5,725	5,725	5,725
40 BUSINESS AND TRAVEL	5,665	3,409	6,215	6,215	6,215
50 CAPITAL OUTLAY	800	0	0	0	0
70 MISCELLANEOUS	0	1,360	650	650	650
GRAND TOTAL	**621,640**	**671,832**	**710,116**	**745,731**	**745,731**
FUNDING SOURCE:					
11 GENERAL	**621,640**	**671,832**	**710,116**	**745,731**	**745,731**

INSPECTIONS, LICENSES & PERMITS
Electrical Services
Index #265000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $36,615
442,226	445,652	3,426	Full-time Salaries
			3,426 Salary Adjustment
0	16,561	16,561	FY 20 merit increase of $2,000 to all eligible employees
39,803	42,337	2,534	Pension adjustments
158,663	171,023	12,360	Health Benefits are adjusted due to staff opting for changes in levels of coverage
9,860	10,632	772	PEHP (Post Employment Health Plan)

DIVISION STAFF SUMMARY

Electrical Services

Index #265000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Chief, Inspections, Licenses & Permits	1.00	89,549		1.00	93,340	1.00	95,340
Commercial Inspector	1.00	62,851		1.00	66,109	0.00	0
Customer Support Analyst II	2.00	102,331		2.00	108,376	2.00	113,819
Inspector II	2.00	98,434		2.00	104,401	2.00	108,401
Inspector III	1.00	66,666		1.00	70,000	2.00	142,092
SALARY TOTAL	**7.00**	**419,831**		**7.00**	**442,226**	**7.00**	**459,652**
OTHER PERSONAL SERVICES							
Pension & Retirement		37,785			39,802		43,667
Workers' Compensation		3,184			5,562		5,423
Health Benefits		134,136			158,664		171,023
PEHP		9,640			9,860		10,632
FICA		32,117			33,832		35,164
Miscellaneous		980			980		980
TOTAL OTHER PERSONAL SERVICES		**217,842**			**248,700**		**266,889**
TOTAL PERSONAL SERVICES	**7.00**	**637,673**	*	**7.00**	**690,926**	**7.00**	**726,541**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF INSPECTIONS, LICENSES AND PERMITS
OBJECTIVE & PERFORMANCE MEASURES

Department Goal

To support the employee performance matrix

Department Objective

To reduce the amount of eligible expired permits by 25%

County Goal(s) Supported

I. Fiscal Balance & Efficiency

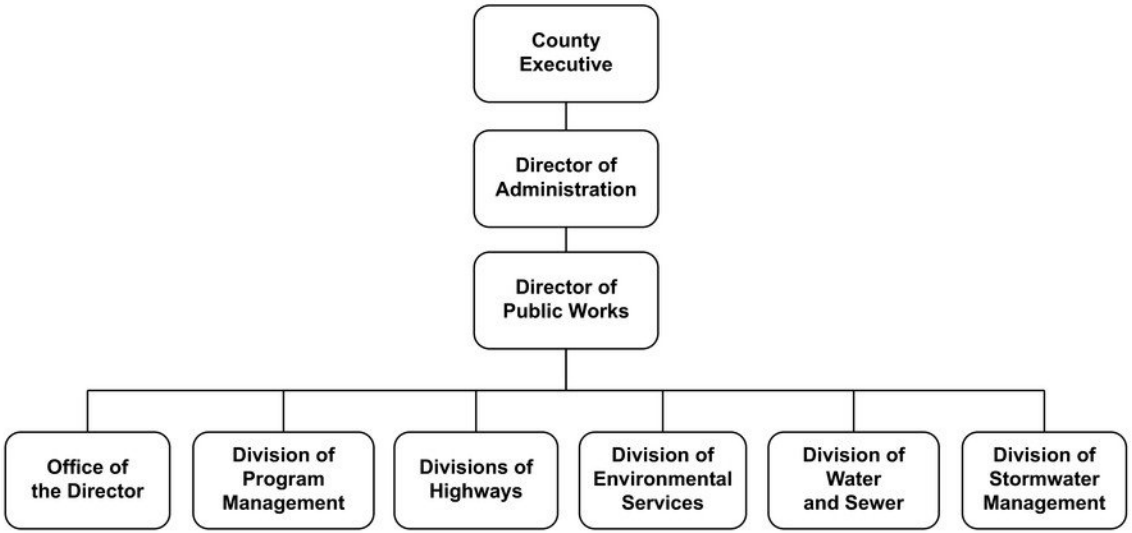
III. Strengthening Our Communities

Measure	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:				*	
Staff	N/A	N/A	31	31	31
Output:					
Total number of permits	N/A	N/A	293	315	300
Permit Eligibility Reports	N/A	N/A	Monthly	Monthly	Monthly
Outcome:					
Amount of eligible expired permits closed	N/A	N/A	41	95	75
Percentage of eligible expired permits	N/A	N/A	14%	30%	25%

Explanation and Analysis of Performance Measures

This is a new performance measure therefore data is not available for the past years. By reducing the amount of expired permits, the Department will help to assure public safety and reduce future expenditures of staff time. *Calculations based on (10) months of valid permit data.

DEPARTMENT OF PUBLIC WORKS



DEPARTMENT OF PUBLIC WORKS

ORIGIN/PURPOSE:

The largest department within Harford County Government, Public Works, instituted by the County Charter, Article LV, Section 402 (amended by Bill No. 88-35), and Section 407 is charged with the design, management and construction of capital projects; construction, maintenance, and acceptance of County roads, bridges, and associated structures; operation and maintenance of sewage collection disposal and treatment facilities; regulation, operation, maintenance and control of water supply, management of solid waste; and production and maintenance of related documents.

The Department of Public Works, under the management of its Director's Office, is divided into four major divisions: Water & Sewer, Highways, Program Management and Environmental Services.

MISSION STATEMENT:
HARFORD COUNTY DEPARTMENT OF PUBLIC WORKS, GUIDED BY COMMON SENSE, ACCOUNTABILITY, AND COMPASSION STRIVES TO PLAN, CONSTRUCT, AND MAINTAIN THE INFRASTRUCTURE TO DELIVER A TRANSPORTATION NETWORK, WATER, WASTEWATER, SOLID WASTE MANAGEMENT SERVICES AND PUBLIC FACILITIES TO ENHANCE THE QUALITY OF LIFE FOR ALL

FY 20 GOALS:
TO PROVIDE RESPONSIVE AND EFFECTIVE CUSTOMER SERVICE TO PUBLIC WORKS STAKEHOLDERS

QUALITY AND CUSTOMER SERVICE

TO INVEST IN EMPLOYEES AND ORGANIZATION

TO MANAGE PROJECT CONSTRUCTION AND INSPECTIONS

TO COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

TO MANAGE AND COORDINATE MS4 ACTIVITIES

TO MANAGE THE PERMIT AND REVIEW PROCESS

TO ENFORCE GRADING AND SWM PERMIT REQUIREMENTS

TO DIRECT AND MANAGE PROJECT DESIGN

TO MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

MAINTENANCE AND MONITORING OF COUNTY LANDFILLS

COST-EFFECTIVE RECYCLING PROGRAM

DEPARTMENT OF PUBLIC WORKS

TO PROVIDE ADEQUATE SOLID WASTE DISPOSAL CAPACITY

MANAGEMENT AND OVERSEE M.E.S. CONTRACT

TO MAINTAIN EFFICIENCY AND SAFETY OF COUNTY ROADWAYS

TO PROVIDE SAFE AND WELL-MAINTAINED BRIDGES

TO PROVIDE RESPONSIVE AND EFFECTIVE CUSTOMER SERVICE TO PUBLIC WORK'S STAKEHOLDERS

TO PROVIDE RESPONSIVE AND ECONOMICAL SERVICE TO CUSTOMERS

TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

TO PROVIDE CLEAN, AFFORDABLE WATER TO CUSTOMERS

DEPARTMENT OF PUBLIC WORKS

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	30,116,709	32,030,053	35,090,183	36,220,913	36,220,913
20	CONTRACTUAL SERVICES	23,842,947	25,271,794	30,923,110	35,662,690	35,662,690
30	SUPPLIES & MATERIALS	5,715,855	6,828,277	7,903,100	8,187,084	8,187,084
40	BUSINESS AND TRAVEL	2,105,127	2,323,347	3,180,715	3,033,574	3,033,574
50	CAPITAL OUTLAY	982,026	974,699	1,042,835	2,158,950	2,158,950
70	MISCELLANEOUS	19,108,653	19,498,923	21,223,894	22,469,693	22,469,693
80	INTER-GOVERNMENTAL/INTERFUND	9	0	5,000	5,000	5,000
	GRAND TOTAL	**81,871,326**	**86,927,093**	**99,368,837**	**107,737,904**	**107,737,904**
SUMMARY BY FUND:						
11	GENERAL	14,735,879	17,077,699	18,014,229	21,438,441	21,438,441
25	HIGHWAYS	24,490,526	25,867,902	28,153,875	29,658,492	29,658,492
29	STORMWATER MANAGEMENT FUND	0	0	1,660,243	1,985,000	1,985,000
51	WATER & SEWER OPERATING	42,644,921	43,981,492	51,540,490	54,655,971	54,655,971
55	SOLID WASTE	0	0	0	0	0
	GRAND TOTAL	**81,871,326**	**86,927,093**	**99,368,837**	**107,737,904**	**107,737,904**

DEPARTMENT OF PUBLIC WORKS

ALL FUND SUMMARY:

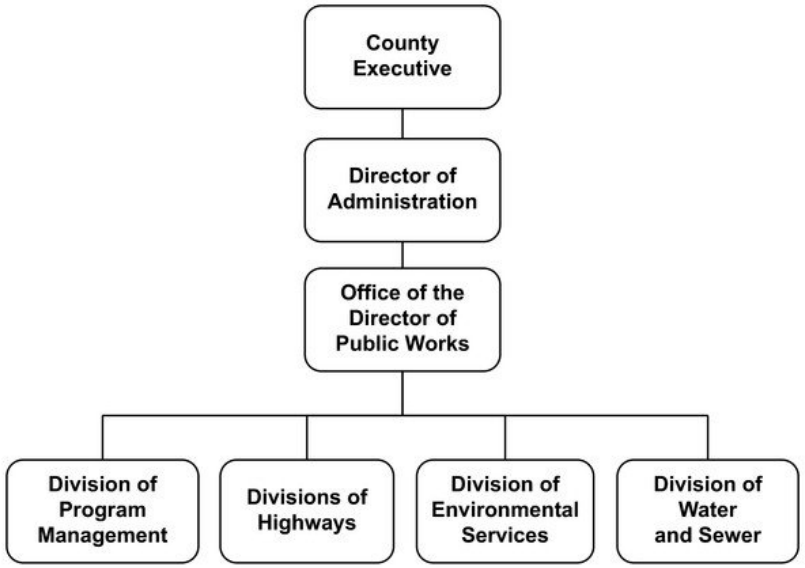
		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DIVISION BY FUND:						
GENERAL FUND:						
301111	BUREAU OF ENVIRONMENTAL SERVICE ADMINISTRATION & ENGINEERING	153,088	170,819	164,808	169,740	169,740
301213	TRANSFER STATION	8,627,130	9,632,590	9,970,450	12,370,000	12,370,000
301214	BUREAU OF SOLID WASTE	4,482,294	4,938,501	5,105,240	6,234,980	6,234,980
301241	RECYCLING	0		0	0	0
301251	POST CLOSURE	171,699	176,600	223,050	223,160	223,160
301603	STORMWATER MANAGEMENT (OPERATING)	1,301,668	1,470,002	1,623,376	1,501,551	1,501,551
302000	CAPITAL PROJECTS MANAGEMENT	0	689,187	927,305	939,010	939,010
HIGHWAYS FUND:						
303110	DIRECTOR OF PUBLIC WORKS	271,545	291,380	317,929	335,003	335,003
303125	BUREAU OF CAPITAL PROJECTS MANAGEMENT	745,256	0		0	0
303210	BUREAU OF HIGHWAYS ENGINEERING	2,221,634	2,290,572	2,394,547	2,419,353	2,419,353
303220	BUREAU OF CONSTRUCTION INSPECTIONS	1,706,212	1,678,963	1,980,422	2,225,392	2,225,392
303410	BUREAU OF HIGHWAYS MAINTENANCE	18,444,447	19,441,709	21,124,079	22,126,546	22,126,546
303430	SNOW REMOVAL	1,101,432	2,165,278	2,336,898	2,552,198	2,552,198

DEPARTMENT OF PUBLIC WORKS

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DIVISION BY FUND:						
STORMWATER MANAGEMENT:						
303320	STORMWATER MANAGEMENT	0	0	1,660,243	1,985,000	1,985,000
WATER & SEWER FUND:						
	BUREAU OF WATER & SEWER ADMINISTRATION	3,635,629	3,868,109	4,531,632	4,830,256	4,830,256
	WATER & SEWER DEPRECIATION	13,256,446	13,746,950	13,350,000	13,750,000	13,750,000
	BUREAU OF WATER & SEWER ENGINEERING	1,142,889	1,187,873	1,461,727	1,476,266	1,476,266
	BUREAU OF WATER & SEWER MAINTENANCE	6,266,115	6,532,926	8,226,648	8,496,707	8,496,707
	WATER & SEWER WASTEWATER PROCESSING	11,318,703	11,774,188	15,045,029	15,889,331	15,889,329
	WATER & SEWER WATER PRODUCTION	7,025,139	6,871,446	8,925,454	10,213,413	10,213,413
	GRAND TOTAL	**81,871,326**	**86,927,093**	**99,368,837**	**107,737,904**	**107,737,904**

DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE DIRECTOR



PUBLIC WORKS
Director's Office
Index #303110

ORIGIN/PURPOSE:

The Director of Public Works provides guidance and administrative support to all divisions within the Department of Public Works. The Director works to provide a more efficient, cost-effective Department of Public Works which will define and meet the needs of our citizens while maintaining a work environment based on common sense, accountability, and compassion.

The Department of Public Works is divided into four major divisions: Water and Sewer, Highways, Environmental Services and Program Management. This assures support and participation from each division of the Department in planning and improvements. The Director of Public Works is a position mandated by the Harford County Charter that must be held by an individual who possesses a Professional Engineer's license under the laws of the State of Maryland.

FY 20 GOALS:

PROVIDE RESPONSIVE AND EFFECTIVE CUSTOMER SERVICE TO PUBLIC WORKS STAKEHOLDERS

QUALITY AND CUSTOMER SERVICE

INVEST IN EMPLOYEES AND ORGANIZATION

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	254,372	281,525	298,724	313,798	313,798
20 CONTRACTUAL SERVICES	9,689	4,843	12,840	12,840	12,840
30 SUPPLIES & MATERIALS	1,776	1,097	975	975	975
40 BUSINESS AND TRAVEL	5,088	3,916	4,690	6,690	6,690
50 CAPITAL OUTLAY	620	0	0	0	
80 INTER-GOVERNMENTAL/INTERFUND	0	0	700	700	700
GRAND TOTAL	**271,545**	**291,381**	**317,929**	**335,003**	**335,003**
FUNDING SOURCE:					
25 HIGHWAYS	**271,545**	**291,381**	**317,929**	**335,003**	**335,003**

PUBLIC WORKS
Director's Office
Index #303110

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $15,074
219,634	222,820	3,186	Full-time salaries
			3,186 Salary adjustments
	2,351	2,351	FY 20 merit increase of $2,000 to all eligible employees
19,768	21,168	1,400	Pension adjustments
29,534	41,562	12,028	Health Benefits are adjusted due to staff opting for changes in levels of coverage
9,860	10,362	502	PEHP (Post Employment Health Plan)
18,660	14,319	(4,341)	FICA adjustments
			BUSINESS AND TRAVEL increase $2,000
1,000	3,000	2,000	Funding for training and seminars increased to allow director to attend additional seminars

DIVISION STAFF SUMMARY

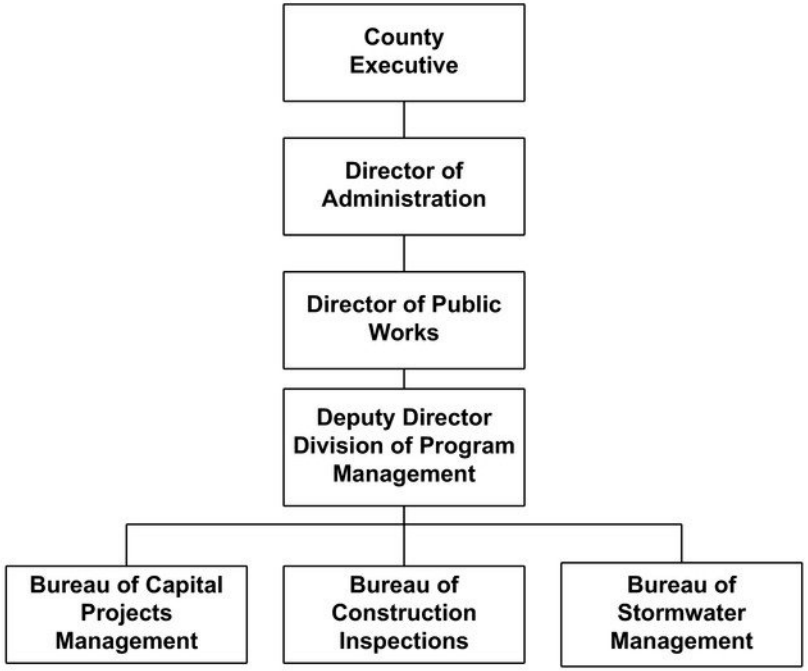
Director of Public Works

Index #303110

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Secretary III	1.00	57,200		1.00	60,344	1.00	62,344
Director of Public Works	1.00	156,000		1.00	159,290	1.00	162,476
SALARY TOTAL	**2.00**	**213,200**		**2.00**	**219,634**	**2.00**	**224,820**
OTHER PERSONAL SERVICES							
Pension & Retirement		5,148			19,768		21,358
Workers' Compensation		746			988		944
Health Benefits		26,425			29,534		41,562
PEHP		9,640			9,860		10,362
FICA		13,985			18,660		14,472
Miscellaneous		280			280		280
TOTAL OTHER PERSONAL SERVICES		**56,224**			**79,090**		**88,978**
TOTAL PERSONAL SERVICES	**2.00**	**269,424**	*	**2.00**	**298,724**	**2.00**	**313,798**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
DIVISION OF PROGRAM MANAGEMENT



PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT

ORIGIN/PURPOSE:

The Division of Program Management is one of four major Divisions within the Department of Public Works. The Division provides:

Comprehensive project management services for the design and construction of County-owned capital projects for County departments and agencies

Inspection services for construction of roads, bridges, storm water management facilities, water distribution lines, sewer lines and sewage pump stations, and commercial development infrastructure that will be transferred to county ownership

Enforcement inspections for construction of stormwater management features of erosion and sediment control measures at all public and private construction sites county-wide

Stormwater Management: Plan review and approval for stormwater management and sediment control; construction and post-construction/ maintenance inspections for stormwater management; implementation of the County's MS4 permit, or National Pollution Discharge Elimination System (NPDES) Municipal Storm Separate Sewer System (MS4) permit.

MISSION STATEMENT:

TO PROVIDE COMPREHENSIVE DESIGN MANAGEMENT AND CONSTRUCTION MANAGEMENT/INSPECTION SERVICES IN A COST EFFECTIVE MANNER TO DELIVER HIGH QUALITY FACILITIES AND INFRASTRUCTURE PROJECTS INCLUDING STREAM QUALITY TO MEET THE NEEDS OF HARFORD COUNTY

FY 20 GOALS:

TO MANAGE PROJECT CONSTRUCTION AND INSPECTIONS

TO COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

TO MANAGE AND COORDINATE MS4 ACTIVITIES

TO MANAGE THE PERMIT AND REVIEW PROCESS

TO ENFORCE GRADING AND SWM PERMIT REQUIREMENTS

TO ENSURE SWM FACILITIES FUNCTION LONG-TERM

TO DIRECT AND MANAGE PROJECT DESIGN

TO MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,443,702	3,496,523	3,793,337	3,932,209	3,932,209
20	CONTRACTUAL SERVICES	211,863	234,596	604,088	604,088	604,088
30	SUPPLIES & MATERIALS	32,762	22,454	27,145	27,145	27,145
40	BUSINESS AND TRAVEL	50,185	50,248	91,825	91,825	91,825
50	CAPITAL OUTLAY	1,142	341	0	0	0
70	MISCELLANEOUS	13,471	33,991	10,608	6,586	6,586
80	INTER-GOVERNMENTAL/INTERFUND	9	0	4,100	4,100	4,100
	GRAND TOTAL	**3,753,134**	**3,838,153**	**4,531,103**	**4,665,953**	**4,665,953**
SUMMARY BY FUND:						
11	GENERAL	1,301,666	2,159,189	2,550,681	2,440,561	2,440,561
25	HIGHWAYS	2,451,468	1,678,964	1,980,422	2,225,392	2,225,392
	GRAND TOTAL	**3,753,134**	**3,838,153**	**4,531,103**	**4,665,953**	**4,665,953**
SUMMARY BY DIVISION:						
GENERAL FUND:						
301603	STORMWATER MANAGEMENT	1,301,666	1,470,001	1,623,376	1,501,551	1,501,551
302000	BUREAU OF CAPITAL PROJECTS MGMNT	0	689,188	927,305	939,010	939,010
HIGHWAYS FUND:						
303125	BUREAU OF CAPITAL PROJECTS MANAGEMENT	745,256	0	0	0	0
303220	BUREAU OF CONSTRUCTION INSPECTIONS	1,706,212	1,678,964	1,980,422	2,225,392	2,225,392
	GRAND TOTAL	**3,753,134**	**3,838,153**	**4,531,103**	**4,665,953**	**4,665,953**

DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
GENERAL FUND							
Administrative Assistant I	1.00	41,027		2.00	88,923	2.00	92,923
Administrative Assistant II	1.00	47,985		0.00	0	0.00	0
Chief, Construction Inspector	1.00	69,853		0.00	0	0.00	0
Chief, Vertical Inspector	1.00	85,154		1.00	88,857	1.00	71,546
Civil Engineer II	2.00	151,037		2.00	158,059	1.00	77,657
Civil Engineer III	0.00	0		0.00	0	1.00	88,000
Civil Engineer IV	3.00	344,423		3.00	357,312	3.00	363,313
Engineering Associate II	1.00	47,171		1.00	50,114	1.00	52,114
Engineering Associate IV	1.00	88,338		1.00	92,104	1.00	94,104
Engineering Associate V	3.00	256,225		3.00	267,350	3.00	273,350
Inspector II	3.00	170,291		3.00	179,695	2.00	124,976
Inspector III	2.00	119,627		2.00	126,020	1.00	66,329
Project Manager	0.00	0		1.00	104,000	1.00	104,000
FULL-TIME SALARIES	**19.00**	**1,421,131**		**19.00**	**1,512,434**	**17.00**	**1,408,312**
TEMPORARY SALARIES		**0**			**0**		**18,600**
SALARY TOTAL		**1,421,131**			**1,512,434**		**1,426,912**
OTHER PERSONAL SERVICES							
Pension & Retirement		127,902			136,124		133,790
Workers' Compensation		7,243			11,514		8,578
Health Benefits		325,375			365,613		357,453
PEHP		14,460			14,790		15,543
Overtime		1,000			1,000		1,000
FICA		108,516			115,705		108,086
Miscellaneous		2,660			2,660		2,380
TOTAL OTHER PERSONAL SERVICES		**587,156**			**647,406**		**626,830**
TOTAL PERSONAL SERVICES	**19.00**	**2,008,287**	*	**19.00**	**2,159,840**	**17.00**	**2,053,742**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
HIGHWAYS FUND							
Administrative Assistant II	1.00	59,669		1.00	50,946	1.00	52,946
Administrative Budget Technician I	1.00	63,280		1.00	66,546	0.00	0
Administrative Budget Technician II	0.00	0		0.00	0	1.00	70,542
Chief, Bureau of Construction Management	1.00	98,971		1.00	102,950	1.00	104,949
Chief, Construction Inspector	2.00	159,495		2.00	166,685	2.00	170,685
Deputy Director of Public Works	1.00	115,093		1.00	117,519	1.00	117,519
Inspector II	7.00	368,902		7.00	393,748	8.00	466,469
Inspector III	3.00	186,236		3.00	195,960	4.00	263,650
FULL-TIME SALARIES	**16.00**	**1,051,646**		**16.00**	**1,094,354**	**18.00**	**1,246,760**
TEMPORARY SALARIES		**25,200**			**25,200**		**0**
SALARY TOTAL	**16.00**	**1,076,846**		**16.00**	**1,119,554**	**18.00**	**1,246,760**
OTHER PERSONAL SERVICES							
Pension & Retirement		94,648			98,494		118,442
Workers' Compensation		8,696			15,377		16,581
Health Benefits		236,884			226,956		308,495
PEHP		24,100			24,650		31,083
Overtime		65,000			55,000		55,000
FICA		87,351			91,226		99,586
Miscellaneous		2,240			2,240		2,520
TOTAL OTHER PERSONAL SERVICES		**518,919**			**513,943**		**631,707**
TOTAL PERSONAL SERVICES	**16.00**	**1,595,765**	*	**16.00**	**1,633,497**	**18.00**	**1,878,467**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT
Capital Projects Management
Index #302000

ORIGIN/PURPOSE:

The Bureau of Capital Projects Management provides comprehensive project management services for the design and construction of County-owned buildings and other capital projects for County departments and agencies in accordance with Sections 16-25 and 41-26 of the Harford County Code.

This Division moved from the Highways Fund for FY 18

FY 20 GOALS:

TO MANAGE PROJECT CONSTRUCTION AND INSPECTIONS

TO COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

TO DIRECT AND MANAGE PROJECT DESIGN

TO MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	0	668,208	901,389	913,094	913,094
20 CONTRACTUAL SERVICES	0	9,399	10,316	10,316	10,316
30 SUPPLIES & MATERIALS	0	4,964	3,500	3,500	3,500
40 BUSINESS AND TRAVEL	0	6,443	11,700	11,700	11,700
50 CAPITAL OUTLAY	0	174	0	0	
80 INTER-GOVERNMENTAL/INTERFUND	0	0	400	400	400
GRAND TOTAL	**0**	**689,188**	**927,305**	**939,010**	**939,010**
FUNDING SOURCE:					
11 General	**0**	**689,188**	**927,305**	**939,010**	**939,010**

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT
Capital Projects Management
Index #302000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $11,705
615,815	596,504	(19,311)	Full-time Salaries 19,311 Turnover 3.14%
	13,245	13,245	FY 20 merit increase of $2,000 to all eligible employees
55,424	56,668	1,244	Pension adjustments
6,609	5,843	(766)	Workers' Compensation adjustments
159,520	177,034	17,514	Health Benefits are adjusted due to staff opting for changes in levels of coverage
14,790	15,543	753	PEHP (Post Employment Health Plan)
47,111	46,137	(974)	FICA adjustments

DIVISION STAFF SUMMARY

Capital Projects Management

Index #302000*

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	0.00	0	1.00	43,820	1.00	45,820
Administrative Assistant II	1.00	47,985	0.00	0	0.00	0
Chief, Vertical Inspector	1.00	85,154	1.00	88,857	1.00	71,546
Civil Engineer IV	1.00	118,793	1.00	123,169	1.00	125,169
Engineering Associate V	1.00	65,357	1.00	68,664	1.00	70,664
Inspector II	2.00	114,683	2.00	120,976	2.00	124,976
Inspector III	1.00	63,068	1.00	66,329	1.00	66,329
Project Manager	0.00	0	1.00	104,000	1.00	104,000
SALARY TOTAL	**7.00**	**495,040**	**8.00**	**615,815**	**8.00**	**608,504**
OTHER PERSONAL SERVICES						
Pension & Retirement		44,554		55,425		57,808
Workers' Compensation		3,079		6,609		5,948
Health Benefits		111,300		159,519		177,034
PEHP		14,460		14,790		15,543
Overtime		1,000		1,000		1,000
FICA		37,929		47,111		46,137
Miscellaneous		980		1,120		1,120
TOTAL OTHER PERSONAL SERVICES		**213,302**		**285,574**		**304,590**
TOTAL PERSONAL SERVICES	**7.00**	**708,342**	**8.00**	**901,389**	**8.00**	**913,094**

* This division was under the Highways fund but moved here for FY 18 in the General fund

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT
Bureau of Capital Projects Management
Index #303125

ORIGIN/PURPOSE:

The Bureau of Capital Projects Management provides comprehensive project management services for the design and construction of County-owned buildings and other capital projects for County departments and agencies in accordance with Sections 16-25 and 41-26 of the Harford County Code.
This Division moved to the General Fund for FY 18.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	682,085	0	0	0	0
20 CONTRACTUAL SERVICES	46,282	0	0	0	0
30 SUPPLIES & MATERIALS	1,690	0	0	0	0
40 BUSINESS AND TRAVEL	7,867	0	0	0	0
50 CAPITAL OUTLAY	7,332	0	0	0	0
80 INTER-GOVERNMENTAL/INTERFUND	0	0	0	0	0
GRAND TOTAL	**745,256**	**0**	**0**	**0**	**0**
FUNDING SOURCE:					
25 HIGHWAYS	**745,256**	**0**	**0**	**0**	**0**

FINANCIAL NOTES:

All funds for this division were transferred to the General Fund in FY 18

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT
Bureau of Construction Inspection
Index #303220

ORIGIN/PURPOSE:

The Bureau of Construction Inspections (BCI) provides inspection services for construction of roads, bridges, storm water management facilities, water distribution lines, sewer lines and sewage pump stations, and commercial development infrastructure that will be transferred to county ownership. BCI also provides enforcement inspections of stormwater management facilities and erosion and sediment control measures at all public and private construction sites county-wide.

FY 20 GOALS:

TO MANAGE PROJECT CONSTRUCTION AND INSPECTION

TO COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

TO ENFORCE GRADING AND SWM PERMIT REQUIREMENTS

TO ENSURE SWM FACILITIES FUNCTION LONG-TERM

TO MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT
Bureau of Construction Inspection
Index #303220

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,603,092	1,541,346	1,633,497	1,878,467	1,878,467
20 CONTRACTUAL SERVICES	51,193	94,317	266,250	266,250	266,250
30 SUPPLIES & MATERIALS	19,187	10,465	14,700	14,700	14,700
40 BUSINESS AND TRAVEL	32,049	32,836	62,475	62,475	62,475
50 CAPITAL OUTLAY	682	0	0	0	0
80 INTER-GOVERNMENTAL/INTERFUND	9	0	3,500	3,500	3,500
GRAND TOTAL	**1,706,212**	**1,678,964**	**1,980,422**	**2,225,392**	**2,225,392**
FUNDING SOURCE:					
25 HIGHWAYS	**1,706,212**	**1,678,964**	**1,980,422**	**2,225,392**	**2,225,392**

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT
Bureau of Construction Inspection
Index #303220

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $ 244,970
1,094,354	1,096,350	1,996	Full-time salaries
			1,996 Salary adjustments
	37,905	37,905	FY 20 merit increase of $2,000 to all eligible employees
	188,633	188,633	Two (2) positions transferred in from Stormwater Management

# of Positions	Salary	Fringe	Total	
1.00	58,720	34,948	93,668	Inspector II
1.00	59,690	35,275	94,965	Inspector III
2.00	118,410	70,223	188,633	

25,200	0	(25,200)	Temporary funding for summer interns moved to Stormwater Management
98,494	104,154	5,660	Pension adjustments
15,377	14,470	(907)	Workers' Compensation adjustments
226,956	260,553	33,597	Health Benefits are adjusted due to staff opting for changes in levels of coverage
24,650	31,083	6,433	PEHP (Post Employment Health Plan)
91,226	88,079	(3,147)	FICA adjustments
			CONTRACTUAL SERVICES no change in funding for FY 20
200,000	200,000	0	Management Services for contractual supplemental inspectors

DIVISION STAFF SUMMARY
Bureau of Construction Inspections
Index #303220

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	1.00	59,669	1.00	50,946	1.00	52,946
Administrative Budget Technician I	1.00	63,280	1.00	66,546	0.00	0
Administrative Budget Technician II	0.00	0	0.00	0	1.00	70,542
Chief, Bureau of Construction Mgt	1.00	98,971	1.00	102,950	1.00	104,949
Chief, Construction Inspector	2.00	159,495	2.00	166,685	2.00	170,685
Deputy Director of Public Works	1.00	115,093	1.00	117,519	1.00	117,519
Inspector I	0.00	0	0.00	0	0.00	0
Inspector II	7.00	368,902	7.00	393,748	8.00	466,469
Inspector III	3.00	186,236	3.00	195,960	4.00	263,650
FULL-TIME SALARIES	16.00	1,051,646	16.00	1,094,354	18.00	1,246,760
TEMPORARY SALARIES		25,200		25,200		0
SALARY TOTAL	**16.00**	**1,076,846**	**16.00**	**1,119,554**	**18.00**	**1,246,760**
OTHER PERSONAL SERVICES						
Pension & Retirement		94,648		98,494		118,442
Workers' Compensation		8,696		15,377		16,581
Health Benefits		236,884		226,956		308,495
PEHP		24,100		24,650		31,083
Overtime		65,000		55,000		55,000
FICA		87,351		91,226		99,586
Miscellaneous		2,240		2,240		2,520
TOTAL OTHER PERSONAL SERVICES		**518,919**		**513,943**		**631,707**
TOTAL PERSONAL SERVICES	**16.00**	**1,595,765** *	**16.00**	**1,633,497**	**18.00**	**1,878,467**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF STORMWATER MANAGEMENT

ORIGIN/PURPOSE:

Operating funds were transferred from #303320 Stormwater Management to a new index #301603 - Stormwater Management - General Fund in FY 16.
This account is set up for FY 17 as a special fund for deposit of a certain portion of the recordation tax, $0.55 for each of the sale price (or lien amount) for each property deed recorded. The proceeds of this fund are used for the County's watershed protection and restoration program as mandated under State of Maryland law. The State requires a separate fund be established for this purpose.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	0	0	0	0	0
20	CONTRACTUAL SERVICES	0	0	0	0	0
30	SUPPLIES & MATERIALS	0	0	0	0	0
40	BUSINESS AND TRAVEL	0	0	0	0	0
50	CAPITAL OUTLAY	0	0	0	0	0
70	MISCELLANEOUS	0	1,324,500	1,660,243	1,985,000	1,985,000
	GRAND TOTAL	**0**	**1,324,500**	**1,660,243**	**1,985,000**	**1,985,000**
SUMMARY BY FUND:						
29	STORMWATER MANAGEMENT	0	1,324,500	1,660,243	1,985,000	1,985,000
		0	**1,324,500**	**1,660,243**	**1,985,000**	**1,985,000**
SUMMARY BY DIVISION:						
303320	STORMWATER MANAGEMENT	0	1,324,500	1,660,243	1,985,000	1,985,000
	GRAND TOTAL	**0**	**1,324,500**	**1,660,243**	**1,985,000**	**1,985,000**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS increase $324,757
1,660,243	1,985,000	324,757	Other Contingencies - per Treasury's recommendations

PUBLIC WORKS - DIVISION OF PROGRAM MANAGEMENT
Stormwater Management - General Fund
Index #301603

ORIGIN/PURPOSE:

The Stormwater Management group is responsible for three separate programs: (1) Plan review and approval for stormwater management and sediment control; (2) Construction and post-construction/maintenance inspections for stormwater management; and (3) Implementation of the County's MS4 permit, or National Pollution Discharge Elimination System (NPDES) Municipal Storm Separate Sewer System (MS4) permit.

Administration of the stormwater management and sediment control program is delegated by the Maryland Department of the Environment (MDE). Recent updates to the state stormwater management regulations have required new development to focus on designing and constructing smaller stormwater management facilities resulting in a significantly larger number of facilities being constructed. The new regulations have increased plans review times and the time required to complete inspections.

Harford County received it's most recent five-year MS4 permit in December, 2014. The MS4 permit is required by the Environmental Protection Agency (EPA) and issued by MDE. Permit requirements include assessing stream health through watershed assessments, identifying opportunities to improve stream health through watershed restoration plans, and designing and constructing watershed restoration projects to improve stream health. Projects include but are not limited to constructing new stormwater management facilities, upgrading existing stormwater management facilities, and constructing stream restorations.
Additional permit requirements include monitoring stream health, identifying sources of potential impacts to stream health from commercial, industrial and residential properties and implementing a public outreach program

All funds were transferred from #303320 Stormwater Management Fund to new index #301603 Stormwater Management - General Fund due to Bill No. 14-036 repealing the stormwater remediation fees.

FY 20 GOALS:

TO MANAGE PROJECT CONSTRUCTION AND INSPECTION

TO COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

TO MANAGE AND COORDINATE MS4 ACTIVITIES

TO MANAGE THE PERMIT AND REVIEW PROCESS

TO DIRECT AND MANAGE PROJECT DESIGN

TO MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

PUBLIC WORKS - DIVISION OF HIGHWAYS
Stormwater Management - General Fund
Index #301603

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,158,525	1,286,969	1,258,451	1,140,648	1,140,648
20	CONTRACTUAL SERVICES	114,388	130,880	327,522	327,522	327,522
30	SUPPLIES & MATERIALS	11,885	7,025	8,945	8,945	8,945
40	BUSINESS AND TRAVEL	10,269	10,969	17,650	17,650	17,650
50	CAPITAL OUTLAY	460	167	0	0	0
70	MISCELLANEOUS	6,139	33,991	10,608	6,586	6,586
80	INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
	GRAND TOTAL	**1,301,666**	**1,470,001**	**1,623,376**	**1,501,551**	**1,501,551**
SUMMARY BY FUND:						
11	GENERAL	1,301,666	1,470,001	1,623,376	1,501,551	1,501,551
		1,301,666	**1,470,001**	**1,623,376**	**1,501,551**	**1,501,551**
SUMMARY BY DIVISION:						
301603	STORMWATER MANAGEMENT	1,301,666	1,470,001	1,623,376	1,501,551	1,501,551
	GRAND TOTAL	**1,301,666**	**1,470,001**	**1,623,376**	**1,501,551**	**1,501,551**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Stormwater Management - General Fund
Index #301603

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($117,803)
896,619	900,218	3,599	Full-time salaries
			3,599 Turnover 0.40%
	21,033	21,033	FY 20 merit increase of $2,000 to all eligible employees
	18,600	18,600	Temporary funding for 2 summer Interns to assist with MS4 compliance
	(184,693)	(184,693)	Two (2) Inspectors transferred to Bureau of Construction Inspections

# of Positions	Salary	Fringe	Total	
(1.00)	(59,690)	(33,302)	(92,992)	Inspector II
(1.00)	(58,720)	(32,981)	(91,701)	Inspector III
(2.00)	(118,410)	(66,283)	(184,693)	

80,698	84,929	4,231	Pension adjustments
4,905	4,360	(545)	Workers' Compensation adjustment
206,095	224,906	18,811	Health Benefits are adjusted due to staff opting for changes in levels of coverage
68,594	69,755	1,161	FICA adjustments
			MISCELLANEOUS decrease ($4,022)
10,608	6,586	(4,022)	Pro Rata Shares - adjusted per the formula

DIVISION STAFF SUMMARY

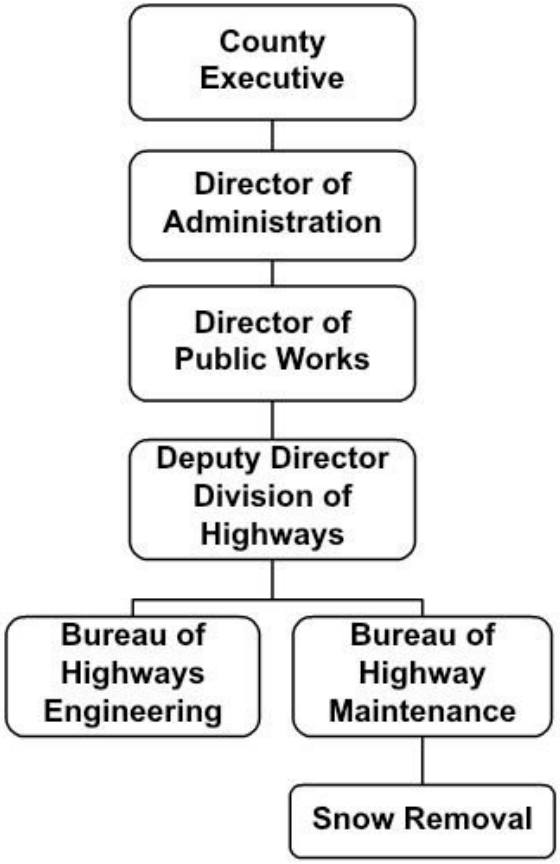
Stormwater Management-General Fund

Index #301603

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	1.00	41,027		1.00	45,103	1.00	47,103
Chief, Construction Inspector	1.00	69,853		0.00	0	0.00	0
Civil Engineer II	2.00	151,037		2.00	158,059	1.00	77,657
Civil Engineer III	0.00	0		0.00	0	1.00	88,000
Civil Engineer IV	2.00	225,630		2.00	234,144	2.00	238,144
Engineering Associate II	1.00	47,171		1.00	50,114	1.00	52,114
Engineering Associate IV	1.00	88,337		1.00	92,104	1.00	94,104
Engineering Associate V	2.00	190,869		2.00	198,685	2.00	202,686
Inspector II	1.00	55,608		1.00	58,720	0.00	0
Inspector III	1.00	56,559		1.00	59,690	0.00	0
FULL-TIME SALARIES	12.00	926,091		11.00	896,619	9.00	799,808
TEMPORARY SALARIES		0.00			0.00		18,600.00
TOTAL	**12.00**	**926,091**		**11.00**	**896,619**	**9.00**	**818,408**
OTHER PERSONAL SERVICES							
Pension & Retirement		83,348			80,699		75,982
Workers' Compensation		4,164			4,905		2,631
Health Benefits		214,075			206,094		180,419
FICA		70,587			68,594		61,948
Miscellaneous		1,680			1,540		1,260
TOTAL OTHER PERSONAL SERVICES		**373,854**			**361,832**		**322,240**
TOTAL PERSONAL SERVICES	**12.00**	**1,299,945**	*	**11.00**	**1,258,451**	**9.00**	**1,140,648**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
DIVISION OF HIGHWAYS



PUBLIC WORKS - DIVISION OF HIGHWAYS

ORIGIN/PURPOSE:

The Highways Division of the Department of Public Works has overall responsibility for the County's roadway network and stream quality. This charge is divided between two distinct functional areas:

BUREAU OF ENGINEERING: Responsibilities include engineering, design, and technical support of capital projects, development review, and drafting for highway related projects and other County agencies. In addition, this section performs traffic analysis for intersection improvements, future roads, speed studies, etc.

BUREAU OF HIGHWAYS MAINTENANCE: Responsible for maintenance and cleaning of roads, alleys, bridges, viaducts and underpasses, drains and culverts. This area is also responsible for the maintenance of approximately 1,064 miles of County roadways; 223 County bridges, which includes ten bridges shared with Baltimore County; over 25,000 signs; and over 5,450 street lights.

SNOW REMOVAL: Overtime cost, materials, meals, and other related expenses incurred for snow removal operations are budgeted in the account under the purview of the Bureau of Highways Maintenance.

MISSION STATEMENT:

TO PROVIDE COMPREHENSIVE HIGH QUALITY ENGINEERING AND MAINTAIN ROADWAY INFRASTRUCTURE IN A COST EFFECTIVE MANNER TO MEET THE NEEDS OF HARFORD COUNTY

FY 20 GOALS:

TO MAINTAIN EFFICIENCY AND SAFETY OF COUNTY ROADWAYS

TO PROVIDE SAFE AND WELL-MAINTAINED BRIDGES

TO PROVIDE RESPONSIVE AND EFFECTIVE SERVICE TO ROADWAY, BRIDGES AND DEVELOPMENT STAKEHOLDERS.

PUBLIC WORKS - DIVISION OF HIGHWAYS

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	12,375,191	13,350,556	13,939,785	14,499,619	14,499,619
20	CONTRACTUAL SERVICES	3,286,586	3,402,479	3,844,419	4,358,919	4,358,919
30	SUPPLIES & MATERIALS	2,290,626	3,074,920	3,414,710	3,428,910	3,428,910
40	BUSINESS AND TRAVEL	1,217,576	1,365,575	1,939,750	1,739,750	1,739,750
50	CAPITAL OUTLAY	207,390	82,680	14,500	17,000	17,000
70	MISCELLANEOUS	2,390,144	2,621,347	2,852,160	3,053,700	3,053,700
80	INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
	GRAND TOTAL	**21,767,513**	**23,897,557**	**26,005,524**	**27,098,098**	**27,098,098**
SUMMARY BY FUND:						
25	HIGHWAYS	21,767,513	23,897,557	26,005,524	27,098,098	27,098,098
	GRAND TOTAL	**21,767,513**	**23,897,557**	**26,005,524**	**27,098,098**	**27,098,098**
SUMMARY BY DIVISION:						
303210	BUREAU OF HIGHWAYS ENGINEERING	2,221,634	2,290,572	2,394,547	2,419,353	2,419,353
303410	BUREAU OF HIGHWAYS MAINTENANCE	18,444,447	19,441,708	21,274,079	22,126,546	22,126,547
303430	SNOW REMOVAL	1,101,432	2,165,277	2,336,898	2,552,198	2,552,198
	GRAND TOTAL	**21,767,513**	**23,897,557**	**26,005,524**	**27,098,098**	**27,098,098**

DEPARTMENT STAFF SUMMARY
PUBLIC WORKS - DIVISION OF HIGHWAYS

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
DIVISION OF HIGHWAYS - HIGHWAYS FUND						
Accounting Technician II	2.00	99,492	2.00	105,482	2.00	98,794
Administrative Assistant II	6.00	329,968	6.00	334,233	5.00	272,525
Administrative Budget Technician II	1.00	60,050	1.00	53,000	1.00	53,000
Administrative Specialist I	1.00	68,302	1.00	71,667	0.00	0
Administrator	0.00	0	0.00	0	1.00	67,586
Central Stores Coordinator	1.00	59,452	1.00	62,641	1.00	41,258
Central Stores Manager	1.00	52,495	1.00	55,545	1.00	66,521
Chauffeur-Laborer	24.00	971,000	24.00	1,008,317	25.00	1,064,377
Chief, Construction Inspector	1.00	79,396	1.00	82,983	1.00	84,983
Chief, Engineering Division	1.00	128,891	1.00	133,469	1.00	135,469
Chief, Highways Division	1.00	97,205	1.00	101,149	1.00	103,149
Civil Engineer III	5.00	509,506	5.00	529,696	4.00	408,145
Civil Engineer IV	0.00	0	0.00	0	1.00	105,913
Communications Specialist II	1.00	49,978	1.00	52,977	1.00	54,977
Crew Chief	12.00	637,391	12.00	648,110	12.00	661,803
Customer Support Analyst I	0.00	0	0.00	0	1.00	38,000
Engineering Associate III	1.00	56,432	1.00	59,562	1.00	61,562
Engineering Associate IV	2.00	156,644	2.00	163,776	2.00	167,776
Engineering Associate V	1.00	103,383	1.00	107,452	1.00	109,452
Engineering Records Technician	1.00	80,128	1.00	83,730	1.00	85,731
Equipment Operator	26.00	1,042,069	27.00	1,155,248	26.00	1,157,221
Equipment Operator Trainee	2.00	67,065	2.00	105,236	4.00	169,552
Equipment Repair Specialist	6.00	314,467	6.00	332,756	6.00	344,758

DEPARTMENT STAFF SUMMARY
PUBLIC WORKS - DIVISION OF HIGHWAYS

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
DIVISION OF HIGHWAYS - HIGHWAYS FUND						
GIS Coordinator	1.00	74,900	1.00	78,397	1.00	80,397
Inspector I	0.00	0	0.00	0	1.00	44,705
Inspector II	2.00	106,288	2.00	112,414	2.00	116,414
Inspector III	1.00	77,822	1.00	81,378	1.00	83,378
Laborer	3.00	119,213	3.00	127,596	3.00	133,596
Land Surveyor	1.00	94,752	1.00	98,647	1.00	100,647
Maintenance Supervisor	7.00	423,856	7.00	446,333	7.00	452,242
Management Assistant II	2.00	156,581	2.00	163,713	1.00	94,104
Permits Clerk	1.00	60,705	1.00	63,919	1.00	65,919
Road Marking Equipment Operator I	4.00	163,692	5.00	239,198	3.00	191,862
Road Marking Equipment Operator II	2.00	79,819	0.00	0	1.00	40,226
Road Marking Equipment Operator III	1.00	47,590	1.00	45,102	1.00	47,102
Senior Equipment Operator	14.00	662,887	14.00	687,055	14.00	711,535
Superintendent Highways	2.00	141,602	2.00	148,433	2.00	152,433
Trades / Laborer	6.00	297,899	6.00	297,418	6.00	282,175
Traffic Operations Supervisor	2.00	127,266	2.00	133,811	2.00	137,811
Traffic Sign Mechanic I	1.00	52,875	1.00	55,931	2.00	104,521
Traffic Sign Mechanic II	4.00	139,688	4.00	179,413	2.00	98,100
Traffic Sign Mechanic III	1.00	51,509	1.00	54,539	1.00	56,539
Utility Worker I	3.00	111,002	3.00	118,487	2.00	88,738
Utility Worker II	3.00	142,092	3.00	150,934	4.00	174,636
FULL-TIME SALARIES HIGHWAYS FUND	**157.00**	**8,095,352**	**157.00**	**8,529,749**	**157.00**	**8,609,632**
TEMPORARY SALARIES		**50,000**		**50,000**		**50,000**
SALARY TOTAL HIGHWAYS FUND	**157.00**	**8,145,352**	**157.00**	**8,579,749**	**157.00**	**8,659,632**

DEPARTMENT STAFF SUMMARY
PUBLIC WORKS - DIVISION OF HIGHWAYS

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES						
Pension & Retirement		733,441		781,334		817,915
Workers' Compensation		314,957		482,856		480,668
Health Benefits		2,437,803		2,645,905		2,816,242
PEHP		168,700		172,550		227,964
Overtime		560,000		560,000		760,000
FICA		665,281		695,411		715,218
Miscellaneous		21,980		21,980		21,980
TOTAL OTHER PERSONAL SERVICES		**4,902,162**		**5,360,036**		**5,839,987**
***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**						
TOTAL SALARIES	**157.00**	**8,145,352**	**157.00**	**8,579,749**	**157.00**	**8,659,632**
TOTAL OTHER PERSONAL SERVICES		**4,902,162**		**5,360,036**		**5,839,987**
TOTAL	**157.00**	**13,047,514**	**157.00**	**13,939,785**	**157.00**	**14,499,619**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Engineering
Index #303210

ORIGIN/PURPOSE:

The Bureau of Highways Engineering is a major section within the Department of Public Works. Its responsibilities are to provide engineering design and technical support for roadway and bridge projects throughout Harford County.

In addition, the Bureau of Highways Engineering provides the review/design and subsequent approval of subdivision/related roadways, traffic analysis, including but not limited to intersection improvements, future roads, speed studies, traffic calming measures, etc., storm drains, and bridge facilities, which when completed, become part of the Harford County infrastructure.

FY 20 GOALS:

TO MAINTAIN EFFICIENCY AND SAFETY OF COUNTY ROADWAYS

TO PROVIDE SAFE AND WELL-MAINTAINED BRIDGES

TO PROVIDE RESPONSIVE AND EFFECTIVE SERVICE TO ROADWAY, BRIDGES AND DEVELOPMENT STAKEHOLDERS

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Engineering
Index #303210

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	2,100,498	2,161,592	2,229,097	2,247,903	2,247,903
20 CONTRACTUAL SERVICES	33,615	32,053	52,500	51,000	51,000
30 SUPPLIES & MATERIALS	9,049	7,326	15,600	15,600	15,600
40 BUSINESS AND TRAVEL	12,019	23,089	25,650	25,650	25,650
50 CAPITAL OUTLAY	1,366	124	1,500	4,000	4,000
70 MISCELLENOUS	65,087	66,388	70,000	75,000	75,000
80 INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
GRAND TOTAL	**2,221,634**	**2,290,572**	**2,394,547**	**2,419,353**	**2,419,353**
FUNDING SOURCE:					
25 HIGHWAYS	**2,221,634**	**2,290,572**	**2,394,547**	**2,419,353**	**2,419,353**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Engineering
Index #303210

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $18,806
1,603,863	1,542,517	(61,346)	Full-time salaries
			5,767 Salary adjustments
			(67,113) Staff Turnover (4.18)%
			(61,346)
	39,613	39,613	FY 20 merit increase of $2,000 to all eligible employees
50,000	50,000	0	Temporary funds for summer engineering interns
144,355	146,539	2,184	Pension adjustments
8,669	7,487	(1,182)	Workers' Compensation adjustment
296,989	342,411	45,422	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
122,702	116,816	(5,886)	FICA adjustments
			CONTRACTUAL SERVICES decrease ($1,500)
2,000	500	(1,500)	Funding for Fax services and management services decreased based on actual expense history
			CAPITAL OUTLAY increase $2,500
1,500	4,000	2,500	Funds provide for the purchase of a Drone to help with inspections
			MISCELLANEOUS increase $5,000
70,000	75,000	5,000	Funding for Baltimore Metropolitan Council dues

DIVISION STAFF SUMMARY
Bureau of Highways Engineering
Index #303210

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	2.00	133,442	2.00	140,111	1.00	70,402
Administrative Budget Technician II	1.00	60,050	1.00	53,000	1.00	53,000
Chief, Engineering Division	1.00	128,891	1.00	133,469	1.00	135,469
Civil Engineer III	5.00	509,506	5.00	529,696	4.00	408,145
Civil Engineer IV	0.00	0	0.00	0	1.00	105,913
Customer Support Analyst I	0.00	0	0.00	0	1.00	38,000
Engineering Associate III	1.00	56,432	1.00	59,562	1.00	61,562
Engineering Associate IV	2.00	156,644	2.00	163,776	2.00	167,776
Engineering Associate V	1.00	103,383	1.00	107,452	1.00	109,452
Engineering Records Technician	1.00	80,128	1.00	83,730	1.00	85,731
GIS Coordinator	1.00	74,900	1.00	78,397	1.00	80,397
Land Surveyor	1.00	94,752	1.00	98,647	1.00	100,647
Management Assistant II	1.00	88,337	1.00	92,104	1.00	94,104
Permit Clerk	1.00	60,705	1.00	63,919	1.00	65,919
FULL-TIME SALARIES	**18.00**	**1,547,170**	**18.00**	**1,603,863**	**18.00**	**1,576,517**
TEMPORARY SALARIES		**50,000**		**50,000**		**50,000**
SALARY TOTAL	**18.00**	**1,597,170**	**18.00**	**1,653,863**	**18.00**	**1,626,517**

DIVISION STAFF SUMMARY
Bureau of Highways Engineering
Index #303210

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		139,245			144,355		149,769
Workers' Compensation		6,292			8,669		7,642
Health Benefits		289,046			296,988		342,411
FICA		121,506			122,702		119,044
Miscellaneous		2,520			2,520		2,520
TOTAL OTHER PERSONAL SERVICES		**558,609**			**575,234**		**621,386**
TOTAL PERSONAL SERVICES	**18.00**	**2,155,779**	*	**18.00**	**2,229,097**	**18.00**	**2,247,903**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Maintenance
Index #303410

ORIGIN/PURPOSE:

Governed by Code of Harford County, Chapter 16, Article IV, Section 25, the Bureau of Highways Maintenance is responsible for the maintenance and cleaning of roads, alleys, bridges, viaducts and underpasses, drains, and culverts. Inherent in this mission are the repair, maintenance, snow removal, and traffic control of approximately 1,064 miles of County roadways; 223 County bridges, which includes ten bridges shared with Baltimore County; over 25,000 signs; and 5,450 street lights.

FY 20 GOALS:

TO PROVIDE RESPONSIVE AND EFFECTIVE SERVICE TO ROADWAY, BRIDGES AND DEVELOPMENT STAKEHOLDERS
TO MAINTAIN EFFICIENCY AND SAFETY OF COUNTY ROADWAYS
TO PROVIDE SAFE AND WELL-MAINTAINED BRIDGES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	9,896,224	10,473,080	11,280,088	11,605,815	11,605,815
20 CONTRACTUAL SERVICES	3,116,185	3,218,339	3,499,481	4,015,481	4,015,481
30 SUPPLIES & MATERIALS	1,780,434	1,900,900	2,096,250	2,110,450	2,110,450
40 BUSINESS AND TRAVEL	1,120,523	1,211,874	1,603,100	1,403,100	1,403,100
50 CAPITAL OUTLAY	206,024	82,556	13,000	13,000	13,000
70 MISCELLANEOUS	2,325,057	2,554,959	2,782,160	2,978,700	2,978,700
GRAND TOTAL	**18,444,447**	**19,441,708**	**21,274,079**	**22,126,546**	**22,126,546**
FUNDING SOURCE:					
25 HIGHWAYS	**18,444,447**	**19,441,708**	**21,274,079**	**22,126,546**	**22,126,546**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Maintenance
Index #303410

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
6,925,886	6,761,115	(164,771)	PERSONAL SERVICES increase $325,727
			Full-time salaries
			5,713 Salary adjustments
			(170,484) Staff Turnover (2.46)%
			(164,771)
	337,806	337,806	FY 20 merit increase of $2,000 to all eligible employees
636,979	642,306	5,327	Pension/Retirement adjustments
474,187	453,868	(20,319)	Workers' Compensation adjustments
2,348,917	2,473,831	124,914	Health Benefits are adjusted due to staff opting for changes in levels of coverage
172,550	227,964	55,414	PEHP (Post Employment Health Plan)
542,109	529,465	(12,644)	FICA adjustments
			CONTRACTUAL SERVICES increase $516,000
543,296	799,296	256,000	Funding for Other Professional Services increased due to adding a new process that uses ultra violet cured fiberglass to repair storm drains
1,400,000	1,660,000	260,000	Funding for Grounds Maintenance increased for one additional Tree Trimming crew for the increase in service calls
			SUPPLIES AND MATERIALS increase $14,200
71,000	85,200	14,200	Funding for Traffic Signs increased due to increases in steel and aluminum pricing
			BUSINESS AND TRAVEL decrease ($200,000)
925,000	725,000	(200,000)	Funding for fuel and non-targeted charges decreased based on actuals
			MISCELLANEOUS increase $196,540
2,782,160	2,978,700	196,540	Pro Rata Shares - to the General Fund increased based on formula

DIVISION STAFF SUMMARY

Bureau of Highways Maintenance

Index #303410

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accounting Technician II	2.00	99,492	2.00	105,482	2.00	98,794
Administrative Assistant II	4.00	196,526	4.00	194,123	4.00	202,123
Administrative Specialist I	1.00	68,302	1.00	71,667	0.00	0
Administrator	0.00	0	0.00	0	1.00	67,586
Central Stores Coordinator	1.00	59,452	1.00	62,641	1.00	41,258
Central Stores Manager	1.00	52,495	1.00	55,545	1.00	66,521
Chauffeur-Laborer	24.00	971,001	24.00	1,008,317	25.00	1,064,377
Chief Construction Inspector	1.00	79,396	1.00	82,983	1.00	84,983
Chief, Highways Division	1.00	97,205	1.00	101,149	1.00	103,149
Communications Specialist II	1.00	49,978	1.00	52,977	1.00	54,977
Crew Chief	12.00	637,391	12.00	648,110	12.00	661,803
Equipment Operator	26.00	1,042,069	27.00	1,155,248	26.00	1,157,221
Equipment Operator Trainee	2.00	67,065	2.00	105,236	4.00	169,552
Equipment Repair Specialist	6.00	314,467	6.00	332,756	6.00	344,758
Inspector I	0.00	0	0.00	0	1.00	44,705
Inspector II	2.00	106,288	2.00	112,414	2.00	116,414
Inspector III	1.00	77,822	1.00	81,378	1.00	83,378
Laborer	3.00	119,213	3.00	127,596	3.00	133,596
Maintenance Supervisor	7.00	423,856	7.00	446,333	7.00	452,242
Management Assistant II	1.00	68,244	1.00	71,609	0.00	0
Road Marking Equipment Operator I	4.00	163,692	5.00	239,198	3.00	191,862
Road Marking Equipment Operator II	2.00	79,819	0.00	0	1.00	40,226
Road Marking Equipment Operator III	1.00	47,590	1.00	45,102	1.00	47,102
Senior Equipment Operator	14.00	662,887	14.00	687,055	14.00	711,535
Superintendent Highways	2.00	141,602	2.00	148,433	2.00	152,433
Trades/Laborer	6.00	297,898	6.00	297,418	6.00	282,175
Traffic Operations Supervisor	2.00	127,266	2.00	133,811	2.00	137,811
Traffic Sign Mechanic I	1.00	52,875	1.00	55,931	2.00	104,521

DIVISION STAFF SUMMARY

Bureau of Highways Maintenance

Index #303410

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Traffic Sign Mechanic II	4.00	139,688		4.00	179,412	2.00	98,100
Traffic Sign Mechanic III	1.00	51,509		1.00	54,539	1.00	56,539
Utility Worker I	3.00	111,002		3.00	118,486	2.00	88,738
Utility Worker II	3.00	142,092		3.00	150,934	4.00	174,636
SALARY TOTAL	**139.00**	**6,548,182**		**139.00**	**6,925,886**	**139.00**	**7,033,115**
OTHER PERSONAL SERVICES							
Pension & Retirement		594,196			636,979		668,146
Workers' Compensation		308,665			474,187		473,027
Health Benefits		2,148,757			2,348,917		2,473,831
PEHP		168,700			172,550		227,964
Overtime		160,000			160,000		160,000
FICA		513,175			542,109		550,272
Miscellaneous		19,460			19,460		19,460
TOTAL OTHER PERSONAL SERVICES		**3,912,953**			**4,354,202**		**4,572,700**
TOTAL PERSONAL SERVICES	**139.00**	**10,461,135**	*	**139.00**	**11,280,088**	**139.00**	**11,605,815**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Maintenance - Snow Removal
Index #303430

ORIGIN/PURPOSE:

Governed by Code of Harford County Charter, Chapter 16, Article 6, Section 25, the Snow Removal Program, managed by the Bureau of Highways Maintenance, was established to analyze and forecast expenditure requirements of snow removal services in Harford County. Overtime for snow removal is budgeted under this account to allow for better accountability and control of overtime during snow removal. All labor (not including overtime) is allocated under the operating budget of Highways Maintenance. Harford County roadways are divided into approximately 75 snow routes, each with an average length of 18 miles.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	378,469	715,884	430,600	645,900	645,900
20 CONTRACTUAL SERVICES	136,786	152,087	292,438	292,438	292,438
30 SUPPLIES & MATERIALS	501,143	1,166,694	1,302,860	1,302,860	1,302,860
40 BUSINESS AND TRAVEL	85,034	130,612	311,000	311,000	311,000
GRAND TOTAL	**1,101,432**	**2,165,277**	**2,336,898**	**2,552,198**	**2,552,198**
FUNDING SOURCE:					
25 HIGHWAYS	**1,101,432**	**2,165,277**	**2,336,898**	**2,552,198**	**2,552,198**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Maintenance - Snow Removal
Index #303430

FINANCIAL NOTES:

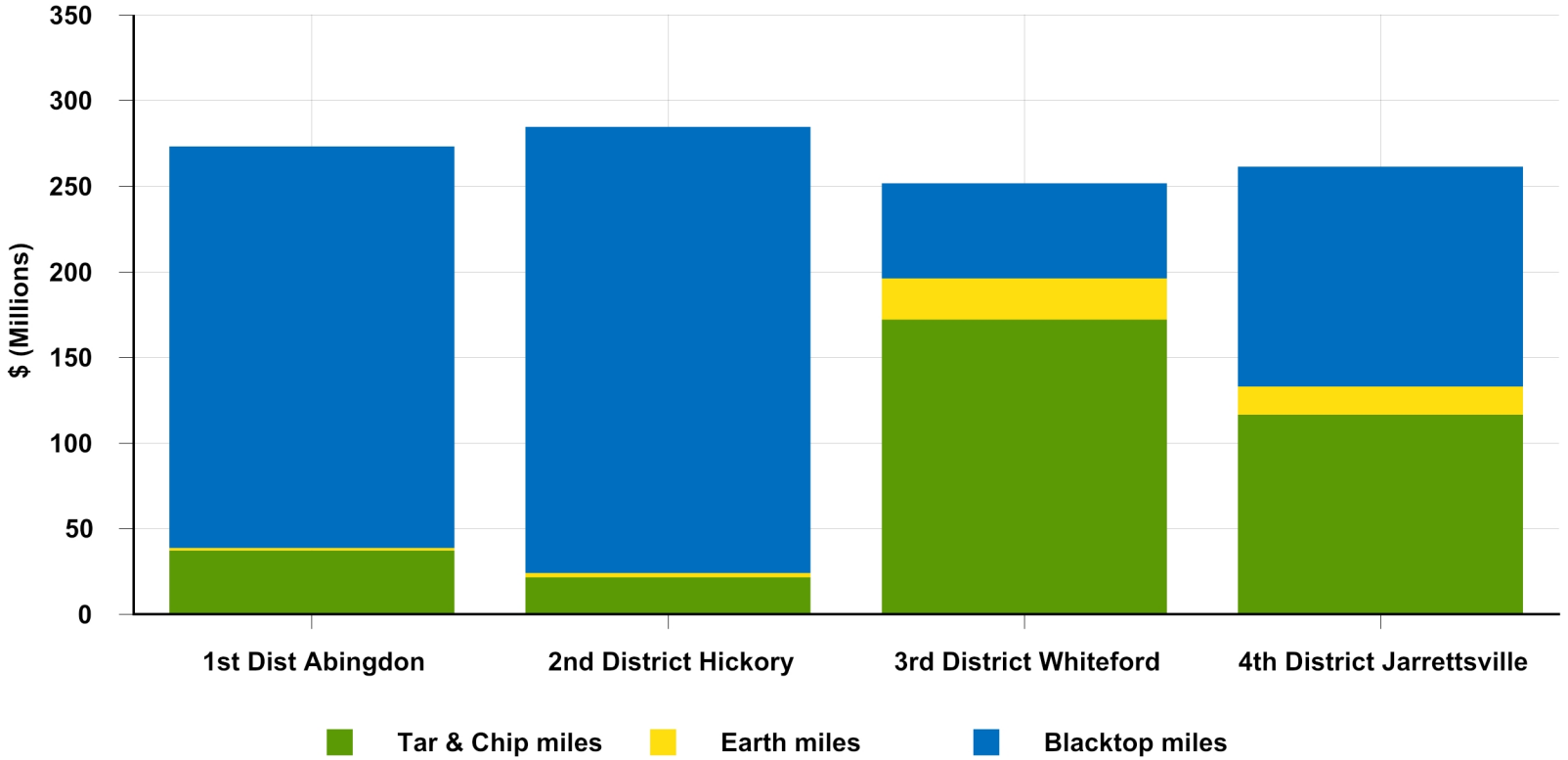
FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $215,300
400,000	600,000	200,000	Overtime adjusted based on actual expense history
30,600	45,900	15,300	FICA adjustments for additional overtime

DIVISION STAFF SUMMARY
Snow Removal
Index #303430

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Overtime		400,000			400,000		600,000
FICA		30,600			30,600		45,900
TOTAL OTHER PERSONAL SERVICES		430,600			430,600		645,900
TOTAL PERSONAL SERVICES	**0.00**	**430,600**	*	**0.00**	**430,600**	**0.00**	**645,900**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Highways District Road Surface Inventory



DPW - DIVISION OF HIGHWAYS - HIGHWAYS MAINTENANCE
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

To maintain efficiency & safety of the County roadways.

Department Objective

To improve the efficiency of the striping program and to stripe all County roads that require striping this year.

County Goal(s) Supported

III. Strengthening Our Communities

Measure		Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimate 2020
Input:						
	Dollars allocated (materials)	$213,197	$213,119	$244,507	$234,199	$257,416
	Number of staff	8	8	8	8	8
Output:						
	Number of road miles striped	900.53	904.21	917.82	800.62	800.00
	Cost per mile	$246.60	$218.12	$266.4	$292.52	$321.77
Outcome:						
	Percentage of roads that needed to be striped that were completed	90%	90%	107%	94%	100%

Explanation and Analysis of Performance Measures

Although the Striping Program goal is to complete 100% of the roads required to be striped within a given year, this can vary based upon weather; scheduled and non-scheduled equipment maintenance, as well as crews allocated for various capital projects.

DPW - DIVISION OF HIGHWAYS - TRANSPORTATION DIVISION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

To provide safe and well-maintained bridges

Department Objective

To improve the overall condition of the County's bridge infrastructure by improving the average rating and decreasing the percentage of bridges rated equal to or below 60.

County Goal(s) Supported

III. Strengthen Our Communities

V. Building Economic Vitality

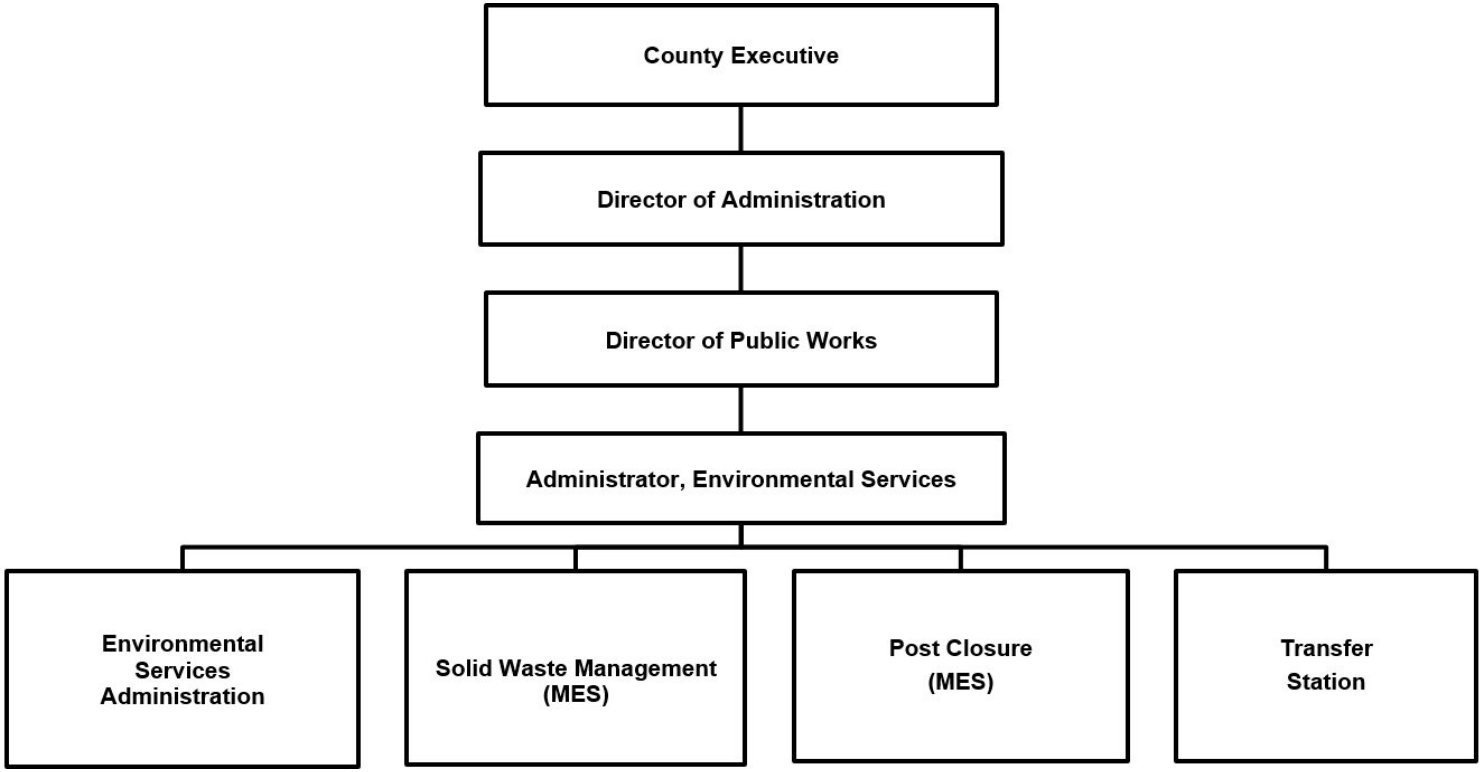
Measure		Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:						
	Dollars allocated	$2,690,000	$2,085,000	$2,450,000	$2,516,000	$2,925,000
	Number of Staff	2	1.0+ *	1.0+ *	1.0+ *	1.0+ *
Output:						
	Number of bridges in need of repair (i.e. those having rating < 60)	27	26	32	30	31
	Average cost to bring bridges up to satisfactory rating	$800,000	$850,000	$850,000	$900,000	$950,000
Outcome:						
	Average rating of all County bridges	80.1	80.7	79.1	79.1	80
	Percent of all bridges Countywide with rating of < 60	12.1%	11.7%	14.2%	14.2%	13%

*** One full time structural engineer supported by 3 other civil engineers who mix bridge construction projects in with their other assigned duties.**

Explanation and Analysis of Performance Measures

As bridges are replaced / reconstructed and their ratings improve, other bridges deteriorate resulting in nearly consistent numbers for average bridge ratings and percentages of bridges below 60. Note that some identified repairs are fairly minor in nature and not considered an immediate safety or capacity issue. These smaller repairs, although counted as a deficiency, may be deferred for several years.

DEPARTMENT OF PUBLIC WORKS
DIVISION OF
ENVIRONMENTAL SERVICES



PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES

ORIGIN/PURPOSE:

The Division of Environmental Services implements the County's environmental, solid waste management and recycling programs. Responsibilities include management and technical support for solid waste management, environmental investigation, and remediation of County landfill operations, and support of environmental programs with other County agencies, such as site assessment and land development plan review.

BUREAU OF ENVIRONMENTAL SERVICES ADMINISTRATION & ENGINEERING: Responsible for the management/oversight of the County's contract with Maryland Environmental Services (MES).
Maryland Environmental Services are responsible for:

RECYCLING: Educating and motivating the public to ensure that Harford County continues to reduce its waste stream through recycling efforts, as well as the procurement and contract management of recycling disposal contracts.

POST CLOSURE: Manage post closure care and monitoring associated with closed landfills

SCARBORO REMEDIATION: Monitoring of the Scarboro Landfill remediation project.

GYPSY MOTH and NOXIOUS WEED: Oversee the Gypsy Moth survey and spray program in Harford County by State of Maryland Department of Agriculture. Administer and provide labor support for the eradication of noxious and invasive weeds in Harford County.

BUREAU OF SOLID WASTE MANAGEMENT: Maintain and operate a sanitary landfill and homeowners drop-off center in which to process and dispose of residential refuse, recyclables, yard waste and miscellaneous debris and oversees the following operations: the Harford Waste Disposal Center, the mulch and compost operation, the recycling transfer station, the roadside litter control program, and the used oil and anti-freeze program.

MISSION STATEMENT:
TO PROVIDE QUALITY ENVIRONMENTAL AND INTEGRATED SOLID WASTE MANAGEMENT PROGRAMS FOR THE CITIZENS OF HARFORD COUNTY

FY 20 GOALS:
MAINTENANCE AND MONITORING COUNTY LANDFILLS

COST-EFFECTIVE RECYCLING PROGRAM

MANAGE AND OVERSEE M.E.S. CONTRACT

PROVIDE ADEQUATE SOLID WASTE DISPOSAL CAPACITY

PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	153,086	170,818	164,808	169,740	169,740
20	CONTRACTUAL SERVICES	12,935,737	14,442,726	15,008,740	17,533,770	17,533,770
30	SUPPLIES & MATERIALS	494	555	500	610	610
40	BUSINESS AND TRAVEL	281,164	304,410	289,500	323,760	323,760
50	CAPITAL OUTLAY	63,730	0	0	970,000	970,000
70	MISCELLANEOUS	0	0	0	0	0
80	INTER-GOVERNMENTAL/INTERFUND	0	0	0	0	0
	GRAND TOTAL	**13,434,211**	**14,918,509**	**15,463,548**	**18,997,880**	**18,997,880**
SUMMARY BY FUND:						
11	GENERAL	13,434,211	14,918,509	15,463,548	18,997,880	18,997,880
SUMMARY BY DIVISION:						
GENERAL FUND:						
301111	BUREAU OF ENVIRONMENTAL SERVICES ADMINISTRATION & ENGINEERING	153,088	170,818	164,808	169,740	169,740
301213	TRANSFER STATION	8,627,130	9,632,590	9,970,450	12,370,000	12,370,000
301214	BUREAU OF SOLID WASTE MGT	4,482,294	4,938,502	5,105,240	6,234,980	6,234,980
301251	POST CLOSURE	171,699	176,599	223,050	223,160	223,160
	GRAND TOTAL	**13,434,211**	**14,918,509**	**15,463,548**	**18,997,880**	**18,997,880**

DEPARTMENT STAFF SUMMARY
PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
DIVISION OF ENVIRONMENTAL SERVICES - GENERAL FUND						
Administrator	1.00	113,461	1.00	117,730	1.00	119,730
SALARY TOTAL	**1.00**	**113,461**	**1.00**	**117,730**	**1.00**	**119,730**
OTHER PERSONAL SERVICES						
Pension & Retirement		10,211		10,596		11,374
Workers' Compensation		397		530		503
Health Benefits		23,753		26,806		28,910
PEHP		0		0		0
Overtime		0		0		0
FICA		8,680		9,006		9,083
Miscellaneous		140		140		140
TOTAL OTHER PERSONAL SERVICES		**43,181**		**47,078**		**50,010**
TOTAL PERSONAL SERVICES	**1.00**	**156,642**	**1.00**	**164,808**	**1.00**	**169,740**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES
Bureau of Environmental Services Administration & Engineering
Index #301111

ORIGIN/PURPOSE:

The Division of Environmental Services oversees the County's environmental, solid waste management, and recycling programs. Responsibilities include management and technical support for solid waste management, environmental investigation, and remediation of County landfill operations and support of environmental programs with other County agencies, such as site assessments and land development plan review.

The function of this division has been outsourced to Maryland Environmental Services (MES)

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	153,086	170,818	164,808	169,740	169,740
20 CONTRACTUAL SERVICES	2	0	0	0	0
GRAND TOTAL	**153,088**	**170,818**	**164,808**	**169,740**	**169,740**
FUNDING SOURCE:					
11 GENERAL	**153,088**	**170,818**	**164,808**	**169,740**	**169,740**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $4,932
	2,275	2,275	FY 20 Merit Increase of $2,000 to all eligible employees
10,596	11,184	588	Pension adjustments
26,806	28,911	2,105	Health Benefits adjusted for anticipated cost increase and changes in coverage

DIVISION STAFF SUMMARY

Bureau of Environmental Services Administration & Engineering

Index #301111

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrator	1.00	113,461		1.00	117,730	1.00	119,730
SALARY TOTAL	**1.00**	**113,461**		**1.00**	**117,730**	**1.00**	**119,730**
OTHER PERSONAL SERVICES							
Pension & Retirement		10,211			10,596		11,374
Workers' Compensation		397			530		503
Health Benefits		23,753			26,806		28,910
Overtime		0			0		0
FICA		8,680			9,006		9,083
Miscellaneous		140			140		140
TOTAL OTHER PERSONAL SERVICES		**43,181**			**47,078**		**50,010**
TOTAL PERSONAL SERVICES	**1.00**	**156,642**	*	**1.00**	**164,808**	**1.00**	**169,740**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES
Transfer Station
Index #301213

ORIGIN/PURPOSE:

This budget supports the Municipal Solid Waste Disposal Agreement between Harford County Government and Baltimore County Government. The Agreement provides for construction and operation of facilities located in Baltimore County to properly dispose of solid waste and process materials for recycling as described in the Harford County Solid Waste Management Plan.

Transfer Station fees reallocated to the General Fund when Solid Waste Services was outsourced to Maryland Environmental Services (MES) and the Solid Waste Services Fund was eliminated.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	8,627,130	9,632,590	9,970,450	12,370,000	12,370,000
GRAND TOTAL	**8,627,130**	**9,632,590**	**9,970,450**	**12,370,000**	**12,370,000**
FUNDING SOURCE:					
011 GENERAL	**8,627,130**	**9,632,590**	**9,970,450**	**12,370,000**	**12,370,000**

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
9,970,450	12,370,000	2,399,550	Management Services - Payment to Baltimore County for the Transfer Station Agreement

PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES
Bureau of Solid Waste Management
Index #301214

ORIGIN/PURPOSE:

The Division of Environmental Services, Solid Waste Management funds the contract with Maryland Environmental Services (MES) to provide the daily service for the Landfill now under their oversight.
New for FY 17 as the County has outsourced Solid Waste Management Services to Maryland Environmental Services (MES)

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	4,136,906	4,633,537	4,815,240	4,940,610	4,940,610
30 SUPPLIES & MATERIALS	494	555	500	610	610
40 BUSINESS AND TRAVEL	281,164	304,410	289,500	323,760	323,760
50 CAPITAL OUTLAY	63,730	0	0	970,000	970,000
GRAND TOTAL	**4,482,294**	**4,938,502**	**5,105,240**	**6,234,980**	**6,234,980**
FUNDING SOURCE:					
11 GENERAL	**4,482,294**	**4,938,502**	**5,105,240**	**6,234,980**	**6,234,980**

PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES
Bureau of Solid Waste Management
Index #301214

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $125,370
34,300	32,730	(1,570)	Electricity decreased and telephone service increased based on actual expense history of contract
4,779,340	4,905,950	126,610	Other Professional Services - contract with Maryland Environmental Services
			BUSINESS AND TRAVEL increase $34,260
155,600	156,360	760	Vehicle Maintenance adjusted per the requested contract
133,900	167,400	33,500	Fuel Charges adjusted per the requested contract
			CAPITAL OUTLAY increase $970,000
0	970,000	970,000	Other funding - one time funding to purchase contractually obligated equipment for landfill

PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES
Post Closure
Index #301251

ORIGIN/PURPOSE:

The Bureau of Environmental Services Administration and Engineering manages this operating budget which accounts for post closure care and monitoring costs associated with closed landfills. The accounting for these costs is required by the Governmental Accounting Standards Board Statement No. 18.

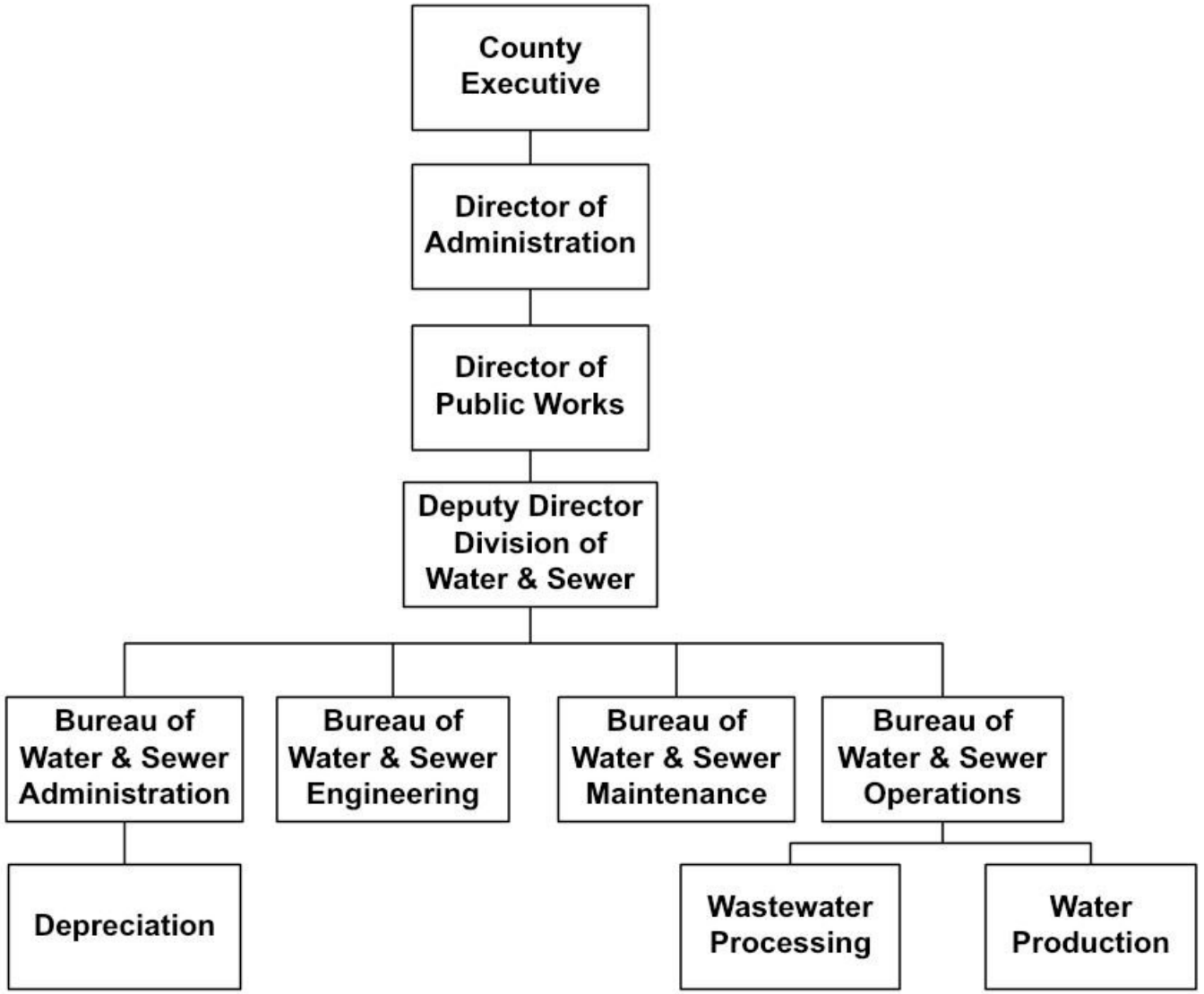
The costs include groundwater monitoring, gas monitoring, operation and maintenance of groundwater treatment systems, sampling and monitoring activities, and various other costs associated with post closure activities. The Maryland Department of the Environment mandates the treatment and remediation operations for closed landfills.

This function was outsourced to Maryland Environmental Services (MES) but accounting for these costs will be kept separate from the daily operations/costs of the Harford Waste Disposal System.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	171,699	176,599	223,050	223,160	223,160
30 SUPPLIES & MATERIALS	0	0	0	0	0
50 CAPITAL OUTLAY	0	0	0	0	0
GRAND TOTAL	**171,699**	**176,599**	**223,050**	**223,160**	**223,160**
FUNDING SOURCE:					
11 GENERAL	**171,699**	**176,599**	**223,050**	**223,160**	**223,160**

DEPARTMENT OF PUBLIC WORKS
DIVISION OF WATER AND SEWER



PUBLIC WORKS - DIVISION OF WATER & SEWER

ORIGIN/PURPOSE:

The Public Works Division of Water and Sewer is mainly funded by user charges, connection charges, interest on investments and licenses and permits. When possible grants are utilized to extend Water & Sewer service and to support special projects such as energy preparedness, response enhanced treatment and public main extension. This Division is responsible for the operation, maintenance, administration, planning, and engineering of public water and sewer facilities to service over 100,000 people in Harford County that reside outside the three incorporated towns. The Division is grouped into six functional areas:

BUREAU OF WATER & SEWER ADMINISTRATION is responsible for the overall direction and administration of all water and sewer activities including grant programs, Public Works Utility Agreements, Assessments, Intragovernmental Water & Sewer Purchase Agreements, Building Permits, Master Plan revisions, Capital Projects, Petitions, Budget, and Personnel Management.

DEPRECIATION is an account to track depreciation expense.

BUREAU OF WATER & SEWER ENGINEERING handles contract administration; Adequate Public Facilities requirements; existing utility line locations; quality control on construction of water and sewer capital projects and private developer projects; assists in house utility assessments and improvements to existing infrastructure. Responsibilities also include technical review of all developer projects to assure compliance with Harford County's Standard Specifications and Design Guidelines.

BUREAU OF WATER & SEWER MAINTENANCE operates and maintains the water distribution system and sewer collection system on a 24 hour, 7 day a week basis. They provide extensive customer service through the Water Meter Section, Maintenance Section, and the Customer Relations Section by responding to customer service requests or problems within 20 minutes for both normal and emergency service. The Maintenance Section is also responsible for system locations for the One Call (Miss Utility) System.

BUREAU OF WATER & SEWER OPERATIONS:

WASTEWATER PROCESSING is responsible for the treatment of domestic wastewater originating from more than 43,000 customer accounts of the County's sewer system; operating three County-owned treatment plants; operating 53 wastewater pumping stations which move wastewater from the communities to the Wastewater Treatment Plants' and operating and maintaining over 300 individual home sewage collection/pumping systems collectively. The County's main wastewater facility, Sod Run, is a regional type facility treating County septage, leachate, and other plant residuals in addition to the wastewater delivered from the collection system. It is a State and Federally acclaimed wastewater treatment system subject of awards and publications.

WATER PRODUCTION provides safe and potable water to over 43,000 customers on the County's water system; utilizes three County-owned treatment plants, 12 booster stations, 12 water towers to process and deliver water, and purchases water from the City of Havre de Grace. This section is able to monitor and direct water throughout the system's four pressure zones via radio telemetry.

PUBLIC WORKS - DIVISION OF WATER & SEWER

MISSION STATEMENT:

TO PROVIDE OUR CUSTOMERS WITH SAFE, RELIABLE WATER AND SEWER SERVICES IN A RESPONSIVE AND COST EFFECTIVE MANNER; TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT, AND TO ADMINISTER WELL-PLANNED IMPROVEMENTS TO SUPPORT COMMUNITY OPPORTUNITIES.

FY 20 GOALS:

TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT
TO PROVIDE RESPONSIVE AND ECONOMICAL SERVICE TO OUR CUSTOMERS
TO PROVIDE CLEAN, AFFORDABLE WATER TO OUR CUSTOMERS

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	13,890,358	14,730,630	16,893,529	17,305,548	17,305,548
20 CONTRACTUAL SERVICES	7,399,070	7,187,150	11,453,023	13,153,073	13,153,073
30 SUPPLIES & MATERIALS	3,390,197	3,729,251	4,609,770	4,729,445	4,729,445
40 BUSINESS AND TRAVEL	551,114	599,198	854,950	871,550	871,550
50 CAPITAL OUTLAY	701,812	891,678	1,028,335	1,171,950	1,171,950
70 MISCELLANEOUS	16,712,370	16,843,585	16,700,883	17,424,407	17,424,407
GRAND TOTAL	**42,644,921**	**43,981,492**	**51,540,490**	**54,655,973**	**54,655,973**
SUMMARY BY FUND:					
51 WATER & SEWER OPERATING	42,644,921	43,981,492	51,540,490	54,655,973	54,655,973
GRAND TOTAL	**42,644,921**	**43,981,492**	**51,540,490**	**54,655,973**	**54,655,973**

PUBLIC WORKS - DIVISION OF WATER & SEWER

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DIVISION:					
BUREAU OF ADMINISTRATION	3,635,629	3,868,109	4,531,632	4,830,256	4,830,256
DEPRECIATION	13,256,446	13,746,950	13,350,000	13,750,000	13,750,000
BUREAU OF ENGINEERING	1,142,889	1,187,873	1,461,727	1,476,266	1,476,266
BUREAU OF WATER & SEWER MAINTENANCE	6,266,115	6,532,926	8,226,648	8,496,707	8,496,707
WASTEWATER PROCESSING	11,318,703	11,774,188	15,045,029	15,889,331	15,889,331
WATER PRODUCTION	7,025,139	6,871,446	8,925,454	10,213,413	10,213,413
GRAND TOTAL	**42,644,921**	**43,981,492**	**51,540,490**	**54,655,973**	**54,655,973**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $412,019
10,207,072	10,259,774	52,702	Full-time salaries
			25,834 Salary adjustments
			26,868 Staff Turnover 0.26%
			52,702
	366,135	366,135	FY 20 merit increase of $2,000 to all eligible employees
141,660	93,313	(48,347)	Temporary Salaries - decrease based on actual expense history
	(20,368)	(20,368)	The net result of full-time staff transfers between Public Works - Division of Water & Sewer:
			Salary Fringe Total
			830 (21,198) (20,368)
922,638	981,893	59,255	Pension adjustments
385,591	270,342	(115,249)	Workers' Compensation adjustments
2,979,351	2,987,224	7,873	Health Benefits are adjusted due to staff opting for changes in levels of coverage

PUBLIC WORKS - DIVISION OF WATER & SEWER

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES CON'T.
309,022	352,306	43,284	PEHP (Post Employment Health Plan)
968,000	1,018,000	50,000	Overtime adjusted based on actual expense history for emergency utility crews to cover 24 hour operations
97,800	99,000	1,200	Shift Differential adjusted based on actual expense history
858,595	874,129	15,534	Fica adjustments
			CONTRACTUAL SERVICES increase $1,700,050
3,835,800	3,850,300	14,500	Electricity - increase based on actual expense history
178,900	183,100	4,200	Telephone Service and Answering Service- based on actual expenses
2,620,000	2,723,000	103,000	County Facility Repair & Renovations - increase based on actuals for routine repairs and replace methanol pump, upgrade lighting to LED, improve existing HVAC system in Admin building and other areas, upgrade security system to include access control system, various painting projects, refinish exterior of aging pump stations, digester cleaning, build back walls for biosolids storage building and multiple pump repairs
0	50,000	50,000	Temporary Services increased for someone to archive and scan project files and assist with legal documentation
2,622,200	3,941,700	1,319,500	Other Professional Services - increase based on actuals for lab analysis, preventive maintenance programs, emergency pump outs, courier service to transport samples, replacement of 8" commercial meters, meter calibration, temporary de-watering, switch gear replacement and auto transfer switch, risk management software to meet new regulations, lagoon clean out for biosolids, emergency pump outs, courier service to transport samples, and any unanticipated emergencies
270,000	240,000	(30,000)	Utility Line Maintenance - decrease based on actual expenses
200,850	206,550	5,700	Operating Equipment - increase due to actual contracts and based on expense history
382,000	552,000	170,000	Utility Water & Sewer Purchase - increased based on actual expenses from City of Baltimore

PUBLIC WORKS - DIVISION OF WATER & SEWER

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			SUPPLIES AND MATERIALS increase $119,675
76,500	86,700	10,200	Small tools and bituminous concrete increased based actual expense history
2,164,000	2,186,000	22,000	Chemicals in Bulk - increase based on projected usage and unit costs
490,000	573,000	83,000	Water Meter purchase increase based on projected costs to replace large commercial meters
			BUSINESS AND TRAVEL increase $16,600
329,150	345,750	16,600	Vehicle maintenance, transportation costs, meals, lodging, professional books and training seminars increased based on actual expense history
			EQUIPMENT increase $143,615
1,028,335	1,171,950	143,615	Funding provides for: annual inspection and maintenance of all wells, plant improvements, meters, electronic process controls, electric heaters, air conditioners, blowers, saws, pumps, hydraulic power tools, testing gauges, leak detection equipment, flow meters, lab equipment, radios and tower antennas FY 20 increase to purchase upgraded Itron mobile radios with new improved meter read system, upgrade MC3 mobile collector meter read unit, purchase of large generator for Abingdon big inch, ladders for the filter building, 6 new KSB mixers and lift gate for pick up truck
			MISCELLANEOUS increase $723,524
3,149,683	3,415,207	265,524	Pro Rata Shares - General Fund Administration @ $3,202,211 and DPW Director @ $212,996
13,350,000	13,750,000	400,000	Depreciation - per Treasury's recommendations
152,000	210,000	58,000	Payments to Other Government Agencies for Services - Payment to Havre de Grace for Harford County's share of Havre de Grace's City Water Plant operations decreased due to new agreement and payment to Delta Borough for treatment of waste as required by inter-state agreement has increased due to elevated copper load in wastewater

DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF WATER AND SEWER

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accountant III	1.00	114,553	1.00	118,844	1.00	120,844
Administrative Assistant I	1.00	51,360	1.00	54,386	1.00	56,386
Administrative Assistant II	7.00	360,818	7.00	382,032	7.00	396,032
Administrative Specialist II	1.00	59,926	0.00	0	0.00	0
Assistant Storekeeper	1.00	30,010	1.00	35,099	0.00	0
Assistant Superintendent	7.00	580,205	7.00	572,863	7.00	626,009
Central Stores Manager	2.00	92,840	2.00	96,333	2.00	103,900
Chief, Water & Sewer	4.00	468,068	4.00	485,426	4.00	493,427
Civil Engineer I	1.00	43,900	1.00	46,778	1.00	46,778
Civil Engineer II	1.00	60,320	1.00	50,348	0.00	0
Civil Engineer III	3.00	327,320	2.00	218,696	3.00	304,696
Civil Engineer IV	3.00	302,580	3.00	371,790	3.00	377,791
Computer System Engineer III	2.00	165,025	2.00	172,325	2.00	176,325
Customer Support Analyst I	1.00	37,706	2.00	74,869	1.00	38,842
Customer Support Analyst II	0.00	0	0.00	0	1.00	43,062
Deputy Director of Public Works	1.00	131,560	1.00	133,043	1.00	135,704
Drafting Technician II	1.00	63,584	1.00	66,856	1.00	68,856
Electrician Water & Sewer Operations	1.00	54,080	1.00	57,162	1.00	59,162
Engineering Associate II	1.00	65,051	2.00	119,312	2.00	121,312
Engineering Associate IV	1.00	61,724	1.00	64,959	1.00	66,958
Environmental Chemist	1.00	49,400	1.00	52,388	1.00	54,388
Equipment Repair Specialist	1.00	42,626	1.00	45,477	1.00	47,478
GIS Coordinator	1.00	83,062	1.00	86,723	1.00	88,723
Instrumentation Technician	1.00	63,609	1.00	66,881	1.00	68,881
Laboratory Technician	4.00	190,012	4.00	201,812	4.00	209,812
Management Assistant II	3.00	204,087	3.00	214,169	3.00	218,170
Permits Clerk	1.00	34,320	0.00	0	0.00	0
Permits Review Supervisor	1.00	82,713	1.00	86,368	1.00	88,368
Plant Operations Manager	1.00	81,202	2.00	151,086	2.00	155,086

DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF WATER AND SEWER

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Plant Operator (Water/Wastewater)	21.00	978,100	20.00	957,443	22.00	1,192,359
Plant Operator Trainee I (Water/Wastewater)	5.00	147,396	5.00	179,161	1.00	33,824
Plant Operator Trainee II (Water/Wastewater)	3.00	107,442	4.00	153,033	6.00	231,965
Plant Superintendent Water & Sewer	3.00	308,206	3.00	320,370	3.00	324,370
Pretreatment Inspector	1.00	49,978	1.00	52,978	1.00	54,978
Process Engineer	1.00	97,065	1.00	101,007	1.00	103,007
Senior Electrician Water & Sewer	1.00	66,058	1.00	69,380	1.00	71,380
Senior Instrumentation Technician	2.00	132,411	2.00	139,060	2.00	143,061
Senior Laboratory Technician	2.00	103,845	2.00	111,514	2.00	118,912
Senior Plant Operator	3.00	213,618	3.00	223,889	3.00	229,889
Senior Water/Wastewater Facility Mechanic	4.00	262,038	4.00	275,280	4.00	281,280
Shift Supervisor/Plant Operations	7.00	506,772	7.00	483,318	7.00	478,440
Storekeeper	0.00	0	0.00	0	1.00	38,152
Superintendent of Laboratories	1.00	70,000	1.00	90,893	1.00	92,893
Superintendent of Water & Sewer Facilities	1.00	83,736	1.00	87,411	1.00	89,411
Water & Sewer Facilities Maintenance Specialist	1.00	75,204	1.00	78,708	1.00	80,708
Water & Sewer Utility Crew Chief	6.00	331,749	6.00	350,384	6.00	332,866
Water & Sewer Utility Technician I	4.00	236,594	3.00	197,359	3.00	188,109
Water & Sewer Utility Technician II	0.00	0	1.00	55,040	1.00	57,040
Water & Sewer Utility Technician III	1.00	74,278	1.00	77,765	1.00	79,765
Water & Sewer Utility Worker I	0.00	0	8.00	256,719	4.00	128,360
Water & Sewer Utility Worker II	11.00	325,440	2.00	64,996	5.00	174,351
Water & Sewer Utility Worker III (Certified)	7.00	273,216	4.00	169,834	2.00	84,801
Water & Sewer Utility Worker III (Non-Certified)	3.00	118,020	7.00	278,037	8.00	335,015
Water & Sewer Utility Worker IV	4.00	176,198	4.00	185,636	6.00	275,279
Water/Wastewater Facility Mechanic	10.00	516,436	10.00	538,863	11.00	595,481
Water/Wastewater Facility Mechanic Trainee	3.00	105,376	3.00	113,484	1.00	57,000
Water Meter Mechanic I	2.00	87,484	1.00	47,853	3.00	101,472
Water Meter Mechanic II	6.00	274,431	6.00	277,698	4.00	187,727
Water Meter Technician I	1.00	41,027	2.00	107,696	2.00	116,271
Water Meter Technician II	2.00	129,644	2.00	136,237	2.00	121,448
FULL-TIME SALARIES	170.00	9,793,423	170.00	10,207,072	169.00	10,566,604

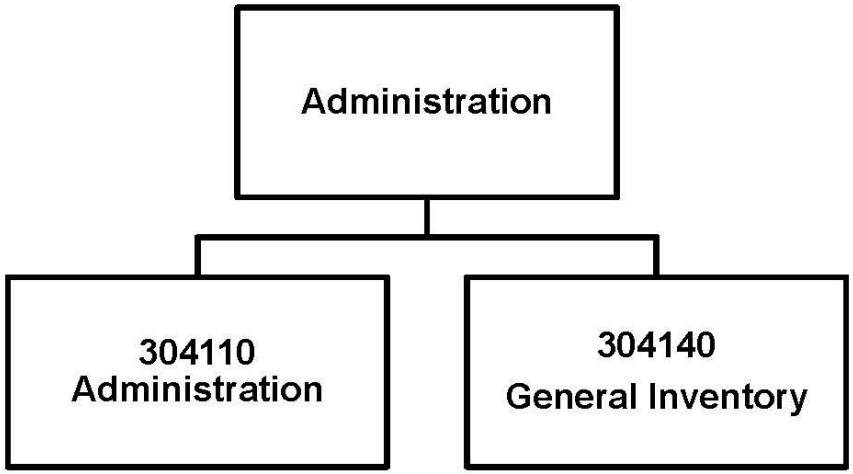
DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF WATER AND SEWER

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TOTAL FULL-TIME SALARIES	170.00	9,793,423		170.00	10,207,072	169.00	10,566,604
TEMPORARY SALARIES		147,610			141,660		93,313
SALARY TOTAL	**170.00**	**9,941,033**		**170.00**	**10,348,732**	**169.00**	**10,659,917**
OTHER PERSONAL SERVICES							
Pension & Retirement		885,351			922,638		1,011,611
Workers' Compensation		318,098			385,591		277,633
Health Benefits		2,590,291			2,979,351		2,966,837
PEHP		263,666			309,022		352,306
Overtime & Shift Differential		993,800			1,065,800		1,117,000
FICA		834,672			858,595		896,584
Miscellaneous		23,800			23,800		23,660
TOTAL OTHER PERSONAL SERVICES		**5,909,678**			**6,544,797**		**6,645,631**
TOTAL PERSONAL SERVICES	**170.00**	**15,850,711**	*	**170.00**	**16,893,529**	**169.00**	**17,305,548**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION



PUBLIC WORKS - DIVISION OF WATER & SEWER
Bureau of Water & Sewer Administration
Index #304110, 304140

ORIGIN/PURPOSE:

The Bureau of Water & Sewer Administration is responsible for the overall direction and administration of all water and sewer activities including grant programs, Public Works Utility Agreements, Assessments, Intragovernmental Water & Sewer Agreements, Building Permits, Master Plan Revisions, Capital Projects, Petitions, Commercial Applications, Budget and Personnel Management and Bureau Rules and Regulations.

FY 20 GOALS:

TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

TO PROVIDE RESPONSIVE & ECONOMICAL SERVICE TO CUSTOMERS

TO PROVIDE CLEAN, AFFORDABLE WATER TO CUSTOMERS

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	997,947	987,591	1,046,899	1,108,649	1,108,649
20	CONTRACTUAL SERVICES	72,748	44,098	229,750	201,150	201,150
30	SUPPLIES AND MATERIALS	7,495	3,695	57,550	57,500	57,500
40	BUSINESS AND TRAVEL	21,051	27,028	47,750	47,750	47,750
50	CAPITAL OUTLAY	2,588	2,981	0	0	0
70	MISCELLANEOUS	2,533,800	2,802,716	3,149,683	3,415,207	3,415,207
	GRAND TOTAL	**3,635,629**	**3,868,109**	**4,531,632**	**4,830,256**	**4,830,256**
FUNDING SOURCE:						
51	WATER & SEWER OPERATING	**3,635,629**	**3,868,109**	**4,531,632**	**4,830,256**	**4,830,256**
SUMMARY BY DIVISION:						
304110	BUREAU OF WATER & SEWER ADMINISTRATION	3,635,629	3,868,109	4,481,632	4,780,256	4,780,256
304140	GENERAL INVENTORY	0	0	50,000	50,000	50,000
		3,635,629	**3,868,109**	**4,531,632**	**4,830,256**	**4,830,256**

PUBLIC WORKS - DIVISION OF WATER & SEWER
Bureau of Water & Sewer Administration
Index #304110, 304140

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $61,750
705,289	710,986	5,697	Full-time salaries
			2,662 Salary Adjustment
			3,035 Turnover 0.43%
			5,697
	18,012	18,012	FY 20 merit increase of $2,000 to all eligible employees
47,500	44,833	(2,667)	Temporary Administrative position and summer clerical intern
63,480	71,382	7,902	Pension/Retirement adjustments
137,655	161,890	24,235	Health Benefits are adjusted due to staff opting for changes in levels of coverage
20,953	32,381	11,428	PEHP (Post Employment Health Plan)
6,000	6,000	0	Overtime
59,603	56,724	(2,879)	FICA adjustments
			CONTRACTUAL SERVICES decrease ($28,600)
150,600	100,600	(50,000)	Reduction in Other Professional Services offset by increase in Temporary Services for someone to archive and scan project files and assist with legal documentation
500	20,500	20,000	County Facility repair increased to relocate and improve existing HVAC system in Administration Building
			MISCELLANEOUS increase $265,524
3,149,683	3,415,207	265,524	Pro Rata Shares:

Pro Rata Shares:	FY 19	FY 20	Change
General Fund Administration	2,950,280	3,202,211	251,931
DPW Director	199,403	212,996	13,593
	3,149,683	3,415,207	265,524

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Administration

Index #304110

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accountant III	1.00	114,553		1.00	118,844	1.00	120,844
Administrative Assistant I	1.00	51,360		1.00	54,386	1.00	56,386
Chief, Water & Sewer (Administration)	0.50	57,200		0.75	96,406	0.75	97,906
Customer Support Analyst I	1.00	37,706		2.00	74,870	1.00	38,842
Customer Support Analyst II	0.00	0		0.00	0	1.00	43,062
Deputy Director of Public Works	1.00	131,560		1.00	133,043	1.00	135,704
Engineering Associate II	1.00	65,051		1.00	68,352	1.00	70,352
Management Assistant II	1.00	69,628		1.00	73,020	1.00	75,021
Permits Clerk	1.00	34,320		0.00	0	0.00	0
Permits Review Supervisor	1.00	82,713		1.00	86,368	1.00	88,368
FULL-TIME SALARIES	**8.50**	**644,091**		**8.75**	**705,289**	**8.75**	**726,485**
TEMPORARY SALARIES		**4,000**			**47,500**		**44,833**
SALARY TOTAL	**8.50**	**648,091**		**8.75**	**752,789**	**8.75**	**771,318**
OTHER PERSONAL SERVICES							
Pension & Retirement		57,968			63,479		72,854
Workers' Compensation		2,916			5,194		5,147
Health Benefits		144,571			137,656		161,891
PEHP		15,665			20,953		32,381
Overtime & Shift Differential		2,000			6,000		6,000
FICA		48,922			59,603		57,693
Miscellaneous		1,190			1,225		1,365
TOTAL OTHER PERSONAL SERVICES		**273,232**			**294,110**		**337,331**
TOTAL PERSONAL SERVICES	**8.50**	**921,323**	*	**8.75**	**1,046,899**	**8.75**	**1,108,649**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Depreciation
Index #304130

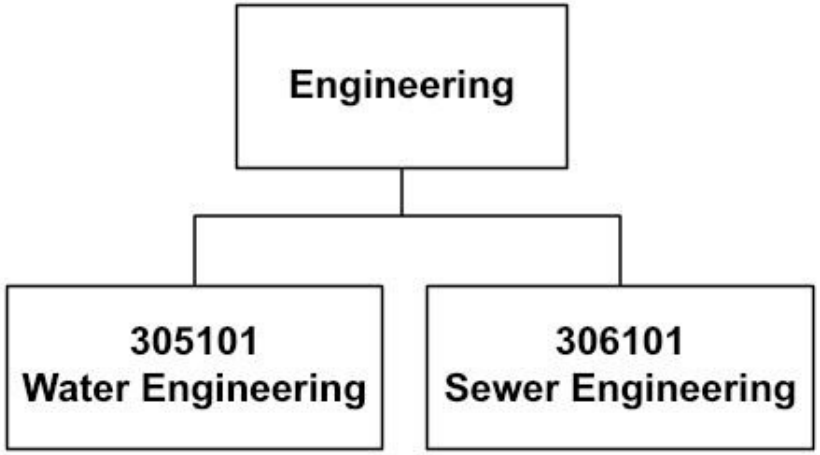
ORIGIN/PURPOSE:

Water and Sewer booked assets are funded by contributed capital. The value of the booked assets are reduced each year by depreciation expense. It is estimated that the expense for FY 20 will be $13,750,000. This total expense is reduced by the Depreciation Expense from Contributed Capital.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
70	MISCELLANEOUS	13,256,446	13,746,950	13,350,000	13,750,000	13,750,000
	GRAND TOTAL	**13,256,446**	**13,746,950**	**13,350,000**	**13,750,000**	**13,750,000**
FUNDING SOURCE:						
51	WATER & SEWER OPERATING	**13,256,446**	**13,746,950**	**13,350,000**	**13,750,000**	**13,750,000**
SUMMARY BY DIVISION:						
304130	DEPRECIATION	13,256,446	13,746,950	13,350,000	13,750,000	13,750,000
	GRAND TOTAL	**13,256,446**	**13,746,950**	**13,350,000**	**13,750,000**	**13,750,000**

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION



PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Engineering
Index #305101, 306101

ORIGIN/PURPOSE:

The responsibilities of the Bureau of Water & Sewer Engineering include handling contract administration; Adequate Public Facilities requirements; existing utility line locations; quality control on construction of water and sewer capital projects and private developer projects; assisting in house utility assessments; planning for future growth and improvements to existing infrastructure. Responsibilities also include technical review of all developer projects to assure compliance with Harford County's Standard Specifications and Design Guidelines.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,077,690	1,136,990	1,322,077	1,383,341	1,383,341
20	CONTRACTUAL SERVICES	57,136	43,007	116,550	68,200	68,200
30	SUPPLIES AND MATERIALS	4,514	3,009	9,600	9,425	9,425
40	BUSINESS AND TRAVEL	3,549	4,867	13,500	15,300	15,300
	GRAND TOTAL	**1,142,889**	**1,187,873**	**1,461,727**	**1,476,266**	**1,476,266**
FUNDING SOURCE:						
51	WATER & SEWER OPERATING	**1,142,889**	**1,187,873**	**1,461,727**	**1,476,266**	**1,476,266**
SUMMARY BY DIVISION:						
305101	WATER ENGINEERING	584,588	607,020	868,524	861,831	861,831
306101	SEWER ENGINEERING	558,301	580,853	593,203	614,435	614,435
	GRAND TOTAL	**1,142,889**	**1,187,873**	**1,461,727**	**1,476,266**	**1,476,266**

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Engineering
Index #305101, 306101

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $61,265
958,154	986,807	28,653	Full-time salaries
			(1,000) Salary adjustments
			29,653 Turnover 3.09%
			28,653
	22,428	22,428	FY 20 merit increase of $2,000 to all eligible employees
18,000	18,000	0	Temporary Salaries - funding provides for summer interns
90,184	97,693	7,509	Pension/Retirement adjustments
159,728	155,856	(3,872)	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in coverage
13,559	19,429	5,870	PEHP (Post Employment Health Plan)
74,833	76,067	1,234	Fica adjustments
			CONTRACTUAL SERVICES decrease ($48,350)
50,000	0	(50,000)	Other Professional Services removed for FY 20
4,250	5,650	1,400	Data Processing Hardware increased for the addition of Auto Cad users
			BUSINESS AND TRAVEL increase $1,800
2,400	4,200	1,800	Funding for Meals, Lodging and Professional Books increased based on actuals

DIVISION STAFF SUMMARY

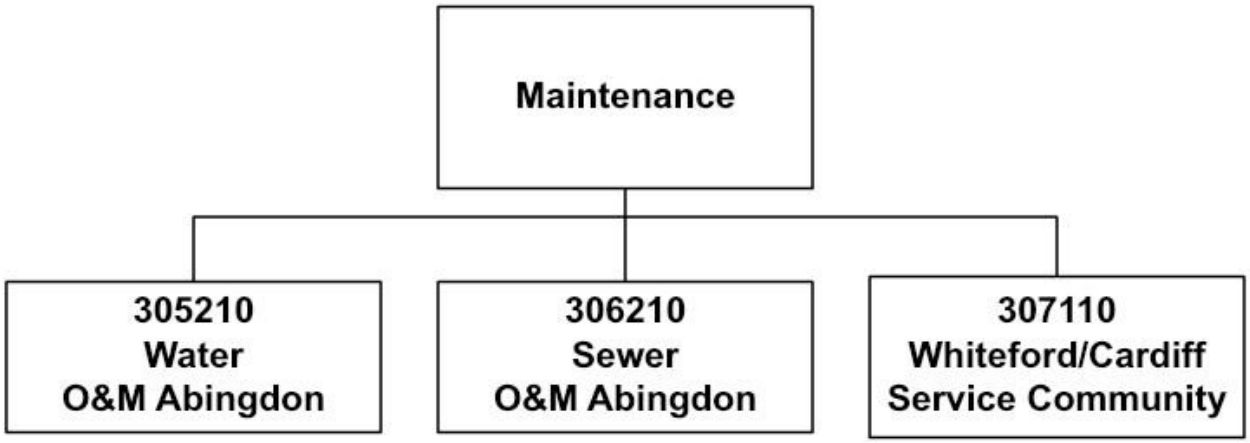
Bureau of Water & Sewer Engineering

Index #305101, 306101

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Chief, Water & Sewer	1.50	186,092		1.25	155,750	1.25	158,250
Civil Engineer I	1.00	43,900		1.00	46,778	1.00	46,778
Civil Engineer II	1.00	60,320		1.00	50,348	0.00	0
Civil Engineer III	3.00	327,320		2.00	218,696	3.00	304,696
Civil Engineer IV	2.00	177,848		2.00	242,564	2.00	246,565
Drafting Technician II	1.00	63,584		1.00	66,856	1.00	68,856
Engineering Associate II	0.00	0		0.00	0	0.50	25,480
Engineering Associate IV	1.00	61,724		1.50	90,439	1.00	66,958
GIS Coordinator	1.00	83,062		1.00	86,723	1.00	88,723
FULL-TIME SALARIES	**11.50**	**1,003,850**		**10.75**	**958,154**	**10.75**	**1,006,306**
TEMPORARY SALARIES		55,450			18,000		18,000
SALARY TOTAL	**11.50**	**1,059,300**		**10.75**	**976,154**	**10.75**	**1,024,306**
OTHER PERSONAL SERVICES							
Pension & Retirement		94,292			90,184		99,545
Workers' Compensation		4,032			4,114		3,626
Health Benefits		168,458			159,728		155,856
PEHP		18,075			13,559		19,429
Overtime & Shift Differential		2,000			2,000		2,000
FICA		80,543			74,833		77,074
Miscellaneous		1,610			1,505		1,505
TOTAL OTHER PERSONAL SERVICES		**369,010**			**345,923**		**359,035**
TOTAL PERSONAL SERVICES	**11.50**	**1,428,310**	*	**10.75**	**1,322,077**	**10.75**	**1,383,341**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION



PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Maintenance
Index #305210, 306210, 307110

ORIGIN/PURPOSE:

The Bureau of Water and Sewer Maintenance is responsible for operating and maintaining the water distribution system and sewer collection system on a 24-hour, 7 day a week basis. They provide extensive customer service through the Water Meter Section, Maintenance Section and the Customer Relations Section by responding to customer service requests or problems within 20 minutes for both normal and emergency services. Customer Service is also provided by the continuous implementation of the "Preventative Maintenance Plan." The Maintenance Section is also responsible for marking the location of underground Water & Sewer utilities.

FY 20 GOALS:

TO PROVIDE RESPONSIVE, AND ECONOMICAL SERVICE TO OUR CUSTOMERS
TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	4,360,407	4,644,680	5,354,323	5,297,782	5,297,782
20 CONTRACTUAL SERVICES	756,802	670,625	1,188,900	1,274,950	1,274,950
30 SUPPLIES AND MATERIALS	723,605	704,119	1,058,475	1,160,075	1,160,075
40 BUSINESS AND TRAVEL	285,416	311,426	409,400	424,200	424,200
50 CAPITAL OUTLAY	60,289	22,076	115,900	153,700	153,700
70 MISCELLANEOUS	6,934	0	6,000	186,000	186,000
GRAND TOTAL	**6,193,453**	**6,352,926**	**8,132,998**	**8,496,707**	**8,496,707**
FUNDING SOURCE:					
51 WATER & SEWER OPERATING	**6,193,453**	**6,352,926**	**8,132,998**	**8,496,707**	**8,496,707**

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Maintenance
Index #305210, 306210, 307110

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DIVISION:						
305210	WATER O & M ABINGDON	3,901,166	3,941,601	5,037,109	5,181,022	5,181,022
306210	SEWER O & M ABINGDON	2,292,287	2,408,931	3,095,889	3,123,035	3,123,035
307110	SEWER WHITEFORD/CARDIFF SERVICE COMMUNITY	72,662	182,394	93,650	192,650	192,650
	GRAND TOTAL	**6,266,115**	**6,532,926**	**8,226,648**	**8,496,707**	**8,496,707**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($56,540)
3,118,657	3,003,008	(115,649)	Full-time salaries
			13,120 Salary adjustments
			(128,769) Staff Turnover (4.13)%
			(115,649)
	135,824	135,824	FY 20 merit increase of $2,000 to all eligible employees
16,000	12,480	(3,520)	Temporary salary for summer interns, clerical, laborer and engineering aide
		16,885	Transfer between W & S Divisions:
			Salary 12,219 Fringe 4,666 Total 16,885
280,700	285,286	4,586	Pension/Retirement adjustments
126,713	83,986	(42,727)	Workers' Compensation adjustments

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Maintenance
Index #305210, 306210, 307110

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES continued
1,082,722	1,014,587	(68,135)	Health Benefits are adjusted due to staff opting for changes in levels of coverage
119,747	129,525	9,778	PEHP (Post Employment Health Plan)
326,000	326,000	0	Overtime - for emergency utility crews to cover 24 hour operations
250,453	256,872	6,419	Fica adjustments
			CONTRACTUAL SERVICES increase $79,300
44,500	47,000	2,500	Telephone service increased for tablet data service for upgraded meter reading system
71,000	127,000	56,000	County facility repairs increase for new access control system, roof repair, and HVAC upgrades and repairs
270,000	240,000	(30,000)	Utility line maintenance decreased based on actuals
321,000	365,000	44,000	Other professional services increased due to replacement of 8" commercial meters, the increase in other contracted services including meter calibration and repairs
75,000	81,000	6,000	Other expenses for Cityworks mobile and Respond applications annual subscription increase
			SUPPLIES AND MATERIALS increase $96,700
27,900	41,000	13,100	Printing commercial, paper supplies, janitorial supplies, building supplies, chemicals in bulk and bituminous concrete increased based on actuals
490,000	573,000	83,000	Water meter purchase increased based on actual expense history
			BUSINESS AND TRAVEL increase $14,800
78,000	92,800	14,800	Vehicle maintenance, transportation, meals, lodging, professional books and training seminars increased based on actual expense history
			EQUIPMENT increase $37,800
11,000	50,000	39,000	Increase for Electronic Process Control Equipment to purchase upgraded Itron Mobile radios to work with improved meter read system and upgrade MC3 mobile collector meter read unit

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Maintenance
Index #305210, 306210, 307110

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS increase $98,000
6,000	6,000	0	Payments to Other Government Agencies - provided for any MDE fines
82,000	180,000	98,000	Payment to Other Government Agencies for Services - payments to Delta Borough for treatment of waste, as required by the inter-state agreement, increased due to elevated copper load in wastewater

DIVISION STAFF SUMMARY
Bureau of Water & Sewer Maintenance
Index #305210, 306210

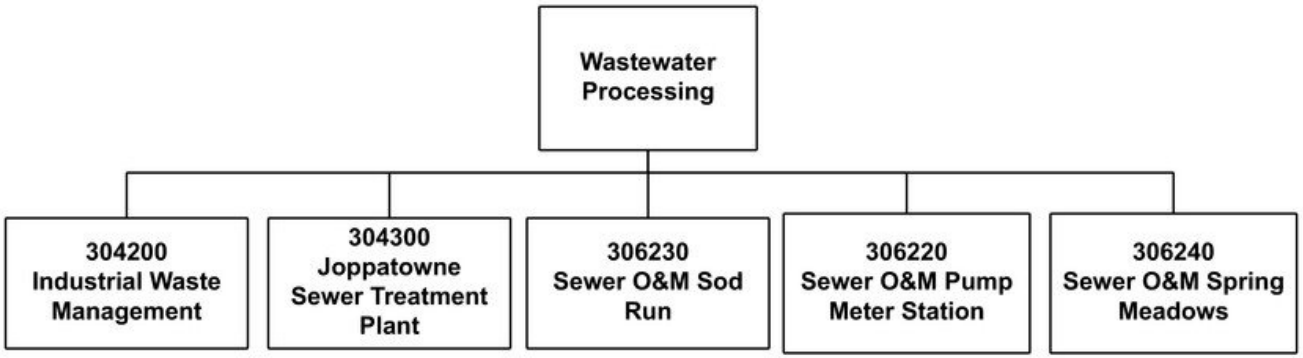
POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	0.00	0	0.00	0	0.00	0
Administrative Assistant II	4.00	191,786	4.00	203,621	4.00	211,621
Assistant Storekeeper	1.00	30,010	1.00	35,099	0.00	0
Assistant Superintendent	3.00	206,630	3.00	216,763	3.00	222,763
Chief, Water & Sewer	1.00	106,944	1.00	111,081	1.10	125,500
Civil Engineer IV	1.00	124,732	1.00	129,226	1.00	131,226
Engineer Associate II	0.00	0	0.50	25,480	0.50	25,480
Equipment Repair Specialist	1.00	42,626	1.00	45,477	1.00	47,478
Management Assistant II	1.00	66,084	1.00	69,406	1.00	71,406
Storekeeper	0.00	0	0.00	0	1.00	38,152
Superintendent of Water & Sewer Facilities	1.00	83,736	1.00	87,411	1.00	89,411
Water & Sewer Facilities Maintenance Specialist	1.00	75,204	1.00	78,708	1.00	80,708
Water & Sewer Utility Crew Chief	6.00	331,749	6.00	350,384	6.00	332,866
Water & Sewer Utility Technician I	4.00	236,594	3.00	197,359	3.00	188,109
Water & Sewer Utility Technician II	0.00	0	1.00	55,040	1.00	57,040
Water & Sewer Utility Technician III	1.00	74,278	1.00	77,765	1.00	79,765
Water & Sewer Utility Worker I	0.00	0	8.00	256,718	4.00	128,360
Water & Sewer Utility Worker II	11.00	325,440	2.00	64,996	5.00	174,351
Water & Sewer Utility Worker III (Certified)	7.00	273,216	4.00	169,834	2.00	84,801
Water & Sewer Utility Worker III (Non Certified)	1.00	38,696	5.00	189,169	6.00	237,193
Water & Sewer Utility Worker IV	4.00	176,198	4.00	185,636	6.00	275,279
Water Meter Mechanic I	2.00	87,484	1.00	47,853	3.00	101,472
Water Meter Mechanic II	6.00	274,431	6.00	277,698	4.00	187,727
Water Meter Technician I	1.00	41,027	2.00	107,696	2.00	119,870
Water Meter Technician II	2.00	129,644	2.00	136,237	2.00	117,849
FULL-TIME SALARIES	59.00	2,916,509	59.50	3,118,657	59.60	3,128,427
TEMPORARY SALARIES		28,000		16,000		12,480
SALARY TOTAL	**59.00**	**2,944,509**	**59.50**	**3,134,657**	**59.60**	**3,140,907**

DIVISION STAFF SUMMARY
Bureau of Water & Sewer Maintenance
Index #305210, 306210

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		262,485			280,700		297,201
Workers' Compensation		103,781			126,713		87,508
Health Benefits		880,160			1,082,723		1,016,990
PEHP		90,146			119,747		129,525
Overtime & Shift Differential		347,000			351,000		351,000
FICA		251,413			250,453		266,307
Miscellaneous		8,260			8,330		8,344
TOTAL OTHER PERSONAL SERVICES		**1,943,245**			**2,219,666**		**2,156,875**
TOTAL PERSONAL SERVICES	**59.00**	**4,887,754**	*	**59.50**	**5,354,323**	**59.60**	**5,297,782**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION



PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Wastewater Processing
Index #304200, 304300, 306220, 306230, 306240

ORIGIN/PURPOSE:

The Wastewater Processing section of the Bureau of Water & Sewer Operations is responsible for the treatment of industrial and domestic wastewater originating from the 45,000 plus customers of the County's sewer system as well as the wastewater from the Town of Bel Air and all the septic tank water generated in the County. We also regionally treat several water and wastewater plant sludges and residuals. Utilizing three County-owned plants, wastewater is processed to discharge a quality effluent that protests our natural waterways, assures cost effective sewer service, protecting the health and welfare of our citizens and enhances the economic development of the County. The service is also responsible for the operation of 55 wastewater pumping stations which move wastewater from the communities to the Wastewater Treatment Plants. Unique responsibilities include: operation and maintenance of approximately 300 individual home sewage collection/pumping systems collectively known as Southwest Facilities, formal tour and education agreements with the Harford County Public Schools and management of our Industrial Waste Monitoring Program to be in compliance with Federal Regulations.

FY 20 GOALS:

TO PROVIDE RESPONSIVE, AND ECONOMICAL SERVICE TO OUR CUSTOMERS
TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	4,734,627	5,176,078	5,865,622	6,119,907	6,119,907
20 CONTRACTUAL SERVICES	4,330,955	4,022,395	6,338,152	6,849,352	6,849,352
30 SUPPLIES AND MATERIALS	1,582,988	1,840,414	1,999,520	2,021,520	2,021,520
40 BUSINESS AND TRAVEL	192,317	206,632	301,100	301,100	301,100
50 CAPITAL OUTLAY	439,626	504,750	497,435	554,250	554,250
70 MISCELLANEOUS	38,190	23,919	43,200	43,200	43,200
GRAND TOTAL	**11,318,703**	**11,774,188**	**15,045,029**	**15,889,329**	**15,889,329**
FUNDING SOURCE:					
51 WATER & SEWER OPERATING	**11,318,703**	**11,774,188**	**15,045,029**	**15,889,329**	**15,889,329**

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Wastewater Processing
Index #304200, 304300, 306220, 306230, 306240

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
304200	INDUSTRIAL WASTE MANAGEMENT	154,976	181,870	166,280	208,213	208,213
304300	JOPPATOWNE SEWERAGE TREATMENT PLANT	572,949	650,099	929,727	962,322	962,322
306220	SEWER O & M PUMP/METER STATIONS	2,503,445	2,714,841	3,317,202	3,224,643	3,224,643
306230	SEWER O & M SOD RUN	8,001,489	8,103,144	10,489,008	11,340,310	11,340,310
306240	SEWER O & M SPRING MEADOW	85,844	124,234	142,812	153,841	153,841
	GRAND TOTAL	**11,318,703**	**11,774,188**	**15,045,029**	**15,889,329**	**15,889,329**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $254,285
3,460,882	3,554,031	93,149	Full-time salaries
		4,987	Salary adjustments
		88,162	(.36%)
		93,149	
30,080	9,000	(21,080)	Temporary
	117,762	117,762	FY 20 merit increase of $2,000 to all eligible employees
311,493	337,264	25,771	Pension/Retirement adjustments
	33,885	33,885	Transfer between W & S Divisions:

Salary	Fringe	Total
31,057	2,828	33,885

160,781	116,985	(43,796)	Workers' Compensation adjustments
1,057,493	1,075,259	17,766	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Wastewater Processing
Index #304200, 304300, 306220, 306230, 306240

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES continued
97,818	100,770	2,952	PEHP (Post Employment Health Plan)
402,000	422,000	20,000	Overtime adjusted based on actual expense history
36,500	37,500	1,000	Shift differential
300,617	307,632	7,015	Fica adjustments
			CONTRACTUAL SERVICES increase $ 511,200
1,624,000	1,624,000	0	Facility repairs & renovations increased based on actuals to provide for normal repairs including digester cleaning, replace methanol pump, painting of structures, begin refinishing exteriors of aging pump stations and various pump repairs and replacements
1,690,300	2,190,800	500,500	Other Professional Services - funding provides for lab analysis for Maryland Department of the Environment (MDE) compliance; biosolids handling, temporary de-watering, a ARC Flash Study; new requirements by Occupational Safety and Health Administration (OSHA) to evaluate adequacy of electrical system; and repair/replacement of air handlers, supply and exhaust fans, concrete crack repair
261,035	270,035	9,000	Operating equipment and Other services increased based on actual expense history

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Wastewater Processing
Index #304200, 304300, 306220, 306230, 306240

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			SUPPLIES AND MATERIALS increase $22,000
36,250	42,250	6,000	Small tools increased based on actual expense history
			based on actual expense history
1,104,000	1,120,000	16,000	Chemicals in Bulk increased based on anticipated needs
			EQUIPMENT increase $56,815
497,435	554,250	56,815	Equipment purchases planned for FY 20 include electronic process equipment, electric heaters, air conditioner, blowers, pumps, laboratory equipment, new radio's and antenna/misc radio parts for multi year SCADA system upgrade; continuation of annual program to install updated automatic transfer switches, and 6 KSB process mixers

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Operations - Wastewater Processing

Index #304200, 304300, 306220, 306230, 306240

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	2.00	117,420	2.00	123,767	2.00	127,767
Administrative Specialist II	0.50	29,963	0.00	0	0.00	0
Assistant Superintendent	2.90	273,655	2.90	284,928	2.90	290,728
Central Stores Manager	1.00	47,318	1.00	47,900	1.00	54,000
Chief, Water & Sewer	0.70	82,483	0.70	85,532	0.60	74,513
Computer System Engineer III	1.00	84,107	1.00	87,789	1.00	89,789
Electrician Water & Sewer Operations	1.00	54,080	1.00	57,162	1.00	59,162
Environmental Chemist	0.50	24,700	0.50	26,194	0.50	27,194
Instrumentation Technician	1.00	63,609	1.00	66,881	1.00	68,881
Laboratory Technician	2.80	135,055	2.80	143,356	2.80	148,956
Management Assistant II	1.00	68,375	1.00	71,743	1.00	71,743
Plant Operations Manager	1.00	81,202	1.50	117,956	1.50	120,956
Plant Operator (Water/Wastewater)	8.00	398,041	8.00	401,377	11.00	656,384
Plant Operator Trainee I (Water/Wastewater)	3.00	87,448	3.00	111,513	0.00	0
Plant Operator Trainee II (Water/Wastewater)	3.00	107,442	3.00	115,920	4.00	155,765
Plant Superintendent Water & Sewer	1.85	185,587	1.85	192,999	1.85	194,998
Pretreatment Inspector	1.00	49,978	1.00	52,978	1.00	54,978
Senior Electrician Water & Sewer	0.70	46,241	0.70	48,566	0.70	49,966
Senior Instrumentation Technician	1.30	86,449	1.30	90,779	1.30	93,379
Senior Lab Technician	0.75	38,961	0.75	42,036	0.75	45,235
Senior Plant Operator	2.00	138,720	2.00	145,493	2.00	149,493
Senior Water/Wastewater Facility Mechanic	2.85	184,946	2.85	194,345	2.85	198,046
Shift Supervisor/Plant Operations	4.00	294,095	4.00	294,149	4.00	283,949
Superintendent of Laboratories	0.90	63,000	1.00	90,893	1.00	92,893
Water & Sewer Utility Worker III	0.00	0	1.00	40,046	0.00	0
Water & Sewer Utility Worker III (Non Certified)	2.00	79,324	1.00	48,822	2.00	97,822
Water/Wastewater Facility Mechanic	7.00	351,152	7.00	364,274	8.00	416,891
Water/Wastewater Facility Mechanic Trainee	3.00	105,376	3.00	113,484	1.00	57,000
FULL-TIME SALARIES	56.75	3,278,727	56.85	3,460,882	56.75	3,680,488

DIVISION STAFF SUMMARY

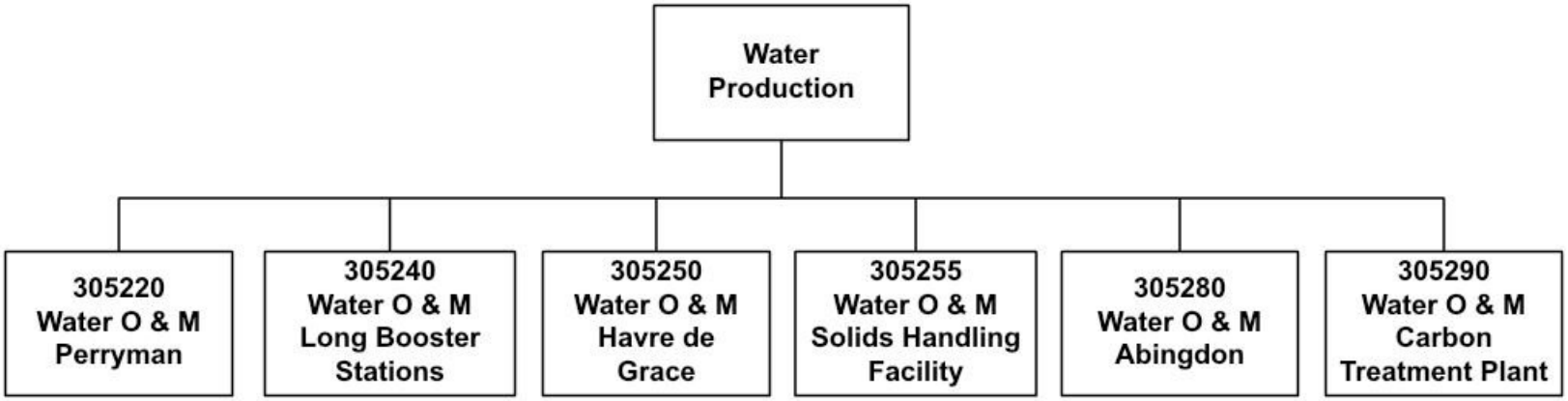
Bureau of Water & Sewer Operations - Wastewater Processing

Index #304200, 304300, 306220, 306230, 306240

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		30,080			30,080		9,000
SALARY TOTAL	**56.75**	**3,308,807**		**56.85**	**3,490,962**	**56.75**	**3,689,488**
OTHER PERSONAL SERVICES							
Pension & Retirement		295,085			311,494		349,646
Workers' Compensation		130,781			160,781		120,872
Health Benefits		883,624			1,057,491		1,074,641
PEHP		86,519			97,818		100,770
Overtime & Shift Differential		438,500			438,500		459,500
FICA		286,670			300,617		317,187
Miscellaneous		7,945			7,959		7,805
TOTAL OTHER PERSONAL SERVICES		**2,129,124**			**2,374,660**		**2,430,421**
TOTAL PERSONAL SERVICES	**56.75**	**5,437,931**	*	**56.85**	**5,865,622**	**56.75**	**6,119,909**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION



PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305255, 305280, 305290

ORIGIN/PURPOSE:

The Water Production Section of the Bureau of Water & Sewer Operations provides safe and potable water to over 45,000 customer connections (estimated over 130,000 people) on the County's water system. The section utilizes three County-owned treatment plants, 12 booster stations and 12 water towers to process and deliver water. The County also can provide water, through appropriate agreements, to the other smaller utilities as required. This section is able to monitor and direct water throughout the system's four pressure zones via radio telemetry. The Maryland Department of the Environment generally recognizes the Abingdon Water Plant as a model for all other systems

FY 20 GOALS:

TO PROVIDE CLEAN, AFFORDABLE WATER TO CUSTOMERS
TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	2,719,687	2,785,291	3,304,608	3,395,867	3,395,867
20 CONTRACTUAL SERVICES	2,180,767	2,407,025	3,572,921	4,759,421	4,759,421
30 SUPPLIES AND MATERIALS	1,071,595	1,178,014	1,479,725	1,480,925	1,480,925
40 BUSINESS AND TRAVEL	48,781	49,245	83,200	83,200	83,200
50 CAPITAL OUTLAY	199,309	361,871	415,000	464,000	464,000
70 MISCELLANEOUS	805,000	90,000	70,000	30,000	30,000
GRAND TOTAL	**7,025,139**	**6,871,446**	**8,925,454**	**10,213,413**	**10,213,413**
FUNDING SOURCE:					
51 WATER & SEWER OPERATING	**7,025,139**	**6,871,446**	**8,925,454**	**10,213,413**	**10,213,413**

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305255, 305280, 305290

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY DIVISION:						
305220	WATER O & M PERRYMAN	928,887	863,619	1,039,332	1,041,804	1,041,804
305240	WATER O & M LONG BOOSTER STATIONS	516,935	746,151	888,085	897,559	897,559
305250	WATER O & M HAVRE DE GRACE	1,126,467	463,885	827,654	798,796	798,796
305255	WATER O & M SOLIDS HANDLING FACILITY	29,649	13,303	114,500	124,500	124,500
305280	WATER O & M ABINGDON	4,414,792	4,775,761	6,039,233	7,334,104	7,334,104
305290	WATER O & M CARBON TREATMENT PLANT	8,409	8,727	16,650	16,650	16,650
	GRAND TOTAL	**7,025,139**	**6,871,446**	**8,925,454**	**10,213,413**	**10,213,413**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $91,259
1,964,089	2,004,943	40,854	Full-time salaries
			6,066 Salary adjustments
			34,788 Staff Turnover 1.77%
			40,854
30,080	9,000	(21,080)	Temporary salaries
	72,109	72,109	FY 20 merit increase of $2,000 to all eligible employees
	(71,138)	(71,138)	Transfer between W & S Divisions:
			Salary (40,046) Fringe (31,092) Total (71,138)
176,779	190,269	13,490	Pension adjustments
88,789	60,738	(28,051)	Workers' Compensation adjustments
541,753	579,631	37,878	Health Benefits are adjusted due to staff opting for changes in levels of coverage
56,945	70,201	13,256	PEHP (Post Employment Health Plan)

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305255, 305280, 305290

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES (cont'd)
232,000	262,000	30,000	Overtime adjusted based on actual expense history
173,090	176,833	3,743	Fica adjustments
			CONTRACTUAL SERVICES increase $1,1865,000
1,564,000	1,578,500	14,500	Funding for electricity increased based on actual expense history
924,200	951,200	27,000	County Facility Repairs & Renovations - renovation of pumps and valves, roof repairs, security system upgrades, Trident unit 1 and 2 treatment repairs, continue to upgrade lighting to LED
410,300	1,335,300	925,000	Other Professional Services - provides for contract lab services, PCS upgrade for SCADA, lagoon clean out for biosolids, switch gear replacement and auto transfer switch, risk management software required to meet regulations
380,000	550,000	170,000	Utility Water & Sewer Purchase - raw water purchased from Baltimore City delivered through the Big Inch increase based on actual expense history
			SUPPLIES AND MATERIALS increase $1,200
7,000	8,200	1,200	Funding for small tools increased based on actual expense history

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305255, 305280, 305290

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			EQUIPMENT increase $49,000
300	40,300	40,000	Funding for generators increased due to purchase of new large generator for Abingdon Big Inch
110,500	119,500	9,000	Funding for Other Equipment increased for the purchase of ladders for the filter building and lift gate for a pick up truck
			MISCELLANEOUS decrease ($40,000)
70,000	30,000	(40,000)	Payments to Other Government Agencies for Services - payment to Havre de Grace for Harford County's share of Havre de Grace's City Water Plant has decreased due to new agreement offset by Solids handling-facility cost

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305280

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	1.00	51,612	1.00	54,644	1.00	56,644
Administrative Specialist II	0.50	29,963	0.00	0	0.00	0
Assistant Superintendent	1.10	99,920	1.10	71,172	1.10	112,518
Central Stores Manager	1.00	45,522	1.00	48,433	1.00	49,900
Chief Water & Sewer	0.30	35,349	0.30	36,657	0.30	37,257
Computer System Engineer III	1.00	80,918	1.00	84,536	1.00	86,536
Environmental Chemist	0.50	24,700	0.50	26,194	0.50	27,194
Laboratory Technician	1.20	54,957	1.20	58,457	1.20	60,856
Plant Operations Manager	0.00	0	0.50	33,130	0.50	34,130
Plant Operator Water/Wastewater	13.00	580,059	12.00	556,064	11.00	535,976
Plant Operator Trainee I Water/Wastewater	2.00	59,948	2.00	67,648	1.00	33,824
Plant Operator Trainee II Water/Wastewater	0.00	0	1.15	127,371	2.00	76,200
Plant Superintendent Water & Sewer	1.15	122,619	1.00	37,113	1.15	129,372
Process Engineer	1.00	97,065	1.00	101,007	1.00	103,007
Senior Electrician Water & Sewer	0.30	19,817	0.30	20,814	0.30	21,414
Senior Instrumentation Technician	0.70	45,962	0.70	48,282	0.70	49,682
Senior Laboratory Technician	1.25	64,884	1.25	69,478	1.25	73,677
Senior Plant Operator	1.00	74,898	1.00	78,396	1.00	80,396
Senior Water/Wastewater Facility Mechanic	1.15	77,092	1.15	80,934	1.15	83,233
Shift Supervisor/Plant Operations	3.00	212,677	3.00	189,170	3.00	194,491
Superintendent of Laboratories	0.10	7,000	0.00	0	0.00	0
Water/Wastewater Facility Mechanic	3.00	165,284	3.00	174,589	3.00	178,590
FULL-TIME SALARIES	34.25	1,950,246	34.15	1,964,089	33.15	2,024,897
TEMPORARY SALARIES		30,080		30,080		9,000
SALARY TOTAL	**34.25**	**1,980,326**	**34.15**	**1,994,169**	**33.15**	**2,033,897**

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Operations - Water Production

Index #305220, 305240, 305250, 305280

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		175,521			176,781		192,365
Workers' Compensation		76,588			88,789		60,480
Health Benefits		513,478			541,753		557,461
PEHP		53,261			56,945		70,201
Overtime & Shift Differential		204,300			268,300		298,500
FICA		167,124			173,090		178,322
Miscellaneous		4,795			4,781		4,641
TOTAL OTHER PERSONAL SERVICES		**1,195,067**			**1,310,439**		**1,361,970**
TOTAL PERSONAL SERVICES	**34.25**	**3,175,393**	*	**34.15**	**3,304,608**	**33.15**	**3,395,867**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

DPW - WATER & SEWER - WASTEWATER PROCESSING
OBJECTIVE & PERFORMANCE MEASURES

Department Goals

To provide responsive and economic service to customers

Department Objective

To operate WWTPs efficiently and effectively in order to outperform the National Pollutant Discharge Elimination System (NPDES) permit requirements for wastewater treatment plants.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

Measure	Actual 2016	Actual 2017	Actual 2018	Enacted 2019	Estimated 2020
Input:					
Expenditures for wastewater processing	$10,623,763	$11,318,700	$13,463,161	$15,045,029	$15,889,330
Output:					
Millions of gallons treated	4,656	3,910	4,323	5,229	5,222
Cost per million gallons of treated	$2,282	$2,895	$3,114	$2,877	$3,043
Outcome:					
Permit Parameters					
Total Suspended Solids (TSS)	≤30 mg/l	≤30 mg/l	≤30 mg/l	≤30 mg/l	≤30 mg/l
Biological Oxygen Demand (BOD)	≤30 mg/l	≤30 mg/l	≤30 mg/l	≤30 mg/l	≤30 mg/l
Total Phosphorus (TP)	≤0.3 mg/l	≤0.3 mg/l	≤0.3 mg/l	≤0.3 mg/l	≤0.3 mg/l
Total Nitrogen (TN)	≤4.0 mg/l	≤4.0 mg/l	≤4.0 mg/l	≤4.0 mg/l	≤4.0 mg/l
Harford County Averages					
Average concentration TSS achieved	1.3	2.7	2.4	2.3	2.3
Average concentration of BOD achieved	1.8	3	3.2	2.8	2.3
Average concentration of TP achieved	0.2	0.2	0.2	0.2	0.3
Average concentration of TN achieved	2.5	2.3	2.1	2.1	2.5

Explanation and Analysis of Performance Measures

Wastewater Processing seeks to maintain efficient service costs while protecting the environment and providing customers with effective treatment. Performance and requirements are based on a flow weighted combination of the permits and plant performance.

DPW - WATER & SEWER - WATER PRODUCTION
OBJECTIVE & PERFORMANCE MEASURES

Department Goals

To provide clean, affordable water to our customers

Department Objective

To significantly outperform federal and state water quality standards.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

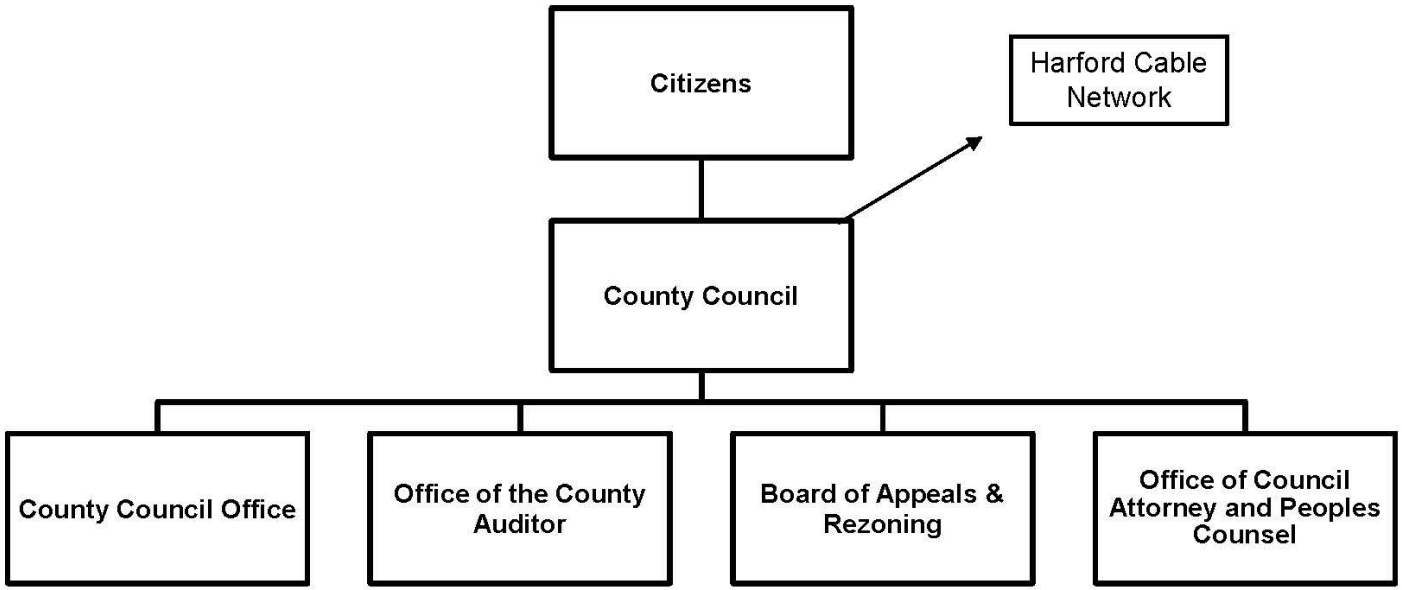
III. Strengthening Our Communities

Measure	Actual 2016	Actual 2017	Actual 2018	Enacted 2019	Estimated 2020
Input:					
Expenditures for water production	$6,998,061	$7,025,142	$8,654,948	$8,925,455	$10,213,414
Output:					
Millions of gallons of water produced	4,426	4,480	4,310	4,560	4,600
Cost per million gallons produced	$1,581	$1,568	$2,008	$1,957	$2,220
Outcome:					
Federal and State goal for water turbidity	<0.3 ntu	<0.3 ntu	<0.3 ntu	<0.3 ntu	<0.3 ntu
Harford County goal for water turbidity	<0.1 ntu	<0.1 ntu	<0.1 ntu	<0.1 ntu	<0.1 ntu
Average water turbidity	0.052 ntu	0.052 ntu	0.045 ntu	0.040 ntu	0.050 ntu
Number of days when turbidity failed to meet standard	—	—	—	—	—
Federal, State and Harford County goal for chlorine level	<4.0 mg/l	<4.0 mg/l	<4.0 mg/l	<4.0 mg/l	<4.0 mg/l
Average chlorine level	1.6 mg/l	1.7 mg/l	1.8 mg/l	1.8 mg/l	1.8 mg/l
Number of days when chlorine content failed to meet standard	—	—	—	—	—

Explanation and Analysis of Performance Measures

Turbidity is a measure of the "cloudiness" or level of suspended matter in a sample of water. Turbidity is measured in Nephelometric Turbidity Units (NTU). Chlorine levels are measured in milligrams per liter of water. Harford County seeks to supply water that is significantly cleaner than federal and state regulations require.

COUNTY COUNCIL



COUNTY COUNCIL

ORIGIN/PURPOSE:

The County Council is the legislative branch of the Harford County Government. The Council is comprised of six Council Members and the Council President who are elected to a four-year term by the voters. The Council is responsible for enacting all County laws. The Council adopts all County Master Plans including land use, transportation, community facilities, water and sewerage, and solid waste. The Council enacts laws establishing zoning regulations and comprehensive zoning maps. The Council adopts the annual operating and capital budgets, sets the property tax rate, and authorizes bond issues. The Council appoints and oversees the annual County audit and functions of the Board of Health and the Board of Appeals. The Council has oversight of the Zoning Hearing Examiners, People's Counsel, People's Counsel Citizens Advisory Board and the Harford Cable Network. The County Council Department consists of five divisions: Council Office, Board of Appeals and Rezoning, Office of Council Attorney and the People's Counsel, Harford Cable Network, and Office of the County Auditor.

MISSION STATEMENT:

TO PROVIDE CONSTITUENT AND LEGISLATIVE SERVICES TO THE CITIZENS OF HARFORD COUNTY IN A TIMELY, EFFICIENT AND COST EFFECTIVE MANNER.

FY 20 GOALS:

TO ADHERE TO CHARTER AND CODE REQUIREMENTS IN THE OPERATION OF THE DEPARTMENT AND ITS DIVISIONS

TO PROMOTE EFFECTIVE COMMUNICATIONS WITH CITIZENS ABOUT THE COUNCIL AND ITS DIVISIONS

TO EFFICIENTLY PROVIDE STAFF SUPPORT AND RESOURCES FOR ASSISTANCE TO COUNCIL MEMBERS, CONTRACTUAL STAFF, DIVISIONS AND THE PUBLIC

TO ENHANCE THE USE OF TECHNOLOGY IN ORDER TO BE MORE EFFICIENT AND COST EFFECTIVE

TO PROVIDE A SMOOTH TRANSITION FOR THE NEW COUNCIL AFTER THE GENERAL ELECTION

COUNTY COUNCIL

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,161,929	2,280,746	2,648,593	2,681,309	2,681,309
20	CONTRACTUAL SERVICES	311,426	308,700	457,975	547,209	547,209
30	SUPPLIES AND MATERIALS	26,276	48,204	40,875	41,875	41,875
40	BUSINESS AND TRAVEL	51,329	22,025	74,024	80,524	80,524
50	CAPITAL OUTLAY	12,831	4,184	20,172	20,172	20,172
	GRAND TOTAL	**2,563,791**	**2,663,859**	**3,241,639**	**3,371,089**	**3,371,089**
SUMMARY BY FUND:						
11	GENERAL	2,563,791	2,663,859	3,241,639	3,371,089	3,371,089
	GRAND TOTAL	**2,563,791**	**2,663,859**	**3,241,639**	**3,371,089**	**3,371,089**
SUMMARY BY DIVISION:						
401000	COUNTY COUNCIL OFFICE	1,130,911	1,182,021	1,479,891	1,559,275	1,559,275
402000	OFFICE OF THE COUNTY AUDITOR	402,247	423,808	467,558	481,635	481,635
404000	BOARD OF APPEALS & REZONING	126,935	137,929	166,930	170,916	170,916
405000	OFFICE OF COUNCIL ATTY/COUNSEL	187,052	196,229	308,490	312,103	312,103
406000	HARFORD CABLE NETWORK	716,646	723,872	818,770	847,161	847,161
	GRAND TOTAL	**2,563,791**	**2,663,859**	**3,241,639**	**3,371,089**	**3,371,089**

COUNTY COUNCIL

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $32,716
1,613,043	1,615,730	2,687	Full-time salaries
			(6,561) turnover
			9,248 salary adjustments
			2,687
	89,878	89,878	FY 20 merit increase of $2,000 for eligible employees and legislative salary increases for Council President and Council Members
85,966	5,200	(80,766)	Temporary Salaries - provides for summer intern for County Auditor, funding for HCN special programs was reallocated to contractual services
152,451	153,494	1,043	Pension adjustments
542,944	480,881	(62,063)	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
14,365	13,495	(870)	Workers' Compensation Adjustment
129,584	128,536	(1,048)	FICA Adjustment
108,460	129,510	21,050	PEHP (Post Employment Health Plan)
			CONTRACTUAL SERVICES increase $89,234
457,975	547,209	89,234	Reallocated temporary salaries and various other line items to contractual services to provide for HCN special programs personnel. Also reallocated funds from contractual services within the Council Office to business and travel and supplies and materials per County Councils request.
			SUPPLIES AND MATERIALS increase $1,000
40,875	41,875	1,000	Reallocated funds from contractual services to Printing - Commercial

COUNTY COUNCIL

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
74,024	80,524	6,500	BUSINESS AND TRAVEL increase $6,500 Reallocated funds from various contractual services within the County Council per their request
20,172	20,172	0	EQUIPMENT no change in funding over FY 19 Funds provide for audio visual and computer equipment as requested by Council

DEPARTMENT STAFF SUMMARY
COUNTY COUNCIL

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	1.00	45,753	1.00	48,668	1.00	50,668
Administrative Specialist II	2.00	117,504	2.00	123,856	2.00	125,465
Auditor I	1.00	48,204	1.00	51,168	1.00	53,168
Auditor II	1.00	72,800	1.00	76,256	1.00	79,256
Broadcast Technician	1.00	38,563	1.00	41,334	1.00	43,334
Council Administrator	1.00	86,767	1.00	90,502	1.00	92,502
Council Attorney	1.00	133,900	1.00	138,578	1.00	140,578
County Auditor	1.00	108,191	1.00	112,355	1.00	114,355
Council Members	6.00	225,078	6.00	229,825	6.00	261,000
Executive Director, HCN	1.00	96,116	1.00	100,037	1.00	102,037
Legislative Aide	7.00	288,153	7.00	322,289	7.00	328,468
Legislative Aide to President	0.00	0	0.00	0	1.00	56,900
Management Assistant II	1.00	75,666	1.00	79,179	1.00	81,179
President of Council	1.00	41,146	1.00	42,014	1.00	47,000
Producer Manager, HCN	1.00	98,135	1.00	102,099	1.00	104,099
Production Supervisor, HCN	1.00	51,846	1.00	54,883	1.00	56,883
TOTAL FULL-TIME SALARIES	**27.00**	**1,527,822**	**27.00**	**1,613,043**	**28.00**	**1,736,892**

DEPARTMENT STAFF SUMMARY
COUNTY COUNCIL

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		109,966			85,966		5,200
SALARY TOTAL	**27.00**	**1,637,788**		**27.00**	**1,699,009**	**28.00**	**1,742,092**
OTHER PERSONAL SERVICES							
Pension & Retirement		133,801			152,451		165,005
Workers' Compensation		8,907			14,365		14,462
Health Benefits		388,272			540,944		488,639
PEHP		106,040			108,460		129,510
FICA		124,336			129,583		137,681
Miscellaneous		3,780			3,780		3,920
TOTAL OTHER PERSONAL SERVICES		**765,136**			**949,584**		**939,217**
TOTAL PERSONAL SERVICES	**27.00**	**2,402,924**	*	**27.00**	**2,648,593**	**28.00**	**2,681,309**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

COUNTY COUNCIL
County Council Office
Index #401000

ORIGIN/PURPOSE:

The County Council Office provides administrative and general support to the Council and performs the daily functions necessary to complete legislative activities. The Council Office staff are responsible to record minutes of public hearings, and Council legislative sessions; draft legislation; and provide information to the public. The staff provides administrative and clerical support for each Council Member for constituent problems and legislative duties, while meeting all legislative requirements for state and federal reporting. This office also provides support services to several Council-appointed boards such as the People's Counsel Citizens Advisory Board, and the Harford Cable Network Board.

FY 20 GOALS:

TO LEGISLATE ON BEHALF OF THE CITIZENS OF HARFORD COUNTY

TO COMPLY WITH ALL CHARTER AND CODE REQUIREMENTS FOR LEGISLATIVE SESSIONS, PUBLIC HEARINGS, AND OTHER COUNCIL RELATED ACTIVITIES

TO PROMOTE EFFECTIVE COMMUNICATIONS WITH THE CITIZENS IN ORDER TO KEEP THE PUBLIC INFORMED ABOUT COUNCIL ISSUES

TO IMPROVE STAFF EFFICIENCIES AND THE USE OF RESOURCES

TO ENHANCE THE USE OF TECHNOLOLGY FOR COUNCIL MEMBERS AND STAFF

TO PROVIDE A SMOOTH TRANSITION FOR THE NEW COUNCIL AFTER THE GENERAL ELECTION

COUNTY COUNCIL
County Council Office
Index #401000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,066,176	1,118,749	1,381,415	1,459,194	1,459,194
20 CONTRACTUAL SERVICES	16,835	15,708	19,795	12,900	12,900
30 SUPPLIES AND MATERIALS	13,454	11,512	25,800	26,800	26,800
40 BUSINESS AND TRAVEL	32,947	32,263	47,400	54,900	54,900
50 CAPITAL OUTLAY	1,499	3,789	5,481	5,481	5,481
GRAND TOTAL	**1,130,911**	**1,182,021**	**1,479,891**	**1,559,275**	**1,559,275**
FUNDING SOURCE:					
11 GENERAL	**1,130,911**	**1,182,021**	**1,479,891**	**1,559,275**	**1,559,275**

COUNTY COUNCIL
County Council Office
Index #401000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $77,778
808,485	810,173	1,688	Full Time Salaries
			8,248 Salary Adjustments
			(6,560) Turnover
			1,688
	66,388	66,388	FY 20 merit increase of $2,000 for eligible employees and legislative increase for Council President and Council Members
	60,825	60,825	One (1) additional Legislative Aide position added during FY 19
72,769	76,966	4,197	Pension Adjustment
6,350	5,963	(387)	Workers' Compensation Adjustment
360,557	287,454	(73,103)	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
69,020	88,067	19,047	PEHP (Post Employment Health Plan)
19,795	12,900	(6,895)	CONTRACTUAL SERVICES decrease ($6,895) Reallocated telephone service and data processing software funds to business and travel and supplies and materials per County Councils request
25,800	26,800	1,000	SUPPLIES AND MATERIALS increase $1,000 Funds reallocated from contractual services for commercial printing

COUNTY COUNCIL
County Council Office
Index #401000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
47,400	54,900	7,500	BUSINESS AND TRAVEL increase $7,500 Funds reallocated from contractual services to meals, lodging and training seminars per the County Councils request
5,481	5,481	0	CAPITAL OUTLAY no change in funding over FY 19 Funds provided for various equipment per Council request

DIVISION STAFF SUMMARY

County Council Office

Index #401000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Specialist II	2.00	117,504		2.00	123,855	2.00	125,465
Council Administrator	1.00	86,767		1.00	90,502	1.00	92,502
Council Members	6.00	225,078		6.00	229,825	6.00	261,000
Legislative Aide	7.00	288,153		7.00	322,289	7.00	328,468
Legislative Aide to President	0.00	0		0.00	0	1.00	56,900
President of the Council	1.00	41,146		1.00	42,014	1.00	47,000
FULL-TIME SALARIES	17.00	758,648		17.00	808,485	18.00	911,335
TEMPORARY SALARIES		24,000			0		0
SALARY TOTAL	**17.00**	**782,648**		**17.00**	**808,485**	**18.00**	**911,335**
OTHER PERSONAL SERVICES							
Pension & Retirement		64,575			72,769		86,577
Workers' Compensation		4,093			6,350		6,746
Health Benefits		230,675			360,557		294,232
PEHP		67,480			69,020		88,067
FICA		59,872			61,854		69,717
Miscellaneous		2,380			2,380		2,520
TOTAL OTHER PERSONAL SERVICES		**429,075**			**572,930**		**547,859**
TOTAL PERSONAL SERVICES	**17.00**	**1,211,723**	*	**17.00**	**1,381,415**	**18.00**	**1,459,194**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

COUNTY COUNCIL
Office of the County Auditor
Index #402000

ORIGIN/PURPOSE:

The Charter provides that the County Auditor serve at the pleasure of the County Council. The Charter further provides the Council with the authority to assign functions, duties and additional personnel to the Auditor. The County Auditor is responsible for ensuring that a complete financial audit of the County is performed annually. The purpose of the Office of the County Auditor is to assist the County Council with fiscal analysis of proposed legislation, provide assistance with the evaluation of the annual budget and conduct special audits when requested by the Council or Executive as authorized under the Charter.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	310,085	332,255	353,984	368,061	368,061
20 CONTRACTUAL SERVICES	82,954	81,940	101,370	101,370	101,370
30 SUPPLIES AND MATERIALS	64	124	275	275	275
40 BUSINESS AND TRAVEL	9,094	9,094	10,929	10,929	10,929
50 CAPITAL OUTLAY	50	395	1,000	1,000	1,000
GRAND TOTAL	**402,247**	**423,808**	**467,558**	**481,635**	**481,635**
FUNDING SOURCE:					
11 GENERAL	**402,247**	**423,808**	**467,558**	**481,635**	**481,635**

COUNTY COUNCIL
Office of the County Auditor
Index #402000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $14,077
239,779	240,779	1,000	Full Time Salaries 1,000 salary adjustment
	7,074	7,074	FY 20 merit increase of $2,000 for all eligible employees
2,281	2,146	(135)	Workers' Compensation Adjustment
51,590	55,607	4,017	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage.
5,200	5,200	0	Temporary Salaries - provides for a summer intern
14,790	15,541	751	PEHP (Post Employment Health Plan)
101,370	101,370	0	CONTRACTUAL SERVICES no change in funding over FY 19 Funds provide for financial audit, legal notices and telephone service
275	275	0	SUPPLIES & MATERIALS no change in funding over FY 19 Fund provide for general office and computer supplies
10,929	10,929	0	BUSINESS & TRAVEL no change in funding over FY 19 Funds provide for membership Fees & Dues, travel costs and seminars and courses

DIVISION STAFF SUMMARY

Office of County Auditor

Index #402000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Auditor I	1.00	48,204		1.00	51,168	1.00	53,168
Auditor II	1.00	72,800		1.00	76,256	1.00	79,256
County Auditor	1.00	108,191		1.00	112,355	1.00	114,355
TOTAL FULL-TIME SALARIES	**3.00**	**229,195**		**3.00**	**239,779**	**3.00**	**246,779**
TEMPORARY SALARIES		5,200			5,200		5,200
SALARY TOTAL	**3.00**	**234,395**		**3.00**	**244,979**	**3.00**	**251,979**
OTHER PERSONAL SERVICES							
Pension & Retirement		20,628			21,581		23,444
Workers' Compensation		1,386			2,281		2,191
Health Benefits		46,110			51,590		55,607
PEHP		14,460			14,790		15,541
FICA		17,931			18,343		18,879
Miscellaneous		420			420		420
TOTAL OTHER PERSONAL SERVICES		**100,935**			**109,005**		**116,082**
TOTAL PERSONAL SERVICES	**3.00**	**335,330**	*	**3.00**	**353,984**	**3.00**	**368,061**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

COUNTY COUNCIL
Board of Appeals and Rezoning
Index #404000

ORIGIN/PURPOSE:

Under the Harford County Code, the County Council constitutes the Board of Appeals. The Council appoints and employs Zoning Hearing Examiners who coordinate and conduct public hearings and render decisions on all zoning cases that are submitted as applications to the Board of Appeals.
The Hearing Examiner's decision can be appealed to the County Council, sitting as the Board of Appeals for final argument.

FY 20 GOALS:

TO COMPLY WITH ALL CHARTER CODE REQUIREMENTS FOR THE BOARD OF APPEALS ACTIVITIES

TO MAKE DECISIONS CONSISTENT WITH LAND USE AND ZONING LAWS

TO CONTINUE TO SCHEDULE, HEAR, AND ISSUE FINAL DECISIONS IN ZONING CASES WITHIN A TIMELY MANNER

TO PROMOTE EFFECTIVE COMMUNICATIONS WITH THE CITIZENS TO KEEP THE PUBLIC INFORMED OF ZONING CASES

TO UTILIZE STAFF, TECHNOLOGY, AND RESOURCES TO EFFECTIVELY OPERATE THE ZONING HEARING EXAMINER'S OFFICE

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	102,266	108,857	109,215	113,201	113,201
20 CONTRACTUAL SERVICES	24,343	28,410	55,500	55,500	55,500
30 SUPPLIES AND MATERIALS	326	292	1,500	1,500	1,500
40 BUSINESS AND TRAVEL	0	370	715	715	715
GRAND TOTAL	**126,935**	**137,929**	**166,930**	**170,916**	**170,916**
FUNDING SOURCE:					
11 GENERAL	**126,935**	**137,929**	**166,930**	**170,916**	**170,916**

COUNTY COUNCIL
Board of Appeals and Rezoning
Index #404000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $3,987
	2,351	2,351	FY 20 merit increase of $2,000 for eligible employees
16,354	17,619	1,265	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage.
7,127	7,522	395	Pension adjusted per actuarial
55,500	55,500	0	CONTRACTUAL SERVICES no change in funding over FY 19 Funds provide for contractual legal services

DIVISION STAFF SUMMARY

Board of Appeals and Rezoning

Index #404000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Management Assistant II	1.00	75,666		1.00	79,179	1.00	81,179
SALARY TOTAL	**1.00**	**75,666**		**1.00**	**79,179**	**1.00**	**81,179**
OTHER PERSONAL SERVICES							
Pension & Retirement		6,810			7,128		7,712
Workers' Compensation		265			356		341
Health Benefits		15,186			16,354		17,619
FICA		5,788			6,058		6,210
Miscellaneous		140			140		140
TOTAL OTHER PERSONAL SERVICES		**28,189**			**30,036**		**32,022**
TOTAL PERSONAL SERVICES	**1.00**	**103,855**	*	**1.00**	**109,215**	**1.00**	**113,201**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

COUNTY COUNCIL
Office of the Council Attorney and People's Counsel
Index #405000

ORIGIN/PURPOSE:

By Charter Section 224 and as amended by Bill Nos. 76-35 and 78-54, the Office of the Council Attorney shall be administered by the Council Attorney. The Council Attorney shall be the Chief Legal Advisor to the Council.
By Charter Section 224 and Bill No. 76-103, the Office of the People's Counsel, under the supervision of the Council Attorney, was established to represent the interests of the public and County in zoning matters in Harford County. The Council appointed People's Counsel Citizens Advisory Board provides guidance, makes recommendations, and directs the People's Counsel to enter zoning cases to protect public interest.

FY 20 GOALS:
TO COMPLY WITH ALL CHARTER AND CODE REQUIREMENTS FOR PEOPLE'S COUNSEL

TO CONTINUE TO REPRESENT THE INTERESTS OF THE PUBLIC BY WORKING CLOSELY WITH THE PEOPLE'S COUNSEL ADVISORY BOARD

TO UTILIZE STAFF, TECHNOLOGY, AND RESOURCES TO EFFECTIVELY OPERATE THE PEOPLE'S COUNSEL OFFICE

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	167,468	176,074	189,661	193,274	193,274
20 CONTRACTUAL SERVICES	13,133	14,630	110,029	110,029	110,029
30 SUPPLIES & MATERIALS	0	0	0	0	0
40 BUSINESS & TRAVEL	6,012	5,525	8,800	8,800	8,800
50 CAPITAL OUTLAY	439	0	0	0	0
GRAND TOTAL	**187,052**	**196,229**	**308,490**	**312,103**	**312,103**
FUNDING SOURCE:					
11 GENERAL	**187,052**	**196,229**	**308,490**	**312,103**	**312,103**

COUNTY COUNCIL
Office of the Council Attorney and People's Counsel
Index #405000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $3,612
	2,227	2,227	FY 20 merit increase $2,000 for eligible employees
22,317	24,045	1,728	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
12,472	13,165	693	Pension adjusted based on actuarial
4,930	5,180	250	PEHP (Post Employment Health Plan)
10,601	9,356	(1,245)	FICA adjusted

DIVISION STAFF SUMMARY

Office of Council Attorney/Peoples Counsel

Index #405000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Council Attorney	1.00	133,900		1.00	138,578	1.00	140,578
SALARY TOTAL	**1.00**	**133,900**		**1.00**	**133,900**	**1.00**	**140,578**
OTHER PERSONAL SERVICES							
Pension & Retirement		12,051			12,471		13,355
Workers' Compensation		469			624		590
Health Benefits		15,186			22,317		24,045
FICA		9,289			10,601		9,386
PEHP		4,820			4,930		5,180
Miscellaneous		140			140		140
TOTAL OTHER PERSONAL SERVICES		**41,955**			**51,083**		**52,696**
TOTAL PERSONAL SERVICES	**1.00**	**175,855**	*	**1.00**	**189,661**	**1.00**	**193,274**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

COUNTY COUNCIL
Harford Cable Network (HCN)
Index #406000

ORIGIN/PURPOSE:

Harford Cable Network (HCN) is a public, educational and governmental channel that functions as Harford County's community access station. HCN is dedicated to serving the growing population of Harford County, the Harford County Government, and the County's Emergency Response Center. HCN supports public and non-public education.

FY 20 GOALS:

TO SIGNIFICANTLY EXPAND THE PROGRAMMING AND SERVICES PROVIDED BY HCN, ESPECIALLY LOCAL PROGRAMMING

TO UPGRADE TECHNICAL EQUIPMENT TO ENHANCE THE QUALITY OF HCN PROGRAMS AND MAKE HCN DIGITALLY COMPATIBLE

TO CONTINUE TO WORK WITH THE HCN BOARD AND THE COUNTY COUNCIL TO ENSURE THAT THEY CONTINUE TO MEET THE FUTURE NEEDS OF THE GROWING POPULATION

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	515,934	541,894	614,318	547,580	547,580
20 CONTRACTUAL SERVICES	174,161	168,012	171,281	267,410	267,410
30 SUPPLIES AND MATERIALS	12,432	10,097	13,300	13,300	13,300
40 BUSINESS AND TRAVEL	3,276	3,869	6,180	5,180	5,180
50 CAPITAL OUTLAY	10,843	3,788	13,691	13,691	13,691
GRAND TOTAL	**716,646**	**727,660**	**818,770**	**847,161**	**847,161**
FUNDING SOURCE:					
11 GENERAL	**716,646**	**727,660**	**818,770**	**847,161**	**847,161**

COUNTY COUNCIL
Harford Cable Network (HCN)
Index #406000

FINANCIAL NOTES:

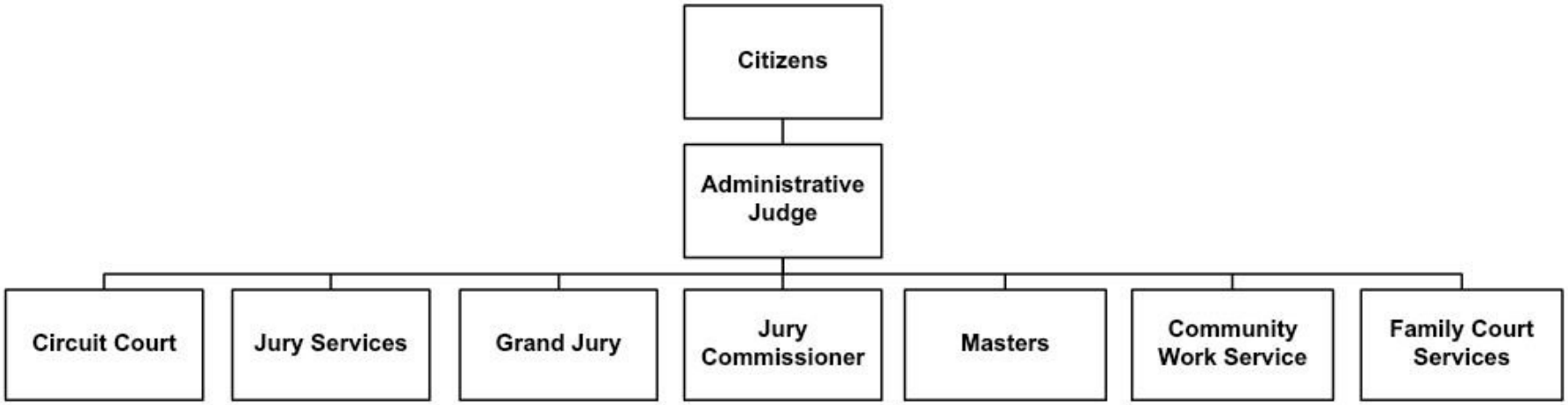
FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($66,738)
	11,838	11,838	FY 20 merit increase of $2,000 for eligible employees
90,126	97,136	7,010	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
4,754	4,471	(283)	Workers' Compensation Adjustment
19,720	20,722	1,002	PEHP (Post Employment Health Plan)
38,503	32,967	(5,536)	Pension adjustments
80,766	0	(80,766)	Temporary salaries - funds reallocated to contractual service for HCN special program personnel
171,281	267,410	96,129	CONTRACTUAL SERVICES increase $96,129 Per County Councils request funds were reallocated from temporary salaries and business and travel to provide for HCN special program personnel
6,180	5,180	(1,000)	BUSINESS AND TRAVEL decrease ($1,000) Per County Councils request funds were reallocated from fuel and mileage to contractual services for HCN special program personnel

DIVISION STAFF SUMMARY
Harford Cable Network
Index #406000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	1.00	45,753		1.00	48,668	1.00	50,668
Broadcast Technician	1.00	38,563		1.00	41,334	1.00	43,334
Executive Director, HCN	1.00	96,116		1.00	100,037	1.00	102,037
Producer Manager, HCN	1.00	98,135		1.00	102,099	1.00	104,099
Production Supervisor, HCN	1.00	51,846		1.00	54,883	1.00	56,883
FULL-TIME SALARIES	5.00	330,413		5.00	347,021	5.00	357,021
TEMPORARY SALARIES		80,766			80,766		0
SALARY TOTAL	**5.00**	**411,179**		**5.00**	**427,787**	**5.00**	**357,021**
OTHER PERSONAL SERVICES							
Pension & Retirement		29,737			38,503		33,917
Workers' Compensation		2,694			4,754		4,594
Health Benefits		81,115			90,126		97,136
PEHP		19,280			19,720		20,722
FICA		31,456			32,728		33,490
Miscellaneous		700			700		700
TOTAL OTHER PERSONAL SERVICES		**164,982**			**186,531**		**190,559**
TOTAL PERSONAL SERVICES	**5.00**	**576,161**	*	**5.00**	**614,318**	**5.00**	**547,580**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

JUDICIAL


Citizens
Administrative Judge
Circuit Court
Jury Services
Grand Jury
Jury Commissioner
Masters
Community Work Service
Family Court Services

JUDICIAL

ORIGIN/PURPOSE:

The Circuit Courts were first established in Maryland by the Constitution of 1851 and were continued by subsequent Constitutions which were passed in 1864 and 1867. Since 1867, Harford County and Baltimore County have comprised the Third Judicial Circuit. The Circuit Court for Harford County is a Court of General Jurisdiction. It handles a wide variety of civil disputes including tort and contract disputes for parties requiring a jury trial. It also hears family law related cases including divorce, child custody and child support cases. On the criminal side, it hears felony cases and prayers for jury trial from the District Court.

The State of Maryland pays for the judges' salaries and the expense of a full-time master as well as providing for five law clerks. It also funds the Office of the Clerk of the Circuit Court which provides the staff for the Court system. Harford County funds the costs of the judges' staff as well as the operation of the Jury Commissioner's Office, the Office of Family Court Services and the Community Work Service Program.

The Circuit Court strives to contain expenditure requirements and still provide expeditious, quality service to the residents of Harford County.

MISSION STATEMENT:

TO BRING A FAIR AND JUST RESOLUTION FOR EACH OF THE CASES FILED WITH THE COURT

FY 20 GOALS:

TO CONTINUE TO PROVIDE FOR THE EFFICIENT MANAGEMENT OF BOTH DOMESTIC AND NON-DOMESTIC CASES TO ENSURE THAT LITIGANTS ARE ABLE TO HAVE THEIR LEGAL DISPUTES AND PROBLEMS RESOLVED AS EFFECTIVELY AND EFFICIENTLY AS THE SITUATION PERMITS WHILE STILL DOING JUSTICE FOR ALL CONCERNED

TO CONTINUE TO REVIEW THE JURY SELECTION PROCESS IN ORDER TO BRING IT IN CONFORMANCE WITH THE NEW STATE LAW REGARDING THE SELECTION OF JURORS

TO CONTINUE TO USE ALL REASONABLE MEASURES TO ENSURE THAT JURORS ARE NOT BROUGHT IN UNLESS THEIR PRESENCE WILL BE NECESSARY TO RESOLVE A CASE, TO MINIMIZE THE INCONVENIENCE OF SERVING ON JURY DUTY TO THE CITIZENS OF HARFORD COUNTY AND TO REDUCE JURY EXPENDITURES

TO REFINE AND MODIFY THE SCHEDULING AND HEARING OF JUVENILE CASES TO ENSURE THAT THESE MATTERS ARE HEARD AND DECIDED AS EXPEDITIOUSLY AS POSSIBLE WHILE DOING JUSTICE TO THE VICTIMS, THE JUVENILES AND THE CITIZENS OF HARFORD COUNTY

TO PROVIDE AN OPPORTUNITY FOR NON-VIOLENT OFFENDERS TO PAY BACK TO THE COMMUNITY THROUGH THE PERFORMANCE OF COMMUNITY WORK SERVICE

TO CONTINUE TO REFINE AND IMPROVE THE QUALITY OF SERVICES OFFERED IN DOMESTIC CASES AS WELL AS DEVELOP NEW SERVCES TO ASSIST FAMILIES AND THE COURT TO PROMPTLY AND EFFICIENTLY RESOLVE CUSTODY AND VISITATION DISPUTES

JUDICIAL

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,446,331	2,682,295	2,910,932	3,015,477	3,015,477
20	CONTRACTUAL SERVICES	434,765	436,082	494,146	503,176	503,176
30	SUPPLIES AND MATERIALS	76,035	105,001	111,205	95,250	95,250
40	BUSINESS AND TRAVEL	14,929	20,450	23,122	26,721	26,721
50	CAPITAL OUTLAY	20,708	3,350	0	0	0
70	MISCELLANEOUS	35,248	35,248	5,248	5,248	5,248
80	INTER-GOVERNMENTAL/INTERFUND	452	352	600	600	600
	GRAND TOTAL	**3,028,468**	**3,282,778**	**3,545,253**	**3,646,472**	**3,646,472**
SUMMARY BY FUND:						
11	GENERAL	3,028,468	3,282,778	3,545,253	3,646,472	3,646,472
	GRAND TOTAL	**3,028,468**	**3,282,778**	**3,545,253**	**3,646,472**	**3,646,472**
SUMMARY BY DIVISION:						
411000	CIRCUIT COURT	1,477,085	1,654,298	1,809,409	1,835,799	1,835,799
412000	JURY SERVICES	242,736	218,445	278,000	278,000	278,000
413000	GRAND JURY	12,616	11,604	14,000	14,000	14,000
414000	JURY COMMISSIONER	237,823	252,027	265,357	281,300	281,300
415000	MASTERS	217,166	215,322	208,479	221,563	221,563
416000	COMMUNITY WORK SERVICE	301,814	328,305	341,704	359,506	359,506
417000	FAMILY COURT SERVICES	539,228	602,777	628,304	656,303	656,303
	GRAND TOTAL	**3,028,468**	**3,282,778**	**3,545,253**	**3,646,472**	**3,646,472**

JUDICIAL

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
1,947,182	1,925,181	(22,001)	PERSONAL SERVICES increase $104,545 Full-time salaries 14,960 Salary adjustments (36,961) Staff Turnover (1.90)% (22,001)
	76,702	76,702	FY 20 merit increase of $2,000 to all eligible employees
91,060	89,237	(1,823)	Temporary Salaries adjusted to reflect actuals
181,590	189,598	8,008	Pension adjustments
8,754	8,086	(668)	Workers' Compensation adjustments
428,124	464,330	36,206	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
93,670	103,620	9,950	PEHP (Post Employment Health Plan)
155,932	154,103	(1,829)	FICA adjustments

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $9,030
2,400	12,030	9,630	Legal Services and Office Equipment Service increase based on actual expense history
7,454	6,854	(600)	Telephone Service and Employee Bonds decrease based on actual expense history
191,392	191,392	0	Other Professional Services provides for contractual Evaluators/Mediators - flat-lined for FY20
284,000	284,000	0	Funding for Juror's Fees flat-lined for FY20
			SUPPLIES AND MATERIALS decrease ($15,955)
20,000	5,075	(14,925)	Computer Software decreases for one-time FY19 expense for FTR Software upgrade/MDEC Conversion
47,725	49,375	1,650	Printing-Commercial, General Office Mailing, Ice & Bottled Water, and Other Supplies & Materials increase based on actual expense history
38,550	35,900	(2,650)	General Office Supplies, Duplicating Machine Supplies, and Meals-Special Purpose decrease based on actual expense history
23,122	26,721	3,599	BUSINESS AND TRAVEL increase $3,599 Increase for Training Seminars, Mileage, Parking/Tolls, and Membership Dues based on actual expense history, partially offset by decreases in Meals, Lodging, and Professional Books.

DEPARTMENT STAFF SUMMARY
JUDICIAL

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	5.00	208,239	4.00	169,274	4.00	190,737
Administrative Assistant II	0.00	0	1.00	60,912	0.00	0
Assistant Court Administrator	1.00	50,242	1.00	72,124	1.00	74,124
Assistant to Jury Commissioner	1.00	51,746	1.00	54,781	1.00	56,781
Community Work Service Case Manager	3.00	137,113	3.00	145,854	3.00	151,854
Court Administrator	1.00	86,066	1.00	103,607	1.00	105,608
Administrative Court Reporter	0.00	0	0.00	0	1.00	81,086
Court Reporter I	2.00	127,787	2.00	76,084	2.00	76,085
Court Reporter II	4.00	348,000	4.00	362,959	2.00	187,176
Digital Court Reporter	0.00	0	0.00	0	1.00	60,581
Criminal Assignment Clerk	1.00	43,720	1.00	46,594	1.00	48,594
Director, Community Work Svc Program	1.00	62,984	1.00	65,151	1.00	67,151
Director, Family Court Services	1.00	110,318	1.00	114,524	1.00	116,524
Evaluator/Mediator	1.00	79,820	1.00	83,416	1.00	85,416
Family Services Coordinator	1.00	60,896	1.00	64,115	1.00	73,799
Jury Commissioner	1.00	61,982	1.00	65,222	1.00	67,221
Law Clerk	0.00	0	1.00	45,220	1.00	44,373
Civil Assignment Clerk	2.00	84,493	1.00	45,621	1.00	48,594
Office Manager	0.00	0	0.00	0	1.00	62,913
Administrative Judicial Assistant	0.00	0	0.00	0	1.00	76,192
Secretary I (Judicial)	0.00	0	0.00	0	6.00	312,372
Secretary I (Judicial)	4.00	185,960	5.00	242,080	0.00	0
Secretary II (Judicial)	2.00	123,180	1.00	55,452	0.00	0
Secretary III (Judicial)	1.00	70,776	1.00	74,192	0.00	0
FULL-TIME SALARIES	32.00	1,893,322	32.00	1,947,182	32.00	1,987,181
TEMPORARY SALARIES		22,412		91,060		92,487
SALARY TOTAL	**32.00**	**1,915,734**	**32.00**	**2,038,242**	**32.00**	**2,079,668**

DEPARTMENT STAFF SUMMARY
JUDICIAL

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		168,239			181,590		195,797
Workers' Compensation		6,626			8,754		8,346
Health Benefits		405,128			428,124		464,331
PEHP		86,760			93,670		103,620
FICA		146,553			155,932		159,095
Miscellaneous		4,480			4,620		4,620
TOTAL OTHER PERSONAL SERVICES		**817,786**			**872,690**		**935,809**
TOTAL PERSONAL SERVICES	**32.00**	**2,733,520**	*	**32.00**	**2,910,932**	**32.00**	**3,015,477**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

JUDICIAL
Circuit Court
Index #411000

ORIGIN/PURPOSE:

The Circuit Court of Harford County is a Court of general jurisdiction which hears and decides a wide variety of cases. On the civil side, it hears cases (1) where the amount in dispute is in excess of $10,000 and the parties have requested a jury trial, (2) family law cases, (3) administrative appeals, and (4) numerous similar actions. On the criminal side, it hears criminal cases where a serious violation of the law is alleged and/or party has requested a jury trial.

FY 20 GOALS:

TO CONTINUE TO PROVIDE FOR THE EFFICIENT MANAGEMENT OF BOTH DOMESTIC AND NON-DOMESTIC CASES TO ENSURE THAT LITIGANTS ARE ABLE TO HAVE THEIR LEGAL DISPUTES AND PROBLEMS RESOLVED AS EFFECTIVELY AND EFFICIENTLY AS THE SITUATION PERMITS WHILE STILL DOING JUSTICE FOR ALL CONCERNED

- To continue to reduce the number of open civil cases
- To manage cases so that 98% of all non-domestic cases are resolved within eighteen (18) months pursuant to the Case Flow Management Guidelines established by the Administrative Office of the Courts
- To manage cases so that 90% of all domestic relations cases are resolved within twelve (12) months pursuant to the Case Flow Management Guidelines established by the Administrative Office of the Courts

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,381,428	1,541,571	1,713,008	1,744,779	1,744,779
20 CONTRACTUAL SERVICES	28,137	25,647	19,854	29,384	29,384
30 SUPPLIES AND MATERIALS	34,059	66,916	58,700	44,200	44,200
40 BUSINESS AND TRAVEL	11,253	15,441	16,347	15,936	15,936
50 CAPITAL OUTLAY	20,708	3,223	0	0	0
70 MISCELLANEOUS	1,500	1,500	1,500	1,500	1,500
GRAND TOTAL	**1,477,085**	**1,654,298**	**1,809,409**	**1,835,799**	**1,835,799**
FUNDING SOURCE:					
11 GENERAL	**1,477,085**	**1,654,298**	**1,809,409**	**1,835,799**	**1,835,799**

JUDICIAL
Circuit Court
Index #411000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $31,771
1,123,933	1,080,785	(43,148)	Full-time salaries
			(44,963) Staff Turnover (4.00)%
			1,815 Salary Adjustment
			(43,148)
	42,317	42,317	FY 20 merit increase of $2,000 to all eligible employees
68,648	65,707	(2,941)	Temporary Salaries - Assignment Clerk utilizing funds from unfunded Court Reporter position and for part-time Technology Manager
105,480	107,146	1,666	Pension adjustments
5,049	4,539	(510)	Workers' Compensation adjustments
261,911	291,886	29,975	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
54,230	62,172	7,942	PEHP (Post Employment Health Plan)
91,237	87,707	(3,530)	FICA adjustments
19,854	29,384	9,530	CONTRACTUAL SERVICES increase $9,530 Increase for Legal Services and Office Equipment Service based on actual and anticipated expenses, partially offset by a decrease in Employee Bonds.
58,700	44,200	(14,500)	SUPPLIES AND MATERIALS decrease ($14,500) Decrease in Computer Software for one-time FY19 expense for FTR Upgrade/MDEC Conversion, partially offset by an increase in Duplicating Machine Supplies due to an additional work area.
16,347	15,936	(411)	BUSINESS & TRAVEL decrease ($411) Decrease for Lodging and Meals based on actuals, partially offset by an increase for Mileage.

DIVISION STAFF SUMMARY
Circuit Court
Index #411000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Assistant Court Administrator	1.00	50,242	1.00	72,124	1.00	74,124
Civil Assignment Clerk	2.00	84,493	1.00	45,621	1.00	48,594
Court Administrator	1.00	86,066	1.00	103,607	1.00	105,608
Administrative Court Reporter	0.00	0	0.00	0	1.00	81,086
Court Reporter I	2.00	127,787	2.00	76,084	2.00	76,085
Court Reporter II	4.00	348,000	4.00	362,959	2.00	187,176
Digital Court Reporter	0.00	0	0.00	0	1.00	60,581
Criminal Assignment Clerk	1.00	43,720	1.00	46,594	1.00	48,594
Law Clerk	0.00	0	1.00	45,220	1.00	44,373
Administrative Judicial Assistant	0.00	0	0.00	0	1.00	76,192
Judical Assistant	0.00	0	0.00	0	6.00	312,372
Secretary I (Judicial)	4.00	185,961	5.00	242,080	0.00	0
Secretary II (Judicial)	2.00	123,180	1.00	55,452	0.00	0
Secretary III (Judicial)	1.00	70,776	1.00	74,192	0.00	0
TOTAL FULL TIME SALARIES	18.00	1,120,225	18.00	1,123,933	18.00	1,114,785
TEMPORARY SALARIES		0		68,648		67,707
SALARY TOTAL	**18.00**	**1,120,225**	**18.00**	**1,192,581**	**18.00**	**1,182,492**
OTHER PERSONAL SERVICES						
Pension & Retirement		100,820		105,480		110,566
Workers' Compensation		3,921		5,049		4,682
Health Benefits		257,739		261,911		291,886
PEHP		48,200		54,230		62,172
FICA		85,697		91,237		90,461
Miscellaneous		2,520		2,520		2,520
TOTAL OTHER PERSONAL SERVICES		**498,897**		**520,427**		**562,287**
TOTAL PERSONAL SERVICES	**18.00**	**1,619,122** *	**18.00**	**1,713,008**	**18.00**	**1,744,779**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

JUDICIAL
Jury Services
Index #412000

ORIGIN/PURPOSE:

The Maryland Constitution as well as Maryland statutory and case law provide that parties to civil cases and defendants in criminal cases are entitled to a speedy trial by an impartial jury.

The preservation of this constitutional right to jury trial is the responsibility of the Circuit Court for Harford County. The Court must ensure proper jury selection procedures and has established a jury selection plan which is approved by the Court of Appeals of Maryland. Individuals who serve on juries are given a token compensation for their services.

This budgetary account provides for costs associated with jury service, including fees and miscellaneous expenses.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	235,420	214,450	270,000	270,000	270,000
30 SUPPLIES AND MATERIALS	7,316	3,995	8,000	8,000	8,000
GRAND TOTAL	**242,736**	**218,445**	**278,000**	**278,000**	**278,000**
FUNDING SOURCE:					
11 GENERAL	**242,736**	**218,445**	**278,000**	**278,000**	**278,000**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES no change
270,000	270,000	0	For Juror's Fees
8,000	8,000	0	SUPPLIES & MATERIALS no change
			Meals, Ice and Bottled Water for jurors

JUDICIAL
Grand Jury
Index #413000

ORIGIN/PURPOSE:

Under Maryland law, the Grand Jury performs an important function in the administration of the criminal law. It is not a judicial body, but is an accusing body. It has been preserved as an institution necessary for the preservation of the peace, good order, and dignity of the state in bringing to trial those guilty of violations of law, and protecting people from being put on trial for frivolous, unfounded, or false accusations.

The Grand Jury's function is to investigate violations of the criminal law and this function is ordinarily accomplished by indictments or presentments. Various statutory duties are also imposed on the Grand Jury. At least once each calendar year, the Grand Jury must visit the local jail and inquire into its condition, the manner in which it is kept, and the treatment of the prisoners, and report their findings to the Court. The Grand Jury in Harford County is selected from the list of local voters. Its function is to decide whether a person suspected of committing a crime should be indicted. Evidence is presented to the Grand Jury by the State's Attorney, law enforcement officers, and witnesses. A determination is made and the indictments and/or no-bills are presented to the Circuit Court for Harford County.

The Grand Jury operating budget appropriates funding for costs associated with Grand Jury services, including fees and miscellaneous expenses.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	12,616	11,604	14,000	14,000	14,000
GRAND TOTAL	**12,616**	**11,604**	**14,000**	**14,000**	**14,000**
FUNDING SOURCE:					
11 GENERAL	**12,616**	**11,604**	**14,000**	**14,000**	**14,000**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICE no change
14,000	14,000	0	Juror's Fees - Grand Jury

JUDICIAL
Jury Commissioner
Index #414000

ORIGIN/PURPOSE:

The Jury Commissioner is responsible for developing and maintaining procedures for random selection of Grand and Petit Jurors in accordance with applicable statutes and local jury selection plans and regulations. Additionally, the Jury Commissioner is charged with efficient and effective management of the jury selection process and oversight and control of general office administration to ensure proper selection and usage of jurors.

FY 20 GOALS:

TO CONTINUE TO REVIEW THE JURY SELECTION PROCESS IN ORDER TO BRING IT IN CONFORMANCE WITH STATE LAW REGARDING THE SELECTION OF JURORS

TO CONTINUE TO USE ALL REASONABLE MEASURES TO ENSURE THAT JURORS ARE NOT BROUGHT IN UNLESS THEIR PRESENCE WILL BE NECESSARY TO RESOLVE A CASE TO MINIMIZE THE INCONVENIENCE OF SERVING ON JURY DUTY TO THE CITIZENS OF HARFORD COUNTY AND TO REDUCE JURY EXPENDITURES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	211,304	226,222	235,727	253,400	253,400
20 CONTRACTUAL SERVICES	5,015	5,131	1,350	850	850
30 SUPPLIES AND MATERIALS	21,331	20,674	28,080	26,750	26,750
40 BUSINESS AND TRAVEL	173	0	200	300	300
50 CAPITAL OUTLAY	0	0	0	0	0
GRAND TOTAL	**237,823**	**252,027**	**265,357**	**281,300**	**281,300**
FUNDING SOURCE:					
11 GENERAL	**237,823**	**252,027**	**265,357**	**281,300**	**281,300**

JUDICIAL
Jury Commissioner
Index #414000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $17,673
160,226	165,686	5,460	Full-time salaries
		5,460	Salary Adjustment
	7,054	7,054	FY 20 merit increase of $2,000 to all eligible employees
14,420	15,740	1,320	Pension adjustments
37,823	40,767	2,944	Health Benefits are adjusted for staff opting for changes in levels of coverage
9,860	10,362	502	PEHP (Post Employment Health Plan)
12,257	12,675	418	FICA adjustments
1,350	850	(500)	CONTRACTUAL SERVICES decrease ($500)
			Decrease due to lower Telephone Service costs based on actuals
28,080	26,750	(1,330)	SUPPLIES & MATERIALS decrease ($1,330)
			Decrease in Duplicating Machine Supplies and Delivery Charges based on actuals
200	300	100	BUSINESS & TRAVEL increase $100
			Increase for Mileage and Parking/Tolls based on actuals, partially offset by decrease in Professional Books

DIVISION STAFF SUMMARY

Jury Commissioner

Index #414000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	1.00	37,473		1.00	40,223	1.00	47,684
Assistant to Jury Commissioner	1.00	51,746		1.00	54,781	1.00	56,781
Jury Commissioner	1.00	61,982		1.00	65,222	1.00	67,221
SALARY TOTAL	**3.00**	**151,201**		**3.00**	**160,226**	**3.00**	**171,686**
OTHER PERSONAL SERVICES							
Pension & Retirement		13,608			14,420		16,310
Workers' Compensation		529			721		721
Health Benefits		38,468			37,823		40,767
PEHP		9,640			9,860		10,362
FICA		11,567			12,257		13,134
Miscellaneous		420			420		420
TOTAL OTHER PERSONAL SERVICES		**74,232**			**75,501**		**81,714**
TOTAL PERSONAL SERVICES	**3.00**	**225,433**	*	**3.00**	**235,727**	**3.00**	**253,400**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

JUDICIAL
Masters
Index #415000

ORIGIN/PURPOSE:

A Master is an Attorney who is appointed by and serves at the pleasure of the Judges of the Circuit Court and who is responsible for hearing all matters referred to him by the Court. One Master hears all juvenile cases. All the Masters hear domestic cases. The duties of the Master are:

- Conduct hearings on matters referred to them. These matters include petitions filed by the Department of Juvenile Services alleging that a child is delinquent; petitions filed by the Department of Social Services alleging that a child has been abused or neglected; and domestic relations cases.
- Conduct hearings for family law cases referred to them
- Record all proceedings of hearings
- Direct the issuance of a subpoena for witnesses and/or documents
- Rule upon the admissibility of evidence
- Examine witnesses when necessary
- Convene, continue and adjourn the hearings as necessary
- Make findings of facts and conclusions of law, and submit them to the presiding Judge of the Circuit Court for review.

In accordance with applicable State law, an appointment of a Master for both domestic relations matters and juvenile cases by the Judges of the Circuit Court of Harford County. The appointment must be approved by the Chief Judge of Appeals.

FY 20 GOAL:

TO REFINE AND MODIFY THE SCHEDULING AND HEARINGS OF JUVENILE CASES TO ENSURE THAT THESE MATTERS ARE HEARD AND DECIDED AS EXPEDITIOUSLY AS POSSIBLE WHILE DOING JUSTICE TO THE VICTIMS, THE JUVENILES AND THE CITIZENS OF HARFORD COUNTY

- To have 100% of all Child in Need Assistance (CINA) shelter cases adjudicated within thirty (30) days and all CINA non-shelter cases adjudicated within sixty (60) days pursuant to the Case Flow Guidelines established by the Administrative Office of the Courts.
- To expedite the hearing and disposition of child support, alimony and uncontested divorce cases

JUDICIAL
Masters
Index #415000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	171,603	168,031	192,131	205,565	205,565
20 CONTRACTUAL SERVICES	4,170	4,160	550	550	550
30 SUPPLIES AND MATERIALS	5,804	7,440	8,550	8,200	8,200
40 BUSINESS AND TRAVEL	1,841	1,943	3,500	3,500	3,500
70 MISCELLANEOUS	33,748	33,748	3,748	3,748	3,748
GRAND TOTAL	**217,166**	**215,322**	**208,479**	**221,563**	**221,563**
FUNDING SOURCE:					
11 GENERAL	**217,166**	**215,322**	**208,479**	**221,563**	**221,563**

JUDICIAL
Masters
Index #415000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $13,434
129,050	137,052	8,002	Full-time Salaries
		8,002	Staff Turnover 6.20%
	7,054	7,054	FY 20 merit increase of $2,000 to all eligible employees
11,614	13,020	1,406	Pension adjustments
30,734	26,597	(4,137)	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
9,860	10,362	502	PEHP (Post Employment Health Plan)
9,872	10,484	612	FICA adjustments
8,550	8,200	(350)	SUPPLIES AND MATERIALS decrease ($350)
			Decrease due to adjustments in General Office Supplies and Duplicating Machine Supplies based on actuals, partially offset by increases in General Office Mailing and Printing-Commercial

DIVISION STAFF SUMMARY

Masters

Index #415000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	3.00	126,226		3.00	129,050	3.00	143,052
FULL-TIME SALARIES	3.00	126,226		3.00	129,050	3.00	143,052
TOTAL FULL-TIME SALARIES	**3.00**	**126,226**		**3.00**	**129,050**	**3.00**	**143,052**
OTHER PERSONAL SERVICES							
Pension & Retirement		11,360			11,614		13,590
Workers' Compensation		442			581		601
Health Benefits		22,499			30,734		26,597
PEHP		9,640			9,860		10,362
FICA		9,656			9,872		10,943
Miscellaneous		420			420		420
TOTAL OTHER PERSONAL SERVICES		**54,017**			**63,081**		**62,513**
TOTAL PERSONAL SERVICES	**3.00**	**180,243**	*	**3.00**	**192,131**	**3.00**	**205,565**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

JUDICIAL
Community Work Service
Index #416000

ORIGIN/PURPOSE:

The Community Work Service Program (CWS), instituted on July 1, 1985, is a form of alternative sentencing imposed upon offenders by the Courts of Harford County or the Juvenile Services Administration. At the discretion of the presiding Judge, nonviolent offenders are assigned to community work service in lieu of more traditional sanctions. By performing work service, the community and the offender benefit directly. These offenders are able to "pay back" the community for the crime committed against the County; and participating private, nonprofit institutions and/or agencies, benefit from the work service performed on their behalf.

Beneficiaries of this program include Harford County Government (landfills, construction, and facilities maintenance), hospitals, churches, various volunteer fire departments and schools.

FY 20 GOAL:

TO PROVIDE AN OPPORTUNITY FOR NON-VIOLENT OFFENDERS TO PAY BACK TO THE COMMUNITY THROUGH THE PERFORMANCE OF COMMUNITY WORK SERVICE

- **o** To increase the number of government agencies and non-profit organizations that offer community work service opportunities non-violent offenders by 10%.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	295,461	321,984	336,429	354,231	354,231
20 CONTRACTUAL SERVICES	3,427	3,489	1,850	1,850	1,850
30 SUPPLIES AND MATERIALS	2,303	2,200	2,650	2,650	2,650
40 BUSINESS AND TRAVEL	171	153	175	175	175
50 CAPITAL OUTLAY	0	127	0	0	
80 INTER-GOVERNMENTAL/INTERFUND	452	352	600	600	600
GRAND TOTAL	**301,814**	**328,305**	**341,704**	**359,506**	**359,506**
FUNDING SOURCE:					
11 GENERAL	**301,814**	**328,305**	**341,704**	**359,506**	**359,506**

JUDICIAL
Community Work Service
Index #416000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $17,802
211,005	211,005	0	Full Time Salaries
	10,871	10,871	FY 20 merit increase of $2,000 to all eligible employees
22,412	23,530	1,118	Temporary Salaries adjusted to reflect actual
21,008	22,281	1,273	Pension adjustments per Treasury
52,637	56,654	4,017	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
9,860	10,362	502	PEHP (Post Employment Health Plan)

DIVISION STAFF SUMMARY

Community Work Services

Index #416000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Community Work Service Case Manager	3.00	137,113		3.00	145,854	3.00	151,854
Director, Community Work Svc Program	1.00	62,984		1.00	65,151	1.00	67,151
FULL-TIME SALARIES	4.00	200,097		4.00	211,005	4.00	219,005
TEMPORARY SALARIES		22,412			22,412		24,780
SALARY TOTAL	**4.00**	**222,509**		**4.00**	**233,417**	**4.00**	**243,785**
OTHER PERSONAL SERVICES							
Pension & Retirement		15,849			21,008		23,160
Workers' Compensation		700			950		920
Health Benefits		47,138			52,637		56,654
PEHP		9,640			9,860		10,362
FICA		17,022			17,857		18,650
Miscellaneous		560			700		700
TOTAL OTHER PERSONAL SERVICES		**90,909**			**103,012**		**110,446**
TOTAL PERSONAL SERVICES	**4.00**	**313,418**	*	**4.00**	**336,429**	**4.00**	**354,231**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

JUDICIAL
Family Court Services Division
Index #417000

ORIGIN/PURPOSE:

The role of the Social Worker is to develop, implement and direct a program that will include evaluation/mediation for parties to domestic cases who have disputes over custody, visitation and similar issues. Working directly with the parties in both individual and joint sessions, the Social Worker addresses issues that may arise such as mutual cooperation, child development, and child safety. The goal of the program is to assist parties in resolving their problems themselves instead of resorting to time consuming and unproductive court hearings. The Court also established a Facilitated Visitation Program. In cases where a claim is made that a parent has not seen a child for such a significant period that they are a stranger to the child, or there are allegations of sexual abuse, the Social Worker is retained to supervise visitation. The facilitator files a report after each visit and assists the Court in the evaluation of the case.
Psychological/Psychiatric Evaluations: properly done evaluations which assist the Court in determining whether further psychological/psychiatric counseling is needed and greatly expedites any referral for such assistance.
Parenting Program: aimed at assisting single/divorced parents in understanding such areas as child development, the separation process, and the psychological aspects of divorce.
Home Studies: a qualified individual evaluates a home suitability or other physical aspects of the environment where a child will be and reports to the Court.
In every case where services are needed, every attempt is made to have those services provided privately with the expenses to be paid by either parties or their medical insurance. Where this is not possible, the parties are assessed on a sliding scale basis and the monies paid into the County's General Fund.

FY 20 GOAL:

TO CONTINUE TO REFINE AND IMPROVE THE QUALITY OF SERVICES OFFERED IN DOMESTIC CASES AS WELL AS DEVELOP NEW SERVICES TO ASSIST FAMILIES AND THE COURT TO PROMPTLY AND EFFICIENTLY RESOLVE CUSTODY AND VISITATION DISPUTES

- To reduce the time from the filing of a case to the resolution of any custody or visitation dispute
- To decrease the number of custody/visitation dispositions that require resolution by trial

JUDICIAL
Family Court Services Division
Index #417000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	386,535	424,487	433,637	457,501	457,501
20 CONTRACTUAL SERVICES	145,980	171,601	186,542	186,542	186,542
30 SUPPLIES AND MATERIALS	5,222	3,776	5,225	5,450	5,450
40 BUSINESS AND TRAVEL	1,491	2,913	2,900	6,810	6,810
GRAND TOTAL	**539,228**	**602,777**	**628,304**	**656,303**	**656,303**
FUNDING SOURCE:					
11 GENERAL	**539,228**	**602,777**	**628,304**	**656,303**	**656,303**

JUDICIAL
Family Court Services
Index #417000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $23,864
322,968	330,652	7,684	Full Time Salaries
		7,684	Salary Adjustment
	9,405	9,405	FY 20 merit increase of $2,000 to all eligible employees
29,068	31,412	2,344	Pension adjustments per Treasury
45,019	48,426	3,407	Health Benefits are adjusted for a cost increase as well as staff opting for changes in levels of coverage
24,708	25,295	587	FICA adjustments
186,542	186,542	0	CONTRACTUAL SERVICES no change for FY20
			Funding provided in Other Professional Services for contractual Evaluators/Mediators
5,225	5,450	225	SUPPLIES AND MATERIALS increase $225
			Increase based on actual expense history for Computer Software and Other Supplies & Materials.
2,900	6,810	3,910	BUSINESS AND TRAVEL increase $3,910
			Increase based on actual expense history for Training Seminars, Membership Fees, and Mileage.

DIVISION STAFF SUMMARY
Family Court Service Division
Index #417000

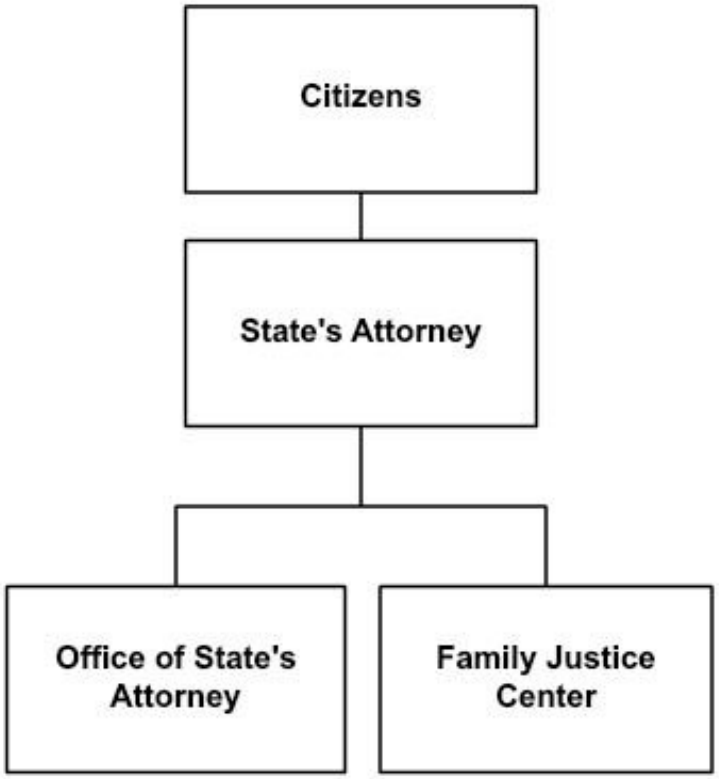
POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	1.00	44,540		0.00	0	0.00	0
Administrative Assistant II	0.00	0		1.00	60,912	0.00	0
Office Manager	0.00	0		0.00	0	1.00	62,913
Director, Family Court Services	1.00	110,318		1.00	114,524	1.00	116,524
Evaluator/Mediator	1.00	79,820		1.00	83,417	1.00	85,416
Family Services Coordinator	1.00	60,896		1.00	64,115	1.00	73,799
FULL-TIME SALARIES	4.00	295,574		4.00	322,968	4.00	338,652
SALARY OFFSET		0			0		0
TOTAL FULL-TIME SALARIES	**4.00**	**295,574**		**4.00**	**322,968**	**4.00**	**338,652**
OTHER PERSONAL SERVICES							
Pension & Retirement		26,602			29,068		32,172
Workers' Compensation		1,034			1,453		1,422
Health Benefits		39,284			45,020		48,426
PEHP		9,640			9,860		10,362
FICA		22,611			24,708		25,907
Miscellaneous		560			560		560
TOTAL OTHER PERSONAL SERVICES		**99,731**			**110,669**		**118,849**
TOTAL PERSONAL SERVICES	**4.00**	**395,305**	*	**4.00**	**433,637**	**4.00**	**457,501**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 20
Summary of Grants

Circuit Court for Harford County - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Family Court Services	This grant funds numerous programs and services for Alternative Dispute Resolution, facilitated visitation, psychological evaluations, personnel and services for children's groups, and child custody investigations.		314,687			7/1/19 - 6/30/20	Recurring
CASA	This grant focuses on representing the best interest of abused, neglected and dependent children in Court proceedings.		80,000		60,000	7/1/19 - 6/30/20	Recurring
Access/Visitation Program	Provide access/visitation services to non-custodial parents. Goal is to develop and produce 50 visitation plans targeting separated families in which child support and access is the issue.		203,730			10/1/19 - 9/30/20	Recurring
Child in Need of Assistance Advocacy	This program assists in developing and implementing strategies specifically intended to provide assistance to victims of crime in the State of Maryland.	69,741		17,435		10/1/19 - 9/30/20	Recurring
	TOTALS:	**69,741**	**598,417**	**17,435**	**60,000**		

OFFICE OF STATE'S ATTORNEY



STATE'S ATTORNEY

ORIGIN/PURPOSE:

The State's Attorney, created by Article V, Section 7 of the Maryland Constitution, represents the State in all criminal actions. Harford County pays the office's expenses.

The State's Attorney is elected by the County voters to a four-year term with no term limit. He/she assists the police in investigating crime in Harford County. This Office presents certain criminal cases to the Grand Jury; acts as the jury's legal advisor and provides prosecutors for the Circuit, District and Juvenile Courts. The office participates in Harford County School programs. State's Attorneys also provide basic training to the County Sheriff's Academy and in-service training programs for various law enforcement agencies.

The Office holds membership in the Harford County Task Force, the Harford County Child Advocacy Center, and the Harford County Family Justice Center. Through Federal and State grants, the State's Attorney provides assistance in establishing and enforcing child support orders and offers advocate services to victims of crime and their families.

MISSION STATEMENT:

THE MISSION OF THE STATE'S ATTORNEY'S OFFICE IS TO SEEK JUSTICE BY ENSURING THAT THE RIGHTS OF VICTIMS AND CITIZENS AND THE PUBLIC'S SAFETY ARE OUR NUMBER ONE PRIORITY THROUGH THE FAIR, VIGOROUS AND EFFICIENT ENFORCEMENT OF THE LAW IN SEEKING JUSTICE. WE SHALL SAFEGUARD THE RIGHTS AND REPUTATION OF THE INNOCENT.

FY 20 GOALS:

TO PROVIDE THE COMMUNITY WITH A QUICK EFFECTIVE WAY TO RECOVER LOSSES FROM BAD CHECKS, TO DIVERT POTENTIAL DEFENDANTS INTO A COUNSELING PROGRAM TO AVOID REPEAT OFFENSES AND CONCENTRATE PROSECUTION EFFORTS ON THOSE OFFENDERS WHO REFUSE TO COOPERATE WITH THE PROGRAM, AND TO LESSEN THE BURDEN ON THE COURT SYSTEM WHILE PRODUCING A SUCCESSFUL RESULT FOR THE VICTIM.

TO PROVIDE FOR THE INVESTIGATION OF ALLEGATIONS OF CHILD MOLESTATION AND/OR EXPLOITATION WHILE MINIMIZING THE TRAUMA TO THE CHILD AND TO PROVIDE SERVICES AND RESOURCES TO THE ABUSED CHILD AND HIS/HER FAMILY WHILE ALWAYS ADVOCATING FOR THE CHILD'S NEEDS.

STATE'S ATTORNEY

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	5,106,922	5,264,465	5,933,703	6,166,086	6,166,086
20	CONTRACTUAL SERVICES	47,666	39,243	40,360	38,710	38,710
30	SUPPLIES AND MATERIALS	56,336	52,460	56,310	71,250	71,250
40	BUSINESS AND TRAVEL	48,600	37,969	42,200	60,501	60,501
50	CAPITAL OUTLAY	3,854	2,052	0	0	0
70	MISCELLANEOUS	467,042	483,220	2,500	2,500	2,500
	GRAND TOTAL	**5,730,420**	**5,879,409**	**6,075,073**	**6,339,047**	**6,339,047**
SUMMARY BY FUND:						
11	GENERAL	5,730,420	5,879,409	6,075,073	6,339,047	6,339,047
	GRAND TOTAL	**5,730,420**	**5,879,409**	**6,075,073**	**6,339,047**	**6,339,047**
SUMMARY BY DIVISION:						
431000	OFFICE OF STATE'S ATTORNEY	5,414,380	5,577,723	5,462,271	6,339,047	6,339,047
432000	FAMILY JUSTICE CENTER	316,040	301,686	612,802	0	0
	GRAND TOTAL	**5,730,420**	**5,879,409**	**6,075,073**	**6,339,047**	**6,339,047**

STATE'S ATTORNEY

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $232,383
4,115,832	3,948,839	(166,993)	Full-time salaries
			33,225 Salary adjustments
			(200,218) Staff Turnover (4.86)%
			(166,993)
	135,919	135,919	FY 20 merit increase of $2,000 to all eligible employees
	5,629	5,629	Seven (7) positions transferred from Family Justice Center (432000) to Office of State's Attorney (431000) to reflect current operations.

# of Positions	Salary	Fringe	Total	
(7.00)	(402,625)	(185,047)	(587,672)	From 432000
7.00	413,279	180,022	593,301	To 431000
0.00	10,654	(5,025)	5,629	

62,344	214,000	151,656	Temporary Salaries increase for new Asst. State's Atty. III and Computer Systems Engineer
376,059	378,355	2,296	Pension rate adjustments per Treasury
20,088	18,234	(1,854)	Workers' Compensation adjustments
898,080	997,433	99,353	Health Benefits adjusted for an estimated cost increase and staff opting for changes in level of coverage
133,110	150,249	17,139	PEHP (Post Employment Health Plan)
319,649	308,748	(10,901)	FICA adjustments

STATE'S ATTORNEY

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
40,360	38,710	(1,650)	CONTRACTUAL SERVICES decrease ($1,650) Telephone Service, Legal Services, and Other Professional Services decrease based on actual expense history, offset slightly by increases in Personnel/Recruitment and Office Equipment Service.
40,900	47,100	6,200	SUPPLIES AND MATERIALS increase $14,940 Duplicating Machine Supplies, Printing-Commercial, General Office Mailing, Meals-Special Purpose, Computer Supplies, and Other Supplies & Materials increase based on actual expense history
15,410	14,650	(760)	General Office Supplies, Delivery Charges, and Other Postage Expenses decrease based on actual expense history
0	9,500	9,500	Uniform Purchase expense for agency shirts and jackets
42,200	60,501	18,301	BUSINESS AND TRAVEL increase $18,301 Increases for Transportation Costs, Meals, Lodging, and Training Seminars, offset slightly by decreases for County-Owned Vehicles, Fuel, and Membership Fees.

DEPARTMENT STAFF SUMMARY
STATE'S ATTORNEY

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
State's Attorney	1.00	117,818	1.00	146,333	1.00	151,333	A
Deputy State's Attorney	2.00	262,970	2.00	247,752	2.00	224,000	
Senior Trial Assistant	1.00	99,426	1.00	100,747	1.00	92,000	
Assistant State's Attorney I	7.00	403,327	6.00	367,572	5.00	304,784	
Assistant State's Attorney II	6.00	429,466	2.00	131,500	4.00	248,000	
Assistant State's Attorney III	11.00	1,056,338	2.00	148,840	3.00	222,840	
Assistant State's Attorney IV	0.00	0	4.00	328,731	2.00	166,074	
Assistant State's Attorney V	0.00	0	4.00	344,751	5.00	439,319	
Senior Assistant State's Attorney I	0.00	0	2.00	187,600	2.00	191,600	
Senior Assistant State's Attorney II	0.00	0	1.00	106,499	1.00	108,499	
Senior Assistant State's Attorney III	0.00	0	3.00	369,496	2.00	255,005	
Legal Assistant I	1.00	34,424	1.00	42,698	2.00	77,000	
Legal Assistant II	11.00	556,876	10.00	542,316	10.00	557,892	
Legal Assistant III	2.00	142,260	2.00	149,104	2.00	153,105	
Legal Clerk I	3.00	85,800	2.00	66,934	1.00	29,500	
Legal Clerk II	2.00	68,848	5.00	181,511	5.00	187,498	
Legal Specialist I	3.00	120,938	1.00	42,755	2.00	84,980	
Legal Specialist II	8.00	437,947	9.00	503,801	8.00	464,064	
Administrator, State's Attorney Office	1.00	102,835	1.00	106,892	1.00	112,000	
FULL TIME SALARIES	59.00	3,919,273	59.00	4,115,832	59.00	4,069,493	
TEMPORARY SALARIES		57,200		62,344		220,000	
SALARY TOTAL	**59.00**	**3,976,473**	**59.00**	**4,178,176**	**59.00**	**4,289,493**	

DEPARTMENT STAFF SUMMARY
STATE'S ATTORNEY

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		350,503			376,059		392,207
Workers' Compensation		14,579			20,088		18,620
Health Benefits		836,089			898,081		988,651
PEHP		106,040			133,110		150,249
FICA		302,019			319,649		318,186
Miscellaneous		8,540			8,540		8,680
TOTAL OTHER PERSONAL SERVICES		**1,617,770**			**1,755,527**		**1,876,593**
TOTAL PERSONAL SERVICES	**59.00**	**5,594,243**	*	**59.00**	**5,933,703**	**59.00**	**6,166,086**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - State's Attorney salary adjustment pursuant to Maryland Senate Bill 146 (2016) and House Joint Resolution 3 (2018)

STATE'S ATTORNEY OFFICE
Office of State's Attorney
Index #431000

ORIGIN/PURPOSE:

The State's Attorney, created by the Maryland Constitution, represents the State in all criminal actions. Harford County pays the office's expenses.

The State's Attorney is elected by the County voters to a four-year term with no term limit. He/she assists the police in investigating crime in Harford County. This office presents certain criminal cases to the Grand Jury, acts as the jury's legal advisors, and provides prosecutors for the Circuit, District, and Juvenile Courts. The Office participates in Harford County School programs and also provides basic training to the County Sheriff's Academy and in-service training for various law enforcement agencies.

The Office holds membership in the Harford County Narcotics Task Force. Through Federal and State grants, the State's Attorney provides assistance in establishing and enforcing child support orders and offers advocate services to victims of crime and their families.

FY 20 GOAL:

TO PROVIDE THE COMMUNITY WITH A QUICK AND EFFECTIVE WAY TO RECOVER THEIR LOSSES FROM BAD CHECKS, TO DIVERT POTENTIAL DEFENDANTS INTO A COUNSELING PROGRAM TO AVOID REPEAT OFFENSES AND CONCENTRATE PROSECUTION EFFORTS ON THOSE OFFENDERS WHO REFUSE TO COOPERATE WITH THE PROGRAM AND TO LESSEN THE BURDEN ON THE COURT SYSTEM WHILE PRODUCING A SUCCESSFUL RESULT FOR THE VICTIM.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	4,814,056	4,985,596	5,341,101	6,166,086	6,166,086
20 CONTRACTUAL SERVICES	42,992	34,492	38,360	38,710	38,710
30 SUPPLIES AND MATERIALS	39,387	36,403	39,710	71,250	71,250
40 BUSINESS AND TRAVEL	47,049	36,542	40,600	60,501	60,501
50 CAPITAL OUTLAY	3,854	1,470	0	0	0
70 MISCELLANEOUS	467,042	483,220	2,500	2,500	2,500
GRAND TOTAL	**5,414,380**	**5,577,723**	**5,462,271**	**6,339,047**	**6,339,047**
FUNDING SOURCE:					
11 GENERAL	**5,414,380**	**5,577,723**	**5,462,271**	**6,339,047**	**6,339,047**

STATE'S ATTORNEY OFFICE
Office of State's Attorney
Index #431000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $824,985
3,713,207	3,546,214	(166,993)	Full-time salaries
			33,225 Salary adjustments
			(200,218) Staff Turnover (5.39)%
			(166,993)
	135,919	135,919	FY 20 merit increase of $2,000 to all eligible employees
	593,301	593,301	Seven (7) positions transferred from Family Justice Center (432000) to Office of State's Attorney (431000) to reflect current operations.
			# of Positions / Salary / Fringe / Total
			7.00 / 413,279 / 180,022 / 593,301 To 431000
62,344	214,000	151,656	Temporary Salaries increase for new Asst. State's Atty. III and Computer Systems Engineer
339,819	342,115	2,296	Pension rate adjustments per Treasury
18,276	16,422	(1,854)	Workers' Compensation adjustments
782,868	882,221	99,353	Health Benefits adjusted for an estimated cost increase and staff opting for changes in level of coverage
128,180	150,249	22,069	PEHP (Post Employment Health Plan)
288,846	277,944	(10,902)	FICA adjustments

STATE'S ATTORNEY OFFICE
Office of State's Attorney
Index #431000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
38,360	38,710	350	CONTRACTUAL SERVICES increase $350 Increase due to transfer of responsibilities from index 432000, partially offset by decrease in Telephone Service, Legal Services, and Other Professional Services based on actual expense
39,710	71,250	31,540	SUPPLIES AND MATERIALS increase $31,540 Increase for Duplicating Machine Supplies, Printing-Commercial, General Office Mailing, Meals-Special Purpose, Computer Supplies, and Other Supplies & Materials increase based on actual expense history and due to transfer of responsibilities from index 432000. Uniform Purchase increases for agency shirts and jackets.
40,600	60,501	19,901	BUSINESS AND TRAVEL increase $19,901 Increases for Transportation Costs, Meals, Lodging, and Training Seminars based on actual expense history and due to transfer of responsibilities from index 432000, offset slightly by decreases for County-Owned Vehicles and Fuel.

DIVISION STAFF SUMMARY
Office of State's Attorney
Index #431000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	
State's Attorney	1.00	117,818	1.00	146,333	1.00	151,333	A
Deputy State's Attorney	2.00	262,970	2.00	247,752	2.00	224,000	
Senior Trial Assistant	1.00	99,426	1.00	100,747	1.00	92,000	
Assistant State's Attorney I	7.00	403,327	6.00	367,572	5.00	304,784	
Assistant State's Attorney II	6.00	429,466	2.00	131,500	4.00	248,000	
Assistant State's Attorney III	11.00	1,056,338	2.00	148,840	3.00	222,840	
Assistant State's Attorney IV	0.00	0	4.00	328,731	2.00	166,074	
Assistant State's Attorney V	0.00	0	4.00	344,751	5.00	439,319	
Senior Assistant State's Attorney I	0.00	0	2.00	187,600	2.00	191,600	
Senior Assistant State's Attorney II	0.00	0	1.00	106,499	1.00	108,499	
Senior Assistant State's Attorney III	0.00	0	3.00	369,496	2.00	255,005	
Legal Assistant I	1.00	34,424	1.00	42,698	2.00	77,000	
Legal Assistant II	10.00	515,380	8.00	442,014	10.00	557,892	
Legal Assistant III	2.00	142,260	1.00	75,098	2.00	153,105	
Legal Clerk I	3.00	85,800	2.00	66,934	1.00	29,500	
Legal Clerk II	2.00	68,848	5.00	181,511	5.00	187,498	
Legal Specialist I	3.00	120,938	1.00	42,755	2.00	84,980	
Legal Specialist II	5.00	269,937	5.00	275,484	8.00	464,064	
Administrator, State's Attorney Office	1.00	102,835	1.00	106,892	1.00	112,000	
FULL-TIME SALARIES	55.00	3,709,767	52.00	3,713,207	59.00	4,069,493	
TEMPORARY SALARIES		57,200		62,344		220,000	
SALARY TOTAL	**55.00**	**3,766,967**	**52.00**	**3,775,551**	**59.00**	**4,289,493**	

DIVISION STAFF SUMMARY
Office of State's Attorney
Index #431000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		331,647			339,819		392,207
Workers' Compensation		13,846			18,276		18,620
Health Benefits		766,049			782,869		988,651
PEHP		101,220			128,180		150,249
FICA		285,992			288,846		318,186
Miscellaneous		7,980			7,560		8,680
TOTAL OTHER PERSONAL SERVICES		**1,506,734**			**1,565,550**		**1,876,593**
TOTAL PERSONAL SERVICES	**55.00**	**5,273,701**	*	**52.00**	**5,341,101**	**59.00**	**6,166,086**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

A - State's Attorney salary adjustment pursuant to Maryland Senate Bill 146 (2016) and House Joint Resolution 3 (2018)

Fiscal Year 20
Summary of Grants

Office of State's Attorney - Anticipated Funding FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Cooperative Reimbursement Agreement	This grant is to support the State of Maryland Department of Human Resources - Dept of Social Services Child Support Program efforts in establishing and collecting child support by providing legal representation through the court system.	825,075			515,733	10/1/18 - 9/30/19	Recurring
Child Abuse Training	To fund specialized training, equipment and services to improve upon investigation and prosecution of child sexual assault and abuse cases.	5,000				1/1/18 - 12/31/18	Recurring
Investigative Enhancement	The grant funds will provide for technological advancements, equipment enhancements and training improvements at the CAC.		15,000			7/1/18 - 6/30/19	Recurring
Internet Crimes Against Children Initiative	The grant funds will provide for updating and servicing of technology equipment used for investigations of Internet crimes of child abuse against children and national training for staff.		30,000			7/1/18 - 6/30/19	Recurring
	TOTALS:	**830,075**	**45,000**		**500,938**		

STATE'S ATTORNEY OFFICE
Family Justice Center
Index #432000

ORIGIN/PURPOSE:

The Harford County Family Justice Center is designed to be a victim-centered case management project between Sexual Assault/Sexual Abuse Resource Center, Inc. (SARC), the Harford County Sheriff's Office (HCSO) and the Harford County State's Attorney's Office (SAO). All three disciplines unite their efforts toward the common goal of holding domestic violence offenders accountable and allowing victims to break the cycle of violence.

The Child Advocacy Center (CAC) is also housed in the Family Justice Center. This multi-disciplinary team is comprised of staff from the State's Attorney's Office, Department of Social Services and the Harford County Sheriff's Office. Their responsibility is to investigate allegations of sexual child abuse and assault, to assess and protect the child and to provide services and resources for the abused child and his/her family.

Having their respective services co-located in one facility allows for the sharing of space and resources for the abused child and his/her family.

FY 20 GOAL:

TO PROVIDE FOR THE INVESTIGATION OF ALLEGATIONS OF CHILD MOLESTATION AND/OR EXPLOITATION WHILE MINIMIZING THE TRAUMA TO THE CHILD AND TO PROVIDE SERVICES AND RESOURCES TO THE ABUSED CHILD AND HIS/HER FAMILY WHILE ALWAYS ADVOCATING FOR THE CHILD'S NEEDS.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	292,866	278,869	592,602	0	0
20 CONTRACTUAL SERVICES	4,674	4,751	2,000	0	0
30 SUPPLIES AND MATERIALS	16,949	16,057	16,600	0	0
40 BUSINESS AND TRAVEL	1,551	1,427	1,600	0	0
50 CAPITAL OUTLAY	0	582	0	0	0
GRAND TOTAL	**316,040**	**301,686**	**612,802**	**0**	**0**
FUNDING SOURCE:					
11 GENERAL	**316,040**	**301,686**	**612,802**	**0**	**0**

STATE'S ATTORNEY OFFICE
Family Justice Center
Index #432000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($592,602)
	(587,672)	(587,672)	Seven (7) positions transferred from Family Justice Center (432000) to Office of State's Attorney (431000) to reflect current operations.
			# of Positions / Salary / Fringe / Total
			(7.00) / (402,625) / (185,047) / (587,672) From 432000
4,930	0	(4,930)	PEHP (Post Employment Health Plan)
2,000	0	(2,000)	CONTRACTUAL SERVICES decrease ($2,000) Decrease due to consolidation of responsibilities under index 431000
16,600	0	(16,600)	SUPPLIES AND MATERIALS decrease ($16,600) Decrease due to consolidation of responsibilities under index 431000
1,600	0	(1,600)	BUSINESS AND TRAVEL decrease ($1,600) Decrease due to consolidation of responsibilities under index 431000

DIVISION STAFF SUMMARY

Family Justice Center

Index #432000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Legal Assistant II	1.00	41,496		2.00	100,302	0.00	0
Legal Assistant III	0.00	0		1.00	74,006	0.00	0
Legal Specialist I	0.00	0		0.00	0	0.00	0
Legal Specialist II	3.00	168,010		4.00	228,317	0.00	0
SALARY TOTAL	**4.00**	**209,506**		**7.00**	**402,625**	**0.00**	**0**
OTHER PERSONAL SERVICES							
Pension & Retirement		18,856			36,239		0
Workers' Compensation		733			1,812		0
Health Benefits		70,040			115,213		0
PEHP		4,820			4,930		0
FICA		16,027			30,803		0
Miscellaneous		560			980		0
TOTAL OTHER PERSONAL SERVICES		**111,036**			**189,977**		**0**
TOTAL PERSONAL SERVICES	**4.00**	**320,542**	*	**7.00**	**592,602**	**0.00**	**0**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

BOARD OF ELECTIONS

ELECTIONS

ORIGIN/PURPOSE:

The Harford County Board of Elections ensures that every eligible citizen is given the opportunity to register and vote. Although this department derives its authority from State and Federal laws, its budget is funded principally by the County.

The Harford County Board of Elections is responsible for the administration and performance of all activities essential to a successful election. All functions revolve around this responsibility and include programs which encourage voter registration; permit registration with ease and convenience; provide accessible polling places; serve as a reference center for election information; and provide assistance to all candidates and the three Harford County municipalities.

FY 20 GOAL:

TO ENSURE THAT EVERY ELIGIBLE CITIZEN IS GIVEN THE OPPORTUNITY TO REGISTER TO VOTE

ELECTIONS

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	716,544	418,331	581,958	593,743	593,743
20	CONTRACTUAL SERVICES	202,602	52,684	61,706	61,706	61,706
30	SUPPLIES AND MATERIALS	366,696	96,121	350,550	350,550	350,550
40	BUSINESS AND TRAVEL	40,977	29,653	43,320	43,320	43,320
50	CAPITAL OUTLAY	152,564	125,050	4,335	210,000	210,000
70	MISCELLANEOUS	518,065	843,289	1,302,436	1,380,700	1,380,700
80	INTER-GOVERNMENTAL/INTERFUND	1,144	7,238	15,000	15,000	15,000
	GRAND TOTAL	**1,998,592**	**1,572,366**	**2,359,305**	**2,655,019**	**2,655,019**
SUMMARY BY FUND:						
11	GENERAL	1,998,592	1,572,366	2,359,305	2,655,019	2,655,019
	GRAND TOTAL	**1,998,592**	**1,572,366**	**2,359,305**	**2,655,019**	**2,655,019**
SUMMARY BY DIVISION:						
481000	HC BOARD OF ELECTIONS	1,229,630	1,063,721	1,060,234	1,115,852	1,115,852
482000	ELECTION EXPENSE	768,962	508,645	1,299,071	1,539,167	1,539,167
	GRAND TOTAL	**1,998,592**	**1,572,366**	**2,359,305**	**2,655,019**	**2,655,019**

ELECTIONS

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $11,785
466,158	463,024	(3,134)	Temporary salaries for office staff and Election Judges
	16,401	16,401	FY 20 merit increase of $2,000 for eligible employees
5,954	5,987	33	Pension adjustments
22,317	24,717	2,400	Health Benefits are adjusted for an estimated cost increase and staff opting for changes in levels of coverage
29,580	25,905	(3,675)	PEHP (Post Employment Health Benefits)
36,809	36,569	(240)	FICA adjustments
21,000	21,000	0	Overtime
4,335	210,000	205,665	CAPITAL OUTLAY increase $205,665 Funding for new Pollbooks and Printers per State Board of Elections.
1,302,436	1,380,700	78,264	MISCELLANEOUS increase $78,264 Payments to Other Government Agencies - Funds for reimbursements to State Board of Elections (SBE) for Share of Billing, admin fees, and for the salaries, fringes, and overtime for State election employees. Increase based on estimates provided by SBE.

DEPARTMENT STAFF SUMMARY
HARFORD COUNTY BOARD OF ELECTIONS

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		437,900		462,900		477,024
SALARY TOTAL		**437,900**		**462,900**		**477,024**
OTHER PERSONAL SERVICES						
Pension		3,120		7,317		7,317
Overtime		13,500		15,000		21,000
Health Benefits		1,200		24,717		24,717
PEHP		3,748		25,905		25,905
FICA		34,545		37,640		37,640
Other		140		140		140
TOTAL OTHER PERSONAL SERVICES		**56,253**		**110,719**		**116,719**
TOTAL PERSONAL SERVICES		**494,153** *		**573,619**		**593,743**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ELECTIONS
Harford County Board of Elections
Index #481000

ORIGIN/PURPOSE:

The Harford County Board of Elections index contains funds covering voter education, voter registration (which includes registration, names/address updates and the day-to-day expenses of the office).

FY 20 GOAL:

TO ENSURE THAT EVERY ELIGIBLE CITIZEN IS GIVEN THE OPPORTUNITY TO REGISTER TO VOTE

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	439,641	405,429	145,358	157,143	157,143
20 CONTRACTUAL SERVICES	44,245	47,684	53,756	53,756	53,756
30 SUPPLIES AND MATERIALS	44,945	48,045	79,800	79,800	79,800
40 BUSINESS AND TRAVEL	30,170	25,227	31,320	31,320	31,320
50 CAPITAL OUTLAY	152,564	0	0	0	0
70 MISCELLANEOUS	518,065	537,336	750,000	793,833	793,833
GRAND TOTAL	**1,229,630**	**1,063,721**	**1,060,234**	**1,115,852**	**1,115,852**
FUNDING SOURCE:					
11 GENERAL	**1,229,630**	**1,063,721**	**1,060,234**	**1,115,852**	**1,115,852**

ELECTIONS
Harford County Board of Elections
Index #481000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $11,785
66,158	63,024	(3,134)	Temporary salaries - Funding provides for Election Board members and staff
	16,401	16,401	FY 20 merit increase of $2,000 for eligible employees
5,954	5,987	33	Pension adjustments
22,317	24,717	2,400	Health Benefits are adjusted for an estimated cost increase and staff opting for changes in levels of coverage
29,580	25,905	(3,675)	PEHP (Post Employment Health Benefits)
6,209	5,969	(240)	FICA adjustments
			MISCELLANEOUS increases $43,833
750,000	793,833	43,833	Payments to Other Government Agencies - reimbursement to the State for the salaries, fringes, and overtime for State election employees as mandated by SBE

DIVISION STAFF SUMMARY

HARFORD COUNTY BOARD OF ELECTIONS
Index #481000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		62,900		66,158		77,024
SALARY TOTAL		**62,900**		**66,158**		**77,024**
OTHER PERSONAL SERVICES						
Pension		5,954		7,317		7,317
Overtime		15,000		15,000		15,000
Health Benefits		22,317		24,717		24,717
PEHP		29,580		25,905		25,905
FICA		6,209		7,040		7,040
Other		140		140		140
TOTAL OTHER PERSONAL SERVICES		**79,200**		**80,119**		**80,119**
TOTAL PERSONAL SERVICES		**142,100** *		**146,277**		**157,143**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

ELECTIONS
Election Expense
Index #482000

ORIGIN/PURPOSE:

The Election Expense index reflects those fluctuating expenditures associated with election cycles. Direct election expenses are budgeted within this index. These expenses include: ballots and voter authority cards, absentee postage, funds for poll workers and precinct costs, and fees for mandatory State-sponsored meetings. Based on the type and number of elections in any given year, funds are made available by the County government to ensure successful results.

In addition, expenses include storage, maintenance and preparation of the current voting equipment and personnel to support these efforts.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	276,903	12,902	436,600	436,600	436,600
20 CONTRACTUAL SERVICES	158,357	5,000	7,950	7,950	7,950
30 SUPPLIES AND MATERIALS	321,751	48,076	270,750	270,750	270,750
40 BUSINESS AND TRAVEL	10,807	4,426	12,000	12,000	12,000
50 CAPITAL OUTLAY	0	125,050	4,335	210,000	210,000
70 MISCELLANEOUS	0	305,953	552,436	586,867	586,867
80 INTER-GOVERNMENTAL/INTERFUND	1,144	7,238	15,000	15,000	15,000
GRAND TOTAL	**768,962**	**508,645**	**1,299,071**	**1,539,167**	**1,539,167**
FUNDING SOURCE:					
11 GENERAL	**768,962**	**508,645**	**1,299,071**	**1,539,167**	**1,539,167**

ELECTIONS
Election Expense
Index #482000

FINANCIAL NOTES:

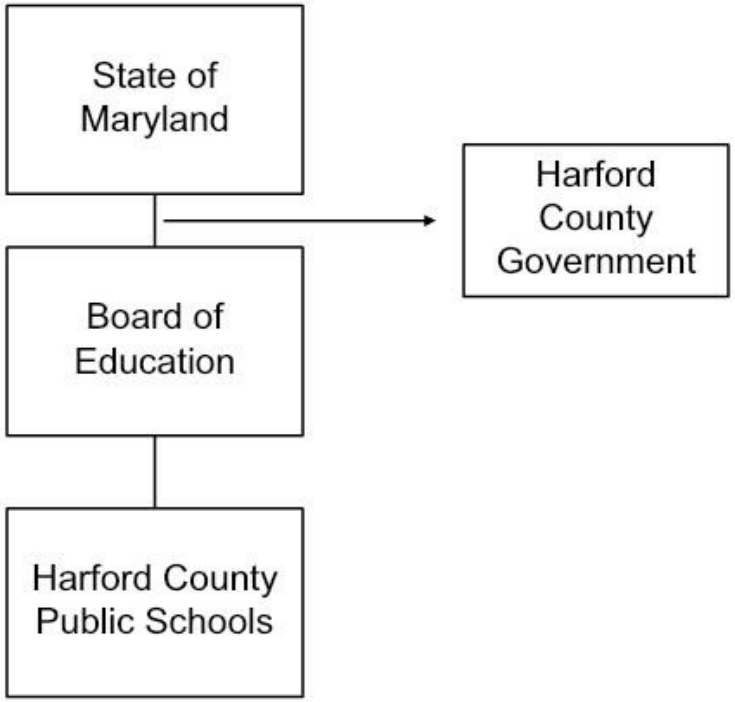
FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES no change for FY20
400,000	400,000	0	Temporary salaries - Election Judges and Election Day Support Specialists
6,000	6,000	0	Overtime
30,600	30,600	0	FICA
4,335	210,000	205,665	CAPITAL OUTLAY increases $205,665 Funding for new Pollbooks and Printers per State Board of Elections. To be paid in fiscal years 2020-2022.
552,436	586,867	34,431	MISCELLANEOUS increase $34,431 Payments to Other Government Agencies - Funds for reimbursements to State Board of Elections (SBE) for Share of Billing and State employee admin fees. Amounts are dictated by SBE.

DIVISION STAFF SUMMARY
ELECTION EXPENSE
Index #482000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		375,000		400,000		400,000
SALARY TOTAL		**375,000**		**400,000**		**400,000**
OTHER PERSONAL SERVICES						
Overtime		0		6,000		6,000
FICA		27,700		30,600		30,600
TOTAL OTHER PERSONAL SERVICES		**27,700**		**36,600**		**36,600**
TOTAL PERSONAL SERVICES		**403,700** *		**436,600**		**436,600**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

BOARD OF EDUCATION



HARFORD COUNTY BOARD OF EDUCATION

ORIGIN/PURPOSE:

The Harford County Board of Education was established under the Education Article of the Annotated Code of Maryland to have perpetual existence and be a body politic and corporate of the State of Maryland. It is empowered and required to maintain a reasonably uniform system of public schools designed to provide quality education and equal educational opportunities for all youth. Per Senate Bill 629, effective July 1, 2009, the Board of Education was changed from a fully appointed Board to an elected-appointed Board consisting of six elected members and three members appointed by the Governor of the State of Maryland for four-year terms to be phased in over a period of time. There is also a student representative to the Board who serves a one-year term while a high school senior. This student is elected by the Harford County Regional Association of Student Councils. The Board of Education appoints the Superintendent of Schools for a four year term. The Superintendent acts as the Executive Officer of the Board as well as Secretary and Treasurer. The Superintendent is responsible for the Administration of the Harford County Public School System which consists of:

33	Elementary Schools
9	Middle Schools
9	Comprehensive High Schools
1	Technical High School
1	John Archer public special education school serving students with disabilities
1	Alternative Education Program
54	*Total number of schools*

VISION

Harford County is a community of learners where educating everyone takes everyone. We empower all students to contribute to a diverse, democratic, and change-oriented society. Our public schools, parents, public officials, businesses, community organizations, and citizens actively commit to educate all students to become caring, respectful, and responsible citizens.

MISSION STATEMENT:

THE MISSION OF HARFORD COUNTY PUBLIC SCHOOLS IS TO FOSTER A QUALITY EDUCATIONAL SYSTEM THAT CHALLENGES STUDENTS TO DEVELOP KNOWLEDGE AND SKILLS, AND INSPIRE THEM TO BECOME LIFE LONG LEARNERS AND GOOD CITIZENS.

FY 20 GOALS:

Every student feels comfortable going to school
Every student achieves personal and academic growth
Every student benefits from accountable adults
Every student connects with great employees
Every student graduates ready to succeed

HARFORD COUNTY BOARD OF EDUCATION

FY 20 BOARD OF EDUCATION OPERATING FUNDING:

	FY 19 APPROVED BUDGET	FY 20 APPROVED BUDGET	$ CHANGE
County	**245,815,645**	**256,465,645**	**10,650,000**
State - Unrestricted	201,190,128	207,734,293 *	**6,544,165**
Federal - Unrestricted	420,000	420,000	**0**
Other - Unrestricted	3,338,960	4,599,960	**1,261,000**
	450,764,733	469,219,898	18,455,165
Fund Balance	10,902,716	5,000,000	(5,902,716)
Total Unrestricted Funds	**461,667,449**	**474,219,898**	**12,552,449**
State - Restricted	9,628,402	9,744,122	115,720
Federal - Restricted	19,898,719	19,702,848	(195,871)
Other - Restricted	136,900	153,000	16,100
Total Restricted Funds	29,664,021	29,599,970	(64,051)
Total Funding	**491,331,470**	**503,819,868**	**12,488,398**

COUNTY FUNDING

FY 19	FY 20	CHANGE
245,815,645	256,465,645	10,650,000

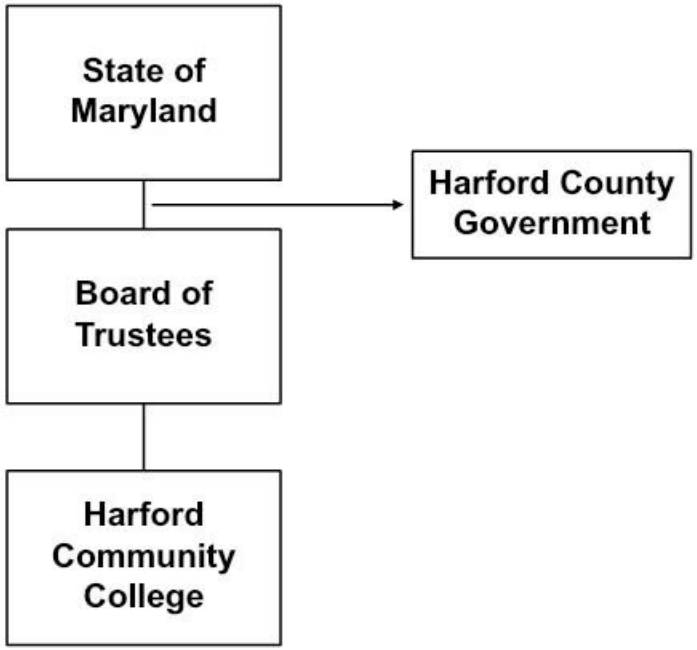
The FY 20 Maintenance of Effort level decreased as a result of lower enrollment. The required Maintenance of Effort level is $245,767,471. Harford County has funded $10,698,174 over maintenance of effort. Additional funds are provided for instructional salaries at $10,000,000 and $650,000 to strengthen the mental health services through enhancing the school psychologist pay.
*Estimated State funding - subject to change with additional funds provided from State Kirwan grant.

HARFORD COUNTY BOARD OF EDUCATION

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER					
70	MISCELLANEOUS	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645
	GRAND TOTAL	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645
	SUMMARY BY FUND					
11	GENERAL	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645
	GRAND TOTAL	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645
	SUMMARY BY DIVISION					
541000	PUBLIC SCHOOLS	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645
	GRAND TOTAL	233,534,504	238,715,645	245,815,645	256,465,645	256,465,645

HARFORD COMMUNITY COLLEGE



HARFORD COMMUNITY COLLEGE

ORIGIN/PURPOSE:

Harford Community College, founded in 1957, is a comprehensive institution of higher education, addressing the diverse educational needs of Harford County and the surrounding area.

The College's mission provides transfer, career and developmental education programs and continuing education courses per state statute. The College offers Associate of Arts, Associate of Science, Associate of Applied Science, and Associate of Applied Technical and Professional Studies degrees, as well as many certificate programs.

MISSION STATEMENT:

HARFORD COMMUNITY COLLEGE PROVIDES HIGH QUALITY, ACCESSIBLE AND AFFORDABLE EDUCATIONAL OPPORTUNITIES AND SERVICES - INCLUDING UNIVERSITY TRANSFER, CAREER, DEVELOPMENTAL AND CONTINUING EDUCATION PROGRAMS THAT PROMOTE PROFESSIONAL COMPETENCE, ECONOMIC DEVELOPMENT, AND IMPROVE THE QUALITY OF LIFE IN A MULTICULTURAL COMMUNITY.

FY 20 GOALS:

TO FULFILL THE MISSION AND VISION, HARFORD COMMUNITY COLLEGE IS COMMITTED TO DIVERSITY AND INTEGRITY, AND TO ACHIEVE INSTITUTIONAL OBJECTIVES AS IT BUILDS TRUST, RESPECT, AND CONFIDENCE AMONG AND BETWEEN TRUSTEES, COLLEAGUES, STUDENTS AND COMMUNITY MEMBERS.

TO ADDRESS THE FOUR-FOLD ELEMENTS OF THE COMPREHENSIVE COMMUNITY COLLEGE

TO ADDRESS THE RECOMMENDATIONS OF MIDDLE STATES ACCREDITATION

TO EXPECT THE CAMPUS COMMUNITY TO SHARE THE ACCOUNTABILITY FOR EXCELLENCE IN LEARNING IN ALL AREAS OF INSTRUCTION AND SERVICES

TO COMPLY FULLY WITH MARYLAND HIGHER EDUCATION COMMISSION (MHEC) REGULATIONS

HARFORD COMMUNITY COLLEGE

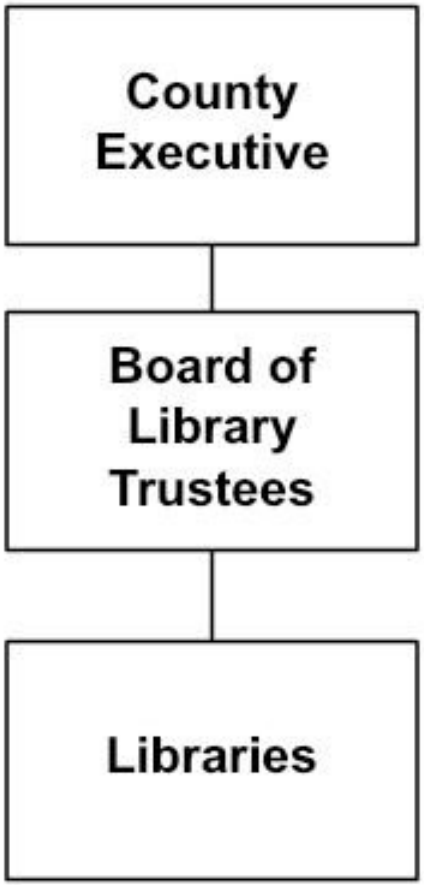
ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER					
70	MISCELLANEOUS	15,561,612	16,411,611	16,811,612	17,147,844	17,147,844
	GRAND TOTAL	**15,561,612**	**16,411,611**	**16,811,612**	**17,147,844**	**17,147,844**
	SUMMARY BY FUND					
11	GENERAL	15,561,612	16,411,611	16,811,612	17,147,844	17,147,844
	GRAND TOTAL	**15,561,612**	**16,411,611**	**16,811,612**	**17,147,844**	**17,147,844**
	SUMMARY BY DIVISION					
561000	HARFORD COMMUNITY COLLEGE	15,561,612	16,411,611	16,811,612	17,147,844	17,147,844
	GRAND TOTAL	**15,561,612**	**16,411,611**	**16,811,612**	**17,147,844**	**17,147,844**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	
16,811,612	17,147,844	336,232	MISCELLANEOUS increase $336,232
			Per the College's request an increase of 2% is provided for in FY 20

LIBRARIES



LIBRARIES

ORIGIN/PURPOSE:

The mission of the Harford County Public Library (HCPL) system is to provide efficient and convenient service to the residents of Harford County. The seven member Board of Library Trustees, representing all areas of the County, is appointed by the County Executive and confirmed by the County Council to overlapping five year terms. The Board operates under the Laws of Maryland, Title 23, and Harford County Code, Article XXI, Bill No. 81-68 and as amended by Bill No. 97-17. The library system currently maintains eleven (11) service outlets and one (1) administrative and support services building.

MISSION STATEMENT:
TO BE THE PREMIER LIBRARY SYSTEM, RECOGNIZED FOR DELIVERING INNOVATIVE SERVICES, PROVIDING ACCESS TO INFORMATION AND PROMOTING THE LOVE OF READING WITHIN THE COMMUNITY

FY 20 GOALS AND OBJECTIVES:
TO HAVE A CULTURE WHERE INNOVATION IS THE NORM

Decrease cultural barriers to innovation

Increase the number of innovative internal methods and practices

Increase the number of innovation customer-focused programs and services

TO PROVIDE CUSTOMIZED SERVICES TO TARGETED AUDIENCES IN THE COMMUNITY

Increase support to school-aged children and teens

Improve library service to populations new to Harford County

Enhance the services we provide to our online community

Increase library access and resources for commuters

FY 20 GOALS AND OBJECTIVES (cont'd)

TO USE ADVOCACY, PARTNERSHIPS, AND FUNDRAISING INITIATIVES TO INCREASE RESOURCES IN SUPPORT OF INNOVATIVE STRATEGIES

Increase key decision makers' level of understanding about Library initiatives and issues

Increase contributions to the Library from business partners within the community

Improve cooperation between the Library and HCPL Foundation to support fundraising efforts

Improve collaboration among HCPL Foundation, Friends groups, and the Library to support Friends efforts

Increase funding to support strategic objectives

TO MEET CUSTOMER TECHNOLOGY NEEDS BY PROVIDING THE LATEST TECHNOLOGY AND TRAINING

Increase understanding of library customers' technology needs

Increase the library's knowledge and use of innovative technologies

Increase the organization's effectiveness in training staff in new and existing technologies

Increase customer usage of new and existing technologies

TO HELP THE COMMUNITY UNDERSTAND AND VALUE THE INNOVATIVE SERVICES PROVIDED BY HCPL

Increase in-house understanding of Marketing's role as an integral part of library service delivery

Increase advertising, publicity, and promotional efforts for library main events and improve library positioning in the community

Improve the quality of HCPL marketing materials

Increase funding for marketing

LIBRARIES

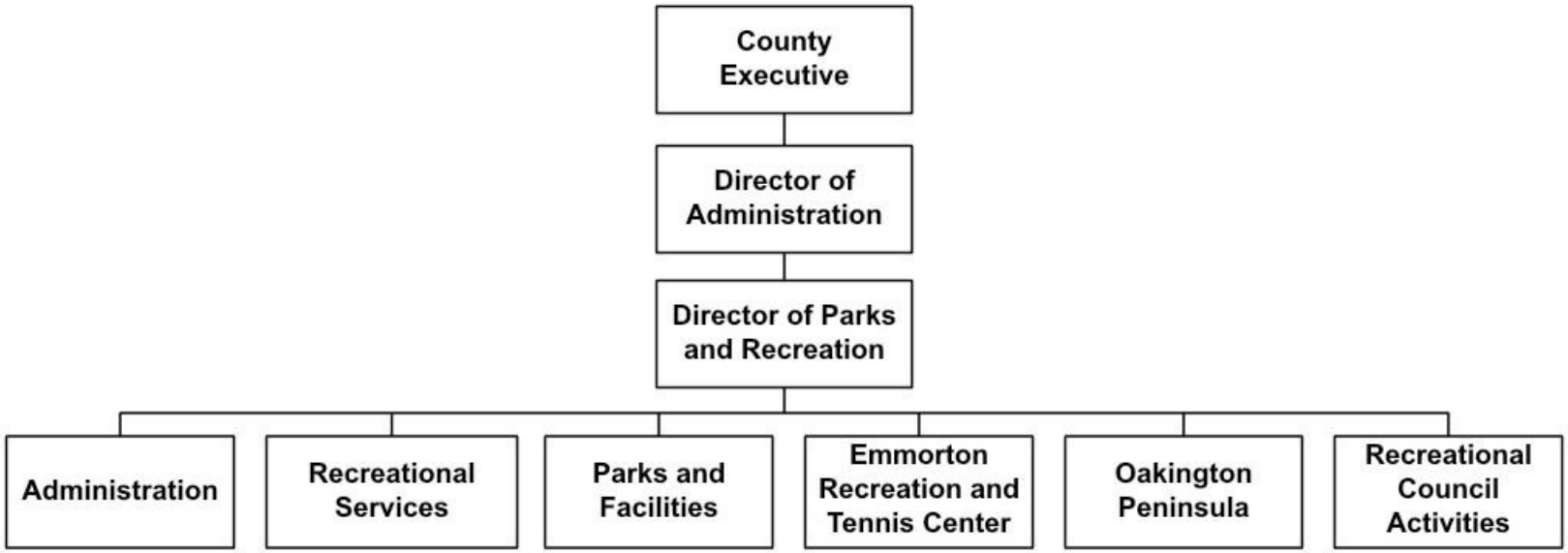
ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER					
20	CONTRACTUAL SERVICES	8,428	9,635	26,562	9,631	9,631
70	MISCELLANEOUS	16,636,146	17,091,350	17,446,350	17,795,277	17,795,277
	GRAND TOTAL	16,644,574	17,100,985	17,472,912	17,804,908	17,804,908
	SUMMARY BY FUND					
11	GENERAL	16,644,574	17,100,985	17,472,912	17,804,908	17,804,908
	GRAND TOTAL	16,644,574	17,100,985	17,472,912	17,804,908	17,804,908
	SUMMARY BY DIVISION					
581000	COUNTY LIBRARIES	16,644,574	17,100,985	17,472,912	17,804,908	17,804,908
	GRAND TOTAL	16,644,574	17,100,985	17,472,912	17,804,908	17,804,908

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	
17,472,912	17,804,908	331,996	Additional funds equal to 2% increase or $348,927 are provided for FY 20 offset slightly by an adjustment for General, Property and Auto Insurance @ ($16,931)

DEPARTMENT OF PARKS AND RECREATION



PARKS AND RECREATION

ORIGIN/PURPOSE:

The Department of Parks and Recreation was formed under Harford County Charter, Article IV, Section 402 (Amended by Bill No. 88-35), Section 409 and 410.
Parks and Recreation is divided into four primary areas of responsibility: Administration, Parks & Facilities, Recreational Services, and Capital Planning & Development. These areas are responsible for operating and maintaining park facilities and grounds, preserving open space, and offering a variety of leisure opportunities and activities for the County's young, adult, and disabled residents. To accomplish these tasks, the Department seeks and receives input and assistance through its Advisory Board and interested volunteers serving on 20 Recreation Councils. As a means of maximizing the use of public funds, joint-use agreements with Harford County Public Schools enable the Department to utilize indoor and outdoor school facilities for after school and weekend programs. The partnerships created by these agreements prove essential as recreation needs are demonstrated and accommodated.
The Governmental Accounting Standards Board (GASB) is the authority that sets consistent accounting standards for state and local governments. In order to comply with GASB Statement No. 34, legislation was passed by the Harford County Council in 2001 to establish a Parks and Recreation Special Revenue Fund to measure and report costs for certain activities provided by the Department where fees are charged. The following Parks and Recreation accounts manage recreation/leisure services that qualify under this Fund: Emmorton Recreation and Tennis Center, Oakington Peninsula, and Recreational Council Special Activities.

MISSION STATEMENT:

PARKS AND RECREATION PROVIDES ACTIVE AND PASSIVE OPPORTUNITIES FOR RECREATION SEEKERS OF VARIOUS AGES AND ABILITIES. WE USE VARIOUS COST EFFICIENT MEASURES TO PROVIDE SAFE, WELL-MAINTAINED GROUNDS, PARKS, AND FACILITIES WITH THE GOAL OF EDUCATING AND STRENGTHENING INDIVIDUALS, FAMILIES, AND COMMUNITIES

FY 20 GOALS:

TO MAINTAIN, IMPROVE, AND DEVELOP SAFE AND SECURE DEPARTMENT FACILITIES, PARK SITES AND GREENWAYS / TRAILS
TO PROVIDE EXCELLENT CUSTOMER SERVICE
TO INCREASE REVENUE THROUGH RESERVATIONS, PROGRAMMING AND MEMBERSHIPS
TO AQUIRE ADDITIONAL RECREATION LAND THROUGH PROGRAM OPEN SPACE FUNDING TO HELP MEET THE NEEDS OF CURRENT AND FUTURE RESIDENTS
TO IMPROVE EFFICIENCIES WITHIN THE DEPARTMENT WHILE INSURING THAT SERVICES ARE NOT REDUCED
TO DEVELOP AND MAINTAIN EFFICIENT LEVELS OF FISCAL OVERSIGHT
TO IDENTIFY, INCREASE AND ENCOURAGE TRAINING OPPORTUNITIES FOR STAFF

PARKS AND RECREATION

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	6,637,513	6,367,890	7,073,545	7,357,787	7,357,787
20	CONTRACTUAL SERVICES	1,555,865	2,163,527	2,375,023	2,730,750	2,730,750
30	SUPPLIES AND MATERIALS	325,601	291,132	504,333	495,193	495,193
40	BUSINESS AND TRAVEL	156,061	321,135	359,515	638,479	638,479
50	CAPITAL OUTLAY	229,972	237,158	5,000	336,265	336,265
70	MISCELLANEOUS	8,794	51,000	264,474	45,000	45,000
80	INTERGOVERNMENTAL EXPENSES	0	0	1,200	800	800
	GRAND TOTAL	**8,913,806**	**9,431,842**	**10,583,090**	**11,604,274**	**11,604,274**
SUMMARY BY FUND:						
11	GENERAL	8,223,237	8,733,455	9,682,090	10,684,274	10,684,274
26	PARKS AND RECREATION	690,569	698,387	901,000	920,000	920,000
	GRAND TOTAL	**8,913,806**	**9,431,842**	**10,583,090**	**11,604,274**	**11,604,274**
SUMMARY BY DIVISION:						
	GENERAL FUND:					
591000	ADMINISTRATION	690,716	861,288	899,216	1,276,555	1,276,555
593000	RECREATIONAL SERVICES	2,488,286	2,544,686	2,700,909	2,858,913	2,858,913
595000	PARKS & FACILITIES	5,044,235	5,327,481	6,081,965	6,548,807	6,548,807
	PARKS AND RECREATION FUND:					
593002	EMMORTON REC & TENNIS CTR	254,813	264,187	293,164	311,229	311,229
593003	OAKINGTON PENINSULA	300,470	308,543	449,803	454,504	454,504
593004	RECREATIONAL COUNCIL ACTIVITIES	135,286	125,657	158,033	154,267	154,267
	GRAND TOTAL	**8,913,806**	**9,431,842**	**10,583,090**	**11,604,274**	**11,604,274**

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PARKS AND RECREATION - GENERAL FUND						
Administrator	1.00	76,484	1.00	80,014	1.00	82,014
Administrative Assistant I	1.00	34,424	1.00	37,113	0.00	0
Administrative Assistant II	15.00	807,956	12.00	692,144	12.00	716,144
Administrative Secretary III	1.00	55,490	1.00	58,603	1.00	61,775
Administrative Specialist I	0.00	0	1.00	47,900	1.00	49,900
Administrative Specialist II	0.00	0	1.00	83,293	0.00	0
Building Caretaker	18.00	694,419	19.00	775,103	20.00	768,881
Chief of Parks and Recreation	1.00	85,619	1.00	89,330	1.00	91,330
Civil Engineer IV	1.00	102,948	1.00	107,007	1.00	109,007
Crew Chief	2.00	128,472	2.00	69,488	2.00	71,488
Crew Leader I	4.00	167,149	4.00	137,857	3.00	141,857
Crew Leader II	3.00	137,197	3.00	145,940	3.00	151,941
Deputy Director, Parks and Recreation	1.00	86,767	1.00	88,597	1.00	92,141
Director, Parks and Recreation	1.00	109,200	1.00	117,875	1.00	120,233
Engineering Associate V	1.00	76,158	1.00	79,682	1.00	81,682
Maintenance Worker I	4.00	127,146	5.00	180,489	5.00	186,490
Maintenance Worker II	8.00	283,347	5.00	194,888	4.00	161,272
Recreation Specialist I	0.00	0	3.00	111,366	4.00	154,454
Recreation Specialist II	6.00	303,156	5.00	273,191	5.00	283,191
Recreation Specialist III	1.00	51,846	2.00	115,023	2.00	119,023
Recreation Specialist IV	2.00	117,018	3.00	177,214	3.00	183,214
Recreation Specialist V	9.00	616,589	8.00	532,734	8.00	581,691

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PARKS AND RECREATION - GENERAL FUND						
Superintendent/Parks & Facilities	1.00	62,879	1.00	69,488	1.00	71,488
Superintendent/Parks & Recreation	1.00	71,654	1.00	75,087	1.00	77,087
Utility Worker II	0.00	0	2.00	76,135	2.00	80,135
FULL-TIME SALARIES	84.00	4,297,097	84.00	4,334,268	83.00	4,436,438
SALARY OFFSET		0		(38,068)		0
TOTAL FULL-TIME SALARIES	84.00	4,297,097	84.00	4,296,200	83.00	4,436,438
TEMPORARY SALARIES		234,864		207,592		237,362
SALARY TOTAL P & R - GENERAL FUND	**84.00**	**4,531,961**	**84.00**	**4,503,792**	**83.00**	**4,673,800**

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PARKS AND RECREATION - SPECIAL REVENUE FUND						
Administrative Specialist II	1.00	79,698	1.00	83,293	1.00	83,293
Building Caretaker	1.00	43,352	1.00	46,220	1.00	48,220
TOTAL FULL-TIME SALARIES	2.00	123,050	2.00	129,513	2.00	131,513
TEMPORARY SALARIES		96,390		128,567		137,164
SUB-TOTAL P & R SPECIAL REVENUE	2.00	219,440	2.00	258,080	2.00	268,677

PARKS AND RECREATION

GENERAL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	6,314,333	6,092,749	6,706,837	6,970,449	6,970,449
20	CONTRACTUAL SERVICES	1,284,151	1,853,403	1,978,473	2,338,500	2,338,500
30	SUPPLIES & MATERIALS	293,143	251,498	450,430	447,625	447,625
40	BUSINESS AND TRAVEL	228,884	235,481	355,150	331,900	331,900
50	CAPITAL OUTLAY	6,662	48,090	0	40,000	40,000
70	MISCELLANEOUS	96,064	252,234	190,000	555,000	555,000
80	INTERGOVERNMENTAL EXPENSES	0	0	1,200	800	800
	GRAND TOTAL	**8,223,237**	**8,733,455**	**9,682,090**	**10,684,274**	**10,684,274**
SUMMARY BY FUND:						
11	GENERAL	8,223,237	8,733,455	9,682,090	10,684,274	10,684,274
	GRAND TOTAL	**8,223,237**	**8,733,455**	**9,682,090**	**10,684,274**	**10,684,274**
SUMMARY BY DIVISION:						
591000	ADMINISTRATION	690,716	861,288	899,216	1,276,555	1,276,555
593000	RECREATIONAL SERVICES	2,488,286	2,544,686	2,700,909	2,858,913	2,858,913
595000	PARKS & FACILITIES	5,044,235	5,327,481	6,081,965	6,548,806	6,548,806
	GRAND TOTAL	**8,223,237**	**8,733,455**	**9,682,090**	**10,684,274**	**10,684,274**

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PARKS AND RECREATION - GENERAL FUND						
Administrator	1.00	76,484	1.00	80,014	1.00	80,014
Administrative Assistant I	1.00	34,424	1.00	37,113	0.00	0
Administrative Assistant II	15.00	807,956	12.00	692,144	12.00	716,144
Administrative Secretary III	1.00	55,490	1.00	58,603	1.00	61,775
Administrative Specialist I	0.00	0	1.00	47,900	1.00	49,900
Building Caretaker	18.00	694,419	19.00	775,103	20.00	768,881
Chief of Parks and Recreation	1.00	85,619	1.00	89,330	1.00	91,330
Civil Engineer IV	1.00	102,948	1.00	107,007	1.00	109,007
Crew Chief	2.00	128,472	2.00	71,488	2.00	71,488
Crew Leader I	4.00	167,149	4.00	137,857	3.00	141,857
Crew Leader II	3.00	137,197	3.00	145,940	3.00	151,941
Deputy Director, Parks and Recreation	1.00	86,767	1.00	88,597	1.00	92,141
Director, Parks and Recreation	1.00	109,200	1.00	117,875	1.00	120,233
Engineering Associate V	1.00	76,158	1.00	79,682	1.00	81,682
Equipment Repair Specialist	2.00	101,179	0.00	0	0.00	0
Maintenance Worker I	4.00	127,146	5.00	180,489	5.00	186,490
Maintenance Worker II	8.00	283,347	5.00	194,888	4.00	161,272
Recreation Specialist I	0.00	0	3.00	111,366	4.00	154,454
Recreation Specialist II	6.00	303,156	5.00	273,191	5.00	283,191
Recreation Specialist III	1.00	51,846	2.00	115,023	2.00	119,023
Recreation Specialist IV	2.00	117,018	3.00	177,214	3.00	183,214
Recreation Specialist V	9.00	616,589	8.00	532,734	8.00	581,691

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
PARKS AND RECREATION - GENERAL FUND							
Superintendent/Parks & Facilities	1.00	62,879		1.00	69,488	1.00	71,488
Superintendent/Parks & Recreation	1.00	71,654		1.00	75,087	1.00	77,087
Utility Worker II	0.00	0		2.00	76,135	2.00	80,135
FULL-TIME SALARIES	84.00	4,297,097		84.00	4,334,268	83.00	4,436,438
SALARY OFFSET		0			(38,068)		0
TOTAL FULL-TIME SALARIES	84.00	4,297,097		84.00	4,296,200	83.00	4,436,438
TEMPORARY SALARIES		234,864			207,592		237,362
SALARY TOTAL P & R - GENERAL FUND	**84.00**	**4,531,961**		**84.00**	**4,503,792**	**83.00**	**4,673,800**
OTHER PERSONAL SERVICES							
Pension & Retirement		397,964			398,606		429,401
Workers' Compensation		65,773			83,072		80,295
Health Benefits		1,044,861			1,123,912		1,197,718
PEHP		125,320			123,250		142,374
Overtime & Shift Differential		72,064			74,722		78,363
FICA		352,256			349,883		357,438
Miscellaneous		13,160			11,532		11,060
TOTAL OTHER PERSONAL SERVICES		**2,071,398**			**2,164,977**		**2,296,649**
TOTAL PERSONAL SERVICES	**84.00**	**6,603,359**	*	**84.00**	**6,668,769**	**83.00**	**6,970,449**

***FY 18 Salaries and Other Personal Services are Enacted not Audited Amounts**

PARKS AND RECREATION
Administration
Index #591000

ORIGIN/PURPOSE:

The Office of the Director, with advice and counsel from staff and Advisory Board, establishes and interprets policy and provides support services for the various divisions within the department.

These services include budget management, purchasing, personnel, coordination of departmental and divisional activities, and networking at the administrative level with other State and County agencies, community groups, and elected officials.

FY 20 GOALS:

TO MAINTAIN, IMPROVE AND DEVELOP SAFE AND SECURE DEPARTMENT FACILITIES, PARK SITES AND GREENWAYS / TRAILS

TO PROVIDE EXCELLENT CUSTOMER SERVICE

TO INCREASE REVENUE THROUGH RESERVATIONS, PROGRAMMING AND MEMBERSHIPS

TO AQUIRE ADDITIONAL RECREATION LAND, THROUGH PROGRAM OPEN SPACE FUNDING TO HELP MEET THE NEEDS OF CURRENT AND FUTURE RESIDENTS

TO IMPROVE EFFICIENCIES WITHIN THE DEPARTMENT WHILE INSURING THAT SERVICES ARE NOT REDUCED

TO DEVELOP AND MAINTAIN EFFICIENT LEVELS OF FISCAL OVERSIGHT

TO IDENTIFY, INCREASE AND ENCOURAGE TRAINING OPPORTUNITIES FOR STAFF

PARKS AND RECREATION
Administration
Index #591000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	647,516	667,410	686,166	713,605	713,605
20 CONTRACTUAL SERVICES	7,750	7,937	4,500	4,400	4,400
30 SUPPLIES AND MATERIALS	1,825	1,354	22,900	22,650	22,650
40 BUSINESS AND TRAVEL	8,089	9,587	10,650	10,900	10,900
70 MISCELLANEOUS	25,000	175,000	175,000	525,000	525,000
GRAND TOTAL	**690,180**	**861,288**	**899,216**	**1,276,555**	**1,276,555**
FUNDING SOURCE:					
11 GENERAL	**690,180**	**861,288**	**899,216**	**1,276,555**	**1,276,555**

PARKS AND RECREATION
Administration
Index #591000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $27,439
502,472	509,547	7,075	Full-time salaries
			7,075 Salary Adjustments
	11,757	11,757	FY 20 Merit Increase of $2,000 to all eligible employees
45,224	48,407	3,183	Pension adjustments
4,471	5,177	706	Workers' Compensation adjustments
77,380	83,321	5,941	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
14,790	15,543	753	PEHP (Post Employment Health Plan)
40,849	38,873	(1,976)	FICA Adjustments
4,500	4,400	(100)	CONTRACTUAL SERVICES decrease in funding of ($100) Other Professional Services reduced based on actual spending
22,900	22,650	(250)	MATERIALS AND SUPPLIES decrease of ($250) Adjustments made to general office supplies and other professional supplies and materials
10,650	10,900	250	BUSINESS AND TRAVEL increase of $250 Adjustments in Membership Fees and Dues and Training and Seminars made based on actual spending history.
175,000	525,000	350,000	MISCELLANEOUS increase of $100,000 Funding provides for rental assistance for Chesapeake Therapeutic Riding at $25,000; $250,000 for the Cedar Lane Foundation; and $250,000 for the Miracle League

DIVISION STAFF SUMMARY

Parks and Recreation Administration

Index #591000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	3.00	153,245		3.00	162,311	3.00	168,311
Administrative Secretary III	1.00	55,490		1.00	58,603	1.00	61,775
Deputy Director, Parks and Recreation	1.00	86,767		1.00	88,597	1.00	92,141
Director, Parks and Recreation	1.00	109,200		1.00	117,875	1.00	120,233
Superintendent/Parks & Recreation	1.00	71,654		1.00	75,087	1.00	77,087
SALARY TOTAL	**7.00**	**476,356**		**7.00**	**502,473**	**7.00**	**519,547**
TEMPORARY SALARIES		**0**			**0**		**0**
OTHER PERSONAL SERVICES							
Pension		42,872			45,223		49,357
Workers' Compensation		3,157			4,471		5,219
Health Benefits		63,563			77,380		83,321
PEHP		19,280			14,790		15,543
FICA		36,441			40,849		39,638
Miscellaneous		980			980		980
TOTAL OTHER PERSONAL SERVICES		**166,293**			**183,693**		**194,058**
TOTAL PERSONAL SERVICES	**7.00**	**642,649**	*	**7.00**	**686,166**	**7.00**	**713,605**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PARKS AND RECREATION
Recreational Services
Index #593000

ORIGIN/PURPOSE:

The Recreational Services Division initiates and promotes leisure time activities for all County residents. To assist in this effort, community-based volunteer support is solicited through recreation councils and various countywide organizations. In addition to managing and programming County-owned facilities, the Division works in cooperation with Harford County Public Schools to maximize the use of school based community centers while maintaining and providing leisure activities at an affordable price.

FY 20 GOALS:

TO MAINTAIN, IMPROVE AND DEVELOP SAFE AND SECURE DEPARTMENT FACILITIES, PARK SITES AND GREENWAYS/TRAILS
TO PROVIDE EXCELLENT CUSTOMER SERVICE
TO INCREASE REVENUE THROUGH RESERVATIONS, PROGRAMMING, AND MEMBERSHIPS
TO IMPROVE EFFICIENCIES WITHIN THE DEPARTMENT WHILE INSURING THAT SERVICES ARE NOT REDUCED
TO DEVELOP AND MAINTAIN EFFICIENT LEVELS OF FISCAL OVERSITE
TO IDENTIFY, INCREASE AND ENCOURAGE TRAINING OPPORTUNITIES FOR STAFF

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	2,322,018	2,363,716	2,559,806	2,709,263	2,709,263
20 CONTRACTUAL SERVICES	60,473	65,918	65,373	65,000	65,000
30 SUPPLIES AND MATERIALS	19,184	20,499	52,030	59,250	59,250
40 BUSINESS AND TRAVEL	15,810	19,403	23,700	25,400	25,400
50 CAPITAL OUTLAY	3,220	7,712	0	0	0
70 MISCELLANEOUS	67,581	67,438	0	0	0
GRAND TOTAL	**2,488,286**	**2,544,686**	**2,700,909**	**2,858,913**	**2,858,913**
FUNDING SOURCE:					
11 GENERAL	**2,488,286**	**2,544,686**	**2,700,909**	**2,858,913**	**2,858,913**

PARKS AND RECREATION
Recreational Services
Index #593000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $149,456
1,726,095	1,757,029	30,934	Full-Time Salaries
			(2,022) Turnover
			32,956 Offset - moving funds for two employees from grant to operating
	68,783	68,783	FY 20 Merit Increase of $2,000 to all eligible employees
96,800	94,463	(2,337)	Temporary Salaries increase for Park Naturalists
163,486	174,114	10,628	Pension adjustments
22,872	27,146	4,274	Workers' Compensation adjustments
352,869	387,732	34,863	Health Benefits are adjusted for an anticipated increase as well as staff opting for changes in level of coverage
54,230	54,297	67	PEHP (Post Employment Health Plan)
139,461	141,639	2,178	FICA adjustments

PARKS AND RECREATION
Recreational Services
Index #593000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
65,373	65,000	(373)	CONTRACTUAL SERVICES decrease of ($373) Adjustments due made to Fax services, other advertising and recreation officials based on actual spending
52,030	59,250	7,220	MATERIALS & SUPPLIES increase of $7,220 Increase in funding for purchases made in animal food and recreation supplies due to new recreation programming
23,700	25,400	1,700	BUSINESS & TRAVEL increase of $1,700 Adjustments made to mileage based on actual spending

DIVISION STAFF SUMMARY

Recreational Services

Index #593000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	1.00	34,424	1.00	37,113	0.00	0
Administrative Assistant II	9.00	515,401	7.00	427,214	7.00	441,214
Chief of Parks and Recreation	1.00	85,619	1.00	89,330	1.00	91,330
Recreation Specialist I	0.00	0	2.00	74,278	3.00	115,366
Recreation Specialist II	6.00	303,156	5.00	273,191	5.00	283,191
Recreation Specialist III	1.00	51,846	2.00	115,023	2.00	119,023
Recreation Specialist IV	2.00	117,018	3.00	177,214	3.00	183,214
Recreation Specialist V	9.00	616,589	8.00	532,732	8.00	581,691
FULL-TIME SALARIES	29.00	1,724,053	29.00	1,726,095	29.00	1,815,029
SALARY OFFSET		0		(31,369)		0
TOTAL FULL-TIME SALARIES	29.00	1,724,053	29.00	1,694,726	29.00	1,815,029
TEMPORARY SALARIES		83,242		96,800		94,463
SALARY TOTAL	**29.00**	**1,807,295**	**29.00**	**1,791,526**	**29.00**	**1,909,492**

DIVISION STAFF SUMMARY

Recreational Services

Index #593000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
OTHER PERSONAL SERVICES							
Pension		162,460			163,486		179,624
Workers' Compensation		14,613			22,872		27,982
Health Benefits		332,207			352,869		387,732
PEHP		43,380			54,230		54,297
FICA		138,307			139,461		146,076
Miscellaneous		5,180			3,993		4,060
TOTAL OTHER PERSONAL SERVICES		**696,147**			**736,911**		**799,771**
TOTAL PERSONAL SERVICES	**29.00**	**2,503,442**	*	**29.00**	**2,528,437**	**29.00**	**2,709,263**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PARKS AND RECREATION
Parks and Facilities
Index #595000

ORIGIN/PURPOSE:

The Division of Parks and Facilities includes two (2) operating groups - Capital Planning and Development, and Grounds Maintenance.

Capital Planning and Development is responsible for park land acquisition and development projects at park sites, school sites, and in the incorporated municipalities. The group also manages the preparation and update of the Land Preservation, Parks and Recreation Plan. Interaction and coordination with other county and state agencies, incorporated municipalities, as well as staff, volunteers, and the public is a major function of the acquisition and development process.

The other group in this division is charged with the continuous task of keeping all park sites safe, usable and appealing. In accordance with a Joint Use Agreement with Harford County Public Schools, this group also maintains bleachers, tennis courts, infields of baseball/softball diamonds, and athletic fields (soccer/lacrosse/football) at schools. It coordinates the collection and removal of recyclable and non-recyclable trash from park facilities and schools, and works with other agencies to remove snow from county roads as well as park sites.

FY 20 GOALS:

TO MAINTAIN, IMPROVE AND DEVELOP SAFE AND SECURE DEPARTMENT FACILITIES, PARK SITES AND GREENWAYS/TRAILS
TO PROVIDE EXCELLENT CUSTOMER SERVICE
TO AQUIRE ADDITIONAL RECREATION LAND THROUGH PROGRAM OPEN SPACE FUNDING TO HELP MEET THE NEEDS OF CURRENT AND FUTURE RESIDENTS
TO IMPROVE EFFICIENCIES WITHIN THE DEPARTMENT WHILE INSURING THAT SERVICES ARE NOT REDUCED
TO DEVELOP AND MAINTAIN EFFICIENT LEVELS OF FISCAL OVERSITE
TO IDENTIFY, INCREASE AND ENCOURAGE TRAINING OPPORTUNITIES FOR STAFF

PARKS AND RECREATION
Parks and Facilities
Index #595000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	3,344,799	3,061,623	3,460,865	3,547,582	3,547,582
20 CONTRACTUAL SERVICES	1,215,928	1,779,548	1,908,600	2,269,100	2,269,100
30 SUPPLIES AND MATERIALS	272,134	229,645	375,500	365,725	365,725
40 BUSINESS AND TRAVEL	204,985	206,491	320,800	295,600	295,600
50 CAPITAL OUTLAY	2,906	40,378	0	40,000	40,000
70 MISCELLANEOUS	3,483	9,796	15,000	30,000	30,000
80 INTERGOVERNMENTAL EXPENSES	0	0	1,200	800	800
GRAND TOTAL	**5,044,235**	**5,327,481**	**6,081,965**	**6,548,807**	**6,548,807**
FUNDING SOURCE:					
11 GENERAL	**5,044,235**	**5,327,481**	**6,081,965**	**6,548,807**	**6,548,807**

PARKS AND RECREATION
Parks and Facilities
Index #595000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $86,717
2,105,700	2,019,862	(85,838)	Full-Time Salaries
		(3,186)	Salary adjustments
		(81,878)	Salary offset charged to a grant
		(774)	Staff Turnover
		(85,838)	
	97,501	97,501	FY 20 merit increase of $2,000 to all eligible employees
110,792	142,899	32,107	Temporary salaries provide for building & park attendants, security guards, and summer workers
189,896	192,630	2,734	Pension adjustments
55,729	45,363	(10,366)	Workers' Compensation adjustments
693,663	726,665	33,002	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes
54,230	72,534	18,304	PEHP (Post Employment Health Benefits)
169,574	165,604	(3,970)	FICA Adjustments
14,722	18,363	3,641	Shift Differential adjustments

PARKS AND RECREATION
Parks and Facilities
Index #595000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $360,500
95,000	110,000	15,000	Other Professional Services - increase to provide landscaping services to various Parks and Rec locations.
25,000	35,000	10,000	Water & Sewer - increase based on expenditure history
0	11,000	11,000	Facility Repair/Renovation - Gym floor maintenance for 2 facilities, install flooring in fitness room
630,000	825,000	195,000	Grounds Maintenance - increased service frequency as well as additional sites throughout the County.
55,000	205,000	150,000	Building/Custodial - increase due to service contract addendum as well as new contract with Multicorp
			MATERIALS & SUPPLIES decrease ($9,775)
375,500	365,725	(9,775)	Adjustments based on expenditure history and surplus of equipment.
320,800	295,600	(25,200)	BUSINESS & TRAVEL decrease ($25,200)
			Decrease in maintenance staff/ equipment
0	40,000	40,000	CAPITAL OUTLAY increase $40,000
			Purchase ball diamond groomers, rotovator and field maintenance
15,000	30,000	15,000	MISCELLANEOUS increase of $15,000
			Increase in funding to reimburse DPW for the inspections of 12 Parks and Recreation pedestrian bridges.

DIVISION STAFF SUMMARY

Parks and Facilities

Index #595000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	3.00	139,310	2.00	102,619	2.00	106,619
Administrative Specialist I	0.00	0	1.00	47,900	1.00	49,900
Administrator	1.00	76,484	1.00	80,014	1.00	82,014
Building Caretaker	18.00	694,419	19.00	775,105	20.00	768,881
Civil Engineer IV	1.00	102,948	1.00	107,007	1.00	109,007
Crew Chief	2.00	128,472	2.00	71,488	2.00	71,488
Crew Leader I	4.00	167,149	4.00	137,857	3.00	141,857
Crew Leader II	3.00	137,197	3.00	145,940	3.00	151,941
Engineering Associate V	1.00	76,158	1.00	79,682	1.00	81,682
Equipment Repair Specialist	2.00	101,179	0.00	0	0.00	0
Maintenance Worker I	4.00	127,146	5.00	180,489	5.00	186,490
Maintenance Worker II	8.00	283,347	5.00	194,888	4.00	161,272
Recreation Specialist I`	0.00	0	1.00	37,088	1.00	39,088
Superintendent, Parks & Facilities	1.00	62,879	1.00	69,488	1.00	71,488
Utility Worker II	0.00	0	2.00	76,135	2.00	80,135
FULL-TIME SALARIES	48.00	2,096,688	48.00	2,105,700	47.00	2,101,862
SALARY OFFSET		0		(6,699)		0
TOTAL FULL-TIME SALARIES	48.00	2,096,688	48.00	2,099,001	47.00	2,101,862

DIVISION STAFF SUMMARY

Parks and Facilities

Index #595000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		151,622			110,792		142,899
SALARY TOTAL	**48.00**	**2,248,310**		**48.00**	**2,209,793**	**47.00**	**2,244,761**
OTHER PERSONAL SERVICES							
Pension		192,632			189,896		200,420
Workers' Compensation		48,003			55,729		47,094
Health Benefits		649,091			693,663		726,665
PEHP		62,660			54,230		72,534
Overtime & Shift Differential		72,064			74,722		78,363
FICA		177,508			169,574		171,724
Miscellaneous		7,000			6,559		6,020
TOTAL OTHER PERSONAL SERVICES		**1,208,958**			**1,244,373**		**1,302,820**
TOTAL PERSONAL SERVICES	**48.00**	**3,457,268**	*	**48.00**	**3,454,166**	**47.00**	**3,547,581**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PARKS AND RECREATION
Emmorton Recreation and Tennis Center
Index #593002

ORIGIN/PURPOSE:

The Emmorton Recreation and Tennis Center (ERTC) was purchased in November 1999 by Harford County using State of Maryland Program Open Space funding. The facility addresses the recreation and leisure needs of the Emmorton-Abingdon community. Part of the former tennis operation was maintained to address the needs of the tennis community and to provide revenue to support building operations. Renovations made to the facility provided a multipurpose gymnasium and four (4) indoor tennis courts. In 2005, the Grand Slam baseball/softball training area was acquired and is utilized during winter months by both school and recreation participants. A new fitness room is being planned for 2015.

The ERTC is one of Parks and Recreation's Special Revenue Fund, 26 accounts established by the Governmental Accounting Standards Board (GASB) Statement No. 34 and adopted by the Harford County Council in 2001.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	165,513	171,242	179,449	194,114	194,114
20 CONTRACTUAL SERVICES	74,405	78,040	92,150	98,150	98,150
30 SUPPLIES AND MATERIALS	14,860	14,905	21,500	18,900	18,900
40 BUSINESS AND TRAVEL	35	0	65	65	65
50 CAPITAL OUTLAY	0	0	0	0	0
GRAND TOTAL	**254,813**	**264,187**	**293,164**	**311,229**	**311,229**
FUNDING SOURCE:					
11 GENERAL	**254,813**	**264,187**	**293,164**	**311,229**	**311,229**

PARKS AND RECREATION
Emmorton Recreation and Tennis Center
Index #593002

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $14,665
76,552	79,896	3,344	Temporary Services - provides for an Administrative Specialist I and building/facility attendants
10,536	17,188	6,652	Pension adjustments - for temporary employees
2,690	1,553	(1,137)	Workers' Compensation adjustments
29,220	31,295	2,075	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
9,161	9,801	640	FICA adjustments
92,150	98,150	6,000	CONTRACTUAL SERVICES increase $6,000 Adjustments made based on actual spending and tennis court recoloring project
21,500	18,900	(2,600)	MATERIALS AND SUPPLIES decrease ($2,600) Janitorial supplies and other food supplies reduced due to actual spending

DIVISION STAFF SUMMARY

Emmorton Recreation & Tennis Center

Index #593002

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Building Caretaker	1.00	43,352		1.00	46,220	1.00	48,220
TOTAL FULL-TIME SALARIES	1.00	43,352		1.00	46,220	1.00	48,220
TEMPORARY SALARIES		87,851			76,552		79,896
SALARY TOTAL	**1.00**	**131,203**		**1.00**	**122,772**	**1.00**	**128,116**
OTHER PERSONAL SERVICES							
Pension		10,536			10,536		17,188
Workers' Compensation		2,690			2,690		1,553
Health Benefits		29,220			29,220		31,295
PEHP		4,930			4,930		5,181
FICA		10,020			9,161		9,801
Miscellaneous		140			140		980
TOTAL OTHER PERSONAL SERVICES		**57,536**			**56,677**		**65,998**
TOTAL PERSONAL SERVICES	**1.00**	**188,739**	*	**1.00**	**179,449**	**1.00**	**194,114**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PARKS AND RECREATION
Oakington Peninsula
Index #593003

ORIGIN/PURPOSE:

The Oakington Peninsula is a regional park offering a variety of passive recreation for all ages. Activities include environmental studies, fishing, hiking and migratory bird watching. The park is comprised of two separate farms - Swan Harbor Farm and Oakington Farm (Eleanor and Millard Tydings Park). In cooperation with Maryland State Department of Natural Resources and Program Open Space (POS), Harford County purchased the 461 acre Swan Harbor Farm in 1994 and uses the grounds and large house to host over 100 weddings, conferences and other special events each year. It is one of Harford County's most sought after investments.

In 1998, the 328 acre Oakington Farm was acquired as a measure to preserve Harford County's agricultural integrity and support local business growth.The revenue generated from this property is used for the necessary upkeep, improvements and maintenance of the entire peninsula.

Oakington Peninsula was established under Parks and Recreation's Special Revenue Fund 26 accounts per Governmental Accounting Standards Board (GASB) Statement No. 34 and adopted by the Harford County Council in 2001.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	138,735	99,345	168,026	171,257	171,257
20 CONTRACTUAL SERVICES	82,065	112,202	172,400	167,100	167,100
30 SUPPLIES AND MATERIALS	16,488	23,508	26,903	24,668	24,668
40 BUSINESS AND TRAVEL	1,053	1,677	3,000	3,000	3,000
50 CAPITAL OUTLAY	2,132	2,910	5,000	5,000	5,000
70 MISCELLANEOUS	59,997	68,901	74,474	83,479	83,479
GRAND TOTAL	**300,470**	**308,543**	**449,803**	**454,504**	**454,504**
FUNDING SOURCE:					
11 GENERAL	**300,470**	**308,543**	**449,803**	**454,504**	**454,504**

PARKS AND RECREATION
Oakington Peninsula
Index #593003

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $3,231
47,215	47,668	453	Temporary Salaries - provide for event workers/attendants
9,055	9,343	288	Pension adjustments
16,354	17,619	1,265	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
			CONTRACTUAL SERVICES decease of ($5,300)
172,400	167,100	(5,300)	Adjustments made based on actual expense history to Electricity, Water & Sewer, Heating Oil, and Telephone Service; additional funding provided for projected NTE cost of new landscaping contract @ $80,000.
26,903	24,668	(2,235)	SUPPLIES & MATERIALS decrease ($2,235) Adjustments made to Building Supplies, equipment repair parts and delivery charges based on actual spending
3,000	3,000	0	BUSINESS AND TRAVEL no change from FY19
5,000	5,000	0	CAPITAL OUTLAY no change from FY19
74,474	83,479	9,005	MISCELLANEOUS increase of $9,005 Pro Rata shares - increase in formula

DIVISION STAFF SUMMARY
Oakington Peninsula
Index #593003

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Specialist II	1.00	79,698		1.00	83,293	1.00	83,293
TOTAL FULL-TIME SALARIES	1.00	79,698		1.00	83,293	1.00	83,293
TEMPORARY SALARIES		57,357			47,215		47,668
SALARY TOTAL	**1.00**	**137,055**		**1.00**	**130,508**	**1.00**	**130,961**
OTHER PERSONAL SERVICES							
Pension		8,341			9,055		9,343
Workers' Compensation		709			1,984		1,915
Health Benefits		15,186			16,354		17,619
FICA		10,486			9,985		10,019
Miscellaneous		280			140		1,400
TOTAL OTHER PERSONAL SERVICES		**35,002**			**37,518**		**40,296**
TOTAL PERSONAL SERVICES	**1.00**	**172,057**	*	**1.00**	**168,026**	**1.00**	**171,257**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

PARKS AND RECREATION
Recreational Council and Special Activities
Index #593004

ORIGIN/PURPOSE:

The Recreational Council and Special Activities account was established to receive revenues from Recreation Councils for recreational activities, registrations, and special events. These funds are expended for recreational supplies, tournament trophies, officials and referees, etc.

The Governmental Accounting Standards Board (GASB) is the standard setting authority for governmental accounting. Per GASB Statement No. 34, Recreational Council and Special Activities was established in FY 2001 to receive and expend revenues under Parks and Recreation's Special Revenue Fund.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	18,932	4,554	19,233	21,967	21,967
20 CONTRACTUAL SERVICES	115,244	119,882	132,000	127,000	127,000
30 SUPPLIES AND MATERIALS	1,110	1,221	5,500	4,000	4,000
40 BUSINESS AND TRAVEL	0	0	1,300	1,300	1,300
GRAND TOTAL	**135,286**	**125,657**	**158,033**	**154,267**	**154,267**
FUNDING SOURCE:					
11 GENERAL	**135,286**	**125,657**	**158,033**	**154,267**	**154,267**

PARKS AND RECREATION
Recreational Council and Special Activities
Index #593004

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $2,734
19,233	21,967	2,734	Temporary Services for the Above and Beyond Challenge Course
			CONTRACTUAL SERVICES decrease ($5,000)
132,000	127,000	(5,000)	Decrease in Recreation Officials as more programs are being sponsored using in-house Parks and Rec staff.
			SUPPLIES AND MATERIALS decrease ($1,500)
5,500	4,000	(1,500)	Decrease in Uniform Purchase and Landscape and Grounds Materials based on actual expense history.
1,300	1,300	0	BUSINESS AND TRAVEL no change in funding from FY 19

DIVISION STAFF SUMMARY
Recreational Council Activities
Index #593004

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
TEMPORARY SALARIES		15,000		4,800		9,600
SALARY TOTAL		**15,000**		**4,800**		**9,600**
OTHER PERSONAL SERVICES						
Overtime & Shift Differential		12,000		12,000		12,000
FICA		2,066		2,433		367
TOTAL OTHER PERSONAL SERVICES		**14,066**		**14,433**		**12,367**
TOTAL PERSONAL SERVICES		**29,066** *		**19,233**		**21,967**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 20
Summary of Grants

Department of Parks & Recreation - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Anita C. Leight Estuary Center	This grant is to help offset the cost for our Park Naturalist and a small portion of the custodian at the Anita C. Leight Estuary Center for salary and fringe benefits.	$50,000				7/1/19 -6/30/20	Recurring
Sanitation Grant	To provide sanitary services at various boating facilities; i.e., Mariner Point Park, Flying Point Park, Otter Point, Willoughby Beach Landing and Swan Harbor.		$7,500			7/1/19 -6/30/20	Recurring
John Archer Child Care/Camp I Can	This activity is designed to provide a 6 hour per day, 5 day a week recreation program for mentally & physically limited youngsters in Harford Co. It also provides an after school care program for children with disabilities and is the only such child care center of its kind in the region.		$47,796	$32,500	$44,038	7/1/19 -6/30/20	Recurring
	TOTALS:	**$50,000**	**$55,296**	**$32,500**	**$44,038**		

DEPARTMENT OF PARKS AND RECREATION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal:

Increase revenue through reservations, programming, and memberships.

Department Objective:

To grow revenue through reservations, programming, and memberships.

County Goal(s) Supported:

III. Strengthening Our Communities.

Measure:	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Estimate 2020
Input:					
Recreation Staff (Full-time)	28	28	30	32	30
Funding allocated for new programs	$—	$—	$10,000	$18,000	$22,750
Output:					
Membership Revenue (traditional)	**$40,880**	**$42,200**	**$45,848**	**$46,911**	**$47,000**
Fitness	*$4,290*	*$5,087*	*$8,297*	*$10,019*	*$10,000*
Tennis Center	*$36,590*	*$37,113*	*$37,551*	*$36,892*	*$37,000*
Reservation Revenue (traditional)	**$510,715**	**$477,952**	**$493,320**	**$452,709**	**$499,000**
ShowMobile	*$15,996*	*$13,110*	*$14,805*	*$18,138*	*$16,000*
Tennis Courts	*$187,414*	*$179,685*	*$205,388*	*$207,094*	*$208,000*
Weddings (SHF)	*$265,267*	*$241,864*	*$226,330*	*$175,892*	*$220,000*
Other (rooms, pavilions, etc.)	*$42,038*	*$43,293*	*$46,797*	*$51,585*	*$55,000*
Program Revenue (non-traditional) **	***$18,483***	***$43,686***	***$69,676***	***$116,778***	***$130,000***
Various department sponsored programs	N/A	$14,941	$63,166	$108,947	$120,000
Challenge Course (Above & Beyond)	*$18,483*	*$19,045*	*$6,510*	*$7,831*	*$10,000*
Total Revenue	*$570,078*	*$554,138*	*$608,844*	*$616,398*	*$676,000*
Outcome:					
Percentage of revenue growth from memberships	N/A	3	8%	2%	0.2%
Percentage of revenue growth from reservations	N/A	(-7)%	3%	(9)%	9.3%
Percentage of revenue growth from new programs	N/A	46%	51%	40%	10.2%
Percentage of Total Increase in Revenue	N/A	-2.9%	9%	1.2%	8.8%

DEPARTMENT OF PARKS AND RECREATION
OBJECTIVES & PERFORMANCE MEASURES

Explanation and Analysis of Performance Measures

This is a revised performance measure format created to streamline details reported in previous years. Actual 2014 and 2015 information excluded.

** Parks and Recreation developed special in-house programs geared towards attracting community interest in alternative forms of recreation, including topics such as Science Explorers, expanded homeschool offerings, various scout programs (patch programs for ropes course and climbing wall, field day, etc.). These programs offer the convenience of shorter schedules and nominal rates. These options are ideal for individuals and families with limited time and money to commit to more traditional recreation activities. Recreation staff also provide free programs that are not reflected in these numbers.

DEPARTMENT OF PARKS AND RECREATION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal:

Maintain, improve and develop safe and secure department facilities, park sites and greenways/trails.

Department Objective:

During the season(s) baseball/softball fields are used (March - June), develop and implement a plan that ensures every dirt ball diamond is worked once per week, weather permitting.

County Goal(s) Supported:

III. Strengthening Our Communities.

Measure:	Actual 2015	Actual 2016	Actual 2018	Budget 2019	Estimated 2020
Input:					
Ball Diamond and Machines	N/A	N/A	15	16	13
Equipment	N/A	N/A	Smith co, P/U, trailer	Smith co, P/U, trailer	Toro Groomer, P/U, trailer
Ballfields	N/A	N/A	180	180	180
Output:					
Average ballfields worked per week.	N/A	N/A	121	145	160
Outcome:					
Number of weeks every ball diamond was worked once	N/A	N/A	0/16	0/16	10/16

Explanation and Analysis of Performance Measures

Management has created measures to track individual ball diamond grooming performance. Each individual that works diamonds during the season should work 12-15 diamonds a day, depending upon conditions. Each person will complete 13 diamonds a day (baseline). We allocate 2-3 staff member per day to work diamonds per week and this number will increase during peak season, if need be. We should be able to work all 180 diamonds every week at 3 staff members as shown below. Weather/Field conditions play a factor into getting these done. As of July 1st, we will have 16 operational staff within the grounds division.

DEPARTMENT OF PARKS AND RECREATION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal:

Maintain, improve and develop safe and secure department facilities, park sites and greenways/trails.

Department Objective:

During the timeframe of March to October, the maintenance Division will conduct regular playground inspections, based on usage, at County park sites.

County Goal(s) Supported:

III. Strengthening our communities

Measure:	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimated 2020
Input:					
Staff - CPSI Trained	N/A	N/A	4	4	4
Playgrounds	N/A	N/A	36	36	36
Output:					
Playground inspections per month	N/A	N/A	70	70	50
Outcome:					
Number of months that we hit goal	N/A	N/A	1	1	8

Explanation and Analysis of Performance Measures

Parks and Recreation recognizes the importance of playground safety at County park sites. By following the recommended safety inspection schedule, safety issues identified with each inspection at each inspection at each site should diminish. Associated repair costs should be tracked to create a baseline for future maintenance budget levels.

CONSERVATION OF NATURAL RESOURCES

ORIGIN/PURPOSE:

Conservation of Natural Resources is a budgetary grouping of environmentally oriented programs, the services of which are provided to County Government by symbolic agencies acting on the County's behalf. For example, the Harford County Cooperative Extension derives its authority from the University of Maryland at College Park, and the Harford County Soil Conservation District from the State of Maryland under the direction of the District Board of Supervisors.

Each of these programs and related activities contribute to the conservation of natural resources, and the preservation of the environment in Harford County, and merits the financial support and consideration of County Government and its residents.

ALL FUND SUMMARY:

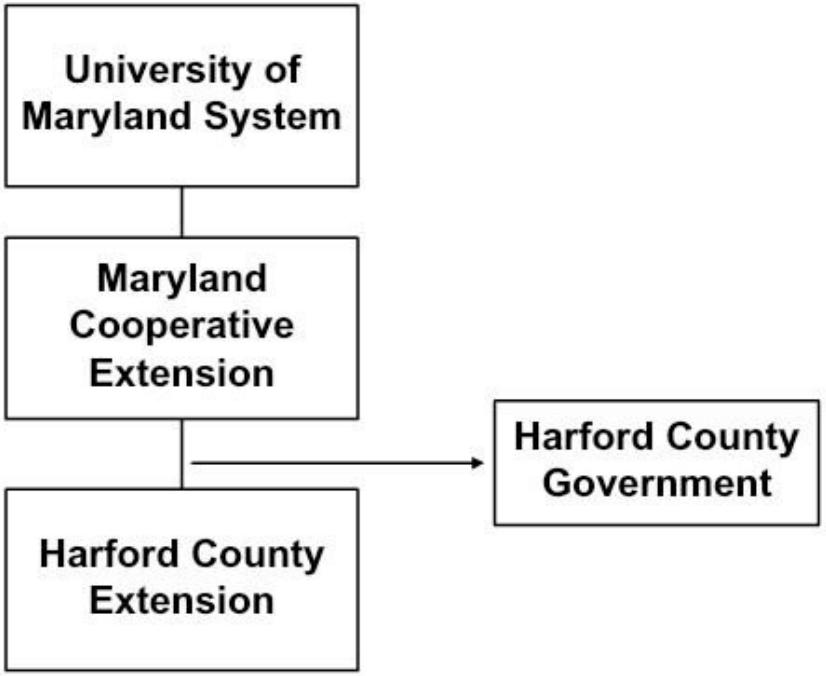
		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	418,271	459,870	470,855	529,906	529,906
20	CONTRACTUAL SERVICES	2,746	2,607	3,600	3,600	3,600
30	SUPPLIES AND MATERIALS	18,272	18,272	18,272	18,272	18,272
70	MISCELLANEOUS	231,984	231,984	242,073	246,105	256,105
	GRAND TOTAL	**671,273**	**712,733**	**734,800**	**797,883**	**807,883**
SUMMARY BY FUND:						
11	GENERAL	671,273	712,733	734,800	797,883	807,883
	GRAND TOTAL	**671,273**	**712,733**	**734,800**	**797,883**	**807,883**
SUMMARY BY DIVISION:						
631000	EXTENSION SERVICE	244,402	244,263	251,345	259,377	269,377
633000	SOIL CONSERVATION	426,871	468,470	483,455	538,506	538,506
	GRAND TOTAL	**671,273**	**712,733**	**734,800**	**797,883**	**807,883**

CONSERVATION OF NATURAL RESOURCES

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $ 59,051
324,529	326,252	1,723	Full-time Salaries
			1,723 Salary Adjustment
	11,748	11,748	FY 20 Merit Increase of $2,000 to all eligible employees
29,210	30,994	1,784	Pension adjustments
1,233	1,065	(168)	Workers' Compensation adjustment
75,565	118,646	43,081	Health Benefits are adjusted due to staff opting for changes in levels of coverage
14,790	15,543	753	PEHP (Post Employment Health Plan)
			MISCELLANEOUS increase $ 14,032
234,473	252,505	18,032	Grants & Contributions - Envirothon contribution and 3.5% salary increase for The Extension Office to match estimated State increase. Amendment # 9 added funding of $10,000 to support Master Gardner full time
4,000	0	(4,000)	Payment to Other Government Agencies - One time payment in FY19 for computer upgrade
3,600	3,600	0	Boards & Commission

CONSERVATION OF NATURAL RESOURCES - EXTENSION



NATURAL RESOURCES
Extension Service
Index #631000

ORIGIN/PURPOSE:

Established by the Federal Hatch Act (1987) and the Smith-Lever Act (1887), the Harford County Cooperative Extension Office provides educational outreach (Extension) education from the University of Maryland, College Park and the University of Maryland, Eastern Shore as part of their three-fold mission as land grant institutions of teaching, research and outreach.

Extension in Harford County provides educational programs based on the needs and interests of county residents. Emphasis is placed on Agriculture and Natural Resource Science, Family and Consumer Science and 4-H and Youth Development. Extension is funded through county, state and federal contributions. Some special projects are funded through grants and donations. The Extension Budget Office in College Park and the University of Maryland Eastern Shore, the Extension Regional Office at Wye Research Center, and the County Extension Office in Harford County develop budget requests for the county contribution. Extension programs are open to all citizens without regard to race, color, gender, religion, national origin, sexual orientation, age, marital or parental status, or disability.

MISSION STATEMENT:

ENHANCING THE QUALITY OF LIFE FOR PEOPLE AND COMMUNITIES BY DISSEMINATING UNBIASED RESEARCH-BASED EDUCATIONAL INFORMATION.

ALL FUND SUMMARY:

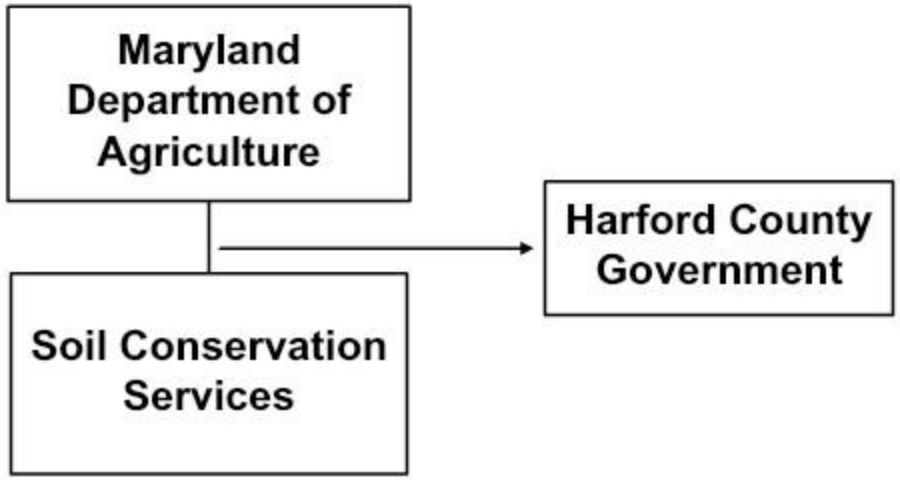
	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	2,746	2,607	3,600	3,600	3,600
30 SUPPLIES AND MATERIALS	18,272	18,272	18,272	18,272	18,272
70 MISCELLANEOUS	223,384	223,384	229,473	237,505	247,505
GRAND TOTAL	**244,402**	**244,263**	**251,345**	**259,377**	**269,377**
FUNDING SOURCE:					
11 GENERAL	**244,402**	**244,263**	**251,345**	**259,377**	**269,377**

FINANCIAL NOTE:

MISCELLANEOUS increase $ 18,032

FY 20 increase of $18,032 provides for County share of State estimated salary increase of 3.5%. Amendment # 9 added funding of $10,000 to support Master Gardner full time.

CONSERVATION OF NATURAL RESOURCES
SOIL CONSERVATION SERVICES



NATURAL RESOURCES
Soil Conservation
Index #633000

ORIGIN/PURPOSE:

The Harford Soil Conservation District was organized on September 6, 1944 as one of several local government subdivisions established in 1937 under the Agriculture Article Title 8, Soil Conservation, SS8-101 through 8-705 of the Annotated Code of Maryland as amended. The district's purpose is to carry out a soil, water and related resources conservation program.

MISSION STATEMENT:

TO PROVIDE ALL SECTORS OF OF HARFORD COUNTY WITH TECHNICAL, PLANNING AND DESIGN ASSISTANCE FOR LAND MANAGEMENT DECISIONS; TO PROMOTE AN ARRAY OF BEST MANAGEMENT PRACTICES TO PROTECT AND CONSERVE THE NATURAL RESOURCES WITHING THE CHESAPEAKE BAY WATERSHED; AND TO EDUCATE STUDENTS, FARMERS, DEVELOPERS AND LANDOWNERS ON SOIL EROSION AND WATER QUALITY IMPROVEMENT EFFORTS.

FY 20 GOALS:

TO REDUCE THE NUTRIENTS ENTERING WATERS BY ENSURING THE COMPLETE IMPLEMENTATION OF AGRICULTURAL BEST MANAGEMENT PRACTICES (BMP'S)

TO COORDINATE THE EROSION AND SEDIMENT CONTROL PLAN PROGRAM IN CONJUNCTION WITH THE STORMWATER MANAGEMENT REGULATIONS FOR ALL URBAN DEVELOPMENT SITES IN HARFORD COUNTY.

TO PROVIDE EDUCATIONAL OUTREACH TO CITIZENS AND STUDENTS IN HARFORD COUNTY ON CONSERVATION EFFORTS TO REDUCE SEDIMENT AND NUTRIENTS TO THE TRIBUTARIES OF THE CHESAPEAKE BAY.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	418,271	459,870	470,855	529,906	529,906
70 MISCELLANEOUS	8,600	8,600	12,600	8,600	8,600
GRAND TOTAL	**426,871**	**468,470**	**483,455**	**538,506**	**538,506**
FUNDING SOURCE:					
11 GENERAL	**426,871**	**468,470**	**483,455**	**538,506**	**538,506**

NATURAL RESOURCES
Soil Conservation
Index #633000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $ 59,051
324,529	326,252	1,723	Full-time Salaries
			1,723 Salary Adjustments
	11,748	11,748	FY 20 Merit Increase of $2,000 to all eligible employees
29,211	30,994	1,783	Pension adjustments
1,233	1,065	(168)	Workers' Compensation adjustment
75,565	118,646	43,081	Health Benefits are adjusted due to staff opting for changes in levels of coverage
14,790	15,543	753	PEHP (Post Employment Health Plan)
			MISCELLANEOUS decrease ($4,000)
5,000	5,000	0	Grants & Contributions - Envirothon contribution
4,000	0	(4,000)	Payment to Other Government Agencies - one time payment for computer upgrade
3,600	3,600	0	Boards & Commission

DIVISION STAFF SUMMARY
Soil Conservation
Index #633000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES		ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	1.00	38,617		1.00	41,389	1.00	43,389
Administrator	1.00	90,195		1.00	93,999	1.00	95,999
Engineering Associate II	2.00	115,891		2.00	122,210	1.00	81,455
Engineering Associate III	1.00	63,659		1.00	66,931	2.00	115,409
SALARY TOTAL	**5.00**	**308,362**		**5.00**	**324,529**	**5.00**	**336,252**
OTHER PERSONAL SERVICES							
Pension & Retirement		27,753			29,210		31,944
Workers' Compensation		1,007			1,233		1,097
Health Benefits		98,727			75,565		118,647
PEHP		14,460			14,790		15,543
FICA		23,590			24,828		25,723
Miscellaneous		700			700		700
TOTAL OTHER PERSONAL SERVICES		**166,237**			**146,326**		**193,654**
TOTAL PERSONAL SERVICES	**5.00**	**474,599**	*	**5.00**	**470,855**	**5.00**	**529,906**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

ORIGIN/PURPOSE:

The Office of Community & Economic Development strives to build strong communities, industries, and markets in the County and provide opportunities for all County residents. The Office seeks to facilitate business investment, entrepreneurial development, housing initiatives, and job creation to foster a diverse economy and expand the local tax base, enhancing quality of life for those who live, work, play, learn, invest and stay in Harford County.

Per Executive Order 18-01, the functions of the Office of Economic Development and Housing & Community Development, formerly the Housing Agency, were consolidated under the Office of Community & Economic Development.

The Economic Development Commission was created by Harford County Code Chapter 9, Article XXXI, Section 186, and Bill No. 78-3 and amended by Bill No. 79-11 to create the Office of Economic Development to advance the general economic welfare of Harford County. The Office of Economic Development and its Economic Development Advisory Board market the County as an area for new business to relocate; strengthen expansion of resident industry and small businesses; explore programs that create job and career opportunities for County residents; and expand availability of financial resources for industry and small business.

The Housing Agency was created by Harford County Code Chapter 9, Article XXXII, Section 189, Executive Order No. 83-1, to accept and administer Federal, State and local housing funding and to address the housing needs of residents and assist with housing issues. Through Community Development, qualified organizations are assisted in delivering public service needs which may not be provided within County Government structure.

MISSION STATEMENT:

THE OFFICE STRIVES TO BUILD STRONG COMMUNITIES, INDUSTRIES AND MARKETS IN THE COUNTY AND PROVIDE OPPORTUNITIES FOR ALL COUNTY RESIDENTS.
THE OFFICE SEEKS TO FACILITATE BUSINESS INVESTMENT, ENTREPRENEURIAL DEVELOPMENT, HOUSING INITIATIVES, JOB CREATION TO FOSTER A DIVERSE ECONOMY AND EXPAND THE LOCAL TAX BASE ENHANCING QUALITY OF LIFE FOR THOSE WHO LIVE, WORK, PLAY, LEARN, INVEST AND STAY IN HARFORD COUNTY.

FY 20 GOALS:

Stability and Growth: generate and retain quality employment and housing opportunities among Harford County-based companies to increase tax revenue.

Development and Attraction: market the County for its premiere mid-Atlantic location, business climate, community resources, and robust logistics.

Entrepreneurial Innovation: maximize co-located services in support of business startups and entrepreneurs.

Strategic Alliances: support strategic alliances through leadership, financial, and consultation services in order to leverage opportunities within northeastern Maryland and the Greater Baltimore Region.

Transportation: provide access to a safe, dependable and effective transportation system to the County's business community and transit-dependent population by connecting citizens with jobs and services.

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,528,390	1,404,022	1,924,631	1,988,762	1,988,762
20	CONTRACTUAL SERVICES	360,369	395,684	508,115	573,598	573,598
30	SUPPLIES & MATERIALS	25,878	19,101	44,680	44,680	44,680
40	BUSINESS AND TRAVEL	56,534	38,813	188,195	188,195	188,195
50	CAPITAL OUTLAY	5,452	9,934	0	0	0
70	MISCELLANEOUS	3,724,195	3,723,478	3,293,248	3,624,416	3,624,416
80	INTER-GOVERNMENTAL/INTERFUND	0	0	0	0	0
	GRAND TOTAL	**5,700,818**	**5,591,032**	**5,958,869**	**6,419,651**	**6,419,651**
SUMMARY BY FUND:						
11	GENERAL	5,700,818	5,591,032	5,958,869	6,419,651	6,419,651
	GRAND TOTAL	**5,700,818**	**5,591,032**	**5,958,869**	**6,419,651**	**6,419,651**
SUMMARY BY DIVISION:						
651000	OFFICE OF ECONOMIC DEVELOPMENT	1,670,903	1,717,251	2,016,122	2,057,728	2,057,728
652000	TOURISM AND MARKETING	1,799,820	1,684,000	1,830,000	2,080,000	2,080,000
653000	HARFORD TRANSIT	2,230,095	2,189,781	1,324,207	859,227	859,227
654000	HOUSING SERVICES	0	0	1,253,520	1,422,696	1,422,696
	GRAND TOTAL	**5,700,818**	**5,591,032**	**6,423,849**	**6,419,651**	**6,419,651**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease of ($27,565)
1,074,284	1,080,083	5,799	Full-time salaries
			7,799 Salary offset
			(2,000) Staff Turnover
			5,799
	35,335	35,335	FY 20 merit increase of $2,000 for all eligible employees
262,410	122,200	(140,210)	Temporary Salaries - reduced funding for temporary salaries in Harford Transit and Housing; remaining funds provide for Federal Installation Administrator
364,996	402,739	37,743	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in coverage
54,230	98,840	44,610	PEHP (Post Employment Health Plan)
115,405	104,549	(10,856)	FICA adjustments
			CONTRACTUAL SERVICES increase $93,813
479,785	573,598	93,813	Increase in funding for Telephone Service in Harford Transit to provide data plans for bus cameras; funding for Community Development Housing support services that has been reappropriated to the proper subobject; and funding increased in Building/Custodial service contract for Harford Transit.

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
44,680	44,680	0	SUPPLIES AND MATERIALS no change in funding from FY 19
			BUSINESS AND TRAVEL increase of $37,000
151,195	188,195	37,000	Increase in County Owned Vehicles and non-targeted fleet charges in the Office of Economic Development
			MISCELLANEOUS decrease of ($107,446)
1,322,398	933,784	(388,614)	Grants & Contributions

FY 20	
20,000	Economic Development - Susquehanna Workforce Network
100,000	Economic Development - GroundFloor/Small Business Initiatives
55,000	Economic Development - Transfer/Commercialization/Incubation
100,000	Economic Development - Workforce Development Training
28,000	Economic Development - Chesapeake Science and Security Corridor
2,500	Economic Development - Micro Enterprise Fund
374,650	Harford Transit - Fixed Routes and SSTAP
11,945	Housing Services - Human Services Grant
45,000	Housing Services - Crisis Assistance Grant
22,500	Transitional Housing for those in recovery
18,706	PEHP for grant employees
45,483	Homeless Coordinator
25,000	Landlord Mitigation Fund
35,000	GIA Support of nonprofits
50,000	Hometown Heroes First Time Homebuyers
933,784	

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
579,464	610,632	31,168	Grant-In-Aid

FY 20	
60,000	Anna's House
10,000	Anna's House Chronically Homeless
55,000	FCCAU Welcome One Shelter
5,000	Founding in Faith Ministries
30,000	Habitat for Humanity
170,000	Harford Community Action Agency
25,000	Harford Family House
60,000	Mason Dixon Community Services
80,000	SARC
10,000	United Way
105,632	Funds earmarked by the State for Domestic Violence
610,632	

1,830,000	2,080,000	250,000	Tourism and Marketing - funding in the amount of $2,080,000 from the hotel tax revenue will be used for tourism related contributions. $330,000 is appropriated for other countywide tourism related activities; and an additional $250,000 has been appropriated for the Havre de Grace Colored High School.

DEPARTMENT STAFF SUMMARY
OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accounting Technician II	1.00	57,178	1.00	60,322	1.00	62,322
Administrative Assistant I	1.00	48,708	0.00	0	0.00	0
Administrative Assistant II	0.00	0	3.00	107,871	2.00	111,872
Administrative Budget Technician II	0.00	0	1.00	64,055	1.00	66,055
Administrative Secretary III	1.00	57,845	1.00	60,140	1.00	65,280
Administrative Specialist I	0.00	0	1.00	33,824	1.00	35,824
Administrative Specialist II	2.00	109,546	1.00	44,840	1.00	46,840
Administrator	1.00	88,910	1.00	92,688	1.00	94,688
Communications Specialist I	1.00	39,766	1.00	42,562	1.00	44,562
Communications Specialist II	1.00	43,346	1.00	46,213	1.00	46,213
Deputy Director of Economic Development	1.00	96,408	1.00	98,441	1.00	100,474
Director of Economic Development	1.00	122,200	1.00	124,777	1.00	127,354
Housing Inspector	0.00	0	1.00	18,197	1.00	53,990
Housing Services Counselor	0.00	0	3.00	104,310	2.00	108,310
Senior Economic Development Associate	4.00	297,891	4.00	313,848	4.00	317,848
FULL-TIME SALARIES	14.00	961,798	21.00	1,212,088	19.00	1,281,632
SALARY OFFSET				(137,804)		(171,549)
TEMPORARY SALARIES		101,147		262,410		122,200
SALARY TOTAL	**14.00**	**1,062,945**	**21.00**	**1,336,694**	**19.00**	**1,232,283**
OTHER PERSONAL SERVICES						
Pension & Retirement		96,616		129,963		132,753
Workers' Compensation		8,864		12,190		11,004
Health Benefits		239,530		364,996		402,739
PEHP		43,380		54,230		98,840
Overtime		0		0		1,500
FICA		81,040		115,405		106,844
Miscellaneous		2,100		2,849		2,800
TOTAL OTHER PERSONAL SERVICES		**471,530**		**679,633**		**756,480**
TOTAL PERSONAL SERVICES	**14.00**	**1,534,475**	**21.00**	**2,016,327**	**19.00**	**1,988,763**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Office of Economic Development
Index #651000

ORIGIN/PURPOSE:

The Office of Economic Development was created by Harford County Code Chapter 9, Article XXXI, Section 186, and Bill No. 78-3 and amended by Bill No. 79-11 to advance the general economic welfare of the citizens of Harford County.

The Office of Economic Development and its Economic Development Advisory Board market the County as an area for new business to relocate; strengthen expansion of resident industry and small businesses; explore programs that create job and career opportunities for County residents; and expand availability of financial resources for industry and small business.

Per Executive Order 14-10 the Tourism Marketing Division of the Office of Economic Development was abolished and the services and functions absorbed by the non-profit organization "Visit Harford!".

Per Executive Order 14-09 funding was transferred from index 097200 - Harford Transit under the Department of Community Services to index 653000 - Harford Transit under the Department of Economic Development.

FY 20 GOALS:

Stability and Growth: generate and retain quality employment and housing opportunities among Harford County-based companies to increase tax revenue.

Development and Attraction: market the County for its premiere mid-Atlantic location, business climate, community resources, and robust logistics.

Entrepreneurial Innovation: maximize co-located services in support of business startups and entrepreneurs.

Strategic Alliances: support strategic alliances through leadership, financial, and consultation services in order to leverage opportunities within northeastern Maryland and the Greater Baltimore Region.

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Office of Economic Development
Index #651000

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	985,112	1,044,564	1,236,302	1,277,908	1,277,908
20 CONTRACTUAL SERVICES	314,414	342,657	401,450	401,450	401,450
30 SUPPLIES AND MATERIALS	23,428	19,101	30,550	30,550	30,550
40 BUSINESS AND TRAVEL	48,490	41,304	42,320	42,320	42,320
50 CAPITAL OUTLAY	5,452	0	0	0	0
70 MISCELLANEOUS	299,459	269,625	305,500	305,500	305,500
80 INTER-GOVERNMENTAL/INTERFUND	0	0	0	0	0
GRAND TOTAL	**1,676,355**	**1,717,251**	**2,016,122**	**2,057,728**	**2,057,728**
FUNDING SOURCE:					
11 GENERAL	**1,676,355**	**1,717,251**	**2,016,122**	**2,057,728**	**2,057,728**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Office of Economic Development
Index #651000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
682,436	680,436	(2,000)	PERSONAL SERVICES increase $41,606 Full-time salaries (2,000) Salary adjustment
	18,855	18,855	FY 20 merit increase of $2,000 to all eligible employees
122,200	122,200	0	Temporary Salaries - provides for Federal Installation Administrator
85,927	89,467	3,540	Pension adjustments
10,231	8,501	(1,730)	Workers' Compensation adjustments
229,407	245,924	16,517	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes levels of coverage
29,580	38,858	9,278	PEHP (Post Employment Health Plan)
74,701	71,987	(2,714)	FICA adjustments

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Office of Economic Development
Index #651000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES no change in funding from FY 19
311,500	311,500	0	Other Professional Services - funds provide for the MD Economic Development Assocation, Economic Alliance of Greater Baltimore, Army Alliance, Manufacturing and Distribution Council, Technical Master Plan, STEM Intern, Northeast MD Technical Council, Small Business Development Center, BRAC Prep, Entrepreneurs Edge. FY 19 increase is for the Army Alliance.
30,550	30,550	0	SUPPLIES AND MATERIALS no change in funding from FY 19 Funding provides for general office supplies, printing and other supplies and materials, adjustments made based on actual expense history
42,320	42,320	0	BUSINESS AND TRAVEL no change in funding from FY 19 Funds provide for Training Seminars and Courses to provide increased professional development for staff; as well as Membership Fees and Dues, fuel, transportation and lodging expenses.
			MISCELLANEOUS no change in funding from FY 19
175,000	175,000	0	Grants & Contributions - Susquehanna Workforce Network @ $20,000; GroundFloor/Small Business Initiatives @ $100,000; and Transfer/Commercialization/Incubation @ $55,000
130,500	130,500	0	Other Grants & Contributions - Workforce Development Training @ $100,000; Economic Development Opportunity Fund @ $28,000 & Chesapeake Science and Security Corridor (CSSC) Micro Enterprise Fund @ $2,500

DIVISION STAFF SUMMARY

Office of Economic Development

Index #651000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant I	1.00	48,708	0.00	0	0.00	0
Administrative Assistant II	0.00	0	1.00	51,682	1.00	53,682
Administrative Secretary III	1.00	57,845	1.00	60,140	1.00	65,280
Administrative Specialist I	0.00	0	1.00	33,824	1.00	35,824
Administrative Specialist II	2.00	109,546	1.00	44,840	1.00	46,840
Administrator	0.00	0	1.00	92,688	1.00	94,688
Deputy Director of Economic Development	1.00	96,408	1.00	98,441	1.00	100,474
Director of Economic Development	1.00	122,200	1.00	124,777	1.00	127,354
Senior Economic Development Associate	4.00	297,891	4.00	313,848	4.00	317,848
FULL-TIME SALARIES	10.00	732,598	11.00	820,240	11.00	841,990
TEMPORARY SALARIES		12,855		122,200		122,200
SALARY OFFSET				(137,804)		(145,554)
SALARY TOTAL	**10.00**	**745,453**	**11.00**	**804,636**	**11.00**	**818,636**
OTHER PERSONAL SERVICES						
Pension & Retirement		67,220		85,927		90,987
Workers' Compensation		8,062		10,231		8,612
Health Benefits		169,326		229,407		245,924
PEHP		24,100		29,580		38,858
FICA		56,798		74,701		73,211
Miscellaneous		1,540		1,820		1,680
TOTAL OTHER PERSONAL SERVICES		**327,046**		**431,666**		**459,272**
TOTAL PERSONAL SERVICES	**10.00**	**1,072,499**	**11.00**	**1,236,302**	**11.00**	**1,277,908**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 20
Summary of Grants

Office of Economic Development (Susquehanna Workforce Network) - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Workforce Investment Act/Workforce Innovation and Opportunity Act	The Susquehanna Region's Program Formula Allocation will be utilized to support Workforce Investment Act operations and activities in accordance with the Susquehanna Region's Workforce Investment Act Five Year Plan.		$1,516,773			7/1/19 - 6/30/20	Recurring
	TOTALS:		**$1,516,773**		**$0**		

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Tourism and Marketing
Index #652000

ORIGIN/PURPOSE:

Functions of the Tourism and Marketing division were abolished by Executive Order 14-10. The division remains open to appropriate dedicated revenue from the Hotel Occupancy Tax. The Hotel Tax will be used to support and promote tourism and tourism related activities to include the marketing of the features of the county as a travel destination and the provision of services for the people attracted to the county. Tourism related activities include activities related to sports, festival, museum, agriculture and agriculture exposition, and farm-to-table experiences.

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	0	0	0	0	0
20 CONTRACTUAL SERVICES	0	0	0	0	0
30 SUPPLIES AND MATERIALS	0	0	0	0	0
40 BUSINESS AND TRAVEL	0	0	0	0	0
70 MISCELLANEOUS	1,799,820	1,684,000	2,080,000	2,080,000	2,080,000
GRAND TOTAL	**1,799,820**	**1,684,000**	**2,080,000**	**2,080,000**	**2,080,000**
FUNDING SOURCE:					
11 GENERAL	**1,799,820**	**1,684,000**	**2,080,000**	**2,080,000**	**2,080,000**

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
1,830,000	2,080,000	250,000	MISCELLANEOUS - Funding in the amount of $2,080,000 from the hotel tax revenue will be used for tourism related contributions. $330,000 is appropriated for other countywide tourism related activities; and $250,000 is appropriated for the Havre de Grace Colored High School

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Harford Transit
Index #653000

ORIGIN/PURPOSE:

Harford Transit provides public and specialized transportation services in Harford County. Services include ten public bus routes operating Monday through Friday, as well as door-to-door service for the elderly and disabled persons.

Per Executive Order 14-09 all funds for Harford Transit were transferred from index 097200 under Community Services to index 653000 under Economic Development.

FY 20 GOAL:

TRANSPORTATION: TO PROVIDE ACCESS TO A SAFE, DEPENDABLE AND EFFECTIVE TRANSPORTATION SYSTEM TO THE COUNTY'S BUSINESS COMMUNITY AND TRANSIT-DEPENDENT POPULATION BY CONNECTING CITIZENS WITH JOBS AND SERVICES

ALL FUND SUMMARY:

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	543,278	359,458	349,683	257,987	257,987
20 CONTRACTUAL SERVICES	45,955	53,027	54,735	83,065	83,065
30 SUPPLIES AND MATERIALS	2,450	0	6,050	6,050	6,050
40 BUSINESS AND TRAVEL	13,496	(2,491)	100,475	137,475	137,475
50 CAPITAL OUTLAY	0	9,934	0	0	0
70 MISCELLANEOUS	1,624,916	1,769,853	813,264	374,650	374,650
GRAND TOTAL	**2,230,095**	**2,189,781**	**1,324,207**	**859,227**	**859,227**
FUNDING SOURCE:					
11 GENERAL	**2,230,095**	**2,189,781**	**1,324,207**	**859,227**	**859,227**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Harford Transit
Index #653000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($91,696)
149,097	149,097	0	Full-Time Salaries
	4,703	4,703	FY 20 merit increase of $2,000 to all eligible employees
87,675	0	(87,675)	Temporary Salaries - temporary salaries eliminated and charged to grants
8,768	0	(8,768)	Temporary Pension - eliminated due to temporary salaries
18,113	11,406	(6,707)	FICA adjustments due to elimination of temporary salaries
61,660	65,709	4,049	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes levels of coverage
9,860	10,362	502	PEHP (Post Employment Health Plan)
			CONTRACTUAL SERVICES increase of $28,330
9,140	26,000	16,860	Telephone Service - increased funding provides for data plans on bus cameras
6,540	17,540	11,000	Building/Custodial Service - increased due to contract
6,050	6,050	0	MATERIALS & SUPPLIES no change in funding in FY 20 Funding provides for office supplies, commercial printing, office mailing, and paper, janitorial, and medical supplies.
			BUSINESS & TRAVEL increase $37,000
38,000	75,000	37,000	Increased funding provides for County owned vehicles and non-targeted Fleet charges
			MISCELLANEOUS decrease of ($438,614)
813,264	374,650	(438,614)	Grants and Contributions - decrease is a result of moving grant match funding to appropriate index for accounting/reporting purposes. Remaining funding is County portion of SSTAP and 5307 Grants.

DIVISION STAFF SUMMARY

Harford Transit

Index #653000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Accounting Technician II	1.00	57,178	1.00	60,322	1.00	62,322
Administrator	1.00	88,910	0.00	0	0.00	0
Communication Specialist I	1.00	39,766	1.00	42,562	1.00	44,562
Communication Specialist II	1.00	43,346	1.00	46,213	1.00	46,213
FULL-TIME SALARIES	4.00	229,200	3.00	149,097	3.00	153,097
TEMPORARY SALARIES		88,292		87,675		0
SALARY TOTAL	**4.00**	**317,492**	**3.00**	**236,772**	**3.00**	**153,097**
OTHER PERSONAL SERVICES						
Pension		29,396		22,187		14,544
Workers' Compensation		802		671		643
Health Benefits		70,204		61,660		65,709
PEHP		19,280		9,860		10,362
FICA		0		18,113		11,712
Overtime		24,242		0		1,500
Miscellaneous		560		420		420
TOTAL OTHER PERSONAL SERVICES		**144,484**		**112,911**		**104,890**
TOTAL PERSONAL SERVICES	**4.00**	**461,976**	**3.00**	**349,683**	**3.00**	**257,987**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Housing Services
Index #654000

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	0	0	430,342	452,867	452,867
20	CONTRACTUAL SERVICES	0	0	23,600	89,083	89,083
30	SUPPLIES AND MATERIALS	0	0	8,080	8,080	8,080
40	BUSINESS AND TRAVEL	0	0	8,400	8,400	8,400
70	MISCELLANEOUS	0	0	783,098	864,266	864,266
	GRAND TOTAL	**0**	**0**	**1,253,520**	**1,422,696**	**1,422,696**
FUNDING SOURCE:						
11	GENERAL	0	**0**	**1,253,520**	**1,422,696**	**1,422,696**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Housing Services
Index #654000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $22,526
242,751	250,550	7,799	Full-Time Salaries
	11,778	11,778	FY 20 merit increase of $2,000 to all eligible employees
52,535	0	(52,535)	Temporary Salaries - eliminated and charged to grants
14,790	49,620	34,830	PEHP (Post Employment Health Benefits)
21,849	26,272	4,423	Pension adjustments
73,929	91,106	17,177	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
23,600	89,083	65,483	CONTRACTUAL SERVICES increase of $65,483 Funding reappropriated to proper subobject for Community Development support services.
8,080	8,080	0	MATERIALS & SUPPLIES no change in funding from FY 19. Funding provides for office supplies, commercial printing, general office mailing and delivery charges
8,400	8,400	0	BUSINESS & TRAVEL no change in funding from FY 19 Funding provides for County-owned vehicles, fuel, professional books/periodicals, membership fees and dues, and training seminars/courses/meetings

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Housing Services
Index #654000

FINANCIAL NOTES:

FY 19	FY 20	CHANGE	EXPLANATION OF INCREASE/DECREASE	
			MISCELLANEOUS increase of $81,168	
181,134	231,134	50,000	Grants and Contributions	
			Human Services Grant	11,945
			Crisis Assistance Grant	45,000
			PEHP for grant employees	18,706
			Homeless Coordinator	45,483
			Landlord Mitigation Fund	25,000
			GIA Support of nonprofits	35,000
			Hometown Heroes First Time Homebuyers	50,000
				231,134
22,500	22,500	0	Contributions - provide for transitional housing for those in recovery	
579,464	610,632	31,168	Grant in Aid	
			Anna's House	60,000
			Anna's House Chronically Homeless	10,000
			FCCAU Welcome One Shelter	55,000
			Founding in Faith Ministries	5,000
			Habitat for Humanity	30,000
			Harford Community Action Agency	170,000
			Harford Family House	25,000
			Mason Dixon Comm Services	60,000
			SARC	80,000
			United Way	10,000
			State funds for Domestic Violence	105,632
				610,632

DIVISION STAFF SUMMARY

Housing Services

Index #654000

POSITION TITLE	ENACTED FY 18 POSITIONS	ENACTED FY 18 SALARIES	ENACTED FY 19 POSITIONS	ENACTED FY 19 SALARIES	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES
Administrative Assistant II	0.00	0	2.00	56,189	1.00	58,190
Administrative Budget Tech II	0.00	0	1.00	64,055	1.00	66,055
Housing Inspector	0.00	0	1.00	18,197	1.00	53,990
Housing Services Counselor	0.00	0	3.00	104,310	2.00	108,310
FULL-TIME SALARIES	0.00	0	7.00	242,751	5.00	286,545
SALARY OFFSET						(25,995)
TEMPORARY SALARIES				52,535		0
SALARY TOTAL	**0.00**	**0**	**7.00**	**295,286**	**5.00**	**260,550**
OTHER PERSONAL SERVICES						
Pension		0		21,849		27,222
Workers' Compensation		0		1,288		1,749
Health Benefits		0		73,929		91,106
PEHP		0		14,790		49,620
FICA		0		22,591		21,921
Miscellaneous		0		609		700
TOTAL OTHER PERSONAL SERVICES				**135,056**		**192,318**
TOTAL PERSONAL SERVICES	**0.00**	**0**	**7.00**	**430,342**	**7.00**	**452,868**

***FY 18 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 20
Summary of Grants

Office of Economic Development (Harford Transit) - Anticipated FY 20 Grants							
TITLE OF GRANT	**GRANT PURPOSE**	**Source of Anticipated Funding**				**Grant Dates**	**Recurring or One Time**
		Federal	**State**	**Other**	**County Match**		
5307 Operating Assistance	To provide public transportation services to the citizens of Harford County.	$1,626,095	$432,389		$1,221,669	7/1/18 - 6/30/19	Recurring
Special Statewide Transportation Assistance Program	To provide curb-to-curb transportation services for the elderly population & persons with disabilities.		$170,371		$580,962	7/1/18 - 6/30/19	Recurring
MTA Preventive Maintenance & Capital Equipment	To provide funds to purchase or replace vehicles, cover cost of preventive maintenance on vehicles and other equipment.	$2,641,680			$330,210	7/1/18 - 6/30/21	Recurring
	TOTALS:	**$4,267,775**	**$755,340**		**$2,132,841**		

Office of Community and Economic Development (Housing Services) Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Housing Choice Voucher	This grant provides for subsidized rental housing to eligible families.	$7,700,000				1/1/19 - 12/31/19	Recurring
HUD Comprehensive Housing Counseling	This grant provides funds that will be used for providing counseling and advice to tenants and homeowners, both current and prospective, with respect to property maintenance, financial management and literacy.	$43,436				10/1/18 - 9/30/20	Recurring
Maryland Housing Counseling	Grant funds will provide funding to professional housing counselors who offer counseling services to eligible home buyers, homeowners and tenants.		$60,000			1/1/19 - 12/31/19	Recurring
Section 8 Mainstream Program	This grant provides financial assistance for housing to non-elderly, disabled individuals/families.	$665,542				1/1/19 - 12/31/19	Recurring
Family Self-Sufficiency	The Family Self Sufficiency (FSS) program enables families assisted through the Housing Choice Voucher (HCV) program opportunities for education, job training, counseling and other forms of social service assistance, while living in assisted housing, so they can obtain skills necessary to achieve self-sufficiency.	$28,118				1/1/19 - 12/31/19	Recurring
Housing Opportunities for People with AIDS	This grant provides funds for subsidized housing to individuals/ families with specific disabilities.	$201,874				7/1/19 - 6/30/20	Recurring
Housing Choice Voucher Admin	This grant provides for the administration costs associated with providing subsidized rental housing to eligible families.	$770,000				1/1/19 - 12/31/19	Recurring

Office of Community and Economic Development (Housing Services) Anticipated FY 20 Grants							
Supportive Housing Grant	This grant is for permanent supportive housing for chronically homeless individuals and homeless families with dependent children suffering from mental health, substance abuse, domestic violence and other disabling conditions.	$653,244				7/1/19 - 6/30/20	Recurring
Community Development Block Grant	Grant funds benefit low to moderate income population eliminating slum and blight, and meets urgent community development needs.	$1,058,059				7/1/19 - 6/30/20	Recurring
Home Investment Partnership	Provides formula grants to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people.	$466,432	`		$117,274	7/1/19 - 6/30/20	Recurring
Homelessness Solutions Program	Housing services for those experiencing homelessness		$359,590			7/1/19 - 6/30/20	Recurring
TOTALS	**TOTALS:**	**$11,586,705**	**$419,590**	**$0**	**$117,274**		

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal - Economic Development

To attract and retain business growth and development, create strategic alliances, and invest in entrepreneurial innovation.

Department Objective

To provide financial assistance, consult with, advise and educate the financial and business community on the capital opportunities available to Harford County businesses in support of new investment, redevelopment, business retention, and job creation.

County Goal(s) Supported

I. Investing in our Workforce V. Building Economic Vitality

Measure	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimate 2020
Input:					
Dollars Allocated	1,820,641	1,918,365	1,816,319	2,016,122	2,016,122
Number of Staff	13	12	11	9	9
Output:					
Number of companies serviced	83	100	100	100	125
Number of workshops and events held	N/A	N/A	25	25	35
Outcome:					
Dollars Allocated for business loans, grants, and tax credits	N/A	$100,000	$87,707.83	$100,000	$100,000
Number of businesses and organizations assisted with loans, grants, and tax credits	N/A	43	23	30	35

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal - Transit

Improve public transportation

Department Objective

To provide access to safe, dependable and effective transportation system to the county's business community and transit-dependent population by connecting citizens with jobs and services.

County Goal(s) Supported

III. Strengthen Our Communities V. Building Economic Vitality

Measure	Actual 2015	Actual 2016	Actual 2017	Budget 2018	Estimate 2019
Input:					
Dollars Allocated	$2,709,001	2,338,916	4,568,103	2,347,039	1,324,207
Output:					
Number of fixed route trips	322,571	311,720	297,342	282,985	297,134
Number of demand response trips	36,975	17,784	17,779	15,420	15,883
Outcome:					
Total number of passengers transported	359,546	329,504	315,121	298,405	313,017
Number of elderly and disabled passengers transported	93,594	100,774	101,399	98,343	102,377

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal - Housing and Community Development

Provide housing related services

Department Objective

To promote affordable housing opportunities for low-income household, the elderly and disabled and to create viable communities by creating partnerships and programs that improve quality of life for residents of Harford County.

County Goal(s) Supported

III. Strengthen Our Communities V. Building Economic Vitality

Measure	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimate 2020
Input:					
Dollars Allocated	$12,230,701	$10,832,363	$12,043,593	$ 13,041,787	$12,271,200*
Number of Staff (including grant funded employees)	20	22	20	20	19*
Output:					
Housing assistance payment monies distributed	$9,282,908	$7,478,778	$8,566,622	$9,092,168	$9,250,000
Community Development grant monies distributed to local organizations	$2,947,793	$3,353,585	$3,476,971	$3,949,619	$3,021,200
Outcome:					
Number of housing assistance payments made	12,624	13,080	12,805	13,445	13460
Number of families who avoided foreclosure and/or prepared for home ownership	345	450	450	600	400

*In FY2020, OCED outsourced the Federal Continuum of Care Homeless Assistance Program grant totaling $928,419 to a local non-profit. The department lost one (1) full time grant funded position.

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal - Tourism

Increase strategic alliances

Department Objective

To make Harford County a premier tourism destination by supporting tourism-related activities through a competitive funding process.

County Goal(s) Supported

V. Building Economic Vitality

Measure	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Estimate 2020
Input:					
Dollars Allocated	$1,649,103	$3,448,923*	$1,830,000	$ 1,830,000	$ 1,500,000
Number of Staff	2	2	2	0.5	0.5
Output:					
Number of tourism related workshops held	2	2	2	2	2
Outcome:					
Number of tourism grants awarded	24	31	29	28	25
Total amount of tourism grants awarded	$1,416,103	$1,495,500	$1,500,000	$1,555,000	$1,500,000

Explanation and Analysis of Performance Measures

*In 2017, tourism and marketing were included in Harford County. The following fiscal year, Visit Harford was outsourced.

DEBT SERVICE

***ORIGIN/PURPOSE*:**

Debt management is an important component of the County's financial management practices. The County will issue General Obligation bonds to finance the capital portion of tax supported general public purpose governmental activities with libraries, schools, public safety buildings, and water & sewer projects being the most common uses of bond proceeds.

The Debt Service account includes the amounts necessary to pay the principal and the interest on outstanding indebtedness, to include the sale of bonds, short-term financing, and lease finance. In addition, all costs associated with bond sales, issues, and controls are also appropriated here.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER:					
20	CONTRACTUAL SERVICES	140,504	155,708	152,000	112,000	112,000
60	DEBT SERVICE	77,049,166	89,128,561	81,057,031	79,046,782	79,046,782
	GRAND TOTAL	**77,189,670**	**89,284,269**	**81,209,031**	**79,158,782**	**79,158,782**
	SUMMARY BY FUND:					
11	GENERAL	51,504,164	53,042,281	56,538,121	56,312,950	56,312,950
25	HIGHWAYS	975,454	983,869	1,064,971	1,124,707	1,124,707
27	AG PRESERVATION - COUNTY	10,014,238	20,469,167	6,075,157	3,000,000	3,000,000
29	STORMWATER MANAGEMENT	81,577	236,774	451,757	758,000	758,000
31	TAX INCREMENT FINANCING	1,072,546	1,107,395	1,145,875	1,167,000	1,167,000
53	WATER & SEWER DEBT SERVICE	13,541,691	13,444,783	15,933,150	16,796,125	16,796,125
	GRAND TOTAL	**77,189,670**	**89,284,269**	**81,209,031**	**79,158,782**	**79,158,782**

DEBT SERVICE

ALL FUND SUMMARY:

	SUMMARY BY DIVISION:	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
661110	PRINCIPAL GENERAL FUND	33,078,859	34,365,055	37,090,005	37,601,935	37,601,935
662110	INTEREST GENERAL FUND	17,871,488	18,414,007	18,808,116	18,071,015	18,071,015
664110	SERVICE COSTS GENERAL FUND	553,817	263,219	640,000	640,000	640,000
661250	PRINCIPAL HIGHWAYS FUND	575,764	595,151	638,621	688,788	688,788
662250	INTEREST HIGHWAYS FUND	395,632	383,385	396,350	405,919	405,919
664250	SERVICE COSTS HIGHWAYS FUND	4,058	5,333	30,000	30,000	30,000
661270	PRINCIPAL AG PRESERVATION - COUNTY	7,471,048	18,300,072	4,788,938	1,500,000	1,500,000
662270	INTEREST AG PRESERVATION - COUNTY	2,492,664	2,066,078	1,216,219	1,400,000	1,400,000
664270	SERVICE COSTS AG PRESERVATION - COUNTY	50,526	103,017	70,000	100,000	100,000
661290	PRINCIPAL STORMWATER MANAGEMENT	35,727	126,571	230,673	401,000	401,000
662290	INTEREST STORMWATER MANAGEMENT	27,729	97,668	191,084	327,000	327,000
664290	SERVICE COSTS STORMWATER MANAGEMENT	18,121	12,535	30,000	30,000	30,000
661310	PRINCIPAL TAX INCREMENT FINANCING	0	30,000	0	0	0
662310	INTEREST TAX INCREMENT FINANCING	1,050,000	1,048,875	1,095,875	1,117,000	1,117,000
664310	SERVICE COSTS TAX INCREMENT FINANCING	22,546	28,520	50,000	50,000	50,000
661530	PRINCIPAL W & S DEBT SERVICE FUND	8,370,350	8,570,141	9,856,417	8,668,996	8,668,996
662530	INTEREST W & S DEBT SERVICE FUND	5,092,626	4,774,243	5,676,733	7,727,129	7,727,129
664530	SERVICE COSTS W & S DEBT SERVICE FUND	78,715	100,399	400,000	400,000	400,000
	GRAND TOTAL	**77,189,670**	**89,284,269**	**81,209,031**	**79,158,782**	**79,158,782**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661110 Principal, 662110 Interest - General Funds

Harford County went to the bond market in January, 2019 for $40,000,000 in Consolidated Public Improvement Bonds - Series 2019.
The County received the highest rating possible from all three investor services, making Harford County bond ratings:
Fitch Ratings AAA, Standard and Poor's AAA, and Moody's Investors Service Aaa, as published in the County's Official Statement on January 15, 2019.

It is Harford County's practice to conduct an annual bond sale contingent on capital project needs and the economic conditions of the bond market. Prior to selling bonds, the County will issue Bond Anticipation Notes (short term financing) to start the construction of capital projects based on cash flow needs.

The following capital projects are included in the FY 20 Approved Capital Budget:

Board of Education		**General Projects**	
George D. Lisby HVAC Systemic Renovation	5,050,000	Facilities Repair Program	2,000,000
Havre de Grace Middle/High School Replacement	13,487,000	Fleet Maintenance Facility	13,250,000
North Bend ES Central Plant and Fire Alarm	1,221,000	Harford County Agricultural Research & Exposition Center	200,000
Roof Replacement - Aberdeen Middle School	123,000	1201 Technology Drive	1,000,000
Roof Replacement- Hickory Elementary School	879,000	Site Acquisition	5,000,000
Roye Williams HVAC Systemic Renovation	6,980,000	**Total General Projects**	**21,450,000**
Total Board of Education	**27,740,000**		
		Harford Community College	
Parks & Recreation		Chesapeake Welcome Center	1,040,000
Athletic Field Improvements	2,500,000	Fallston Hall Renovations	335,000
Total Parks & Recreation	**2,500,000**	**Total Harford Community College**	**1,375,000**
Public Safety		**Solid Waste Services**	
Mobile/Portable Radio System Upgrade	1,000,000	Solid Waste Facilities Repair Program	1,000,000
Total Public Safety	**1,000,000**	**Total Solid Waste Services**	**1,000,000**
		TOTAL GENERAL FUND PROJECTS	**55,065,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661110 Principal, 662110 Interest - General Funds

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
PRINCIPAL PAYMENTS:						
6101	County Bonds	9,854,080	10,439,089	10,331,542	11,013,417	11,013,417
6103	School Bonds	19,800,174	20,511,726	22,279,022	23,344,857	23,344,857
6105	College Bonds	2,229,652	2,263,068	2,209,713	2,252,158	2,252,158
6112	Notes	701	11,917	1,300,701	0	0
6114	Solid Waste Services	1,194,252	1,139,255	969,027	991,503	991,503
TOTAL PRINCIPAL PAYMENTS		**33,078,859**	**34,365,055**	**37,090,005**	**37,601,935**	**37,601,935**
INTEREST PAYMENTS:						
6201	County Bonds	5,122,034	5,480,644	5,299,217	5,392,424	5,392,424
6203	School Bonds	11,120,983	11,313,845	12,011,441	11,360,032	11,360,032
6205	College Bonds	981,398	1,019,587	942,115	883,829	883,829
6212	Notes	74,750	74,750	74,750	0	0
6214	Solid Waste Services	572,323	525,181	480,593	434,730	434,730
TOTAL INTEREST PAYMENTS		**17,871,488**	**18,414,007**	**18,808,116**	**18,071,015**	**18,071,015**
TOTAL PAYMENTS		**50,950,347**	**52,779,062**	**55,898,121**	**55,672,950**	**55,672,950**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661250 Principal, 662250 Interest - Highways Fund

It is Harford County's practice to conduct an annual bond sale contingent on capital project needs and the economic conditions of the bond market. Prior to selling bonds, the County will issue Bond Anticipation Notes (short term financing) to start the construction of capital projects based on cash flow needs.

The following capital projects are included in the FY 20 Approved Capital Budget:

Bridges	
Abingdon Road Bridge #169 over CSX	50,000
Bridge Rehabilitation	2,000,000
Chestnut Hill Bridge #40	40,000
Grier Nursery Road Bridge #43	100,000
Hookers Mill Road Bridge #13	100,000
Johnson Mill Road Bridge #45	90,000
Phillips Mill Road Bridge #70	650,000
Stafford Road Bridge #24	100,000
Total Bridges	**3,130,000**

Roads	
Intersection Improvements	1,085,000
Schucks Road Improvements	150,000
Spesutia Road Reconstruction /Upgrade	250,000
Woodley Road Extension to MD 715	1,250,000
Total Roads	**2,735,000**

Other	
Fleet Maintenance Facility	5,510,000
Highways Facilities Repair Program	100,000
Total Other	**5,610,000**

Total Highways Projects	**11,475,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661250 Principal, 662250 Interest - Highways Fund

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
PRINCIPAL PAYMENTS:						
6101	County Bonds	575,764	595,151	638,621	688,788	688,788
TOTAL PRINCIPAL PAYMENTS		**575,764**	**595,151**	**638,621**	**688,788**	**688,788**
INTEREST PAYMENTS:						
6201	County Bonds	395,632	383,385	396,350	405,919	405,919
TOTAL INTEREST PAYMENTS		**395,632**	**383,385**	**396,350**	**405,919**	**405,919**
		971,396	**978,536**	**1,034,971**	**1,094,707**	**1,094,707**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661250 Principal, 662250 Interest
AG Preservation - County

This account represents annual payments on installment contracts to purchase agricultural easements for Ag land preservation purposes. These contracts are for ten to twenty year periods.

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
PRINCIPAL PAYMENTS:						
6113	Agricultural Preservation	7,471,048	18,300,072	4,788,938	1,500,000	1,500,000
TOTAL PRINCIPAL PAYMENTS		**7,471,048**	**18,300,072**	**4,788,938**	**1,500,000**	**1,500,000**
INTEREST PAYMENTS:						
6213	Agricultural Preservation	2,492,664	2,066,078	1,216,219	1,400,000	1,400,000
TOTAL INTEREST PAYMENTS		**2,492,664**	**2,066,078**	**1,216,219**	**1,400,000**	**1,400,000**
TOTAL PAYMENTS		**9,963,712**	**20,366,150**	**6,005,157**	**2,900,000**	**2,900,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661290 Principal, 662290 Interest - Stormwater Management Fund

This account is a special fund for deposit of a certain portion of the recordation tax, $0.55 for each $500 of the sale price (or lien amount) for each property deed recorded. The proceeds of this fund are used for the County's watershed protection and restoration program as mandated under State of Maryland law. The State requires a separate fund be established for this purpose.

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
PRINCIPAL PAYMENTS:						
6101	County Bonds	35,727	126,571	230,673	401,000	401,000
TOTAL PRINCIPAL PAYMENTS		**35,727**	**126,571**	**230,673**	**401,000**	**401,000**
INTEREST PAYMENTS:						
6201	County Bonds	27,729	97,668	191,084	327,000	327,000
TOTAL INTEREST PAYMENTS		**27,729**	**97,668**	**191,084**	**327,000**	**327,000**
TOTAL PAYMENTS		**63,456**	**224,239**	**421,757**	**728,000**	**728,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 662310 Interest
Tax Increment Financing

This account is a special fund for deposit of a certain portion of the real property tax collected in a development district and used to finance or reimburse the cost of special obligation bonds for certain public improvements relating to the district without constituting a general obligation of the County.

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
PRINCIPAL PAYMENTS:						
6101	County Bonds Beech Creek	0	30,000	0	0	0
TOTAL INTEREST PAYMENTS		**0**	**30,000**	**0**	**0**	**0**
INTEREST PAYMENTS:						
6201	County Bonds Beech Creek	1,050,000	1,048,875	1,095,875	1,117,000	1,117,000
TOTAL INTEREST PAYMENTS		**1,050,000**	**1,048,875**	**1,095,875**	**1,117,000**	**1,117,000**
		1,050,000	**1,078,875**	**1,095,875**	**1,117,000**	**1,117,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661530 Principal, 662530 Interest
Water & Sewer Debt Service Funds

Harford County went to the bond market in January 2019 for $40,000,000 in Consolidated Public Improvement Bonds - Series 2019.
The County received the highest rating possible from all three investor services, making Harford County bond ratings:
Fitch Ratings AAA, Standard and Poor's AAA, and Moody's Investors Service Aaa, as published in the County's Official Statement of January 15, 2019.

It is Harford County's practice to conduct an annual bond sale contingent on capital project needs and the economic conditions of the bond market. Prior to selling bonds, the County will issue Bond Anticipation Notes (short term financing) to start the construction of capital projects based on cash flow needs.

The following capital projects are included in the FY 20 Approved Capital Budget:

Water Projects		**Sewer Projects:**	
Abingdon WTP Switch Gear/Generator	150,000	Magnolia Sewer Petition	85,000
Water and Sewer Facilities Repair Program	250,000	Woodridge Sewer Petition	45,000
TOTAL WATER PROJECTS	**400,000**	**TOTAL SEWER PROJECTS**	**130,000**
TOTAL WATER & SEWER PROJECTS		**530,000**	

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661530 Principal, 662530 Interest
Water & Sewer Debt Service Funds

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
PRINCIPAL PAYMENTS:						
6102	State Loans	322,403	290,162	0	0	0
6106	Water & Sewer Bonds	8,047,947	8,279,979	9,856,417	8,668,996	8,668,996
TOTAL PRINCIPAL PAYMENTS		**8,370,350**	**8,570,141**	**9,856,417**	**8,668,996**	**8,668,996**
INTEREST PAYMENTS:						
6202	State Loans	15,437	7,312	0	0	0
6206	Water & Sewer Bonds	5,077,189	4,766,931	5,676,733	7,727,129	7,727,129
TOTAL INTEREST PAYMENTS		**5,092,626**	**4,774,243**	**5,676,733**	**7,727,129**	**7,727,129**
		13,462,976	**13,344,384**	**15,533,150**	**16,396,125**	**16,396,125**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664110 General Fund

These appropriations cover service costs that are associated with short and long-term debt. Charges here include bank trustee fees, auditing fees, and amortization of issuance fees for bond sales.

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
GENERAL FUND						
CONTRACTUAL SERVICES:						
2602	Legal Services	32,047	12,274	30,000	30,000	30,000
2603	Management Services	0	0	0	0	0
2604	Financial Audit	3,007	10,115	0	0	0
2699	Other Professional Services (Bank Fees, etc.)	10,974	0	10,000	10,000	10,000
	TOTAL CONTRACTUAL SERVICES	46,028	22,389	40,000	40,000	40,000
DEBT SERVICE:						
6303	Costs of Issuance	507,789	240,830	600,000	600,000	600,000
TOTAL GENERAL FUND SERVICE COSTS		**553,817**	**263,219**	**640,000**	**640,000**	**640,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664250 Highways Fund

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
HIGHWAYS FUND						
CONTRACTUAL SERVICES:						
2699	Other Professional Services	206	225	2,000	2,000	2,000
DEBT SERVICE:						
6303	Costs of Issuance	3,852	5,108	28,000	28,000	28,000
TOTAL HIGHWAYS FUND SERVICE COSTS		**4,058**	**5,333**	**30,000**	**30,000**	**30,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664110 Ag Preservation County

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
AG PRESERVATION COUNTY						
CONTRACTUAL SERVICES:						
2602	Legal Services	35,577	74,617	40,000	0	0
DEBT SERVICE:						
6303	Costs of Issuance	14,949	28,400	30,000	100,000	100,000
TOTAL AG PRESERVATION-COUNTY SERVICE COSTS		**50,526**	**103,017**	**70,000**	**100,000**	**100,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664290 Stormwater Management Fund

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
TAX INCREMENT FINANCING					
DEBT SERVICE:					
6303 Costs of Issuance	18,121	12,535	30,000	30,000	30,000
TOTAL STORMWATER MANAGEMENT SERVICE COSTS	**18,121**	**12,535**	**30,000**	**30,000**	**30,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664310 Tax Increment Financing

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
TAX INCREMENT FINANCING						
DEBT SERVICE:						
6303	Costs of Issuance	22,546	28,520	50,000	50,000	50,000
	Beech Creek					
TOTAL TAX INCREMENT FINANCING SERVICE COSTS		**22,546**	**28,520**	**50,000**	**50,000**	**50,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664530 Water & Sewer Debt Service

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
WATER & SEWER DEBT SERVICE						
CONTRACTUAL SERVICES:						
2602	Legal Services	0	0	6,000	6,000	6,000
2603	Management Services	56,083	56,083	60,000	60,000	60,000
2699	Other Professional Services (Bank Fees, etc.)	2,610	2,394	4,000	4,000	4,000
	TOTAL CONTRACTUAL SERVICES	58,693	58,477	70,000	70,000	70,000
6303	Costs of Issuance	20,022	41,922	330,000	330,000	330,000
TOTAL WATER & SEWER DEBT SERVICE COSTS		20,022	41,922	330,000	330,000	330,000
TOTAL ALL FUNDS SERVICE COSTS		**78,715**	**100,399**	**400,000**	**400,000**	**400,000**

INSURANCE

***ORIGIN/PURPOSE*:**

The County maintains a Self-Insurance Fund for the purpose of paying Workers' Compensation, General and Automobile Liability claims and County Property Damage losses. Self-Insurance funding is determined on the basis of an annual contracted actuarial analysis and internal evaluation of loss experience and exposures. Funding requirements are allocated to the following budgets: General Fund Insurance, Highways Fund Insurance, and Water and Sewer Operating Fund Insurance. At the start of each fiscal year, these budgeted funds are transferred into the Self-Insurance Fund, from which all claims are paid. Costs of insurance for the Libraries, Sheriff's Office and Detention Center are reflected in their budgets.

The Self-Insurance Program is administered by a Risk Manager, required by County Code (Part I, Chapter 9, Article XXII, Risk Management, Safety and Accident Review Board.) The County implemented a policy of combining commercially purchased insurance with the retention of higher deductible levels, the use of selective self-insurance programs and the implementation of a risk management program, which includes a Countywide safety program.

Workers' Compensation:

Harford County carries excess commercial coverage, with a $1,500,000 retention level for claims. The County is also required to maintain reserve funds of $750,000 for Workers' Compensation claims in accordance with Article 101, Section 16 of the Code of Public General Laws of Maryland.

General and Automobile Liability:

Since September 5, 1991 the County has carried excess commercial coverage, with a $350,000 retention for claims.

Property Damage:

The County carries commercial property insurance coverage with varying deductibles on real and personal property, and a $10,000 deductible for physical damage to County owned vehicles.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER:					
20	CONTRACTUAL SERVICES	655,093	1,083,030	1,037,172	1,117,345	1,117,345
	GRAND TOTAL	**655,093**	**1,083,030**	**1,037,172**	**1,117,345**	**1,117,345**

INSURANCE

ALL FUND SUMMARY

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY FUND:					
11	GENERAL	471,846	748,098	714,176	697,088	697,088
25	HIGHWAYS	107,286	178,306	162,776	233,966	233,966
51	WATER AND SEWER	75,961	156,626	160,220	186,291	186,291
	GRAND TOTAL	**655,093**	**1,083,030**	**1,037,172**	**1,117,345**	**1,117,345**
	SUMMARY BY DIVISION:					
671110	GENERAL FUND INSURANCE	471,846	748,098	714,176	697,088	697,088
671250	HIGHWAYS INSURANCE	107,286	178,306	162,776	233,966	233,966
671510	WATER AND SEWER INSURANCE	75,961	156,626	160,220	186,291	186,291
	GRAND TOTAL	**655,093**	**1,083,030**	**1,037,172**	**1,117,345**	**1,117,345**

INSURANCE

	AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
GENERAL FUND INSURANCE					
INDEX # 671110					
2599 Other Insurance	471,846	748,098	714,176	697,088	697,088
HIGHWAYS FUND INSURANCE					
INDEX # 671250					
2599 Other Insurance	107,286	178,306	162,776	233,966	233,966
WATER & SEWER OPERATING FUND INSURANCE					
INDEX # 671510					
2599 Other Insurance	75,961	156,626	160,220	186,291	186,291
TOTAL OTHER INSURANCE	**655,093**	**1,083,030**	**1,037,172**	**1,117,345**	**1,117,345**

BENEFITS

***ORIGIN/PURPOSE*:**

This budget represents the share of expenses within the General Fund, Highways Fund, Water and Sewer Fund and Solid Waste Services to provide the following benefits to Harford County Government employees:

PENSIONS

To provide for payment of unfunded past service liability costs to the State Retirement and Pension Plans and for the Volunteer Fire Pension System. The County joined the new State Pension System for County employees July 1, 1999.

During Fiscal Year 1983-84, the County and the three municipalities reached an agreement with the Harford County Liquor Board to pay the unfunded accrued liability on the Liquor Board's behalf over the next 38 years. Harford County's share of the liability is $6,500 per year.

The Volunteer Firemen's Pension Trust (LOSAP) Fund was created January 31, 1975 by County legislative action and funded in 1981. Biannually the County has an analysis prepared on the status of the Volunteer Firemen's Pension Fund. On January 28, 2008, the County Council of Harford County enacted, as amended, Bill No. 07-46 . This legislation lowered the age of eligibility for monthly Length of Service Award Program (LOSAP) pension benefits from 60 to 55 years, increased the burial benefit for qualified volunteers from $1,000 to $5,000 and allows the spouse, beneficiary or the estate of the volunteer to collect the death benefit. In addition, the legislation added that members with 25 years of service must have five continuous years of service to receive monthly benefits, and members who are 70 years or older with less than 25 years of service must have a minimum of 10 years of service of which five years are continuous to receive benefits. In order for a spouse to receive 50% benefits following the death of a member, the member must have a minimum of 25 years of service at the time of their death.

UNEMPLOYMENT INSURANCE

The mandated cost to County government to pay those employees, deemed eligible, who have terminated County service and who have filed for unemployment compensation.

BENEFITS

EMPLOYEE TUITION REIMBURSEMENT

Contingent upon availability of funds, full-time classified employees are eligible for reimbursement for educational courses related to advancement for their education in pursuit of a work-related degree.

DEATH BENEFIT

At the death of a County employee, his or her beneficiary will receive four weeks' pay, one-half of unused sick leave, and all annual leave as provided by applicable personnel law.

RETIREE'S HEALTH BENEFITS PROGRAM

Employees who retire from active service with Harford County Government are eligible for this program. Employees must retire with pension benefits under the State Retirement Agency or the Sheriff's Office Pension Plan. Under this program, the employee will receive a subsidy based on the number of creditable service years with their pension system; however, the employee must have a minimum of twenty (20) continuous years of service with Harford County Government and/or its covered agencies. The subsidy is doubled in the case of an employee who elects coverage for their spouse as long as that spouse is currently enrolled in our benefits program.

LIFE INSURANCE FOR RETIRED EMPLOYEES

Premiums for employees who retired prior to September 30, 1990.

BENEFITS

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER:					
10	PERSONNEL SERVICES	1,892,021	2,764,283	3,017,081	2,988,638	2,988,638
20	CONTRACTUAL SERVICES	6,421,628	6,199,034	8,333,834	9,188,228	9,188,228
	GRAND TOTAL	**8,313,649**	**8,963,317**	**11,350,915**	**12,176,866**	**12,176,866**
	SUMMARY BY FUND:					
11	GENERAL	6,434,345	7,418,176	9,071,042	9,671,601	9,671,601
25	HIGHWAYS	1,279,156	835,340	1,099,644	1,209,707	1,209,707
51	WATER AND SEWER	600,148	709,801	1,180,229	1,295,558	1,295,558
	GRAND TOTAL	**8,313,649**	**8,963,317**	**11,350,915**	**12,176,866**	**12,176,866**
	SUMMARY BY DIVISION:					
681110	GENERAL FUND BENEFITS	6,434,345	7,418,176	9,071,042	9,671,601	9,671,601
681250	HIGHWAYS BENEFITS	1,279,156	835,340	1,099,644	1,209,707	1,209,707
681510	WATER AND SEWER BENEFITS	600,148	709,801	1,180,229	1,295,558	1,295,558
	GRAND TOTAL	**8,313,649**	**8,963,317**	**11,350,915**	**12,176,866**	**12,176,866**

DEPARTMENT: BENEFITS
DIVISION: BENEFITS
INDEX: 681110

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
GENERAL FUND BENEFITS						
INDEX # 681110						
1202	Pension (New)	672,175	705,784	741,073	778,127	778,127
1203	Firemen's Pension Per actuarial and Treasurer's adjustments	1,767,558	1,854,906	2,072,513	1,997,167	1,997,167
1299	Other Unfunded past service liability costs for Liquor Board employees in the State Retirement and Pension Plans	5,786	4,972	6,500	6,500	6,500
1301	Workers' Compensation	75,000	0	0	0	0
1399	Other Health Insurance	(663,552)	(41,526)	0	0	0
2505	Unemployment Insurance	71,516	46,437	70,000	70,000	70,000
2507	Death Benefits	0	13,593	15,000	15,000	15,000
2514	Retiree's Insurance Per actuarial	4,436,987	4,834,010	6,048,750	6,684,000	6,684,000
2599	Other Insurance	68,875	0	103,976	107,577	107,577
2601	Medical Services	0	0	13,230	13,230	13,230
	TOTAL INDEX	6,434,345	7,418,176	9,071,042	9,671,601	9,671,601

DEPARTMENT: BENEFITS
DIVISION: BENEFITS
INDEX: 681250, 681510

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
HIGHWAYS FUND BENEFITS INDEX # 681250						
1202	Pension (New)	85,086	89,339	93,807	98,497	98,497
1301	Workers' Compensation	0	0	0	0	0
1399	Other Health Insurance Health Care Consortium Call	(92,404)	(5,826)	0	0	0
2505	Unemployment Insurance	5,555	13,880	10,000	10,000	10,000
2507	Death Benefits	2,568	3,667	2,000	2,000	2,000
2514	Retiree's Insurance Per actuarial	1,269,633	734,280	967,800	1,069,440	1,069,440
2599	Other Insurance	8,718	0	24,827	28,560	28,560
2601	Medical Services	0	0	1,210	1,210	1,210
	TOTAL INDEX	1,279,156	835,340	1,099,644	1,209,707	1,209,707
WATER & SEWER FUND BENEFITS INDEX # 681510						
1202	Pension (New)	22,003	116,442	103,188	108,347	108,347
1301	Workers' Compensation	0	0	0	0	0
1399	Other Health Insurance Health Care Consortium Call	20,369	(5,164)	0	0	0
1,350	Retirees	0	45,356	0	0	0
2505	Unemployment Insurance	3,806	2,457	9,000	9,000	9,000
2507	Death Benefits	0	0	2,000	2,000	2,000
2514	Retiree's Insurance Per actuarial	544,380	550,710	1,048,450	1,158,560	1,158,560
2599	Other Insurance	9,590	0	16,491	16,551	16,551
2601	Medical Services	0	0	1,100	1,100	1,100
	TOTAL INDEX	600,148	709,801	1,180,229	1,295,558	1,295,558

PAYGO

***ORIGIN/PURPOSE*:**

A pay-as-you-go (paygo) policy was implemented in July, 1984 and is included as part of the Debt Management policies within Harford County's five year business plan.The five year business plan confirms that paygo will continue to be used for minor renovation and repair projects which have an asset life of less than ten years for general county, education, fire, library, college, highways, and certain water and sewer projects. It can also be used to purchase furniture and equipment.

Paygo funding requirements for FY 20 are allocated to the following budgets: General Fund, Highways Fund, Parks and Recreation Special Revenue, Stormwater Management and Water and Sewer.

The General Fund Paygo account also includes funding allocations for Closure Reserve and Rural Legacy Program.

Closure Reserve is a set aside account, required by Governmental Accounting Standards Board (GASB) Statement No. 18, which requires the County to measure and recognize a portion of closure and post closure costs during each accounting period based on landfill capacity as of each balance sheet date.

Rural Legacy Program is a State funded program, under which various properties were approved through the application process for purchase of easement rights. These funds are furnished by the County to cover legal costs toward settlements. The State program does not allow for this administrative expense.

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER:					
70	MISCELLANEOUS	16,215,799	23,128,587	29,576,938	28,016,578	28,016,578
	GRAND TOTAL	**16,215,799**	**23,128,587**	**29,576,938**	**28,016,578**	**28,016,578**

PAYGO

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY FUND:					
11	GENERAL	5,901,575	9,555,335	11,765,972	9,822,600	9,822,600
25	HIGHWAYS	8,162,603	9,698,239	10,845,966	13,468,978	13,468,978
26	PARKS & RECREATION SPECIAL REVENUE	150,000	75,000	25,000	100,000	100,000
29	STORMWATER MANAGEMENT	200,000	500,000	400,000	450,000	450,000
51	WATER AND SEWER OPERATING	1,801,621	3,300,013	6,540,000	4,175,000	4,175,000
	GRAND TOTAL	**16,215,799**	**23,128,587**	**29,576,938**	**28,016,578**	**28,016,578**
	SUMMARY BY DIVISION:					
705110	PAYGO GENERAL FUND	5,901,575	9,555,335	11,715,972	9,772,600	9,772,600
705110	PAYGO GENERAL FUND - RURAL LEGACY	0	0	50,000	50,000	50,000
705250	PAYGO HIGHWAYS	8,162,603	9,698,239	10,845,966	13,468,978	13,468,978
705260	PAYGO PARKS & RECREATION-SPECIAL REVENUE	150,000	75,000	25,000	100,000	100,000
705290	PAYGO STORMWATER MANAGEMENT FUND	200,000	500,000	400,000	450,000	450,000
705510	PAYGO WATER AND SEWER	1,801,621	3,300,013	6,540,000	4,175,000	4,175,000
	GRAND TOTAL	**16,215,799**	**23,128,587**	**29,576,938**	**28,016,578**	**28,016,578**

DEPARTMENT: PAYGO

DIVISION: PAYGO GENERAL FUND

Index No. 705110

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7601	**CAPITAL IMPROVEMENTS**	**5,751,575**	**9,205,335**	**10,115,972**	**9,772,600**	**9,772,600**
7607	**CAPITAL IMPROVEMENTS - HOTEL TAX**	**150,000**	**350,000**	**1,600,000**	**0**	**0**
TOTAL PAYGO CAPITAL IMPROVEMENTS		**5,901,575**	**9,555,335**	**11,715,972**	**9,772,600**	**9,772,600**

For FY 20, General Fund Paygo funds amounting to $9,772,600, will provide for the following capital projects:

GENERAL:

Efficiency Capital Investment Projects	25,000
Fleet Replacement	2,000,000
Refresh Program	250,000
Safeguarding Business Operations	750,000
Total General Projects	**3,025,000**

PUBLIC SAFETY:

Aberdeen VFC Main Station Renovations	1,000,000
Next-Gen 911	600,000
Public Safety Communication in School Bldgs	100,000
VFC Public Safety Equipment	350,000
VFC Facility Repair	400,000
Whiteford VFC - Renovation of Main Station	500,000
Total Public Safety Projects	**2,950,000**

LIBRARIES:

Technology	250,000
Total Libraries Projects	**250,000**

BOARD OF EDUCATION:

Athletic Fields Repair and Renovation	100,000
Replacement Buses	1,296,000
Security Measures	421,600
Special Education Facilities Improvements	842,000
Swimming Pool Renovations	120,000
Technology Infrastructure	500,000
Total Board of Education Projects	**3,279,600**

SOLID WASTE SERVICES:

HWDC Landfill Capping	125,000
HWDC Pavement Upgrades	400,000
Total Solid Waste Services Projects	**525,000**

TOTAL GENERAL CAPITAL PAYGO **7,125,000**

DEPARTMENT: PAYGO

DIVISION: PAYGO HIGHWAYS FUND

Index No. 705250

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7601	**CAPITAL IMPROVEMENTS**	**8,162,603**	**9,689,239**	**10,845,966**	**13,468,978**	**13,468,978**

For FY 20 Highways Fund Paygo funds amounting to $13,468,978 will provide for the following capital projects:

BRIDGES:

Bridge and Road Scour Repairs	150,000
Bridge Inspection Program - Under 20' Spans	100,000
Bridge Painting	200,000
Bridge Rehabilitation	925,000
Structural Evaluation	50,000
Total Bridges Projects	**1,425,000**

RESURFACING:

Resurfacing Roadways	8,725,000
Total Resurfacing Projects	**8,725,000**

OTHER:

APG Gate PILOT	228,978
Efficiency Capital Investment Projects	40,000
Fleet Replacement	2,200,000
Refresh Program	175,000
Safeguarding Business Operations	300,000
Sidewalks and Handicapped Ramps	150,000
Total Other Projects	**3,093,978**

ROADWAYS:

Guardrails	150,000
Traffic Calming, Bicycle & Road Safety Improvements	50,000
Trimble Road (Joppa Road to Garnett Road)	25,000
Total Roadways Projects	**225,000**

TOTAL HIGHWAYS PAYGO **13,468,978**

DEPARTMENT: PAYGO

DIVISION: PARKS & RECREATION SPECIAL REVENUE FUND

Index No. 705260

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7601	**CAPITAL IMPROVEMENTS**	**150,000**	**75,000**	**25,000**	**100,000**	**100,000**

For FY 20, Parks and Recreation Special Revenue Fund has two Paygo projects - Swan Harbor Farm Improvements and Emmorton Recreation and Tennis Center Improvements.

DEPARTMENT: PAYGO
DIVISION: STORMWATER MANAGEMENT FUND
Index No. 705290

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7,601	**CAPITAL IMPROVEMENTS**	**200,000**	**500,000**	**400,000**	**450,000**	**450,000**

For FY 20 Stormwater Management Fund Paygo funds amounting to $450,000 will provide for the following capital projects:

County Owned Stormwater Management Rehab and Repair	100,000
Maintenance/Repair of Dams	50,000
Septic System Disconnection	50,000
Stormwater Pollution Prevention	150,000
Watershed Restoration Maintenance	100,000
	450,000

DEPARTMENT: PAYGO

DIVISION: WATER & SEWER FUND

Index No. 705510

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7601	**CAPITAL IMPROVEMENTS**	**1,801,621**	**3,300,013**	**6,540,000**	**4,175,000**	**4,175,000**

For FY 20, Water and Sewer Fund Paygo funds amounting to $4,175,000, will provide for the following capital projects:

WATER PROJECTS:	
Central W&S Laboratory	85,000
Efficiency Capital Investment Projects	25,000
Fleet Replacement	1,060,000
Infrastructure Management System Enhancements	75,000
Refresh Program	175,000
Safeguarding Business Operations	255,000
SCADA Information Management Systems	850,000
Tank Painting	800,000
Water and Sewer Infrastructure Improvements	100,000
Water Meter Upgrade	250,000
Total Water Projects	**3,675,000**

SEWER PROJECTS:	
Infiltration and Inflow	100,000
Pumping Station Improvements	200,000
Utility Protection/Restoration	200,000
Total Sewer Projects	**500,000**

TOTAL WATER & SEWER PAYGO	**4,175,000**

DEPARTMENT: PAYGO

DIVISION: PAYGO GENERAL FUND - CLOSURE RESERVE AND RURAL LEGACY PROGRAM

Index No. 705110

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7799	OTHER - RURAL LEGACY PROGRAM	0	0	50,000	50,000	50,000

For FY 20, an allocation of $50,000 is appropriated for the Rural Legacy Program administrative expenses, and no allocation is provided for Closure Reserve.

APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

***ORIGIN/PURPOSE*:**

Appropriation to Towns
Harford County Government is mandated by the Annotated Code of Maryland, Article 25, Section 220, subtitled, "Grants to Municipalities in Lieu of Shared Taxes," to make appropriations on behalf of its three municipalities of Aberdeen, Bel Air, and Havre de Grace. As stated in the statute, beginning in Fiscal Year 1968-69, and continuing every fiscal year hereafter, there is paid to each of the three incorporated municipalities, an amount of money equal to the amount received for Fiscal Year 1967-68 by such municipality under Section 30(D) of Article 81 of the Annotated Code of Maryland, related to apportionment of shared taxes on banks and financial corporations.

Additionally, this budget includes the differential or refund paid to the municipalities for police services. Appropriation of monies is based on an established formula, previously agreed upon between County Government and the municipalities.

Appropriation to State
The State of Maryland charges Harford County a fee to administer the Supplemental County Homeowner's Tax Credit Program. All applications are filed with the State Department of Assessments and Taxation. Applications are processed at the State level and the County is notified electronically of all approved credits. For FY 20 an estimated appropriation of $40,000 is included to pay the State for these costs.

A large portion of the cost of operating the local Harford County Office of the State Department of Assessments and Taxation was shifted to the County in FY 12. An appropriation of $1,080,000 has been included to cover this expense in FY 20.

Other Government Agencies
Funding is provided for the operating expenses of the Humane Society.

Grant Match
Harford County enters into appropriately executed agreements with Federal, State and private monies in grant form. These agreements sometimes require a matching contribution from Harford County as a condition to accepting the grant. These matching contributions, whether voluntary or required, are paid by the General Fund to the Grant Fund. The Grant Fund is the fund that accounts for all Federal, State and private monies in grant form.

APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

ALL FUND SUMMARY:

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
	SUMMARY BY CHARACTER:					
70	MISCELLANEOUS	5,080,102	5,122,105	8,416,834	9,476,646	9,476,646
	GRAND TOTAL	**5,080,102**	**5,122,105**	**8,416,834**	**9,476,646**	**9,476,646**
	SUMMARY BY FUND:					
11	GENERAL	5,080,102	5,122,105	8,416,834	9,476,646	9,476,646
	GRAND TOTAL	**5,080,102**	**5,122,105**	**8,416,834**	**9,476,646**	**9,476,646**
	SUMMARY BY DIVISION:					
706110	Grant Match	0	0	2,811,321	3,799,821	3,799,821
707110	Appropriation to Towns	3,389,068	3,312,815	3,585,513	3,606,825	3,606,825
708110	Appropriation to State	941,034	1,009,290	1,120,000	1,120,000	1,120,000
709110	Other Government Agencies	750,000	800,000	900,000	950,000	950,000
	GRAND TOTAL	**5,080,102**	**5,122,105**	**8,416,834**	**9,476,646**	**9,476,646**

DEPARTMENT: GRANT MATCH

INDEX No. 706110

Harford County, Maryland enters into appropriately executed agreements with Federal, State and private monies in grant form. These agreements sometimes require a matching contribution from Harford County as a condition to accepting the grant. These matching contributions, whether voluntary or required, are paid by the General Fund to the Grant Fund; the Grant Fund accounts for all Federal, State and private monies in grant form.

			AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7104	**Grant Match**		0	0	2,811,321	3,799,821	3,799,821
	Community Services Mediation	28,987					
	Older Americans Act	351,593					
	Office on Aging SHIP	17,437					
	Office on Aging SMP	9,433					
	OCED Housing Services	117,274					
	OCED Harford Transit	1,802,631					
	OCED Transit Bus Match	330,210					
	Parks & Rec Rec Services	44,038					
	P&Z UTWP	15,480					
	HCSO - Community Mediation	12,000					
	HCSO - OCSE Mgmnt Fee	357,016					
	DES - Emergency Management	130,452					
	DES - Hazmat Planning	1,697					
	DES - MIEMSS AED match	5,840					
	Judicial - CASA	60,000					
	SAO - Cooperative Reimburse	515,733					

DEPARTMENT: APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

INDEX No. 707110

			AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7101	**GRANTS AND CONTRIBUTIONS**		3,368,380	3,292,127	3,564,825	3,586,137	3,586,137
	Differential for Police Services based on a legislated formula using the Assessable Basis Percentage numbers for the County and the three municipalities:						
	Aberdeen	1,219,767					
	Bel Air	1,165,272					
	Havre de Grace	1,201,098					
		3,586,137					
7102	**PAYMENTS TO OTHER GOVERNMENT AGENCIES**		20,688	20,688	20,688	20,688	20,688
	Payments required by the Annotated Code of Maryland, Article 25, Section 220:						
	Aberdeen	7,142					
	Bel Air	8,458					
	Havre de Grace	5,088					
		20,688					
SUB-TOTAL APPROPRIATION TO TOWNS			**3,389,068**	**3,312,815**	**3,585,513**	**3,606,825**	**3,606,825**

DEPARTMENT: APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

INDEX No. 708110

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7102	**PAYMENTS TO OTHER GOVERNMENT AGENCIES** Payments to the State of Maryland: Funds required to pay the State of Maryland for administrative costs for Harford County's Homeowner's Tax Credit. Funds appropriated for share of the cost of administering the County's State Department of Assessments and Taxation office.	941,034	1,009,290	1,120,000	1,120,000	1,120,000
SUB-TOTAL APPROPRIATION TO STATE		**941,034**	**1,009,290**	**1,120,000**	**1,120,000**	**1,120,000**

DEPARTMENT: APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

INDEX No. 709110

		AUDITED FY 17	AUDITED FY 18	ORIGINAL BUDGET FY 19	EXECUTIVE PROPOSED FY 20	ENACTED FY 20
7102	**PAYMENTS TO OTHER GOVERNMENT AGENCIES** Funding is provided for the operating costs of the Humane Society	750,000	800,000	900,000	950,000	950,000
SUB-TOTAL OTHER GOVERNMENT AGENCIES		**750,000**	**800,000**	**900,000**	**950,000**	**950,000**

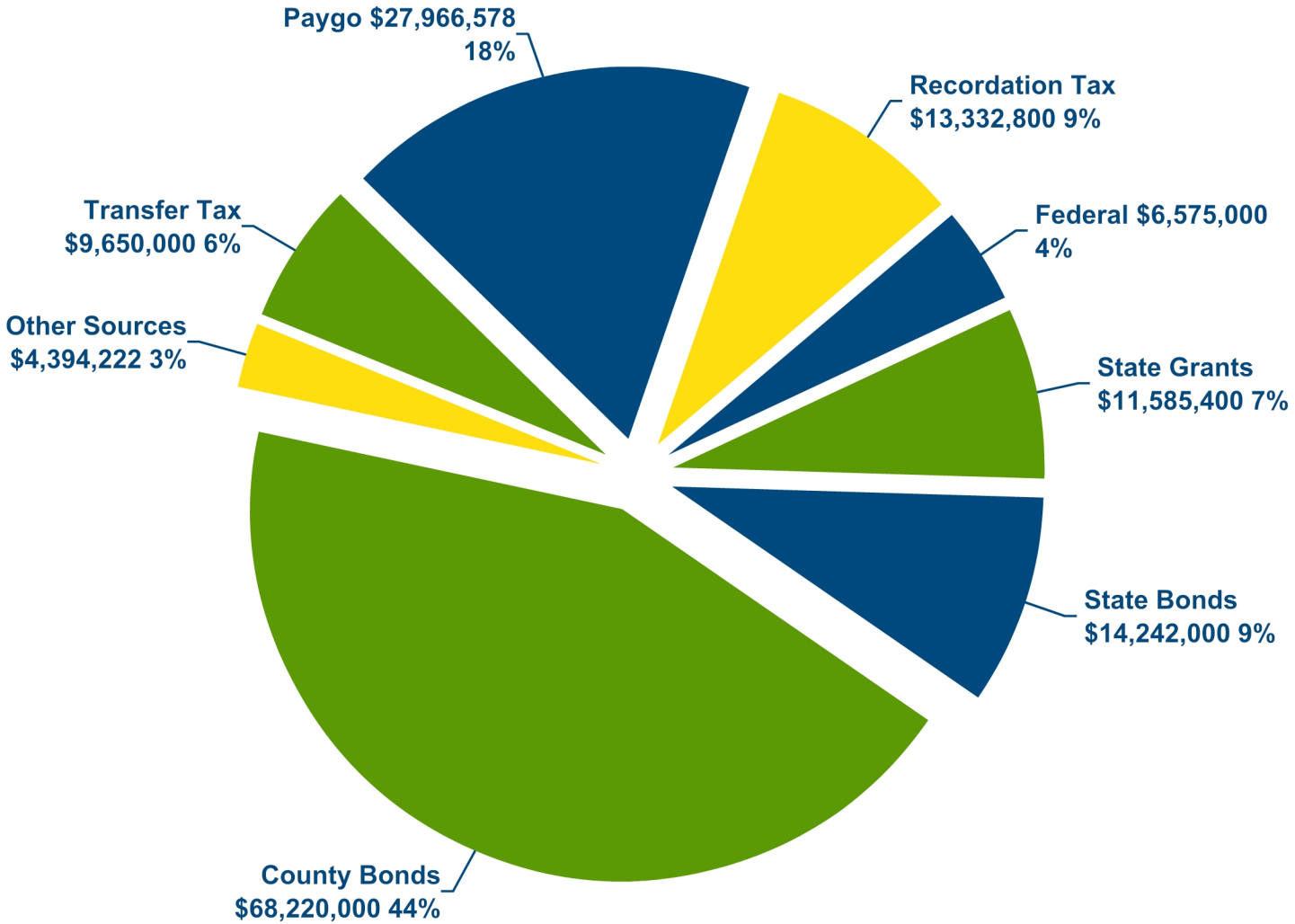
HARFORD COUNTY, MARYLAND
STATEMENT OF CONTINGENCY RESERVE

The Harford County Charter, Section 506. Contents of the Current Expense Budget, states: "The proposed current expense budget shall contain the following information . . . (6) a statement of the proposed contingency reserves, all of which shall not exceed three percent of the general fund and of any other fund; . . ." The following contingency reserve funds which represents 0.02 percent of the General Fund and 0.40 percent of the Highways Fund, have been included in the Aproved Fiscal Year 2019-2020 Operating Budget.

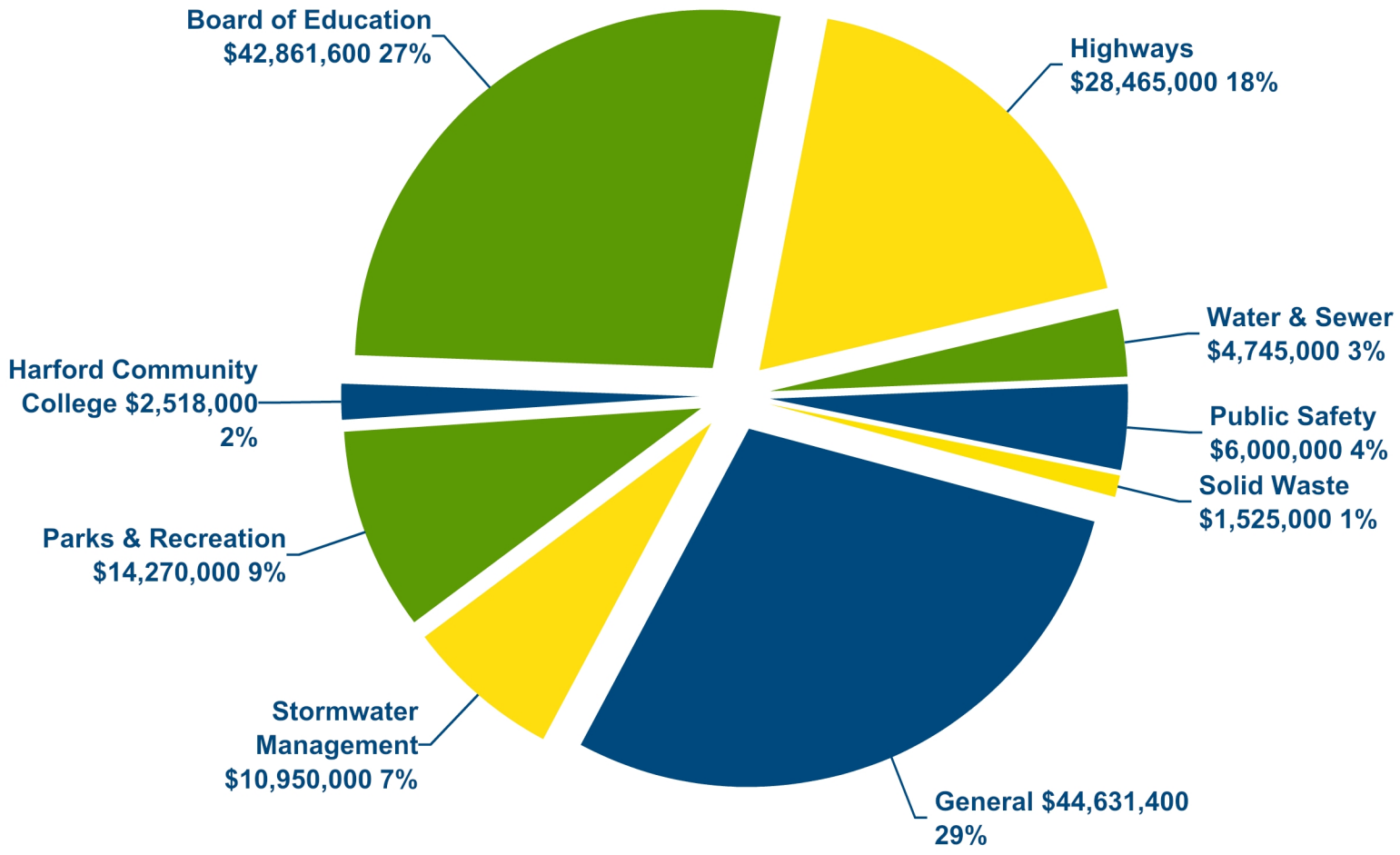
GENERAL FUND	**$**	**100,000**
HIGHWAYS FUND	**$**	**200,000**

CAPITAL BUDGET and CAPITAL IMPROVEMENT PROGRAM

Approved Capital Budget Revenues
Fiscal Year 2019 - 2020
Total Budget $155,966,000



Approved Capital Budget Appropriations
Fiscal Year 2019 - 2020
Total Budget $155,966,000



FY 20 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPROP	TRANSFER TAX	RECORD. TAX	STATE	P.O.S.	FEDERAL	DEVELOPER	OTHER
GENERAL FUND												
GENERAL CAPITAL												
Board of Education Debt Service	23,216,000	0	0	0	2,900,400	9,650,000	10,665,600	0	0	0	0	0
Efficiency Capital Investment Program	65,400	25,000	0	0	0	0	0	40,400	0	0	0	0
Facilities Repair Program	2,150,000	0	0	2,000,000	0	0	0	150,000	0	0	0	0
Fleet Maintenance Facility	13,250,000	0	0	13,250,000	0	0	0	0	0	0	0	0
Fleet Replacement	2,000,000	2,000,000	0	0	0	0	0	0	0	0	0	0
Harford County Ag Research & Exposition Center	200,000	0	0	200,000	0	0	0	0	0	0	0	0
Hazard/Flood Mitigation Assistance Program	500,000	0	0	0	0	0	0	0	0	500,000	0	0
1201 Technology Drive	2,000,000	0	0	1,000,000	0	0	0	1,000,000	0	0	0	0
Refresh Program	250,000	250,000	0	0	0	0	0	0	0	0	0	0
Safeguarding Business Operations	750,000	750,000	0	0	0	0	0	0	0	0	0	0
Site Acquisition	0	0	(5,000,000)	5,000,000	0	0	0	0	0	0	0	0
SUB-TOTAL GENERAL	**44,381,400**	**3,025,000**	**(5,000,000)**	**21,450,000**	**2,900,400**	**9,650,000**	**10,665,600**	**1,190,400**	**0**	**500,000**	**0**	**0**
STORMWATER MANAGEMENT												
County Owned Stormwater Mmgnt Rehab & Repair	100,000	100,000	0	0	0	0	0	0	0	0	0	0
County Owned Watershed Restoration Improvements	400,000	0	0	400,000	0	0	0	0	0	0	0	0
Joppatowne Area Watershed Restoration	1,400,000	0	0	800,000	0	0	0	600,000	0	0	0	0
Maintenance/Repair of Dams	400,000	50,000	0	0	0	0	0	0	0	0	0	350,000
Middle Bynum Run Watershed Restoration Improve.	200,000	0	0	200,000	0	0	0	0	0	0	0	0
Plumtree Run Watershed Restoration	2,000,000	0	0	2,000,000	0	0	0	0	0	0	0	0
Sams Branch Watershed Restoration	1,100,000	0	0	100,000	0	0	0	1,000,000	0	0	0	0
Septic System Disconnection	50,000	50,000	0	0	0	0	0	0	0	0	0	0
Stormwater Pollution Prevention	150,000	150,000	0	0	0	0	0	0	0	0	0	0
Sunnyview Stream Restoration	2,700,000	0	0	1,500,000	0	0	0	1,200,000	0	0	0	0
Watershed Restoration Assessments	1,000,000	0	0	1,000,000	0	0	0	0	0	0	0	0
Watershed Restoration Improvements	1,200,000	0	0	0	0	0	0	1,000,000	0	200,000	0	0
Watershed Restoration Maintenance	100,000	100,000	0	0	0	0	0	0	0	0	0	0
Wheel Creek Watershed Restoration	150,000	0	0	150,000	0	0	0	0	0	0	0	0
**Special Dedicated Paygo*												
SUB-TOTAL STORMWATER MANAGEMENT	**10,950,000**	**450,000**	**0**	**6,150,000**	**0**	**0**	**0**	**3,800,000**	**0**	**200,000**	**0**	**350,000**

FY 20 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPROP	TRANSFER TAX	RECORD. TAX	STATE	P.O.S.	FEDERAL	DEVELOPER	OTHER
GENERAL FUND												
PUBLIC SAFETY												
Aberdeen VFC Main Station Renovation	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0	0
EMS Station	1,500,000	0	1,500,000	0	0	0	0	0	0	0	0	0
Emergency Operations Center Complex	(5,800,000)	0	(5,800,000)	0	0	0	0	0	0	0	0	0
Mobile/Portable Radio System Upgrade	1,000,000	0	0	1,000,000	0	0	0	0	0	0	0	0
Multi-Agency Public Safety Mobile Command Ctr	1,800,000	0	1,800,000	0	0	0	0	0	0	0	0	0
Next-Gen 911	5,150,000	600,000	0	0	0	0	0	4,550,000	0	0	0	0
Public Communication in School Buildings	100,000	100,000	0	0	0	0	0	0	0	0	0	0
VFC Facility Repair	400,000	400,000	0	0	0	0	0	0	0	0	0	0
VFC Public Safety Equipment	350,000	350,000	0	0	0	0	0	0	0	0	0	0
Whiteford VFC - Renovation of Main Station	500,000	500,000	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL PUBLIC SAFETY	**6,000,000**	**2,950,000**	**(2,500,000)**	**1,000,000**	**0**	**0**	**0**	**4,550,000**	**0**	**0**	**0**	**0**
HARFORD COMMUNITY COLLEGE												
Chesapeake Welcome Center	2,183,000	0	0	1,040,000	0	0	0	1,143,000	0	0	0	0
Fallston Hall Renovations	335,000	0	0	335,000	0	0	0	0	0	0	0	0
SUB-TOTAL HARFORD COMMUNITY COLLEGE	**2,518,000**	**0**	**0**	**1,375,000**	**0**	**0**	**0**	**1,143,000**	**0**	**0**	**0**	**0**
LIBRARIES												
Technology	250,000	250,000	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL LIBRARIES	**250,000**	**250,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
BOARD OF EDUCATION												
Athletic Fields Repair and Restoration	100,000	100,000	0	0	0	0	0	0	0	0	0	0
George D. Lisby HVAC System Renovation	9,250,000	0	0	5,050,000	0	0	0	4,200,000	0	0	0	0
Havre de Grace Middle/High School Replace	13,487,000	0	0	13,487,000	0	0	0	0	0	0	0	0
North Bend ES Central Plant and Fire Alarm	2,031,000	0	0	1,221,000	0	0	0	810,000	0	0	0	0
Relocatable Classrooms	(257,000)	(257,000)	0	0	0	0	0	0	0	0	0	0
Replacement Buses	1,296,000	1,296,000	0	0	0	0	0	0	0	0	0	0
Roof Replacement - Aberdeen Middle School	1,557,000	0	0	123,000	0	0	0	1,434,000	0	0	0	0
Roof Replacement - Hickory Elementary School	1,794,000	0	0	879,000	0	0	0	915,000	0	0	0	0
Roye Williams HVAC Systemic Renovation	11,720,000	0	0	6,980,000	0	0	0	4,740,000	0	0	0	0
Security Measures	421,600	421,600	0	0	0	0	0	0	0	0	0	0
Special Education Facilities Improvements	842,000	842,000	0	0	0	0	0	0	0	0	0	0
Swimming Pool Renovations	120,000	120,000	0	0	0	0	0	0	0	0	0	0
Technology Infrastructure	500,000	500,000	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL BOARD OF EDUCATION	**42,861,600**	**3,022,600**	**0**	**27,740,000**	**0**	**0**	**0**	**12,099,000**	**0**	**0**	**0**	**0**
SUB-TOTAL GENERAL FUND CAPITAL	**106,961,000**	**9,697,600**	**(7,500,000)**	**57,715,000**	**2,900,400**	**9,650,000**	**10,665,600**	**22,782,400**	**0**	**700,000**	**0**	**350,000**

PROJECT	TOTAL	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPROP	TRANSFER TAX	RECORD. TAX	STATE	P.O.S.	FEDERAL	DEVELOPER	OTHER
FY 20 APPROVED CAPITAL BUDGET												
SOLID WASTE SERVICES												
SOLID WASTE SERVICES												
HWDC Landfill Capping	125,000	125,000	0	0	0	0	0	0	0	0	0	0
HWDC Pavement Upgrades	400,000	400,000	0	0	0	0	0	0	0	0	0	0
Solid Waste Facilities Repair Program	1,000,000	0	0	1,000,000	0	0	0	0	0	0	0	0
SUB-TOTAL SOLID WASTE CAPITAL	**1,525,000**	**525,000**	**0**	**1,000,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ALL GENERAL FUND CAPITAL	**108,486,000**	**10,222,600**	**(7,500,000)**	**58,715,000**	**2,900,400**	**9,650,000**	**10,665,600**	**22,782,400**	**0**	**700,000**	**0**	**350,000**

FY 20 APPROVED CAPITAL BUDGET

PARKS & RECREATION FUND

PROJECT	TOTAL	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPROP	TRANSFER TAX	RECORD. TAX	STATE	P.O.S.	FEDERAL	DEVELOPER	OTHER
PARKS & RECREATION												
Athletic Field Improvements	2,500,000	0	0	2,500,000	0	0	0	0	0	0	0	0
Cedar Lane Sports Complex Improvements*	100,000	0	0	0	0	0	0	0	0	0	0	100,000
Darlington Park Development	90,000	0	0	0	0	0	20,000	0	70,000	0	0	0
Dog Park Construction and Improvements	90,000	0	0	0	72,800	0	17,200	0	0	0	0	0
Edgeley Grove Farm	100,000	0	0	0	0	0	100,000	0	0	0	0	0
Edgewood Recreation and Community Center	125,000	0	0	0	0	0	125,000	0	0	0	0	0
Emmorton Recreation & Tennis Ctr Improve**	250,000	50,000	0	0	150,000	0	50,000	0	0	0	0	0
Equestrian Center Improvements	100,000	0	0	0	0	0	0	0	0	0	0	100,000
Facility Renovations	50,000	0	0	0	0	0	50,000	0	0	0	0	0
Gymnasium Floor Repair and Renovation	50,000	0	0	0	0	0	25,000	0	0	0	0	25,000
Mariner Point Park - DMP Site Remediation	100,000	0	0	0	0	0	0	100,000	0	0	0	0
Norrisville Park	125,000	0	0	0	125,000	0	0	0	0	0	0	0
Otter Point Creek Boat Launch	560,000	0	0	0	200,000	0	30,000	165,000	0	165,000	0	0
Parking Lot Paving	50,000	0	0	0	0	0	50,000	0	0	0	0	0
Parkland Acquisition	1,780,000	0	0	0	0	0	0	0	1,780,000	0	0	0
Playground Equipment	325,000	0	0	0	0	0	100,000	0	200,000	0	25,000	0
Rock Glenn Park	1,200,000	0	0	0	0	0	800,000	0	0	0	0	400,000
Swan Harbor Farm Improvements**	50,000	50,000	0	0	0	0	0	0	0	0	0	0
SWM Pond Repair and Renovation	260,000	0	0	0	160,000	0	100,000	0	0	0	0	0
Tennis/Multipurpose Court	350,000	0	0	0	0	0	200,000	0	150,000	0	0	0
Tollgate Woodshop	15,000	0	0	0	0	0	0	0	0	0	0	15,000
Trails and Linear Parks	6,000,000	0	2,500,000	0	0	0	1,000,000	0	500,000	2,000,000	0	0
TOTAL PARKS & RECREATION CAPITAL	**14,270,000**	**100,000**	**2,500,000**	**2,500,000**	**707,800**	**0**	**2,667,200**	**265,000**	**2,700,000**	**2,165,000**	**25,000**	**640,000**

**Swan Harbor Special Paygo*

***Paygo - Hotel Tax Revenue*

PROJECT	TOTAL	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPROP	TRANSFER TAX	RECORD. TAX	STATE	P.O.S.	FEDERAL	DEVELOPER	OTHER
				FY 20 APPROVED CAPITAL BUDGET								
HIGHWAYS FUND												
HIGHWAYS												
BRIDGES												
Abingdon Road Bridge #169 over CSX	250,000	0	0	50,000	0	0	0	0	0	200,000	0	0
Bridge and Road Scour Repairs	150,000	150,000	0	0	0	0	0	0	0	0	0	0
Bridge Inspection Program - Over 20' Spans	150,000	0	0	0	0	0	0	0	0	150,000	0	0
Bridge Inspection Program - Under 20' Spans	100,000	100,000	0	0	0	0	0	0	0	0	0	0
Bridge Painting	200,000	200,000	0	0	0	0	0	0	0	0	0	0
Bridge Rehabilitation	2,925,000	925,000	0	2,000,000	0	0	0	0	0	0	0	0
Chestnut Hill Bridge #40	200,000	0	0	40,000	0	0	0	0	0	160,000	0	0
Grier Nursery Road Bridge #43	500,000	0	0	100,000	0	0	0	0	0	400,000	0	0
Hookers Mill Road Bridge #13	500,000	0	0	100,000	0	0	0	0	0	400,000	0	0
Johnson Mill Road Bridge #45	90,000	0	0	90,000	0	0	0	0	0	0	0	0
Phillips Mill Road Bridge #70	2,950,000	0	0	650,000	0	0	0	0	0	2,300,000	0	0
Stafford Road Bridge #24	200,000	0	0	100,000	0	0	0	0	0	100,000	0	0
Structural Evaluation	50,000	50,000	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL BRIDGES	**8,265,000**	**1,425,000**	**0**	**3,130,000**	**0**	**0**	**0**	**0**	**0**	**3,710,000**	**0**	**0**
ROADWAYS												
Guardrails	150,000	150,000	0	0	0	0	0	0	0	0	0	0
Intersection Improvements	1,085,000	0	0	1,085,000	0	0	0	0	0	0	0	0
Schucks Road Improvements	150,000	0	0	150,000	0	0	0	0	0	0	0	0
Spesutia Road Reconstruction/Upgrade	250,000	0	0	250,000	0	0	0	0	0	0	0	0
Traffic Calming, Bicycle & Road Safety Improvements	50,000	50,000	0	0	0	0	0	0	0	0	0	0
Trimble Road (Joppa Road to Garnett Road)	25,000	25,000	0	0	0	0	0	0	0	0	0	0
Woodley Road Extension to MD 715	1,250,000	0	0	1,250,000	0	0	0	0	0	0	0	0
SUB-TOTAL ROADWAYS	**2,960,000**	**225,000**	**0**	**2,735,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

FY 20 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPROP	TRANSFER TAX	RECORD. TAX	STATE	P.O.S.	FEDERAL	DEVELOPER	OTHER
HIGHWAYS FUND												
HIGHWAYS												
RESURFACING												
Resurfacing Roadways	8,725,000	8,725,000	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL RESURFACING	**8,725,000**	**8,725,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
OTHER												
APG Gate Pilot	0	228,978	0	0	0	0	0	0	0	0	0	(228,978)
Efficiency Capital Investment Project	80,000	40,000	0	0	0	0	0	40,000	0	0	0	0
Fleet Maintenance Facility	5,510,000	0	0	5,510,000	0	0	0	0	0	0	0	0
Fleet Replacement	2,200,000	2,200,000	0	0	0	0	0	0	0	0	0	0
Highways Facilities Repair Program	100,000	0	0	100,000	0	0	0	0	0	0	0	0
Refresh Program	175,000	175,000	0	0	0	0	0	0	0	0	0	0
Safeguarding Business Operations	300,000	300,000	0	0	0	0	0	0	0	0	0	0
Sidewalks and Handicapped Ramps	150,000	150,000	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL OTHER	**8,515,000**	**3,093,978**	**0**	**5,610,000**	**0**	**0**	**0**	**40,000**	**0**	**0**	**0**	**(228,978)**
TOTAL HIGHWAYS FUND CAPITAL	**28,465,000**	**13,468,978**	**0**	**11,475,000**	**0**	**0**	**0**	**40,000**	**0**	**3,710,000**	**0**	**(228,978)**

FY 20 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPROP	TRANSFER TAX	RECORD. TAX	STATE	P.O.S.	FEDERAL	DEVELOPER	OTHER
WATER & SEWER FUND												
WATER PROJECTS												
Abingdon Road Water	(5,000,000)	0	(5,000,000)	0	0	0	0	0	0	0	0	0
Abingdon WTP pH Control System	2,500,000	0	2,500,000	0	0	0	0	0	0	0	0	0
Abingdon WTP Switch Gear/Generator	150,000	0	0	150,000	0	0	0	0	0	0	0	0
Central W&S Laboratory	85,000	85,000	0	0	0	0	0	0	0	0	0	0
Efficiency Capital Investment Projects	65,000	25,000	0	0	0	0	0	40,000	0	0	0	0
Fleet Maintenance Facility	1,080,000	0	1,080,000	0	0	0	0	0	0	0	0	0
Fleet Replacement	1,060,000	1,060,000	0	0	0	0	0	0	0	0	0	0
Havre de Grace WTP Upgrade	1,000,000	0	1,000,000	0	0	0	0	0	0	0	0	0
Infrastructure Management System Enhanc.	75,000	75,000	0	0	0	0	0	0	0	0	0	0
Oak Grove Booster Station	330,000	0	330,000	0	0	0	0	0	0	0	0	0
Refresh Program	175,000	175,000	0	0	0	0	0	0	0	0	0	0
Renewal and Replacement Water Infrastr.	1,000,000	0	1,000,000	0	0	0	0	0	0	0	0	0
Replacement of Water Booster SCADA	750,000	0	750,000	0	0	0	0	0	0	0	0	0
Safeguarding Business Operations	255,000	255,000	0	0	0	0	0	0	0	0	0	0
SCADA Information Management Systems	850,000	850,000	0	0	0	0	0	0	0	0	0	0
Tank Painting	800,000	800,000	0	0	0	0	0	0	0	0	0	0
Water & Sewer Facilities Repair Program	250,000	0	0	250,000	0	0	0	0	0	0	0	0
Water & Sewer Infrastructure Improve.	100,000	100,000	0	0	0	0	0	0	0	0	0	0
Water Meter Upgrade	250,000	250,000	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL WATER PROJECTS	**5,775,000**	**3,675,000**	**1,660,000**	**400,000**	**0**	**0**	**0**	**40,000**	**0**	**0**	**0**	**0**
SEWER PROJECTS												
Infiltration and Inflow	100,000	100,000	0	0	0	0	0	0	0	0	0	0
Lower Bynum Run Interceptor Phase 6&7	(3,000,000)	0	(3,000,000)	0	0	0	0	0	0	0	0	0
Magnolia Sewer Petition	85,000	0	0	85,000	0	0	0	0	0	0	0	0
Pumping Station Improvements	200,000	200,000	0	0	0	0	0	0	0	0	0	0
Sod Run Facility Improvements	1,000,000	0	1,000,000	0	0	0	0	0	0	0	0	0
Utility Protection/Restoration	200,000	200,000	0	0	0	0	0	0	0	0	0	0
Woodridge Sewer Petition	385,000	0	340,000	45,000	0	0	0	0	0	0	0	0
SUB-TOTAL SEWER PROJECTS	**(1,030,000)**	**500,000**	**(1,660,000)**	**130,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL WATER & SEWER FUND CAPITAL	**4,745,000**	**4,175,000**	**0**	**530,000**	**0**	**0**	**0**	**40,000**	**0**	**0**	**0**	**0**
TOTAL APPROVED CAPITAL BUDGET	**155,966,000**	**27,966,578**	**(5,000,000)**	**73,220,000**	**3,608,200**	**9,650,000**	**13,332,800**	**23,127,400**	**2,700,000**	**6,575,000**	**25,000**	**761,022**

FISCAL YEAR 2020
APPROVED CAPITAL BUDGET HIGHLIGHTS

FISCAL YEAR 2020 CAPITAL BUDGET OVERVIEW

The development of each year's budget is based on current and projected economic conditions, operational needs, the needs of the citizens, and legislated mandates; coupled with the strategic plans, fiscal policies, and management techniques adopted by the Administration. We monitor revenue trends and re-evaluate our projections throughout the year. This analysis, along with recommendations from our Spending Affordability Committee, provides the Administration with the knowledge of how much total funding is available to allocate to the upcoming budget, as well as the source of the revenue, its trends, and whether the funds are "one-time" or "ongoing" in nature. The Administration is committed to spending only what we can afford. We will incur debt only when we are confident that sustainable resources will be available to retire that debt. We will appropriate "one-time" revenues for "one-time" expenses only; and we will not commit to future expenses without identifying revenues which will be available to support them.

The Approved Fiscal Year 2020 Capital Budget consists of 131 projects at a total cost of $155,966,000. With the continued demands of a tough economy this budget supports our most pressing challenges including school modernization issues, public safety, sustaining a strong infrastructure, and the environment.

Harford County's financial operations are characterized by maintenance of sound reserves, a conservative approach to budget development, and timely revenue and spending adjustments. Fiscal policies governing multi-year planning, reserve retention and use of surplus funds for capital and other one-time spending aid in steady operating performance. In January, 2019, Moody's Investor Service, Fitch Ratings and Standard and Poor's all reaffirmed Harford County's AAA bond rating.

The County imposes a Recordation Tax on home sales and refinances, and a Transfer Tax on the sale of new or existing homes. Each of these generate revenues that are in part restricted to school construction and/or school debt service. A description of Recordation and Transfer Tax history and restrictions can be found later on in this section of the capital budget book.

FISCAL YEAR 2020 EXPENDITURES

General Capital Projects

The County Capital Budget consists of 11 General projects for FY 2020, totaling $44,381,400. Projects in the General category for FY 2020 include debt service for the Board of Education, a project to fund repairs and renovations to County buildings and structures; fleet replacement; construction of a new fleet maintenance facility to be utilized jointly by Harford County and the public schools and roof repairs and other mechanical renovations to 1201 Technology Drive.

Stormwater Management

The FY 2020 Stormwater Management Capital budget consists of 14 projects and totals $10,950,000. Under the National Pollutant Discharge Elimination System (NPDES) Permit, the County must assess potential watershed projects and then restore and improve watersheds to reduce pollutants and improve water quality. Funds will provide for stormwater enhancement, maintenance and repair of dams, as well as stream and watershed restorations.

Public Safety

Harford County continues to ensure that public safety providers have the necessary tools and technology to meet the County's growing demand for emergency services. The FY 2020 Capital Budget includes funding for the purchase and installation of bi-direction amplifiers (BDA's) in County schools, therefore greatly improving radio coverage for public safety; for replacement of Self Contained Breathing Apparatus (SCBA's) and Electronic Monitor Defibrillators for first responders; moblie/ portable radio system upgrades for public safety and public service; a multi-agency public safety mobile command center; and for the Volunteer Fire Companies to repair/renovate their existing stations to include systemic repairs, roofs, paving, etc.

Funds are also included in FY 2020 for renovation of the Whiteford and Aberdeen volunteer fire companies main stations; construction of a new County EMS station; and funds to upgrade 40 year old technology at our 911 Center with Next Gen Technology.

Board of Education Projects

The Board of Education capital budget includes priority funding for cameras to increase security in our schools and improvements to our Special Education facilities. In addition the final phase of funding is provided for the replacement of Havre de Grace Middle/High School and the roof at Aberdeen Middle School. Funding is also included for HVAC systemic renovations at George D. Lisby and Roye Williams elementary schools; replacement of the Hickory elementary school roof; and replacement of chiller, cooling towers and fire alarms at North Bend elementary school; the replacement of 12 special needs buses that have reached the mandated state law for age of vehicle and continued funding for technology infrastructure.

Solid Waste Services Projects

The Solid waste services capital budget has appropriated funding for renovations, repairs and replacement of facilities to include site improvements, roofing, electrical, etc., as well as funding to continue planning, designing and construction of capping system and pavement upgrades.

FISCAL YEAR 2020
APPROVED CAPITAL BUDGET HIGHLIGHTS

Parks and Recreation Projects

Parks and Recreation continues to provide citizens with a diversified menu of recreational opportunities as well as the acquisition and protection of open space. To accomplish this for FY 2020, Harford County has appropriated funds for 22 projects totaling $14,270,000. These projects include the development/improvements of many parks and complexes, facility renovations, dredging, parkland acquisition, athletic field improvements (both natural and synthetic), and playground equipment replacements.

Highways Projects

Funding for Highways projects is derived from dedicated revenues, developer contributions, and Federal grants. The majority of revenues available to the Highways Fund are generated from the County's Property Tax differential ($0.1483 per $100 of assessed property value outside the three municipalities).

There are 29 projects funded for the Highways Capital budget, totaling $28,465,000. The Highways budget is divided into four sections: Bridges, Roadways, Resurfacing, and "Other". In addition to the 1,070 miles of roadways and 225 County bridges, Harford County Highways projects must also provide for culvert rehabilitations, guardrails, sidewalks and handicapped ramps, stormdrain rehabilitation, traffic signals and road safety improvements. For FY 2020 there is also funding for technology related projects such as modernizing and integrating software applications, fleet replacement, and infrastructure projects at various Highways facilities that will increase operational efficiency.

Water and Sewer Projects

The Water and Sewer Capital Budget proposes funding for 26 capital projects in FY 2020 totaling $4,745,000. These projects continue to provide improvements and future growth to Harford County's existing infrastructure.

Funding proposed for FY 2020 provides for infrastructure improvement projects, replacement of essential vehicles and equipment, construction of a new pH control system at the the Abingdon Water Treatment Plant and facility improvements at the Sod Run Waste Water Treatment Plant. As seen in the Highways and General projects, Harford County has also provided funding for information technology projects within the Water and Sewer Capital budget. These projects are vital to the efficiency of Water and Sewer operations.

HARFORD COUNTY, MARYLAND
STATEMENTS OF ESTIMATED UNAPPROPRIATED FUND BALANCES
CAPITAL FUND

	GENERAL	HIGHWAYS	PARKS & REC.	TOTAL
TOTAL FUND BALANCE AT June 30, 2018	29,569,856	11,974,898	2,311,950	43,856,704
Less: Restricted Fund Balance				
Recordation and Transfer Tax	4,670,481	0	977,146	5,647,627
Bond Proceeds	19,394,585	0	0	19,394,585
Less: Unrestricted Fund Balance				
Appropriation of Fund Balance	267,506	215,802	0	483,308
Encumbrances	5,237,284	11,759,096	1,334,804	18,331,184
	29,569,856	11,974,898	2,311,950	43,856,704
Fund Balance Available for Appropriation at June 30, 2018				
Undesignated Fund Balance	0	0	0	0
Estimated Revenues - Open Project	637,002,750	122,846,827	86,305,020	846,154,597
Estimated Expenditures - Open Project	(636,963,968)	(122,840,523)	(85,879,658)	(845,684,149)
Fund Balance Available for Appropriation at June 30, 2019				
Undesignated Fund Balance	38,782	6,304	425,362	470,448
Fund Balance Available for Appropriation at June 30, 2019				
Undesignated Fund Balance	38,782	6,304	425,362	470,448
Estimated Revenues Fiscal Year 2020				
Paygo	10,222,600	13,468,978	100,000	23,791,578
Recordation Tax	10,665,600	0	2,667,200	13,332,800
Transfer Tax	9,650,000	0	0	9,650,000
Reappropriated from Prior Projects	2,900,400	0	707,800	3,608,200
Future Bonds	58,715,000	11,475,000	2,500,000	72,690,000
Prior Bonds	(7,500,000)	0	2,500,000	(5,000,000)
Federal Grant	700,000	3,710,000	2,165,000	6,575,000
State Bonds	14,242,000	0	0	14,242,000
State Grants	8,540,400	40,000	2,965,000	11,545,400
Developer Contribution	0	0	25,000	25,000
Other	350,000	(228,978)	640,000	761,022
Total Estimated Revenues Fiscal Year 2020	108,486,000	28,465,000	14,270,000	151,221,000
Estimated Expenditures Fiscal Year 2020	(108,486,000)	(28,465,000)	(14,270,000)	(151,221,000)
Fund Balance Available for Appropriation at June 30, 2020				
Undesignated Fund Balance	38,782	6,304	425,362	470,448

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNRESTRICTED NET ASSETS
WATER & SEWER CAPITAL FUND

	WATER & SEWER
Unrestricted Net Assets June 30, 2019	0
Estimated Revenues - Open Projects	203,550,658
Estimated Expenditures - Open Projects	(203,550,658)
Estimated Unrestricted Net Assets June 30, 2020	0
Estimated Revenues Fiscal Year 2020	
Paygo	4,175,000
Future Bonds	530,000
State	40,000
Developer	0
Total Estimated Revenues Fiscal Year 2020	4,745,000
Estimated Expenditures Fiscal Year 2020	(4,745,000)
Estimated Unrestricted Net Assets June 30, 2020	0

DEDICATED RECORDATION TAX

STATEMENT OF ESTIMATED UNAPPROPRIATED FUND BALANCE

	BOARD OF EDUCATION	PARKS & RECREATION	STORMWATER MANAGEMENT DEBT SERVICE
UNDESIGNATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2018	2,860,973	977,146	6,518,730
Plus Fiscal Year 2019 Estimated Recordation Tax Revenues	10,665,600	2,667,200	2,667,200
Plus Fiscal Year 2019 Estimated Other Revenue	0	0	124,021
Less Fiscal Year 2019 Estimated Expenditures	(12,406,700)	(3,080,000)	(851,757)
ESTIMATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	1,119,873	564,346	8,458,194
Plus Fiscal Year 2020 Estimated Revenues:			
Plus Fiscal Year 2020 Estimated Recordation Tax Revenues	10,665,600	2,667,200	2,667,200
Plus Fiscal Year 2020 Estimated Recordation Tax Revenues	0	0	65,800
Less Fiscal Year 2020 Estimated Expenditures	(11,765,600)	(3,227,200)	(2,733,000)
ESTIMATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2020	19,873	4,346	8,458,194

DEDICATED TRANSFER TAX
STATEMENT OF ESTIMATED UNAPPROPRIATED FUND BALANCE

	AGRICULTURAL PRESERVATION	BOARD OF EDUCATION
TOTAL FUND BALANCE AT JUNE 30, 2018	40,390,824	1,809,507
Plus Fiscal Year 2019 Estimated Revenues:		
Transfer Tax		
2019 Transfer Tax Receipts	9,350,000	9,350,000
Other Revenues	4,270,000	0
Less Fiscal Year 2019 Estimated Expenditures	(23,799,536)	(9,350,000)
Less: Committed Fund Balance Designated for Other Purposes	(19,617,798)	0
UNDESIGNATED TRANSFER TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	10,593,490	1,809,507
Plus Fiscal Year 2020 Estimated Revenues:		
Transfer Tax		
2020 Transfer Tax receipts	9,650,000	9,650,000
Other Revenue	3,077,000	0
Less Fiscal Year 2020 Estimated Expenditures	(12,727,000)	(11,450,400)
ESTIMATED TRANSFER TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2020	10,593,490	9,107

DEDICATED IMPACT FEE
STATEMENT OF ESTIMATED UNAPPROPRIATED FUND BALANCE

	BOARD OF EDUCATION
UNDESIGNATED IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2018	0
Plus Fiscal Year 2019 Estimated Impact Fee Revenues	3,500,000
Less Fiscal Year 2019 Estimated Expenditures	(3,500,000)
ESTIMATE IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2019	0
Plus Fiscal Year 2020 Estimated Revenues:	
Fiscal Year 2020 Impact Fee Revenues	3,500,000
Less Fiscal Year 2020 Estimated Expenditures	(3,500,000)
ESTIMATED IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2020	0

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 20 Budget Appropriation	Total Project Cost	Operating Budget Impact
GENERAL PROJECTS:			
Harford County Agricultural Research and Exposition Center This project will provide funding for site, engineering and construction costs of an agricultural research and exposition facility in Harford County.	200,000	1,600,000	There will be an impact on utility services and contractual services (electric, janitorial, trash and septic).
STORMWATER MANAGEMENT PROJECTS:			
County Owned Watershed Restoration Improvements This project will be used for design & construction of projects located on County owned property. Water quality restoration projects are required under the County's municipal NPDES or MS4 permit and through the Chesapeake Bay Watershed Implementation Plan as required under the Bay TMDL.	400,000	28,525,000	Long term maintenance fees for new stormwater facilities.
Joppatowne Area Watershed Restoration This project will provide funds for dredging in the tidal areas of Foster Branch and Rumsey Island, required for boating access. A watershed assessment in 2012 provided prioritized recommendations for restoration projects.	1,400,000	8,550,000	Long term maintenance fees for new stormwater facilities.
Middle Bynum Run Watershed Restoration Improvements This project will assess and prioritize restoration projects including stream restorations and stormwater management retrofits to improve water quality.	200,000	200,000	Long term maintenance fees for new stormwater facilities.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 20 Budget Appropriation	Total Project Cost	Operating Budget Impact
Plumtree Run Watershed Restoration The Plumtree Run Watershed is the most developed watershed in Harford County. This project will include prioritized recommendations including ten stream restorations and seven stormwater management retrofits.	2,000,000	12,143,452	Long term maintenance fees for new stormwater facilities.
Sams Branch Watershed Restoration Sams Branch Watershed drains from Edgewood Elementary School through the Edgewood Meadows community to Otter Point Creek. This project will fund restoration projects that were identified as part of the assessment and monitoring plan for this watershed.	$1,100,000	5,772,922	Long term maintenance fees for new stormwater facilties.
Sunnyview Stream Restoration This project will fund the design and construction of a stream restoration on Farnandis Branch, restoring 2,220 feet of stream as a result of the project.	2,700,000	4,692,220	Long term maintenance fees for new stormwater facilties.
Wheel Creek Watershed Restoration The Wheel Creek Watershed assessment prioritized recommendations for restoration projects, including four stream restorations and five stormwater management retrofit projects that provide the most cost effective improvements to water quality for the 435 acre watershed.	150,000	$7,139,607	Long term maintenance fees for new stormwater facilities.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 20 Budget Appropriation	Total Project Cost	Operating Budget Impact
PUBLIC SAFETY PROJECTS:			
Mobile/Portable Radio Upgrades This project provides radio service/support for all county law enforcement, public safety, and public service entities.	1,000,000	2,150,000	Ongoing maintenance of radio equipment.
Multi-Agency Public Safety Mobile Command Center This project provides radio service/support for all County law enforcement, public safety, and public service entities.	1,800,000	1,800,000	Ongoing maintenance of the command vehicle and equipment.
PARKS AND RECREATION PROJECTS:			
Athletic Field Improvements Construction of synthetic turf stadium field at Patterson Mill Middle/High School; and design of a synthetic turf field for Field 13 at Cedar Lane Park.	2,500,000	27,550,000	Weekly maintenance, including field grooming.
Norrisville Park Design of an active park site on the former Bragg property, just south of the current Norrisville Recreation Center and Library.	125,000	1,325,000	Weekly maintenance, including grass mowing and trash collection.
Trails and Linear Parks Design and construction of the connecting section of the Ma and Pa Trail from Williams Street trailhead to the Blake's venture Park.	6,000,000	15,600,000	Weekly maintenance, including trail maintenance and trash collection.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 20 Budget Appropriation	Total Project Cost	Operating Budget Impact
PARKS AND RECREATION PROJECTS:			
Parkland Acquisition This project is for acquisition of property to add to the County park inventory. The amount of acreage the Department is able to purchase is affected by the location and price of each parcel. Since 2006, the Department has added over 450 acres to its inventory. While not all of these sites required regular mowing at the time of their acquisition, most of the acreage will be developed into future park sites if they have not already been developed and require more intensive maintenance.	1,780,000	16,361,000	The Department currently pays approximately $26.10/acre to mow at park sites. Assuming a site is mowed 29 times per mowing season and assuming only half of the added acreage (225) will be mowed, the cost to maintain this addt'l acreage is $170,302 per mowing season.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 20 Budget Appropriation	Total Project Cost	Operating Budget Impact
HIGHWAYS PROJECTS:			
Fleet Replacement The purpose of this project is to replace existing vehicles and equipment that has exceeded their useful life.	2,200,000	14,142,000	Long term reductions in vehicle maintenance expenditures and downtime of needed equipment.
Refresh Program This project is to refresh computers, network infrastructure, servers, storage, software and peripherals throughout the County.	175,000	690,500	Ability to order large volume of computers at one time, reducing the impact of replacing too much equipment at one time.
Safeguarding Business Operations The purpose of this project is to integrate and modernize enterprise software applications and architecture across the County. Projects will include Enterprise Resource Planning, Applications, & Database modernization.	300,000	3,637,450	Annual license/maintenance fees associated with this project.
Resurfacing Roadways The purpose of this project is to upgrade and overlay the County's 630+ miles of asphalt road.	8,725,000	67,318,262	Potential for long term reductions in material costs for roadway repairs.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 20 Budget Appropriation	Total Project Cost	Operating Budget Impact
WATER AND SEWER PROJECTS:			
Fleet Replacement The purpose of this project is to replace existing vehicles and equipment that has exceeded their useful life.	1,060,000	10,122,000	Long term reductions in vehicle maintenance expenditures and downtime of needed equipment.
Refresh Program This project is to refresh computers, network infrastructure, servers, storage, software and peripherals throughout the County.	175,000	717,000	Ability to order large volume of computers at one time, reducing the impact of replacing too much equipment at one time.
Safeguarding Business Operations The purpose of this project is to integrate and modernize enterprise software applications and architecture across the County. Projects will include Enterprise Resource Planning, Applications, & Database modernization.	255,000	3,841,650	Annual license/maintenance fees associated with this project.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Included in the capital budget are projects that have prior and current county bond funding. The county must take whatever actions are necessary to assure repayment, and estimates the debt service cost annually. Bonds are typically used to finance the capital portion of tax supported general public purpose governmental activities, including schools, public safety, highways and water and sewer areas.

PROJECTS THAT IMPACT DEBT SERVICE - ESTIMATED ANNUAL DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
GENERAL PROJECTS:			
Facilities Repair Program	$18,867,396	$2,000,000	$582,200
Fleet Maintenance Facility	$2,096,000	$13,250,000	$428,153
Harford County Agricultural Research Exposition Center	$1,250,000	$200,000	$40,455
Site Acquisition	$19,007,761	$5,000,000	$669,817
1201 Technology Drive	$0	$1,000,000	$27,900
Courthouse Building Repairs	$9,800,000	$0	$273,420
Abingdon Library Window Replacement	$589,000	$0	$15,785
45 South Main Street - Add Emergency Power Systems	$600,000	$0	$59,788
Harford County Metro Area Network (HMAN)	$16,200,000	$0	$434,160

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
STORMWATER MANAGEMENT PROJECTS:			
County Owned Watershed Restoration Improvements	$6,150,000	$400,000	$182,745
Joppatowne Area Watershed Restoration	$2,150,000	$800,000	$82,305
Middle Bynum Run Watershed Restoration Improvements	$0	$200,000	$5,580
Plumtree Run Watershed Restoration	$2,650,000	$2,000,000	$129,735
Sams Branch Watershed Restoration	$770,000	$100,000	$24,273
Sunnyview Stream Restoration	$700,000	$1,500,000	$61,380
Watershed Restoration Assessment	$4,050,000	$1,000,000	$140,895
Watershed Restoration Improvements	$1,650,000	$0	$46,035
Watershed Restoration Maintenance	$160,000	$0	$4,464
Wheel Creek Watershed Restoration	$1,300,000	$150,000	$40,455
Riverside Area Watershed Restoration	$1,720,000	$0	$47,988
Upper Bynum Run Watershed Restoration Improvements	$1,200,000	$0	$33,480
Bynum Run @ St. Andrews Way Stream Restoration	$1,000,000	$0	$26,800

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
PUBLIC SAFETY PROJECTS:			
EMS Station	$0	$1,500,000	$41,850
Emergency Operations Center	$32,661,500	$0	911,256
Mobile/Portable Radio System Upgrade	$1,000,000	$1,000,000	55,800
Multi-Agency Public Safety Mobile Command Center	$0	$1,800,000	$50,220
HARFORD COMMUNITY COLLEGE PROJECTS:			
Chesapeake Welcome Center	$0	$1,040,000	$29,016
Fallston Hall Renovations	$3,040,000	$335,000	$94,163
Edgewood Hall Renovation & Expansion	$3,772,000	$0	$374,260
HARFORD COUNTY PUBLIC LIBRARIES PROJECTS:			
Havre de Grace Expansion	$6,720,000	$0	$629,162
BOARD OF EDUCATION PROJECTS:			
George D. Lisby HVAC Systemic Renovation	$0	$5,050,000	$140,895
Havre de Grace Middle/High School Replacement	$63,987,000	$13,487,000	$2,161,525
North Bend ES Central Plant & Fire Alarm Upgrade	$0	$1,221,000	$34,066

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
BOARD OF EDUCATION PROJECTS (cont.):			
Replacement Buses	$1,476,623	$0	$59,169
Roof Replacement - Aberdeen Middle School	$1,219,000	$123,000	$37,442
Roof Replacement - Hickory Elementary School	$0	$879,000	$24,524
Roye Williams HVAC Systemic Renovation	$0	$6,980,000	$194,742
Swimming Pool Renovations	$247,887	$0	$6,916
Technology Infrastructure	$2,400,822	$0	$66,983
Major HVAC Repairs	$6,258,180	$0	$174,603
ADA Improvements	$300,000	$0	$8,370
Bel Air ES HVAC Systemic Renovation & Open Space Enclosure	$3,970,000	$0	$106,936
Center for Educational Opportunity - HVAC	$2,220,000	$0	$61,380
Darlington ES Comprehensive HVAC Systemic Project	$1,035,000	$0	$138,150
Fallston Chiller Replacement	$446,000	$0	$11,953
Fallston HS Comprehensive HVAC Systemic Project	$7,673,940	$0	$737,960
Fire Alarm and ER Communication	$282,600	$0	$7,885

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
BOARD OF EDUCATION PROJECTS (cont.):			
Homestead Wakefield ES Modernization	$32,454	$0	$3,560
Joppatowne High School Systemic Project	$7,400,000	$0	206,460
North Harford High School Modernization	$18,174,843	$0	507,078
North Harford MS Domestic Water Improvements	$1,000,000	$0	$45,000
Prospect Mill Elementary School HVAC	$2,294,000	$0	$64,003
Red Pump Road Elementary School	$26,080,080	$0	$727,634
Riverside Elementary School HVAC Systemic Renovation	$4,097,607	$0	$42,300
Roof Replacement - Joppatowne High School	$1,115,000	$0	$31,109
Roof Replacement - North Harford Elementary School	$495,000	$0	$13,811
Roofing Replacement 07	$202,495	$0	$5,650
William Paca/Old Post ES Open Space Enclosure	$1,261,000	$0	$35,182
SOLID WASTE PROJECTS:			
Solid Waste Facilities Repair Program	$0	$1,000,000	$27,900

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
SOLID WASTE PROJECTS (cont.):			
HWDC Compost Area Facilities	$525,000	$0	$14,678
HWDC Expansion	$19,001,127	$0	$530,131
Tollgate Landfill Gas System	$650,000	$0	$18,135
Tollgate Yard Trim Recycling Center	$949,314	$0	$26,486
PARKS AND RECREATION PROJECTS:			
Athletic Field Improvements	$10,400,000	$2,500,000	$359,910
Cedar Lane Sports Complex Improvements	$100,000	$0	$8,623
Magnolia Complex Development	$1,650,000	$0	$66,075
Churchville Complex Development	$7,176,830	$0	$653,243
Enlarged Gymnasiums & Joint Facilities	$1,200,000	$0	$60,000
Heavenly Waters Park	$1,100,000	$0	$117,474
Shucks Road Regional Complex	$2,530,000	$0	$222,404
TOTAL ESTIMATED ANNUAL DEBT SERVICE - GENERAL FUND			**$13,303,343**

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
HIGHWAYS PROJECTS:			
Abingdon Road Bridge #169 over CSX	$200,000	$50,000	$6,975
Bridge Rehabilitation	$0	$2,000,000	$55,800
Chestnut Hill Bridge #40	$348,000	$40,000	$10,825
Grier Nursery Road Bridge #43	$0	$100,000	$2,790
Hookers Mill Road Bridge	$0	$100,000	$2,790
Johnson Mill Road Bridge #45	$260,000	$90,000	$9,765
Phillips Mill Road Bridge #70	$100,000	$650,000	$20,925
Stafford Road Bridge #24	$65,000	$100,000	$4,604
Carrs Mill Road Bridge #216	$100,000	$0	$9,976
Glen Cove Road Bridge #156	$200,000	$0	$5,580
Green Road Bridges #119 and #122	$879,558	$0	$23,572
New Park Road Bridge #125	$925,000	$0	$2,220

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
HIGHWAYS PROJECTS (cont.):			
Robinson Mill Road Bridge #154	$185,000	$0	$5,162
Snake Lane Bridge #31	$900,000	$0	$25,110
Intersection Improvements	$0	$1,085,000	$30,272
Schucks Road Improvements	$400,000	$150,000	$15,345
Spesutia Road Reconstruction/Upgrade	$0	$250,000	$6,975
Woodley Road Extension to MD 715	$0	$1,250,000	$34,875
MD 152/Oakmont Road/Port Lane	$732	$0	$62
Moores Mill Road	$6,730,975	$0	$187,794
Fleet Maintenance Facility	$716,000	$5,510,000	$173,705
Highways Facilities Repair Program	$0	$100,000	$2,790
WATER AND SEWER PROJECTS:			
Oak Grove Booster Station	$0	$330,000	$9,207
Abingdon Road Water	$8,300,000	$(5,000,000)	$92,070

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
WATER AND SEWER PROJECTS (cont.):			
Abingdon Water Treatment Plant pH Control System	$250,000	$2,500,000	$76,725
Abingdon WTP Switch Gear/Generator Upgrade	$0	$150,000	$4,185
Water and Sewer Facilities Repair Program	$0	$250,000	$6,975
Fleet Maintenance Facility	$140,000	$1,080,000	$34,038
Havre de Grace Water Treatment Plant Upgrade	$150,000	$1,000,000	$32,085
Renewal and Replacement Water Infrastructure	$300,000	$1,000,000	$36,270
Replacement of Water Booster Station SCADA	$1,200,000	$750,000	$54,405
Perryman Wellfield Improvements	$150,000	$0	$4,185
US 40 Water Main Replacement	$200,000	$0	$5,580
Abingdon WTP Expansion	$76,532,460	$0	$2,135,256
City of Baltimore - Deer Creek PS & Valve Improvements	$3,700,000	$0	$295,830
City of Baltimore Raw Water Supply	$3,300,000	$0	$308,142
Magnolia Booster Station	$1,450,000	$0	$143,438

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
WATER AND SEWER PROJECTS (cont.):			
US 40 and Rt. 159 SHA Water Relocation	$3,900,000	$0	$104,520
Lower Bynum Run Interceptor Phase 6&7	$11,647,154	$(3,000,000)	$241,256
Magnolia Sewer Petition	$0	$85,000	$2,372
Sod Run Facility Improvements	$2,900,000	$1,000,000	$80,910
Woodridge Sewer Petition	$0	$385,000	$10,742
Bio Solids Facilities Enhancements	$8,700,000	$0	$242,730
Sod Run WWTP Ultraviolet Disinfection Project	$3,000,000	$0	$83,700
Bill Bass PS FM Replacement	$790,102	$0	$22,044
Brentwood Park Pumping Station Improvements	$1,250,000	$0	$33,500
Bush Creek Pump Station	$26,500,000	$0	$2,532,141
Edgewood Interceptor Sewer Parallel	$650,000	$0	$47,074
Fallston Area Sewer	$3,800,000	$0	$101,840

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET
PROJECTS THAT IMPACT DEBT SERVICE

Project Title	Prior Bond Appropriation	FY 20 Bond Funding	Estimated Annual Debt Service
WATER AND SEWER PROJECTS (cont.):			
Hickory Sewer Infrastructure Improvement Project	$3,000,000	$0	$83,700
Oaklyn Manor/Joppa Area Relief	$1,005,000	$0	$87,098
TOTAL ESTIMATED ANNUAL DEBT SERVICE - WATER & SEWER FUND:			**$6,912,018**

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
TOTAL COUNTY BY CATEGORY								
GENERAL FUND								
General Capital	277,319,640	118,613,240	44,381,400	23,275,000	22,775,000	22,775,000	22,750,000	22,750,000
Stormwater Management	123,102,508	53,652,508	10,950,000	11,700,000	11,550,000	11,650,000	11,750,000	11,850,000
Sheriff/Emergency/Fire	61,504,525	50,754,525	6,000,000	950,000	950,000	950,000	950,000	950,000
Harford Community College	47,292,800	15,439,800	2,518,000	27,153,000	2,182,000	0	0	0
Library	11,525,460	10,025,460	250,000	250,000	250,000	250,000	250,000	250,000
Board of Education	383,348,506	316,160,406	42,861,600	5,430,000	4,837,000	4,673,000	4,695,500	4,691,000
SUB-TOTAL GENERAL FUND PROJECTS	**904,093,439**	**564,645,939**	**106,961,000**	**68,758,000**	**42,544,000**	**40,298,000**	**40,395,500**	**40,491,000**
SOLID WASTE SERVICES	**55,394,767**	**50,344,767**	**1,525,000**	**675,000**	**825,000**	**700,000**	**675,000**	**650,000**
PARKS & RECREATION	**162,695,020**	**87,205,020**	**14,270,000**	**8,555,000**	**16,280,000**	**15,160,000**	**13,815,000**	**7,410,000**
HIGHWAYS FUND								
Bridges	67,385,468	31,555,468	8,265,000	9,130,000	5,275,000	5,775,000	3,305,000	4,080,000
Roadways	48,276,682	24,031,682	2,960,000	7,700,000	6,250,000	2,225,000	1,835,000	3,275,000
Resurfacing	89,878,154	34,778,154	8,725,000	9,075,000	9,325,000	9,325,000	9,325,000	9,325,000
Other	36,135,750	25,650,750	8,515,000	810,000	290,000	290,000	290,000	290,000
TOTAL HIGHWAYS PROJECTS	**241,676,054**	**116,016,054**	**28,465,000**	**26,715,000**	**21,140,000**	**17,615,000**	**14,755,000**	**16,970,000**
WATER & SEWER FUNDS								
Water Projects	158,744,650	122,919,650	5,775,000	5,500,000	3,900,000	4,350,000	9,500,000	6,800,000
Sewer Projects	115,501,008	76,631,008	(1,030,000)	9,800,000	12,700,000	12,600,000	1,500,000	3,300,000
TOTAL WATER & SEWER PROJECTS	**274,245,658**	**199,550,658**	**4,745,000**	**15,300,000**	**16,600,000**	**16,950,000**	**11,000,000**	**10,100,000**
COUNTY TOTAL BY PROJECTS	**1,638,104,938**	**1,017,762,438**	**155,966,000**	**120,003,000**	**97,389,000**	**90,723,000**	**80,640,500**	**75,621,000**

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
TOTAL COUNTY BY FUND SOURCE								
Paygo (All)	355,278,827	216,715,749	27,966,578	20,570,000	21,102,000	20,898,000	23,045,500	24,981,000
Future Bonds	250,532,500	0	73,220,000	48,902,500	42,245,000	36,855,000	28,480,000	20,830,000
Prior Bonds	557,963,306	562,963,306	(5,000,000)	0	0	0	0	0
Reappropriated	29,270,618	25,662,418	3,608,200	0	0	0	0	0
Transfer Tax	62,278,009	7,628,009	9,650,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
Recordation Tax	87,842,733	18,484,933	13,332,800	11,720,000	11,365,000	11,085,000	11,090,000	10,765,000
State	176,502,916	107,303,016	23,027,400	20,505,500	8,282,000	6,115,000	5,600,000	5,670,000
Program Open Space	26,441,000	14,076,000	2,700,000	1,825,000	1,900,000	1,775,000	2,300,000	1,865,000
Federal	47,451,276	25,676,276	6,575,000	6,070,000	2,570,000	4,260,000	450,000	1,850,000
Developer	4,739,150	4,114,150	25,000	150,000	150,000	100,000	100,000	100,000
Other	38,244,603	33,578,581	861,022	1,260,000	775,000	635,000	575,000	560,000
Lease Purchase	1,560,000	1,560,000	0	0	0	0	0	0
COUNTY TOTAL BY FUNDING SOURCE	**1,638,104,938**	**1,017,762,438**	**155,966,000**	**120,003,000**	**97,389,000**	**90,723,000**	**80,640,500**	**75,621,000**

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
GENERAL FUND								
GENERAL CAPITAL								
FY 20 Funded Projects:								
Board of Education Debt Service 20	113,216,000	0	23,216,000	18,000,000	18,000,000	18,000,000	18,000,000	18,000,000
Efficiency Capital Investment Projects	1,235,400	1,095,000	65,400	25,000	25,000	25,000	0	0
Facilities Repair Program	41,012,301	28,862,301	2,150,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Fleet Maintenance Facility	15,346,000	2,096,000	13,250,000	0	0	0	0	0
Fleet Replacement	23,040,000	11,040,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Harford County Ag Research & Exposition Center	1,600,000	1,400,000	200,000	0	0	0	0	0
Hazard/Flood Mitigation Assistance Program	500,000	0	500,000	0	0	0	0	0
1201 Technology Drive	2,000,000	0	2,000,000	0	0	0	0	0
Refresh Program	4,603,478	3,103,478	250,000	250,000	250,000	250,000	250,000	250,000
Safeguarding Business Operations	17,525,400	16,775,400	750,000	0	0	0	0	0
Site Acquisition	27,257,761	24,757,761	0	500,000	500,000	500,000	500,000	500,000
Outyear Projects:								
Courthouse Building Repairs	10,534,900	10,034,900	0	500,000	0	0	0	0
Open Projects:	0	0	0	0	0	0	0	0
Aberdeen Library Roof and Windows	388,000	388,000	0	0	0	0	0	0
Abingdon Library Window Replacement	1,259,000	1,259,000	0	0	0	0	0	0
Edgewood Library Roof Replacement	221,400	221,400	0	0	0	0	0	0
45 South Main Street - Add Emergency Power Systems	600,000	600,000	0	0	0	0	0	0
Harford Cable Network High-Definition Upgrade	600,000	600,000	0	0	0	0	0	0
Harford County Metro Area Network (HMAN)	16,280,000	16,280,000	0	0	0	0	0	0
Repairs to 45 South Main Street Building	100,000	100,000	0	0	0	0	0	0
General Capital Total by Project	277,319,640	118,613,240	44,381,400	23,275,000	22,775,000	22,775,000	22,750,000	22,750,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
GENERAL FUND								
Paygo	52,335,996	37,985,996	3,025,000	2,275,000	2,275,000	2,275,000	2,250,000	2,250,000
Prior Paygo	0	0	0	0	0	0	0	0
Reappropriated	3,017,595	117,195	2,900,400	0	0	0	0	0
Future Bonds	34,450,000	0	21,450,000	3,000,000	2,500,000	2,500,000	2,500,000	2,500,000
Prior Bonds	68,410,157	73,410,157	(5,000,000)	0	0	0	0	0
Transfer Tax	54,650,000	0	9,650,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
Recordation Tax	55,665,600	0	10,665,600	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
State	3,675,100	2,484,700	1,190,400	0	0	0	0	0
Federal	3,225,692	2,725,692	500,000	0	0	0	0	0
Developer	0	0	0	0	0	0	0	0
Other	329,500	329,500	0	0	0	0	0	0
Lease Purchase	1,560,000	1,560,000	0	0	0	0	0	0
General Capital Total by Fund	277,319,640	118,613,240	44,381,400	23,275,000	22,775,000	22,775,000	22,750,000	22,750,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
STORMWATER MANAGEMENT								
FY 20 Funded Projects:								
County Owned Stormwater Management Rehab & Repair	750,000	150,000	100,000	100,000	100,000	100,000	100,000	100,000
County Owned Watershed Restoration Improvements	28,525,000	10,400,000	400,000	3,225,000	3,475,000	3,575,000	3,675,000	3,775,000
Joppatowne Area Watershed Restoration	8,550,000	4,400,000	1,400,000	550,000	550,000	550,000	550,000	550,000
Maintenance/Repair of Dams	4,455,000	2,055,000	400,000	400,000	400,000	400,000	400,000	400,000
Middle Bynum Run Watershed Restoration Improvements	200,000	0	200,000	0	0	0	0	0
Plumtree Run Watershed Restoration	12,143,452	5,643,452	2,000,000	900,000	900,000	900,000	900,000	900,000
Sams Branch Watershed Restoration	5,772,922	2,672,922	1,100,000	400,000	400,000	400,000	400,000	400,000
Septic System Disconnection	700,000	150,000	50,000	300,000	50,000	50,000	50,000	50,000
Stormwater Pollution Prevention	1,931,395	1,031,395	150,000	150,000	150,000	150,000	150,000	150,000
Sunnyview Stream Restoration	4,692,220	1,992,220	2,700,000	0	0	0	0	0
Watershed Restoration Assessment	16,500,000	5,500,000	1,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Watershed Restoration Improvements	6,200,000	2,250,000	1,200,000	550,000	550,000	550,000	550,000	550,000
Watershed Restoration Maintenance	960,000	360,000	100,000	100,000	100,000	100,000	100,000	100,000
Wheel Creek Watershed Restoration	7,139,607	6,839,607	150,000	150,000	0	0	0	0
Ouytear Projects:								
Riverside Area Watershed Restoration	7,960,886	3,585,886	0	875,000	875,000	875,000	875,000	875,000
Upper Bynum Run Watershed Restoration Improvements	12,000,000	2,000,000	0	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Open Projects								
Bynum Run @ St. Andrews Way Stream Restoration	2,997,026	2,997,026	0	0	0	0	0	0
Lilly Run Watershed Restoration	725,000	725,000	0	0	0	0	0	0
Stormwater Enhancement	900,000	900,000	0	0	0	0	0	0
	123,102,508	53,652,508	10,950,000	11,700,000	11,550,000	11,650,000	11,750,000	11,850,000
Paygo - Special Dedicated Paygo	7,015,740	4,065,740	450,000	700,000	450,000	450,000	450,000	450,000
Prior Paygo	0	0	0	0	0	0	0	0
Prior Bonds	23,500,000	23,500,000	0	0	0	0	0	0
Future Bonds	40,400,000	0	6,150,000	6,650,000	6,750,000	6,850,000	6,950,000	7,050,000
Reappropriated	3,971,768	1,971,768	0	400,000	400,000	400,000	400,000	400,000
Recordation Tax	200,000	200,000	0	0	0	0	0	0
State	39,007,016	17,457,016	3,800,000	3,550,000	3,550,000	3,550,000	3,550,000	3,550,000
Federal	5,747,984	3,297,984	200,000	450,000	450,000	450,000	450,000	450,000
Developer	85,000	85,000	0	0	0	0	0	0
Other	5,175,000	3,075,000	350,000	350,000	350,000	350,000	350,000	350,000
Stormwater Management Total by Fund	125,102,508	53,652,508	10,950,000	12,100,000	11,950,000	12,050,000	12,150,000	12,250,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
PUBLIC SAFETY								
FY 20 Funded Projects:								
Aberdeen VFC Main Station Renovations	1,000,000	0	1,000,000	0	0	0	0	0
EMS Station	1,500,000	0	1,500,000	0	0	0	0	0
Emergency Operations Center Complex	37,494,525	43,294,525	(5,800,000)	0	0	0	0	0
Mobile/Portable Radio System Upgrade	2,150,000	1,150,000	1,000,000	0	0	0	0	0
Multi-Agency Public Safety Mobile Command Ctr.	1,800,000	0	1,800,000	0	0	0	0	0
Next-Gen 911	5,650,000	0	5,150,000	100,000	100,000	100,000	100,000	100,000
Public Safety Communication in School Buildings	1,250,000	650,000	100,000	100,000	100,000	100,000	100,000	100,000
VFC Public Safety Equipment	4,360,000	1,960,000	400,000	400,000	400,000	400,000	400,000	400,000
VFC Facility Repair	3,100,000	1,000,000	350,000	350,000	350,000	350,000	350,000	350,000
Whiteford VFC - Renovation of Main Station	1,200,000	700,000	500,000	0	0	0	0	0
Open Projects								
Joppa Magnolia Fire Station	1,240,000	1,240,000	0	0	0	0	0	0
911 State Fee Fund	600,000	600,000	0	0	0	0	0	0
TRT Equipment	160,000	160,000	0	0	0	0	0	0
Sheriff/Emergency/Fire Total by Project	61,504,525	50,754,525	6,000,000	950,000	950,000	950,000	950,000	950,000
Paygo	13,093,025	5,893,025	2,950,000	850,000	850,000	850,000	850,000	850,000
Future Bonds	1,000,000	0	1,000,000	0	0	0	0	0
Prior Bonds	36,961,500	39,461,500	(2,500,000)	0	0	0	0	0
Reappropriated	0	0	0	0	0	0	0	0
State	7,948,000	2,898,000	4,550,000	100,000	100,000	100,000	100,000	100,000
Federal	2,202,000	2,202,000	0	0	0	0	0	0
Other	300,000	300,000	0	0	0	0	0	0
Lease Purchase	0	0	0	0	0	0	0	0
Sheriff / Emergency / Fire Total by Fund	61,504,525	50,754,525	6,000,000	950,000	950,000	950,000	950,000	950,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
HARFORD COMMUNITY COLLEGE								
FY 20 Funded Projects:								
Chesapeake Welcome Center	31,518,000	0	2,183,000	27,153,000	2,182,000	0	0	0
Fallston Hall Renovations	7,142,800	6,807,800	335,000	0	0	0	0	0
Open Projects:								
Edgewood Hall Renovation/Expansion	8,632,000	8,632,000	0	0	0	0	0	0
College Total by Project	47,292,800	15,439,800	2,518,000	27,153,000	2,182,000	0	0	0
Future Bonds	15,140,000	0	1,375,000	12,725,000	1,040,000	0	0	0
Prior Bonds	6,812,000	6,812,000	0	0	0	0	0	0
State	25,340,800	8,627,800	1,143,000	14,428,000	1,142,000	0	0	0
College Total by Fund	47,292,800	15,439,800	2,518,000	27,153,000	2,182,000	0	0	0
LIBRARIES								
FY 20 Funded Projects:								
Technology	2,449,460	949,460	250,000	250,000	250,000	250,000	250,000	250,000
Open Projects:								
Darlington Branch - Expansion	56,000	56,000	0	0	0	0	0	0
HdG Branch Expansion	9,020,000	9,020,000	0	0	0	0	0	0
Libraries Total by Project	11,525,460	10,025,460	250,000	250,000	250,000	250,000	250,000	250,000
Paygo	2,505,460	1,005,460	250,000	250,000	250,000	250,000	250,000	250,000
Prior Bonds	6,720,000	6,720,000	0	0	0	0	0	0
State	1,000,000	1,000,000	0	0	0	0	0	0
Federal	400,000	400,000	0	0	0	0	0	0
Other	900,000	900,000	0	0	0	0	0	0
Libraries Total by Fund	11,525,460	10,025,460	250,000	250,000	250,000	250,000	250,000	250,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
BOARD OF EDUCATION								
FY 20 Funded Projects:								
Athletic Fields Repair and Restoration	1,287,000	687,000	100,000	100,000	100,000	100,000	100,000	100,000
George D. Lisby HVAC Systemic Renovation	9,250,000	0	9,250,000	0	0	0	0	0
Have de Grace MS/HS Replacement	99,268,000	85,781,000	13,487,000	0	0	0	0	0
North Bend ES Central Plant and Fire Alarm	2,031,000	0	2,031,000	0	0	0	0	0
Relocatable Classrooms	2,706,896	2,963,896	(257,000)	0	0	0	0	0
Replacement Buses	14,313,548	13,017,548	1,296,000	0	0	0	0	0
Roof Replacement - Aberdeen Middle School	4,221,000	2,664,000	1,557,000	0	0	0	0	0
Roof Replacement - Hickory Elementary School	1,794,000	0	1,794,000	0	0	0	0	0
Roye Williams HVAC Systemic Renovation	11,720,000	0	11,720,000	0	0	0	0	0
Security Measures	2,992,100	2,060,000	421,600	175,000	76,000	73,000	95,500	91,000
Special Education Facilities	4,188,000	200,000	842,000	1,221,000	787,000	644,000	494,000	0
Swimming Pool Renovations	2,199,000	1,263,000	120,000	655,000	161,000	0	0	0
Technology Infrastructure	5,258,217	4,758,217	500,000	0	0	0	0	0
Outyear Projects:								
Major HVAC Repairs	24,805,137	9,805,137	0	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Major Roof Replacement	7,500,000	0	0	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Open Projects:								
Aberdeen HS North Building	665,000	665,000	0	0	0	0	0	0
ADA Improvements	900,000	900,000	0	0	0	0	0	0
Backflow Prevention	600,000	600,000	0	0	0	0	0	0
Bel Air ES HVAC Systemic Renovation & Open Space	8,129,000	8,129,000	0	0	0	0	0	0
Center for Educational Opportunity - HVAC	4,625,000	4,625,000	0	0	0	0	0	0
Darlington ES Comprehensive HVAC Systemic Project	1,638,000	1,638,000	0	0	0	0	0	0
Equipment and Furniture Replacement	954,950	954,950	0	0	0	0	0	0
Fallston Chiller Replacement	1,000,000	1,000,000	0	0	0	0	0	0
Fallston HS Comprehensive HVAC Systemic Project	17,546,940	17,546,940	0	0	0	0	0	0
Fire Alarm and ER Communication	1,387,000	1,387,000	0	0	0	0	0	0
Homestead Wakefield ES Modernization	132,454	132,454	0	0	0	0	0	0
Integrated Business Systems	403,000	403,000	0	0	0	0	0	0
Joppatowne HS Systemic Project	13,673,000	13,673,000	0	0	0	0	0	0
Music Equipment Refresh	50,000	50,000	0	0	0	0	0	0
North Harford HS Aquaculture Lab and Greenhouse	830,000	830,000	0	0	0	0	0	0
North Harford HS Modernization	31,840,781	31,840,781	0	0	0	0	0	0
North Harford MS Domestic Water Improvements	1,000,000	1,000,000	0	0	0	0	0	0
Playground Equipment	350,000	350,000	0	0	0	0	0	0

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 20	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
BOARD OF EDUCATION								
Prospect Mill Elementary School HVAC	4,685,000	4,685,000	0	0	0	0	0	0
Red Pump Elementary School	29,837,480	29,837,480	0	0	0	0	0	0
Relocatable Classrooms	2,963,896	2,963,896	0	0	0	0	0	0
Riverside ES HVAC Systemic Renovation	8,255,607	8,255,607	0	0	0	0	0	0
Roof Replacement - Joppatowne High School	2,400,000	2,400,000	0	0	0	0	0	0
Roof Replacement - North Harford Elementary School	1,064,000	1,064,000	0	0	0	0	0	0
Roofing Replacement 07	1,236,530	1,236,530	0	0	0	0	0	0
Security Initiative Program for Schools	1,728,000	1,728,000	0	0	0	0	0	0
Technology Education Lab Refresh	250,000	250,000	0	0	0	0	0	0
Textbook/Supplemental Materials	5,300,000	5,300,000	0	0	0	0	0	0
William Paca/Old Post ES Open Space Enclosure	2,417,000	2,417,000	0	0	0	0	0	0
William S. James ES Open Space Enclosure	1,400,000	1,400,000	0	0	0	0	0	0
Youth's Benefit ES Replacement	48,861,866	48,861,866	0	0	0	0	0	0
Education Total by Project	383,348,506	316,160,406	42,861,600	5,430,000	4,837,000	4,673,000	4,695,500	4,691,000
Paygo	27,921,532	23,072,432	3,022,600	930,000	337,000	173,000	195,500	191,000
Future Bonds	40,490,000	0	27,740,000	2,550,000	2,550,000	2,550,000	2,550,000	2,550,000
Prior Bonds	192,952,397	192,952,397	0	0	0	0	0	0
Reappropriated	8,504,704	8,504,704	0	0	0	0	0	0
Transfer Tax	7,628,009	7,628,009	0	0	0	0	0	0
Recordation Tax	0	0	0	0	0	0	0	0
State	90,331,000	68,482,000	12,099,000	1,950,000	1,950,000	1,950,000	1,950,000	1,950,000
Other	15,520,864	15,520,864	0	0	0	0	0	0
Lease Purchase	0	0	0	0	0	0	0	0
Education Total by Fund	383,348,506	316,160,406	42,861,600	5,430,000	4,837,000	4,673,000	4,695,500	4,691,000
SUB-TOTAL GENERAL FUND CAPITAL	904,093,439	564,645,939	106,961,000	68,758,000	42,544,000	40,298,000	40,395,500	40,491,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
SOLID WASTE SERVICES								
FY 20 Funded Projects:								
HWDC Landfill Capping	10,070,000	9,320,000	125,000	125,000	125,000	125,000	125,000	125,000
HWDC Pavement Upgrades	2,750,000	0	1,000,000	350,000	350,000	350,000	350,000	350,000
Waste-to-Energy Facility Closure	1,950,000	400,000	400,000	200,000	350,000	225,000	200,000	175,000
Open Projects:								
Environmental Studies and Projects	1,440,900	1,440,900	0	0	0	0	0	0
Former Spencer's Landfill Closure (East Side)	6,700,000	6,700,000	0	0	0	0	0	0
Full Cost Accounting Study	300,000	300,000	0	0	0	0	0	0
HWDC Compost Area Facilities	525,000	525,000	0	0	0	0	0	0
HWDC Expansion	21,235,354	21,235,354	0	0	0	0	0	0
Scarboro Landfill Groundwater Treatment Plant	250,000	250,000	0	0	0	0	0	0
Tollgate Landfill Gas System	1,034,679	1,034,679	0	0	0	0	0	0
Tollgate Yard Trim Recycling Center	975,081	975,081	0	0	0	0	0	0
Waste-to-Energy Facility Closure	8,163,753	8,163,753	0	0	0	0	0	0
Solid Waste Services Total by Project	55,394,767	50,344,767	1,525,000	675,000	825,000	700,000	675,000	650,000
Paygo	28,486,043	26,186,043	525,000	325,000	475,000	350,000	325,000	300,000
Reappropriated	2,693,283	2,693,283	0	0	0	0	0	0
Future Bonds	2,750,000	0	1,000,000	350,000	350,000	350,000	350,000	350,000
Prior Bonds	21,125,441	21,125,441	0	0	0	0	0	0
Other	340,000	340,000	0	0	0	0	0	0
Solid Waste Services Total by Fund	55,394,767	50,344,767	1,525,000	675,000	825,000	700,000	675,000	650,000
TOTAL GENERAL FUND CAPITAL	959,488,206	614,990,706	108,486,000	69,433,000	43,369,000	40,998,000	41,070,500	41,141,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
PARKS & RECREATION FUND								
FY 20 Funded Projects:								
Athletic Field Improvements	27,550,000	12,550,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Cedar Lane Sports Complex Improvements	2,961,000	2,361,000	100,000	100,000	100,000	100,000	100,000	100,000
Darlington Park Development	2,010,000	1,895,000	90,000	0	0	0	0	25,000
Dog Park Construction & Improvements	320,000	0	90,000	0	50,000	0	90,000	90,000
Edgeley Grove Farm	190,000	40,000	100,000	0	0	0	0	50,000
Edgewood Recreation and Community Center	525,000	100,000	125,000	300,000	0	0	0	0
Emmorton Recreation & Tennis Center Improvements	1,735,000	1,485,000	250,000	0	0	0	0	0
Equestrian Center Improvements	675,000	375,000	100,000	100,000	0	0	100,000	0
Facility Renovations	925,000	375,000	50,000	100,000	100,000	100,000	100,000	100,000
Gymnasium Floor Repair and Renovations	335,000	135,000	50,000	50,000	0	50,000	0	50,000
Mariner Point Park - DMP Site Remediation	1,115,000	0	100,000	0	1,015,000	0	0	0
Norrisville Park	1,325,000	0	125,000	1,050,000	0	0	0	150,000
Otter Point Creek Boat Launch	560,000	0	560,000	0	0	0	0	0
Parking Lot Paving	1,309,000	904,000	50,000	55,000	0	150,000	150,000	0
Parkland Acquisition	16,361,000	9,456,000	1,780,000	1,025,000	1,025,000	1,025,000	1,025,000	1,025,000
Playground Equipment	3,645,000	2,280,000	325,000	225,000	225,000	175,000	175,000	240,000
Rock Glenn Park	1,300,000	100,000	1,200,000	0	0	0	0	0
Swan Harbor Farm Improvements	689,000	639,000	50,000	0	0	0	0	0
SWM Pond Repair and Renovation	950,000	450,000	260,000	120,000	0	120,000	0	0
Tennis/Multipurpose Courts	1,740,000	940,000	350,000	100,000	100,000	100,000	150,000	0
Tollgate Woodshop	40,000	25,000	15,000	0	0	0	0	0
Trails and Linear Parks	15,600,000	9,600,000	6,000,000	0	0	0	0	0
Outyear Projects:								
Aberdeen Activity Center	9,000,000	0	0	500,000	8,000,000	500,000	0	0
ADA Improvements	620,000	370,000	0	75,000	0	75,000	0	100,000
Backstop Renovations	420,000	270,000	0	50,000	0	50,000	0	50,000
Benson Field Development	1,100,000	0	0	100,000	0	0	0	1,000,000
Blake's Venture Park	1,100,000	0	0	100,000	0	1,000,000	0	0
Bleacher Renovations	730,000	490,000	0	80,000	0	80,000	0	80,000
Bulkhead Renovations	650,000	0	0	0	40,000	535,000	0	75,000
Canoe and Kayak Access	1,405,000	880,000	0	200,000	0	0	325,000	0
Churchville Center Renovations	1,175,000	575,000	0	100,000	0	500,000	0	0
Disc Golf Course	100,000	50,000	0	50,000	0	0	0	0
Eden Mill Park Rehabilitation	1,305,000	1,155,000	0	50,000	0	0	100,000	0

HARFORD COUNTY, MARYLAND
APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
PARKS & RECREATION FUND								
Outyear Projects (cont.):								
Edgewood Recreation Park	650,000	50,000	0	0	0	100,000	500,000	0
Emily Bayliss Graham Park	3,850,000	2,575,000	0	525,000	500,000	0	250,000	0
Heavenly Waters Park - Soma	725,000	100,000	0	0	100,000	0	0	525,000
Jarrettsville Recreation Center	7,210,775	510,775	0	0	0	6,500,000	200,000	0
Joppa/Joppatowne Youth/Senior Center	7,000,000	0	0	0	0	500,000	6,500,000	0
Magnolia Complex Development	2,480,000	2,055,000	0	425,000	0	0	0	0
Mariner Point Park Renovations	686,000	636,000	0	50,000	0	0	0	0
Northern Regional Park	3,325,000	575,000	0	0	250,000	0	1,500,000	1,000,000
Oakington Peninsula Heritage Trail	400,000	0	0	100,000	0	100,000	0	200,000
Park Improvements	380,000	130,000	0	50,000	50,000	50,000	50,000	50,000
Perryman Park Development	1,125,000	0	0	125,000	500,000	500,000	0	0
Prospect Mill Park	600,000	0	0	100,000	500,000	0	0	0
Red Pump Road ES Facilities	175,000	0	0	50,000	125,000	0	0	0
Robert Copenhaver Park Improvements	550,000	300,000	0	0	0	250,000	0	0
Rockfield Park Improvements	370,000	170,000	0	0	100,000	100,000	0	0
Vale Road Park	1,100,000	0	0	100,000	1,000,000	0	0	0
Open Projects:								
Anita C. Leight Center Improvements	1,005,000	1,005,000	0	0	0	0	0	0
Bush River Dredging and DMP Site	990,000	990,000	0	0	0	0	0	0
Churchville Complex Development	8,556,830	8,556,830	0	0	0	0	0	0
Debris/Derelict Boats	100,000	100,000	0	0	0	0	0	0
Demarco Memorial Park Improvements	40,000	40,000	0	0	0	0	0	0
Enlarged Gymnasiums and Joint Facilities	1,200,000	1,200,000	0	0	0	0	0	0
Facility Renovations	1,205,000	1,205,000	0	0	0	0	0	0
Flying Point Park Improvements	403,000	403,000	0	0	0	0	0	0
Forest Hill Recreation Complex Improvements	800,000	800,000	0	0	0	0	0	0
Fox Meadows Park Improvements	450,000	450,000	0	0	0	0	0	0
Francis Silver Park Improvements	425,000	425,000	0	0	0	0	0	0
Gunpowder River Dredging	2,334,000	2,334,000	0	0	0	0	0	0
Heavenly Waters Park	2,120,000	2,120,000	0	0	0	0	0	0
Indoor Recreation Facility - Forest Hill/Hickory	1,474,000	1,474,000	0	0	0	0	0	0
Joppatowne Area Dredging	1,090,000	1,090,000	0	0	0	0	0	0
Natural Turf Improvements	1,290,000	1,290,000	0	0	0	0	0	0

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Nuttal Avenue Park Development	500,000	500,000	0	0	0	0	0	0
Schucks Road Regional Complex	8,110,415	8,110,415	0	0	0	0	0	0
Tudor Hall Rehabilitation	610,000	610,000	0	0	0	0	0	0
Parks & Rec Total by Project	162,695,020	87,205,020	14,270,000	8,555,000	16,280,000	15,160,000	13,815,000	7,410,000
Paygo	4,591,322	4,591,322	0	0	0	0	0	0
Paygo - Hotel Tax Revenue	0	0	0	0	0	0	0	0
Paygo - Parks and Recreation Fund	100,000	0	100,000	0	0	0	0	0
Future Bonds	38,700,000	0	2,500,000	3,000,000	10,000,000	10,500,000	9,200,000	3,500,000
Prior Bonds	26,656,830	24,156,830	2,500,000	0	0	0	0	0
Reappropriated	6,132,735	5,424,935	707,800	0	0	0	0	0
Recordation Tax	31,977,133	18,284,933	2,667,200	2,720,000	2,365,000	2,085,000	2,090,000	1,765,000
State	7,443,500	5,103,500	165,000	50,000	1,540,000	515,000	0	70,000
Program Open Space	26,441,000	14,076,000	2,700,000	1,825,000	1,900,000	1,775,000	2,300,000	1,865,000
Federal	7,295,000	5,130,000	2,165,000	0	0	0	0	0
Developer	1,059,500	934,500	25,000	50,000	50,000	0	0	0
Other	12,298,000	9,503,000	740,000	910,000	425,000	285,000	225,000	210,000
Parks & Rec Total by Fund	162,695,020	87,205,020	14,270,000	8,555,000	16,280,000	15,160,000	13,815,000	7,410,000
TOTAL PARKS & RECREATION CAPITAL	162,695,020	87,205,020	14,270,000	8,555,000	16,280,000	15,160,000	13,815,000	7,410,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
HIGHWAYS FUND								
BRIDGES								
FY 20 Funded Projects:								
Abingdon Road Bridge #169 over CSX	4,730,000	1,580,000	250,000	2,900,000	0	0	0	0
Bridge & Road Scour Repair	2,475,000	1,575,000	150,000	150,000	150,000	150,000	150,000	150,000
Bridge Inspection Program - Over 20' Spans	4,950,000	1,050,000	150,000	1,100,000	0	1,250,000	0	1,400,000
Bridge Inspection Program - Under 20' Spans	525,000	0	100,000	0	200,000	0	225,000	0
Bridge Painting	1,500,000	300,000	200,000	200,000	200,000	200,000	200,000	200,000
Bridge Rehabilitation	7,466,381	2,291,381	2,925,000	450,000	450,000	450,000	450,000	450,000
Chestnut Hill Bridge #40	1,905,000	1,705,000	200,000	0	0	0	0	0
Grier Nursery Road Bridge #143	2,425,000	0	500,000	25,000	0	1,900,000	0	0
Hookers Mill Road Bridge	3,180,000	0	500,000	30,000	2,650,000	0	0	0
Johnson Mill Road Bridge #45	1,260,000	260,000	90,000	0	910,000	0	0	0
Phillips Mill Road Bridge #70	3,550,000	600,000	2,950,000	0	0	0	0	0
Stafford Road Bridge #24	3,405,000	405,000	200,000	2,800,000	0	0	0	0
Structural Evaluation	720,000	420,000	50,000	50,000	50,000	50,000	50,000	50,000
Outyear Projects:								
Boggs Road Bridge #66	1,250,000	0	0	200,000	20,000	0	1,030,000	0
Culvert Rehabilitation	5,480,000	4,730,000	0	150,000	150,000	150,000	150,000	150,000
Deep Run Road Bridge #152	1,245,000	0	0	200,000	20,000	0	1,025,000	0
Edwards Lane Culvert	850,000	0	0	0	0	0	0	850,000
Fawn Grove Road Bridge #132	310,000	10,000	0	0	250,000	50,000	0	0
Glen Cove Road Bridge #155	850,000	0	0	850,000	0	0	0	0
Glenville Road Bridge #30	1,735,000	410,000	0	25,000	0	1,300,000	0	0
Moores Road Bridge #78	1,105,000	0	0	0	225,000	50,000	0	830,000
Scarboro Road Bridge #140	250,000	0	0	0	0	225,000	25,000	0
Open Projects:								
Bridge Inspection Program	3,640,000	3,640,000	0	0	0	0	0	0
Bridge Rehabilitation	2,850,000	2,850,000	0	0	0	0	0	0
Carrs Mill Road Bridge #216	2,575,000	2,575,000	0	0	0	0	0	0
Glen Cove Road Bridge #156	1,550,000	1,550,000	0	0	0	0	0	0
Green Road Bridges #119 and #122	1,119,087	1,119,087	0	0	0	0	0	0
New Park Road Bridge #125	1,100,000	1,100,000	0	0	0	0	0	0
Pleasantville Road Bridge #67	225,000	225,000	0	0	0	0	0	0

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2024
HIGHWAYS FUND								
BRIDGES								
Open Projects:								
Robinson Mill Road Bridge #154	2,065,000	2,065,000	0	0	0	0	0	0
Snake Lane Bridge #31	1,095,000	1,095,000	0	0	0	0	0	0
Bridges Total by Project	67,385,468	31,555,468	8,265,000	9,130,000	5,275,000	5,775,000	3,305,000	4,080,000
Paygo	24,338,143	16,053,143	1,425,000	1,025,000	1,450,000	1,310,000	1,225,000	1,850,000
Future Bonds	10,885,000	0	3,130,000	2,485,000	1,705,000	655,000	2,080,000	830,000
Prior Bonds	4,162,558	4,162,558	0	0	0	0	0	0
Reappropriated	838,767	838,767	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0
Federal	27,161,000	10,501,000	3,710,000	5,620,000	2,120,000	3,810,000	0	1,400,000
Other	0	0	0	0	0	0	0	0
Developer	0	0	0	0	0	0	0	0
Bridges Total by Fund	67,385,468	31,555,468	8,265,000	9,130,000	5,275,000	5,775,000	3,305,000	4,080,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
ROADWAYS								
FY 20 Funded Projects:								
Guardrails	1,675,000	775,000	150,000	150,000	150,000	150,000	150,000	150,000
Intersection Improvements	6,266,728	3,281,728	1,085,000	380,000	380,000	380,000	380,000	380,000
Schucks Road Improvements	1,043,368	893,368	150,000	0	0	0	0	0
Spesutia Road Reconstruction/Upgrade	5,750,000	500,000	250,000	0	5,000,000	0	0	0
Traffic Calming, Bicycle & Road Safety Improvements	1,300,000	650,000	50,000	120,000	120,000	120,000	120,000	120,000
Trimble Road (Joppa Road to Garnett Road)	2,350,000	0	25,000	200,000	50,000	0	0	2,075,000
Woodley Road Extension to MD 715	7,250,000	0	1,250,000	6,000,000	0	0	0	0
Outyear Projects:								
Carrs Mill Road (MD 152-Grafton Shop Road)	200,000	0	0	100,000	0	100,000	0	0
Drainage Improvements	2,075,000	1,575,000	0	100,000	100,000	100,000	100,000	100,000
MD152/Oakmont Road/Port Lane	1,027,666	392,666	0	0	0	0	635,000	0
New Roads and Stormdrains	3,625,000	2,625,000	0	200,000	200,000	200,000	200,000	200,000
Stormdrain Rehabilitation	2,341,231	1,766,231	0	115,000	115,000	115,000	115,000	115,000
Tollgate Road/Vale Road Corridor	1,125,000	0	0	200,000	0	925,000	0	0
Traffic Signals	784,601	109,601	0	135,000	135,000	135,000	135,000	135,000
Open Projects:								
Landis Circle - Foxborough Farms	350,000	350,000	0	0	0	0	0	0
Moores Mill Road	10,363,088	10,363,088	0	0	0	0	0	0
Village of Scot's Fancy	750,000	750,000	0	0	0	0	0	0
Roadways Total by Project	48,276,682	24,031,682	2,960,000	7,700,000	6,250,000	2,225,000	1,835,000	3,275,000
Paygo	21,330,374	11,320,374	225,000	1,600,000	1,150,000	2,125,000	1,735,000	3,175,000
Prior Paygo	0	0	0	0	0	0	0	0
Future Bonds	13,735,000	0	2,735,000	6,000,000	5,000,000	0	0	0
Prior Bonds	7,131,707	7,131,707	0	0	0	0	0	0
Reappropriated	309,601	309,601	0	0	0	0	0	0
State	720,000	720,000	0	0	0	0	0	0
Federal	0	0	0	0	0	0	0	0
Developer	3,050,000	2,550,000	0	100,000	100,000	100,000	100,000	100,000
Other	2,000,000	2,000,000	0	0	0	0	0	0
Roadways Total by Fund	48,276,682	24,031,682	2,960,000	7,700,000	6,250,000	2,225,000	1,835,000	3,275,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
RESURFACING								
FY 20 Funded Projects:								
Resurfacing Roadways	67,318,262	12,218,262	8,725,000	9,075,000	9,325,000	9,325,000	9,325,000	9,325,000
Open Projects:								
Resurfacing Roadways 17	5,002,435	5,002,435	0	0	0	0	0	0
Resurfacing Roadways 16	5,292,842	5,292,842	0	0	0	0	0	0
Resurfacing Roadways 15	5,603,106	5,603,106	0	0	0	0	0	0
Resurfacing Roadways 14	6,661,509	6,661,509	0	0	0	0	0	0
Resurfacing Total by Project	89,878,154	34,778,154	8,725,000	9,075,000	9,325,000	9,325,000	9,325,000	9,325,000
Paygo	87,302,762	32,202,762	8,725,000	9,075,000	9,325,000	9,325,000	9,325,000	9,325,000
Reappropriated	2,575,392	2,575,392	0	0	0	0	0	0
Prior Paygo	0	0	0	0	0	0		
Resurfacing Total by Fund	89,878,154	34,778,154	8,725,000	9,075,000	9,325,000	9,325,000	9,325,000	9,325,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
HIGHWAYS FUND								
OTHER								
FY 20 Funded Projects:								
APG Gate PILOT	2,500,000	2,500,000	0	0	0	0	0	0
Efficiency Capital Investment Project	515,000	235,000	80,000	40,000	40,000	40,000	40,000	40,000
Fleet Maintenance Facility	6,226,000	716,000	5,510,000	0	0	0	0	0
Fleet Replacement	14,142,000	11,942,000	2,200,000	0	0	0	0	0
Highways Facilities Repair Program	2,127,000	1,007,000	100,000	620,000	100,000	100,000	100,000	100,000
Refresh Program	690,500	515,500	175,000	0	0	0	0	0
Safeguarding Business Operations	3,637,450	3,337,450	300,000	0	0	0	0	0
Sidewalks and Handicapped Ramps	2,279,300	1,379,300	150,000	150,000	150,000	150,000	150,000	150,000
Open Projects:								
Fuel Dispensing System Upgrade	950,000	950,000	0	0	0	0	0	0
Glen Elyn Culvert and Ponds Repair	392,500	392,500	0	0	0	0	0	0
Harford County Metro Area Network (HMAN)	930,000	930,000	0	0	0	0	0	0
Primrose Place	146,000	146,000	0	0	0	0	0	0
700 MHz Wireless Radio System Equipment	1,600,000	1,600,000	0	0	0	0	0	0
Other Total by Project	36,135,750	25,650,750	8,515,000	810,000	290,000	290,000	290,000	290,000
Paygo	26,805,696	22,761,718	3,093,978	190,000	190,000	190,000	190,000	190,000
Future Bonds	6,630,000	0	5,610,000	620,000	100,000	100,000	100,000	100,000
Prior Bonds	716,000	716,000	0	0	0	0	0	0
Special Paygo	0	0	0	0	0	0	0	0
Reappropriated	138,865	138,865	0	0	0	0	0	0
Federal	169,300	169,300	0	0	0	0	0	0
State	230,000	190,000	40,000	0	0	0	0	0
Developer	64,650	64,650	0	0	0	0	0	0
Other	1,381,239	1,610,217	(228,978)	0	0	0	0	0
Other Total by Fund	36,135,750	25,650,750	8,515,000	810,000	290,000	290,000	290,000	290,000
TOTAL HIGHWAYS CAPITAL	241,676,054	116,016,054	28,465,000	26,715,000	21,140,000	17,615,000	14,755,000	16,970,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
WATER & SEWER FUND								
WATER PROJECTS								
FY 20 Funded Projects:								
Abingdon Road Water	3,300,000	8,300,000	(5,000,000)	0	0	0	0	0
Abingdon Water Treatment Plant pH Control System	2,750,000	250,000	2,500,000	0	0	0	0	0
Abingdon WTP Switch Gear/Generator	1,650,000	0	150,000	1,500,000	0	0	0	0
Central W&S Laboratory	85,000	0	85,000	0	0	0	0	0
Efficiency Capital Investment Projects	430,000	365,000	65,000	0	0	0	0	0
Fleet Maintenance Facility	1,220,000	140,000	1,080,000	0	0	0	0	0
Fleet Replacement	10,122,000	5,062,000	1,060,000	800,000	800,000	800,000	800,000	800,000
Havre de Grace Water Treatment Plant Upgrade	1,150,000	150,000	1,000,000	0	0	0	0	0
Infrastructure Management System Enhancements	425,000	350,000	75,000	0	0	0	0	0
Oak Grove Booster Station	330,000	0	330,000	0	0	0	0	0
Refresh Program	717,000	542,000	175,000	0	0	0	0	0
Renewal and Replacement Water Infrastructure	2,100,000	700,000	1,000,000	100,000	0	300,000	0	0
Replacement of Water Booster Station SCADA	2,250,000	1,500,000	750,000	0	0	0	0	0
Safeguarding Business Operations	3,841,650	3,586,650	255,000	0	0	0	0	0
SCADA Information Management Systems	4,750,000	250,000	850,000	100,000	800,000	250,000	2,500,000	0
Tank Painting	6,400,000	1,600,000	800,000	800,000	800,000	800,000	800,000	800,000
Water & Sewer Facilities Repair Program	1,500,000	0	250,000	250,000	250,000	250,000	250,000	250,000
Water & Sewer Infrastructure Improvements Projects	6,100,000	1,000,000	100,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Water Meter Upgrade	2,960,000	1,460,000	250,000	250,000	250,000	250,000	250,000	250,000
Outyear Projects:								
Perryman Wellfield Improvements	3,850,000	350,000	0	0	0	0	3,500,000	0
US40 Water Main Replacement	1,700,000	200,000	0	500,000	0	500,000	0	500,000
Water Tank Design and Construction	700,000	300,000	0	0	0	0	400,000	0
Water Zone Improvements	1,430,000	830,000	0	200,000	0	200,000	0	200,000
Open Projects:								
Abingdon WTP Expansion	76,535,000	76,535,000	0	0	0	0	0	0
City of Baltimore - Deer Creek PS & Valve Improvements	3,700,000	3,700,000	0	0	0	0	0	0
City of Baltimore - Raw Water Supply	3,300,000	3,300,000	0	0	0	0	0	0
Construction Unanticipated 12	300,000	300,000	0	0	0	0	0	0
Construction Unanticipated 15	460,000	460,000	0	0	0	0	0	0
Fuel Dispensing Upgrade	120,000	120,000	0	0	0	0	0	0
Harford County Metro Area Network (HMAN)	1,220,000	1,220,000	0	0	0	0	0	0
Magnolia Booster Station	1,450,000	1,450,000	0	0	0	0	0	0

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
WATER & SEWER FUND								
WATER PROJECTS								
Perryman GAC Plant Improvements	1,000,000	1,000,000	0	0	0	0	0	0
700 MHz Wireless Radio System Equipment	649,000	649,000	0	0	0	0	0	0
Tank Painting 15	800,000	800,000	0	0	0	0	0	0
Tank Painting 16	700,000	700,000	0	0	0	0	0	0
Underground and Aboveground Storage Tank Management	50,000	50,000	0	0	0	0	0	0
US 40 and Rt. 150 SHA Water Relocation	3,900,000	3,900,000	0	0	0	0	0	0
Water & Sewer Billing Project	1,500,000	1,500,000	0	0	0	0	0	0
Water system Model Study	300,000	300,000	0	0	0	0	0	0
Water Total by Project	158,744,650	122,919,650	5,775,000	5,500,000	3,900,000	4,350,000	9,500,000	6,800,000
Paygo	46,236,284	20,661,284	3,675,000	3,150,000	3,650,000	3,300,000	5,750,000	6,050,000
Prior Paygo	0	0	0	0	0	0	0	0
Future Bonds	8,550,000	0	400,000	2,350,000	250,000	1,050,000	3,750,000	750,000
Prior Bonds	101,232,460	99,572,460	1,660,000	0	0	0	0	0
Reappropriated	2,045,906	2,045,906	0	0	0	0	0	0
State	380,000	340,000	40,000		0	0	0	0
Developer	300,000	300,000	0	0	0	0	0	0
Water Total by Fund	158,744,650	122,919,650	5,775,000	5,500,000	3,900,000	4,350,000	9,500,000	6,800,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
SEWER PROJECTS								
FY 20 Funded Projects:								
Infiltration and Inflow	750,000	450,000	100,000	0	0	100,000	0	100,000
Lower Bynum Interceptor Phase 6&7	9,120,324	12,120,324	(3,000,000)	0	0	0	0	0
Magnolia Sewer Petition	685,000	0	85,000	600,000	0	0	0	0
Pumping Station Improvements	865,000	265,000	200,000	0	200,000	0	200,000	0
Sod Run Facility Improvements	6,700,000	4,400,000	1,000,000	0	0	300,000	1,000,000	0
Utility Protection/Restoration	1,700,000	900,000	200,000	200,000	200,000	200,000	0	0
Woodridge Sewer Petition	3,635,000	0	385,000	3,250,000	0	0	0	0
Outyear Projects								
Bio Solids Facilities Enhancements	35,500,000	8,900,000	0	2,600,000	12,000,000	12,000,000	0	0
Inventory Storage and Control Improvements	3,585,000	385,000	0	0	0	0	0	3,200,000
Renewal and Replacement Sewer Infrastructure	1,700,000	1,100,000	0	0	300,000	0	300,000	0
Sod Run WWTP Ultraviolet Disinfection Project	6,350,000	3,200,000	0	3,150,000	0	0	0	0
Open Projects:								
Bill Bass PS FM Replacement	900,384	900,384	0	0	0	0	0	0
Brentwood Park Pumping Station Improvements	1,450,000	1,450,000	0	0	0	0	0	0
Bush Creek Pumping Station	28,400,000	28,400,000	0	0	0	0	0	0
Bynum Ridge Replacement Sewer	800,000	800,000	0	0	0	0	0	0
Delta WWTP Plant Upgrades	225,000	225,000	0	0	0	0	0	0
Edgewood Interceptor Sewer Parallel	650,000	650,000						
Fallston Area Sewer	3,800,000	3,800,000	0	0	0	0	0	0
Freys Road Sewer Petition	800,000	800,000	0	0	0	0	0	0
Harford WWTP Facility Improvements	885,000	885,000	0	0	0	0	0	0
Hickory Sewer Infrastructure Improvement Project	3,000,000	3,000,000	0	0	0	0	0	0
Oaklyn Manor/Joppa Area Sewer Relief	1,950,300	1,950,300	0	0	0	0	0	0
Ring Factory PS and Fairwind Farms Abandonment	1,465,000	1,465,000	0	0	0	0	0	0
Town Center Drive Pump Station Replacement	585,000	585,000	0	0	0	0	0	0
Sewer Total by Project	115,501,008	76,631,008	(1,030,000)	9,800,000	12,700,000	12,600,000	1,500,000	3,300,000

HARFORD COUNTY, MARYLAND

APPROVED SIX YEAR CAPITAL IMPROVEMENT PROGRAM

PROJECT TITLE	TOTAL COST	PRIOR APPROP	BUDGET YEAR FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
SEWER PROJECTS								
Paygo	13,216,450	10,916,450	500,000	200,000	700,000	300,000	500,000	100,000
Prior Paygo	0	0	0	0	0	0	0	0
Future Bonds	37,802,500	0	130,000	9,172,500	12,000,000	12,300,000	1,000,000	3,200,000
Prior Bonds	61,582,256	63,242,256	(1,660,000)	0	0	0	0	0
Reappropriated	1,042,002	1,042,002	0	0	0	0	0	0
State	427,500	0	0	427,500	0	0	0	0
Federal	1,250,300	1,250,300	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Developer	180,000	180,000	0	0	0	0	0	0
Sewer Total by Fund	115,501,008	76,631,008	(1,030,000)	9,800,000	12,700,000	12,600,000	1,500,000	3,300,000
TOTAL WATER & SEWER CAPITAL	274,245,658	199,550,658	4,745,000	15,300,000	16,600,000	16,950,000	11,000,000	10,100,000

	TOTAL COST	PRIOR APPROP	BUDGET FY 2020	FIVE YEAR CAPITAL PROGRAM FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
TOTAL CAPITAL IMPROVEMENT PROGRAM	**1,638,104,938**	**1,017,762,438**	**155,966,000**	**120,003,000**	**97,389,000**	**90,723,000**	**80,640,500**	**75,621,000**

HIGHLIGHTS OF GRANTS FUND

The Grants Fund was established to account for the receipt, appropriation, and expenditure of certain Federal, State, and private monies received in grant form in accordance with Harford County Charter Article V, Section 518(b), and appropriately executed agreements. Harford County actively pursues available intergovernmental financing to initiate or supplement funding of some of its programs, but it is County policy to review the long-term fiscal impact of all proposed grant programs to avoid dependence on outside funding sources which could negatively influence the welfare and safety of the community.

Article V, Section 518(b) of the Harford County Charter states, in part, "Revenues from grant allocations which were unanticipated in any current fiscal year may be appropriated by legislative act of the Council upon request of the County Executive. The appropriation shall be made to the proper grant account established by revenues. For this fiscal year, the Annual Budget Ordinance includes a budget item referred to as "Anticipated and Unanticipated Federal, State and Private Grant Funds" which will provide a block of money to be drawn upon during Fiscal Year 2019-2020 to avoid the cost and time of special legislation on each occasion grant funds are received. The Council will be notified by memorandum that a certain grant has been received and the amount of money drawn from this budgeted account.

During Fiscal Year 2019-2020, Harford County plans to participate in over 65 individual grant programs as a direct recipient offered through either the Federal or State governments. Through these grant programs, financial and programmatic development assistance and support can be provided to designated private, nonprofit human services in Harford County. Staffing to implement these programs is provided for the duration of a particular grant, when appropriate.

Department of Community Services (Director of Community Services) - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
MACRO Performance Grant	Grant provides quality, free alternative dispute resolution services to the citizens of Harford County.		$60,000	$12,000	$40,985	7/1/19 -6/30/20	Recurring
Local Management Board	Program funding for Local Management Board		$661,994			7/1/19 -6/30/20	Recurring
Family Services	The Family Parenting Program will act as a court diversion intervention to help keep families out of court and encourage them to create Parenting Plans that work for everyone involved using the inclusive style of mediation.		$25,000			7/1/19 -6/30/20	One Time
	TOTALS:		**$746,994**		**$40,985**		

Department of Emergency Services - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Emergency Management Performance Grant	This grant will be used to purchase equipment for the sake of interoperability for Harford County.	$130,452			$130,452	10/1/19-6/30/21	Recurring
State Homeland Security Program	Activities may include preparation for or response to catastrophic events, provided that the activities also build capabilities that relate to terrorism.	$114,308				9/1/19-6/30/21	Recurring
Exelon Nuclear Emergency Planning	Funds are designated as corporate/business revenue to pay toward the Emergency Planner Position			$50,000		1/1/20-12/31/20	Recurring
Urban Areas Security Initiative	Grant provides financial assistance to address the unique multidiscipline planning, operations, equipment, training, and exercise needs of high-threat, high-density Urban Areas, and to assist in building and sustaining capabilities to prevent, protect against, respond to, and recover from threats and acts of terrorism.	$508,317				9/1/19-6/30/21	Recurring
Senator Amoss Grant	Funding is for the local Volunteer Fire Companies and the 3 Municipalities for their local Fire Companies	$572,739				7/1/19-6/30/20	Recurring
Maryland Institute for Emergency Medical Services System	Grant monies to be used for mandatory Emergency Medical Dispatch Training.		$3,000			9/1/19-6/15/20	Recurring
Maryland Institute for Emergency Medical Services System 50/50 AED	Grant funding will be used for the purchase of new AED equipment for the EMS units.		$5,840		$5,840	12/1/19-5/11/20	Recurring
Hazardous Materials Emergency Preparedness Grant Program	Grant monies provide for much needed training for the Harford County Hazmat team.	$6,787			$1,697	10/1/20-9/30/21	Recurring
	TOTALS:	**$1,332,603**	**$8,840**	**$50,000**	**$138,629**		

Department of Community Services (Office of Drug Control Policy) - Anticipated FY 20 Grants							
TITLE OF GRANT	**GRANT PURPOSE**	**Source of Anticipated Funding**				**Grant Dates**	**Recurring or One Time**
		Federal	**State**	**Other**	**County Match**		
Alcohol and Drug Prevention	Grant provides funding for drug and alcohol prevention.		$123,766			7/1/19-6/30/20	Recurring
Harford County Circuit Court-Family Recovery Court-Truancy Court and Adult Circuit Court	Grant funding addresses numerous juvenile issues including truancy and family unit cohesiveness, along with addressing adult opiate issues.		$183,091			7/1/19-6/30/20	Recurring
Harford County District Court Drug Programs (Opiate Recovery Court and Mental Health Court)	Grant provides funding to address addiction to opiate issues and mental health concerns.		$134,500			7/1/19-6/30/20	Recurring
Teen Court Diversion	Funding provides for a Diversion Program that will target youth who are first time offenders, between the ages of 12-17, that have committed a non-violent misdemeanor offense.		$62,000			4/12/19-6/30/20	Recurring
Opioid Misuse Prevention	Grant funds are used to address the opioid misuse problem; strategies include data collection using the Strategic Prevention Framework model.	$88,679				7/1/19-6/30/20	Recurring
	TOTALS:	**$88,679**	**$503,357**	**$0**	**$0**		

Circuit Court for Harford County - Anticipated FY 20 Grants							
TITLE OF GRANT	**GRANT PURPOSE**	**Source of Anticipated Funding**				**Grant Dates**	**Recurring or One Time**
		Federal	**State**	**Other**	**County Match**		
Family Court Services	This grant funds numerous programs and services for Alternative Dispute Resolution, facilitated visitation, psychological evaluations, personnel and services for children's groups, and child custody investigations.		$314,687			7/1/19-6/30/20	Recurring
CASA	This grant focuses on representing the best interest of abused, neglected and dependent children in Court proceedings.		$80,000		$60,000	7/1/19-6/30/20	Recurring
Access/Visitation Program	Provide access/visitation services to non-custodial parents. Goal is to develop and produce 50 visitation plans targeting separated families in which child support and access is the issue.		$203,730			10/1/19-9/30/20	Recurring
Child in Need of Assistance Advocacy	This program assists in developing and implementing strategies specifically intended to provide assistance to victims of crime in the State of Maryland.	$69,741		$17,435		10/1/19-9/30/20	Recurring
	TOTALS:	**$69,741**	**$598,417**	**$17,435**	**$60,000**		

Department of Community Services (Office on Aging) - Anticipated FY 20 Grants							
TITLE OF GRANT	**GRANT PURPOSE**	**Source of Anticipated Funding**				**Grant Dates**	**Recurring or One Time**
		Federal	**State**	**Other**	**County Match**		
Maryland Department of Aging Grants	These grants provide a variety of services to people over the age of 60; State Nutrition; Senior 1 & A; Senior Care; SALGHS, State Ombudsman and VEPI.		$168,696			7/1/19-6/30/20	Recurring
Older Americans Act	Grant provides a variety of services to people over the age of 60. Programs include Congregate Nutrition, Home Delivered Meals, Legal Services, Senior Center operation and programs, Ombudsman, Senior Information & Assistance, In-Home Services, Health Education and Physical Fitness, and Caregiver's support and services.	$687,640		$40,434	$467,103	10/1/19-9/30/20	Recurring
Senior Medicare Patrol - Health Care Fraud Program Expansion	Grant funds promote awareness of Medicare and Medicaid healthcare fraud, waste and abuse.		$4,638		$6,598	6/1/19-5/31/20	Recurring
State Health Insurance Program (SHIP)	This grant provides health insurance counseling (e.g. Medicare, private insurance, HMOs, insurance fraud, et.); assists people with organizing medical bills, and advocates with medical providers.		$18,409		$20,027	4/1/19-3/31/20	Recurring
Medicare Improvements for Patients and Providers (MIPPA)	Grant funds allow for outreach and enrollment for low income Medicare beneficiaries to help with drug premiums, copayments and deductibles.	$9,650				9/30/19-9/29/20	Recurring
Senior Assisted Living Group Home Subsidy	Grant funds provide subsidies to assist low-income seniors to reside in residential assisted living programs.		$175,339			7/1/19-6/30/20	Recurring
Nutrition Service Incentive Program	Grant funds provide funding for both Congregate and Home Delivered Meals.	$39,184				7/1/19-6/30/20	Recurring
Senior Care	This grant provides funding for a variety of services to people over the age of 60.		$296,442		$77,500	7/1/19-6/30/20	Recurring
Senior Center Operating Fund (SCOF)	Provide an opioid program for Senior's perspective, promote Senior participation in 2020 census, provide scholarships for low income seniors to attend classes, and support evidence based classes in community.		$17,430	$5,880		7/1/19-6/30/20	One Time
	TOTALS:	**$736,474**	**$680,954**	**$46,314**	**$571,228**		

Department of Parks & Recreation - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Anita C. Leight Estuary Center	This grant is to help offset the cost for our Park Naturalist and a small portion of the custodian at the Anita C. Leight Estuary Center for salary and fringe benefits.	$50,000				7/1/19-6/30/20	Recurring
Sanitation Grant	To provide sanitary services at various boating facilities; i.e., Mariner Point Park, Flying Point Park, Otter Point, Willoughby Beach Landing and Swan Harbor.		$7,500			7/1/19-6/30/20	Recurring
John Archer Child Care/Camp I Can	This activity is designed to provide a 6 hour per day, 5 day a week recreation program for mentally & physically limited youngsters in Harford Co. It also provides an after school care program for children with disabilities and is the only such child care center of its kind in the region.		$47,796	$32,500	$44,038	7/1/19-6/30/20	Recurring
	TOTALS:	**$50,000**	**$55,296**	**$32,500**	**$44,038**		

Department of Planning & Zoning - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
United Transportation Work Program	This grant supports the Regional Transportation Planning Process that is essential to the work program outlined in the federally mandated Metropolitan Planning Organization. Work activities include everything from preparation of the Transportation Improvement Program to Regional Cooperative forecasting of population growth throughout the region.	$61,920			$15,480	7/1/19-6/30/20	Recurring
Rural Legacy Program	Funds are provided to purchase interests in real property from willing sellers, including fee estates, easements and other interests in real property, for preservation of land in key areas of Maryland enhancing natural resource, agricultural, forestry and environmental protection.		$2,088,000			11/1/19-10/31/20	One Time
Critical Area Management Program	This grant supports staff in implementing the Harford County Chesapeake Bay Critical Area Management Program. The grant contributes to the salary of one or more full time budget funded employees and sometimes includes the cost of printing, postage, etc.		$10,000			7/1/19-6/30/20	Recurring
	TOTALS:	**$61,920**	**$2,098,000**	**$ 0**	**$ 15,480**		

Harford County Sheriff's Office - Anticipated FY 20 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Child Enforcement Administration Cooperative Reimbursement Agreement	This grant provides funding for the salary and benefits for seven positions who concentrate their efforts specifically in the service of summons, warrants and writs of paternity, AFDC and non-AFDC child support cases and the data entry and tracking of each.	$628,171			$357,016	10/1/19-9/30/20	Recurring
Traffic Safety Grant	This grant provides funding for deputies to work overtime to pro-actively seek out impaired, aggressive and distracted drivers in an effort to reduce the number of driving related injuries and fatalities in Harford County.	$75,000				10/1/19-9/30/20	Recurring
Law Enforcement Training Scholarship	Funding provides financial support to offset the costs associated with specialized law enforcement training, including, but not limited to classes and seminars in investigation, crime prevention and crime analysis.	$5,000				7/1/19-6/30/20	Recurring
Maryland Highway Safety Office - Commercial Motor Vehicle Grant	This grant provides funding for deputies to patrol the roads on an overtime basis to perform routine commercial vehicle enforcement and North American Standard Inspections to ensure that trucks and buses driving on the highways are operating safely on county roads.	$15,000				10/1/19-9/30/20	Recurring

Harford County Sheriff's Office - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Heroin Coordinator	This grant provides funding for the Heroin Prevention Team Information Coordinator who acts as the main outlet for heroin related information and data, and maintains a database tracking all heroin overdoes and compiles related reports for appropriate dissemination.		$83,561			7/1/19-6/30/20	Recurring
Professional Development Grant	These funds will allow our agency to send individuals to training and will be used for registration, lodging, per diem and transportation costs.		$5,000			7/1/19-6/30/20	Recurring
Overtime Patrols/Public Awareness Grant	This grant provides overtime monies which allow the Sheriff's Office to fund a School Bus Safety Program. This program affords deputies the opportunity to target drivers who illegally pass school vehicles. In addition, this program established a partnership with Regal Cinemas in Abingdon, MD to air Public Service Announcements at their facility.		$19,764			8/1/19-6/30/20	Recurring
Monitoring Sex Offender Compliance	This grant provides overtime monies for existing Sheriff's Office personnel to assist in the compliance and verification process of the sex offenders registered with the HCSO Sex Offender Registration Program as mandated by MD law.		$25,023			7/1/19-6/30/20	Recurring

Harford County Sheriff's Office - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Sheriff's Tactical & Operational Plan: Theft Intervention & Enforcement (STOP THIEF)	This grant will fund the purchase of equipment and related software which will enhance pro-active details and increase officer safety; improve the ability to extract evidence from cellular devices; track suspect movement, and improve surveillance capabilities.		$30,000			7/1/19-6/30/20	Recurring
State Criminal Alien Assistance Program	This grant provides federal funding to localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law and incarcerated for at least four consecutive days during the reporting period.	$15,862				7/1/19-6/30/20	Recurring
Safe Streets Initiative	This grant provides for the salary and partial benefits of the Program Coordinator and Crime Analyst as well as overtime and related FICA for the surrounding municipalities and the Sheriff's Office staff to conduct details to apprehend individuals designated as violent offenders. This grant also pays for the partial salary and benefits of an existing Prosecutor in the State's Attorney's Office who is assigned to the Initiative on a part-time basis.		$150,000			7/1/19-6/30/20	Recurring
Justice Assistance Grant	These funds will be used to purchase equipment for the Sheriff's office. The equipment to be purchased will be determined at a later date based on the agency's need at that time.	$40,500				10/18/19-9/30/20	Recurring
	TOTALS:	**$779,533**	**$313,348**	**$0**	**$357,016**		

Office of State's Attorney - Anticipated Funding FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Cooperative Reimbursement Agreement	This grant is to support the State of Maryland Department of Human Resources - Dept of Social Services Child Support Program efforts in establishing and collecting child support by providing legal representation through the court system.	$854,442			$515,733	10/1/19-9/30/20	Recurring
Internet Crimes Against Children Initiative	The grant funds will provide for updating and servicing of technology equipment used for investigations of Internet crimes of child abuse against children and national training for staff.		$30,000			7/1/19-6/30/20	One Time
Investigative Enhancement	The grant funds will provide for technological advancements, equipment enhancements and training improvements at the CAC.		$12,500			7/1/19-6/30/20	Recurring
	TOTALS:	**$854,442**	**$42,500**		**$515,733**		

Office of Economic Development (Susquehanna Workforce Network) - Anticipated FY 20 Grants							
TITLE OF GRANT	**GRANT PURPOSE**	**Source of Anticipated Funding**				**Grant Dates**	**Recurring or One Time**
		Federal	**State**	**Other**	**County Match**		
Workforce Investment Act/Workforce Innovation and Opportunity Act	The Susquehanna Region's Program Formula Allocation will be utilized to support Workforce Investment Act operations and activities in accordance with the Susquehanna Region's Workforce Investment Act Five Year Plan.		$1,516,773			7/1/19-6/30/20	Recurring
	TOTALS:		**$1,516,773**		**$0**		

Office of Economic Development (Harford Transit) - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
5307 Operating Assistance	To provide public transportation services to the citizens of Harford County.	$1,626,095	$432,389	$337,974	$1,221,669	7/1/19-6/30/20	Recurring
Special Statewide Transportation Assistance Program	To provide curb-to-curb transportation services for the elderly population & persons with disabilities.		$170,371	$65,000	$580,962	7/1/19-6/30/20	Recurring
MTA Preventive Maintenance & Capital Equipment	To provide funds to purchase or replace vehicles, cover cost of preventive maintenance on vehicles and other equipment.	$2,607,680	$325,960		$330,210	7/1/19-6/30/20	Recurring
	TOTALS:	**$4,233,775**	**$928,720**	**$402,974**	**$2,132,841**		

Harford County Housing Agency - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Housing Choice Voucher	This grant provides for subsidized rental housing to eligible families.	$7,700,000				1/1/19-12/31/19	Recurring
HUD Comprehensive Housing Counseling	This grant provides funds that will be used for providing counseling and advice to tenants and homeowners, both current and prospective, with respect to property maintenance, financial management and literacy.	$43,436				10/1/18-9/30/20	Recurring
Maryland Housing Counseling	Grant funds will provide funding to professional housing counselors who offer counseling services to eligible home buyers, homeowners and tenants.		$60,000			1/1/19-12/31/19	Recurring
Section 8 Mainstream Program	This grant provides financial assistance for housing to non-elderly, disabled individuals/families.	$665,542				1/1/19-12/31/19	Recurring
Family Self-Sufficiency	The Family Self-Sufficiency (FSS) program enables families assisted through the Housing Choice Voucher (HCV) program opportunities for education, job training, counseling and other forms of social service assistance, while living in assisted housing, so they can obtain skills necessary to achieve self-sufficiency.	$28,118				1/1/19-12/31/19	Recurring
Housing Opportunities for People With AIDS	This grant provides funds for subsidized housing to individuals/families with specific disabilities.	$201,874				7/1/19-6/30/20	Recurring
Housing Choice Voucher Admin	This grant provides for the administration costs associated with providing subsidized rental housing to eligible families.	$770,000				1/1/19-12/31/19	Recurring

Harford County Housing Agency - Anticipated FY 20 Grants							
TITLE OF GRANT	GRANT PURPOSE	Source of Anticipated Funding				Grant Dates	Recurring or One Time
		Federal	State	Other	County Match		
Supportive Housing Grant	This grant is for permanent supportive housing for chronically homeless individuals and homeless families with dependent children suffering from mental health, substance abuse, domestic violence and other disabling conditions.	$653,244				7/1/19-6/30/20	Recurring
Community Development Block Grant	Grant funds benefit low to moderate income population eliminating slum and blight, and meets urgent community development needs.	$1,058,059				7/1/19-6/30/20	Recurring
Home Investment Partnership	Provides formula grants to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people.	$466,432	`		$117,274	7/1/19-6/30/20	Recurring
Homelessness Solutions Program	Housing services for those experiencing homelessness		$359,590			7/1/19-9/30/20	One-time
	TOTALS:	**$11,586,705**	**$419,590**	**$0**	**$117,274**		
	Total Anticipated Grant Awards w/o County Match	**Total Federal**	**Total State**	**Total Other**	**Total County Match**		
	$28,257,089	**$19,800,512**	**$7,912,789**	**$543,788**	**$3,965,279**		

SELF INSURANCE FUND
FISCAL YEAR 2020

Purpose

The Self-Insurance Fund was established in 1982 as an Internal Service Fund. This fund accounts for budgeted monies from operating funds for a percentage of self-insurance contributions. The fund also receives reimbursement from other parties for claims paid. Excess insurance premiums, claims and other expenses are paid from this fund. An actuarial study was completed for June 2018 which covers the general liability, automotive liability, property damage, and workers' compensation exposures.

Self Insurance Fund
Statement of Estimated Net Position

Total Net Position as of June 30, 2018		3,561,098
Investment Income	120,000	
Insurance Recoveries	40,000	
Revenues from Agencies and Reimbursements	26,000,000	
Total Estimated Revenues		26,160,000
Expenses for Claims, Excess Coverages, Claims Management and Other Expenditures	(26,657,000)	
Total Estimated Expenditures		(26,657,000)
Estimated Net Position - June 30, 2019		3,064,098

Fiscal Year 2019-2020

Investment Income	25,000	
Insurance Recoveries	175,000	
Revenues from Agencies and Reimbursements	29,829,392	
Total Estimated Revenues		30,029,392
Claims and Expenditures	(30,029,392)	
Total Estimated Expenditures		(30,029,392)
Estimated Net Position June 30, 2020		3,064,098

VOLUNTEER FIREMEN'S PENSION TRUST (LOSAP) FUND
LOSAP - LENGTH OF SERVICE AWARD PROGRAM
FISCAL YEAR 2020

Purpose

The Volunteer Firemen's Length of Service Award Program (LOSAP) was established in 1975 to provide a pension plan for volunteer fire and ambulance personnel. The County has hired an investment consultant and an investment manager to invest the pension funds for better investment return over the long period. This was done with the cooperation of the Pension Committee of the Association of the Volunteer Fire and Emergency Medical Services of Harford County, Inc.

Volunteer Firemen's Pension Trust (LOSAP) Fund
Statement of Estimated Net Position

Net Position Held In Trust for Pension Benefits - June 30, 2018		28,946,179
Estimated Revenues:		
County Contributions	2,227,487	
Investment Income	2,072,513	
Total Estimated Revenues		4,300,000
Estimated Expenses:		
Pension Payments	(1,750,000)	
Actuarial & Investment Services	(150,000)	
Death Benefits	(50,000)	
Total Estimated Expenditures		(1,950,000)
Estimated Net Position Held In Trust for Pension Benefits - June 30, 2019		31,296,179
Fiscal Year 2019-2020		
Estimated Revenues:		
County Contributions	1,997,167	
Investment Income	2,000,833	
Total Estimated Revenues		3,998,000
Estimated Expenditures:		
Pension Payments	(1,900,000)	
Actuarial & Investment Services	(128,000)	
Death Benefits	(50,000)	
Unfunded Liability	(1,920,000)	
Total Estimated Expenditures		(3,998,000)
Estimated Net Position Held In Trust for Pension Benefits - June 30, 2020		31,296,179

SHERIFF'S OFFICE PENSION PLAN
FISCAL YEAR 2020

Purpose

The Sheriff's Office Pension Trust Fund was established in July 1997 to provide a pension plan for uniformed law enforcement and corrections personnel. This plan provides for a twenty-five (25) year retirement for its members. It is mandatory that all new eligible personnel hired after July 1, 1997 join this pension plan. Effective July 1, 2006, the uniformed law enforcement officers moved to the Maryland State Pension leaving only the correctional officers as members of this plan. An actuarial firm, investment consultant and investment manager have been retained to provide services to the Pension Trust Fund. The Trustees have formalized an investment policy and custody agreement for the investment of the Trust Fund assets.

Sheriff's Office Pension Plan
Statement of Estimated Net Position

Net Position Held In Trust for Pension Benefits		
June 30, 2018		60,336,910
Estimated Revenues:		
Employee Contributions	550,000	
County Contributions	2,567,354	
Investment Income	4,232,646	
Total Estimated Revenues		7,350,000
Estimated Expenses:		
Actuarial & Investment Services	(200,000)	
Medical & Legal Services	(25,000)	
Pension Payout	(3,300,000)	
Total Estimated Expenses		(3,525,000)
Estimated Net Position Held In Trust for Pension Benefits		
June 30, 2019		64,161,910

Fiscal Year 2019-2020

Estimated Revenues:		
Investment Income	4,012,902	
Employee Contributions	600,000	
County Contributions	2,587,098	
Total Estimated Revenues		7,200,000
Estimated Expenditures:		
Actuarial & Investment Services	(250,000)	
Medical & Legal Services	(15,000)	
Pension Payout	(3,500,000)	
Unfunded Liability Contribution	(3,435,000)	
Total Estimated Expenditures		(7,200,000)
Estimated Net Position Held In Trust for Pension Benefits		
June 30, 2020		64,161,910

HARFORD COUNTY OTHER POST EMPLOYMENT BENEFITS PLAN TRUST FUND
FISCAL YEAR 2020

Purpose

Harford County Other Post Employment Benefits Plan (OPEB) Trust Fund was established effective July 1, 2007. In June 2004 the Government Accounting Standards Board (GASB) released Statement 45 which revised the GAAP accounting standards for post employment benefits other than pensions (OPEB). This standard would most typically be applied to post-retirement medical and life insurance benefit that are both provided to Harford County retirees. Prior to this new standard, these benefits were accounted for on a pay as you go basis. The new standard requires these benefits be accounted for on an accrual basis. An actuarial firm has been retained to provide services to the OPEB Trust Fund. The Trustees have formalized an investment policy and custody agreement for the investment of the Trust Fund assets.

Other Post Employment Benefits Plan Trust Fund
Statement of Estimated Net Position

Net Position Held In Trust for OPEB June 30, 2018		117,817,397
Estimated Revenues:		
Investment Income	10,000,000	
OPEB Retiree Payment	1,281,000	
County Contributions	13,369,000	
Total Estimated Revenues		24,650,000
Estimated Expenses:		
Financial/Audit	(400,000)	
OPEB Benefits	(10,500,000)	
Total Estimated Expenses		(10,900,000)
Estimated Net Position Held In Trust for OPEB June 30, 2019		131,567,397

Fiscal Year 2019-2020

Estimated Revenues:		
Investment Income	10,000,000	
OPEB Retiree Payment	1,298,000	
County Contributions	11,752,000	
Total Estimated Revenues		23,050,000
Estimated Expenditures:		
Life Insurance Payments	(80,000)	
Health Insurance Payments	(10,500,000)	
Management Services	(20,000)	
Financial/Audit	(350,000)	
Unfunded Liability Contribution	(12,100,000)	
Total Estimated Expenditures		(23,050,000)
Estimated Net Position Held In Trust for OPEB June 30, 2020		131,567,397

GLOSSARY

ACTIVITY
A major component of work performed by a department, division, or agency that measures performance.

ACCRUAL BASIS
A basis of accounting in which transactions are recognized at the time when they are incurred, as opposed to when cash is received or spent.

AD VALOREM TAX
A tax based "according to the value" of the property. The tax is determined by multiplying the taxable value of the property by the tax rate (which is often expressed as an amount per $100 of assessed value).

AGENCY
A principal County department or office, or other governmental unit outside County organizational structure, receiving County funds. (Note: For descriptive purposes only, this term is used interchangeably with department, office, division, and bureau.)

AGRICULTURAL LAND PRESERVATION FUND
Accounts for dedicated transfer tax revenues and provides for easement purchases of County agricultural land.

ANNUAL BUDGET AND APPROPRIATION ORDINANCE
A bill, enacted by the County Council which gives legal effort to the annual county budget.

ANNUALIZE
Taking changes that occurred mid-year and calculating their cost or savings for full year, for the purpose of preparing an annual budget.

APPROPRIATION
The legal authorization to spend a specific amount of money for a particular purpose.

ASSESSABLE BASE
The total value of all real and personal property in the County as determined by the State Department of Assessment and Taxation, used as a basis for levying taxes. It is not the market value of the property. Tax-exempt property is excluded from the assessable base.

ASSESSED VALUATION
A valuation set upon real estate or other property by the State as a basis for levying taxes. Assessed value is not the market value.

ASSESSMENT RATIO
The ratio at which the tax rate is applied to the tax base.

ATTRITION
A method of achieving a reduction in personnel by not refilling the positions vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.

AUDIT
An annual examination of all County financial documents, records, and reports along with a review of all accounting practices and procedures.

AUTHORIZED POSITIONS
Employee positions, which are approved in the adopted budget, to be filled during the year.

BALANCED BUDGET
Current appropriations in all funds are limited to the sum of available, unencumbered cash balances and revenues estimated to be received in the current budget period. The budget when adopted will be balanced in all funds throughout the year.

BOND REFINANCING
The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

BONDS
An interest bearing certificate of indebtedness sold by the County as a means of borrowing funds. The bond promises payment of the original investment plus interest by a date(s). A General Obligation bond is backed by full faith, credit, and taxing power of the government. Bonds involve long term indebtedness to pay for capital projects.

GLOSSARY

BOND RATING
Bond ratings are based upon the County's financial condition and its ability to meet all future interest and principal payments.

BUDGET
A comprehensive financial plan describing proposed expenditures and the means of financing those expenditures.

BUDGETARY BASIS
This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

BUDGET MESSAGE
The written budget explanation delivered by the County Executive to the County Council. This message must represent a complete financial plan reflecting all receipts and disbursements.

BUSINESS AND TRAVEL
Encompasses the costs of operating the County-owned fleet and those associated with authorized travel. Professional activities, journals, and other published materials, educational expenses and training are also included in this character.

BRAC
An acronym that stands for Base Realignment & Closure which is the process the Dept. of Defense uses to reorganize its federal installations for a more efficient & streamlined approach.

CAPITAL ASSETS
Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

CAPITAL BUDGET
A financial plan for appropriating monies necessary to fund the construction of permanent public improvements. Capital projects may extend beyond one fiscal year, and are financed by bonds, grants, contributions, Paygo funds or other approved long-term indebtedness.

CAPITAL IMPROVEMENTS
Projects that are long-term assets such as roads, buildings, and landfills.

CAPITAL IMPROVEMENT PROGRAM
A five-year projection of capital improvements that includes funding sources of the project. The first year of the program represents the current fiscal year capital budget.

CAPITAL OUTLAY
Includes all expenditures for vehicles, equipment and facilities properly classified as fixed assets and having a useful life of more than five years and/or a value of at least $300. They may be additional or replacement items.

CAPITAL PROJECT
Any acquisition of property of a permanent nature for public use and/or any physical improvement including any preliminary studies, surveys and initial equipment purchases.

CAPITAL PROJECT FUND
Accounts for financial resources to be used for the acquisition or construction of major capital facilities of all major and non-major governmental funds.

CASH BASIS
A basis of accounting in which transactions are recognized only when cash is increased or decreased.

CONSTANT YIELD RATE
A rate, which when applied to the current year's assessable base, exclusive of the estimated assessed value of property appearing on the tax roles for the first time (new construction), will produce tax equal to that produced in the previous tax year. State law prohibits local taxing authorities from levying a tax rate in excess of the Constant Yield Tax Rate unless they advertise and hold public hearings on their intent to levy a higher rate.

GLOSSARY

CONTINGENCY RESERVES
Assets or other resources budgeted to provide for unforeseen expenses or emergencies that may arise during the fiscal year; determined to be required to protect; or preserve public life, health, or property. By Harford County Charter, contingency reserves may not exceed three percent of all funds.

CONTRACTUAL SERVICES
Reflects those costs for all services provided by private business, organizations, individuals, and includes rents and leases, telephone and utilities, advertising, professional services, and maintenance and service contracts. Also included are mandated unemployment insurance contributions and payments to the County's Self-Insurance Fund.

COST-OF-LIVING ADJUSTMENT (COLA)
An increase in salaries to offset the adverse effect of inflation on compensation.

COUNTY AUDITOR
An independently appointed certified public accountant, directly serving the County Council

COVERAGE RATIO
Net revenues available for debt service divided by total debt service required equals debt service coverage ratio.

CURRENT OPERATING BUDGET
The County's comprehensive financial plan for a single fiscal year including expenditure requirements for all services and planned programs along with revenue estimates needed to support these stated levels of activity.

DEBT SERVICE
Represents the periodic payments of principal and interest on bonded long and/ or short-term indebtedness, and all costs associated with bond sales, issues, and the cost to service debt (i.e. legal and banking services and financial fees).

DEDICATED TAX
A tax levied to support a specific government program or purpose.

DEFICIT
The excess of an entity's liabilities over its assets or the excess of expenses over revenues during a single accounting period.

DEPARTMENT
A principal County office or agency or other governmental unit outside the County organization structure, receiving County funds. (See also agency/ office).

DEPRECIATION
The expiration of the functional life of a fixed asset over a specified period of time, due to wear and tear, obsolescence or deterioration, and which is applicable to the County's enterprise fund.

DEVELOPMENT-RELATED FEES
Those fees and charges generated by building, development and growth in the community. Included are building and street permits, development review fees, and zoning, platting and subdivision fees.

DIRECTOR
Title given to a department's chief officer.

DISBURSEMENT
The expenditure of monies from an account.

DISTINGUISHED BUDGET PRESENTATION AWARDS PROGRAM
A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

DIVISION
An organizational unit within a department, responsible for accomplishing major programs and activities of the Department. Example: the Bureau of Highways within the Department of Public works. (See also bureau, agency, and office.)

GLOSSARY

EDU
An acronym that stands for Equivalent Dwelling Unit, which is the unit of measure by which the periodic User Charge for sewer services provided by the County is calculated.

EMERGENCY APPROPRIATION
In accordance with Harford County Charter, County Council may, upon recommendation of the County Executive, make emergency appropriations from contingency reserves in the operating budget if it is determined that there exists a need to protect or preserve public life, health, or property. If no available unappropriated revenues exist to meet an emergency appropriation, County Council is authorized to issue renewable emergency notes payable no later than the last day of the next succeeding fiscal year.

EMPLOYEE (OR FRINGE) BENEFITS
Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included is the government's share of costs for Social Security and the various pensions, medical, and life insurance plans.

ENCUMBRANCE
An accounting commitment that reserves unappropriated funds for a future expenditure.

ENTERPRISE FUND
A fund or group of funds established to provide and operate County services and facilities such as utilities, in a business like nature with the intent of supporting these goods and services provided to the general public by user charges.

ENTITLEMENTS
Payments to which local governmental units are entitled, pursuant to an allocation formula determined by the agency providing the monies, usually the state or the federal government

EXPENDITURE
To pay out or spend.

EXPENSE
Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

FEE
A charge for service to the user or beneficiary of the service. According to the State law, charges must be related to the cost of providing the service.

FIDUCIARY FUNDS
Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support Harford County Government's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. Information is presented separately for the pension trust funds within the supplementary information to the financial statements in a combining statement of fiduciary net assets and a combining statement of changes in fiduciary net assets.

FISCAL IMPACT SYSTEM
The net financial effect of a change to a capital project or an agency's operating budget for the current fiscal year.

FISCAL POLICY
The County Government's policies with respect to revenues, expenditures, and debt management as these relate to County services, programs, and capital investments. Fiscal policy provides a set of principles for the planning and programming of budgets, uses of revenues, and financial management.

FISCAL YEAR
A 12-month time period to which the annual operating and capital budgets apply. The Harford County fiscal year begins July 1 and ends June 30.

GLOSSARY

FIXED ASSETS
Assets of long-term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, or machinery.

FRINGE BENEFITS
Contributions made by the County government to meet its commitments or obligations for Social Security, and the various retirement, medical and insurance plans for employees.

FULL FAITH AND CREDIT
Contributions made by the County government to meet its commitments or obligations for Social Security, and the various retirement, medical and insurance plans for employees.

FULL-TIME EQUIVALENT POSITION (FTE)
A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time typist working for 20 hours per week would be the equivalent to .5 of a person.

FUND
A separate budget/ accounting entity designated for specific revenues in accordance with special regulations, restrictions, or limitations.

FUND BALANCE
Assigned and Unassigned reserves in a fund; the amount by which resources exceed the obligations of the fund.

GAAP
Generally accepted Accounting Principle. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GENERAL FUND
The principal operating fund for Harford County Government, it encompasses all the financial resources and activities, not required by law or County policy, to be maintained in another specific fund.

GENERAL OBLIGATION BONDS
Also known as full-faith and credit bonds, their quality and payment is based on the general credit and taxing power of the County. The County must take whatever actions are necessary to assure repayment. Typically such bonds are used to finance the capital portion of tax supported general public purpose governmental activities with schools, libraries, and public safety buildings being the most common uses of bond proceeds.

GOAL
A long-range desirable aim attained by completion of defined objectives.

GOVERNMENTAL FUNDS
Funds generally used to account for tax supported activities. Governmental funds include the General Fund, Highways Operating fund, Grants fund, Agriculture Land Preservation fund, Capital Project fund, and Parks & Recreation Fund.

GRANT
A contribution from one governmental unit to another or from a government to a private organization to aid in the support of a specific purpose, activity, or facility.

GRANTS FUND
A fund established to receive and disburse funds for programs provided by Federal and/or State governments. These programs may or may not require County matches, and may or may not coincide with the County's fiscal year.

HIGHWAYS FUND
A fund established to account for dedicated revenues that are legally restricted to the maintenance, care, and repair of roads and bridges located outside the boundaries of the three incorporated municipalities in Harford County. Traffic safety and County related transportation expenses.

IMPACT FEE
One-time charges assessed against new development that attempts to recover from the developer the capital cost of the additional public facilities needed to serve that development.

GLOSSARY

INDIRECT COST
A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

INFRASTRUCTURE
Public domain fixed assets such as roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, lighting systems, and similar assets that are immovable and of value only to the governmental unit.

INTER-FUND REIMBURSEMENT
Funds transferred from one account of a County governmental department or agency to another account of a County governmental department or agency as payment for goods or services received or rendered.

INTER-GOVERNMENTAL REVENUE
Funds received from other governmental units in the form of grants or shared revenues.

INTERNAL SERVICE FUNDS
An accounting device used to accumulate and allocate costs internally among Harford County Government's various functions. Harford County Government uses an internal service fund to account for risk management. Because this service predominantly benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

LANDFILL AIRSPACE
The volume (cubic yards) available for disposal of solid waste at a landfill obtained by multiplying the total landfill area (square yards) by the average height of solid waste (yards).

LEASE FINANCE
Arrangements to secure short-term funding for certain renovation and repair projects and equipment purchases.

LEASE PURCHASE AGREEMENT
A contractual agreement termed "lease" but is actually a purchase contract.

LEVY
To impose taxes for the support of government activities

LICENSES AND PERMITS
County issued authorizations regulating various kinds of business and business activities, or certain activities by individuals.

LONG-TERM DEBT
Debt with a maturity of more than one year after the date of issuance.

MAINTENANCE OF EFFORT
A State requirement that, in order to receive increases in public school education aid, local governments must provide funds for the next fiscal year, at a minimum, at the same per pupil level as the current fiscal year. To receive additional State Community College aid, the County must, at a minimum, provide the same overall dollar contribution level as the previous year.

MISCELLANEOUS
Reflects those costs not readily classifiable under other objects of expenditure but remaining integral operating costs of County Government. Grants and contributions, inter-fund reimbursements, financing of Pay-As-You-Go (Paygo) capital improvement projects, and expenditures of a confidential nature are included under this category.

MAJOR FUND
Any fund whose revenues/expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget.

MISSION
The desirable end result of any activity. Missions are generally broad and long range in nature compared to goals which are more specific and immediate.

MODIFIED ACCRUAL BASIS
The basis of accounting under which expenditures are recorded when the services or goods are received and the liabilities are incurred, and revenues are recorded when available. Accounting records for the County's general funds and expendable trust and agency funds are maintained on a modified accrual basis.

GLOSSARY

NONDEPARTMENTAL ACCOUNT
Expenditure items essential to County Government operation not falling within the functional assignment or agency which provide for expenditures related to more than one department or agency.

OBJECT OF EXPENDITURE
A classification of expenditures indicating goods and services. Examples include personal services or supplies and materials.

OBJECTIVE
A well-defined measurable task or function to be accomplished in a specific time frame.

OBLIGATIONS
Amounts that a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

OFFICE
An organizational unit within a department, responsible for accomplishing major programs and activities of the department. Example: an example is the Office on Aging within the Department of Community Services.

OPERATING BUDGET
A comprehensive financial plan outlining expenditure requirements needed to support County services and activities in the coming fiscal year and the available resources needed to fund these requirements.

OPERATING EXPENSE
Those costs necessary to maintain and support the operation, excluding salaries, wages, benefits, and capital outlay. Examples: office supplies and utilities.

OPERATING REVENUES
Funds that the government receives as income to pay for outgoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

ORGANIZATION
A general term applied to any governmental unit receiving County funds. (See also agency, bureau, department, division, and office.)

PARKS AND RECREATION FUND
Is a non-major fund which accounts for the receipts and expenditures of the self-supporting activities of the Emmorton Recreation and Tennis Center, Recreation Councils and/or the Oakington Peninsula.

PAY-AS-YOU-GO (PAYGO)
A fiscal policy by which capital projects are funded with operating budget revenues rather than long-term or bonded indebtedness.

PENSION TRUST FUNDS
Accounting entities for assets held by the County from which retirement annuities and other benefits are paid to former employees.

PERFORMANCE INDICATOR
A unit measurement of work to be accomplished, which alone or in combination with other data, permits assessment of efficiency and effectiveness.

PERFORMANCE MEASURES
Data collected to determine how effective or efficient a program is in achieving its objectives.

PERSONAL PROPERTY TAXES
Taxes levied on tangible personal property and commercial and manufacturing inventory of businesses.

GLOSSARY

PERSONAL SERVICES
Reflects all expenditures relating to County employee compensation for services rendered including salaries and wages, retirement and benefits.

PRIOR-YEAR ENCUMBRANCES
Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

PROGRAM
A primary function of an organization, encompassing all related activities aimed at achieving an established objective, whether long or short-term. Example: the Office of Drug Control Policy within the Department of Community Services.

PROGRAM OPEN SPACE
These funds are to support recreation opportunities and come from the State of Maryland through the collection of State Transfer Tax on real property.

PROPERTY TAX
An assessment placed on real estate including land and permanent improvements and personal property.

PROPERTY TAX DIFFERENTIAL
In addition to Countywide Property Taxes, the Harford County Code, Chapter 123, Article 1, Section 16 requires the County Council to levy an additional tax on property outside the city and incorporated towns, that when combined with all other Highway revenues, is sufficient to fund maintenance, care, repair and construction of roads and bridges outside of the incorporated towns; all expenses of the County Department of Public Works concerning county highways; all expenses of the county and/or Sheriff's Office regarding traffic patrol and highways safety; County-related transportation expenses.

PROPRIETARY FUNDS
Harford County Government maintains two different types of proprietary funds. Information is presented separately in the proprietary funds balance sheet and in the proprietary statement of revenues, expenditures, and changes in fund net assets, and the proprietary statement of cash flows for each.

PURPOSE
A broad statement of the goals, in terms of meeting public health service needs, that a department is organized to meet.

REAL PROPERTY
Real estate, including land and improvements (buildings, fences, pavements, etc.), classified for purposes of assessments.

REAPPROPRIATED
These funds are reallocated from one project to another.

RECORDATION TAX
A tax imposed on every instrument of writing recorded or offered for record with the Clerk of the Circuit Court (liens, deeds, mortgages, etc.). They are assessed at the rate of $6.60 per $1,000 value of recorded instruments filed with the Clerk of the Circuit Court for Harford County. Of this assessed amount, $4.40 is dedicated for school debt service first, then new construction, major and capital improvements to existing school facilities and portable classrooms; $1.10 is dedicated to an open space land and recreational fund for the purchase of park lands and development of parks and recreation facilities; and a $1.10 is dedicated for water and sewer debt service.

RETENTION LEVEL
The dollar claim amount or exposure that the County is liable for before excess insurance coverage begins exposure (i.e. County has $350,000 retention level of liability coverage, excess coverage above).

GLOSSARY

RESERVE
Any account established for a particular exclusive purpose, and therefore not available for further appropriation or expenditure.

RESOLUTION
A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

RETAINED EARNINIGS
An equity account reflecting the accumulated earning of an enterprise or internal service fund.

REVENUE
All funds collected to support County Government programs and services including taxes, user fees and charges, fines, shared revenues and interest income.

REVENUE BOND
This type of bond is backed only by the revenues from a specific enterprise or project, such as Agricultural Preservation or Water and Sewer.

REVENUE SHARING
Various programs sponsored by the Federal government and the State government to allocate revenues to local governments.

RISK MANAGEMENT
A process used by an organization to identify and measure the risks of accidental loss; to develop and implement techniques for handling risk; and to monitor results.

Techniques may include self-insurance, commercial insurance and loss control activities.

SELF-INSURANCE
A planned approach to funding liability, property, worker's compensation, unemployment, and life and health insurance needs through financial resources other than commercial insurance plans.

SOLID WASTE SERVICES
Includes revenues derived from, and expenses incurred for, the County's management of solid waste.

SPECIAL REVENUE FUNDS
Two additional funds were established by Harford County on July 1, 2001 in response to the Government Accounting Standards Board (GASB) Statement No. 34, which requires certain accounts that the County had previously treated as Trust & Agency funds, be included in the operating budget as Special Revenue Funds. Both the State and the County Agricultural Preservation Funds are used to purchase easement rights on agricultural land. Revenue from the State fund is derived from: a portion of the State of Maryland's Property Transfer Tax, a State Agricultural Land Transfer Tax and County matching funds.

SUPPLEMENTARY APPROPRIATION
In accordance with the Harford County Charter, upon the request of the County Executive, County Council is authorized to make additional or supplementary appropriations from unexpended and unencumbered contingency reserves set aside in the operating budget; or from revenues not anticipated when the budget was adopted. Under no circumstances can any supplemental appropriation exceed the amount authorized.

GLOSSARY

SUPPLIES AND MATERIAL
Covers consumable supplies and materials necessary for normal operations including printing and office supplies, postage, janitorial supplies, and safety equipment.

TAX
Compulsory charges levied by a government for financing services performed for the common benefit of the people. This term does not include specific charges made against particular person or property for current or permanent benefit, such as assessments.

TAX LEVY
The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TRAFFIC CALMING
A program wherein the community and the Department of Public Works work together to slow the pace of residential traffic through subdivision roads. The Traffic Calming program is directed at communities with high traffic volumes, high speeds, small lot sizes fronting the subject road, and through traffic.

TRANSFER TAX
A 1% Transfer Tax on any instrument of writing that convey title to, or a leasehold interest in, real property. The proceeds are distributed 50% to the County's Agricultural Land Preservation Program, and 50% to fund school site acquisition, school construction or school debt service.

TRANSFERS IN/OUT
Amounts transferred from one fund to another assist in financing the services for the recipient fund.

TRUST FUND
A special fund, administered by the County as trustee, consisting of resources to be expended or invested under the terms and conditions of the trust.

UNASSIGNED FUND BALANCE
An available balance here is the cumulative result of actual revenues exceeding expenditures for the current and prior fiscal years. This represents that balance available that is unassigned or not designated for future year's expenditures.

UNRESTRICTED NET POSITION
Surplus funds from prior years used to finance current year operations.

USER CHARGES
Fees levied to support specific programs and services and paid only by those directly receiving or benefiting from such programs and services as opposed to the general population.

VISION
An ideal perception of the future and serves as a foundation for strategic planning.

WATER AND SEWER FUND
Established in accordance with Section 522 of the County Charter which requires "Separate budget for each utility to be included in the current expense and capital budget." The fund covers the operations of the County's water and sewer systems. The system is financed primarily through charges to customers for services provided.

WATER AND SEWER DEBT SERVICE FUND
Includes the payment of principal and interest on long-term water and sewer bonds and loans. Th debt incurred funds Water and Sewer capital projects. User fees and surtaxes generate the revenue for this fund.

GLOSSARY

ACRONYMS:

ADA
American Disabilities Act

APF
Adequate Public Facilities

APG
Aberdeen Proving Ground

ARC
Association for Retarded Citizens

BAN
Bond Anticipation Note

BNR
Biological Nitrogen Removal

BOCA
Building Officials Code Administration

BOSE
Bureau of Support Enforcement

BOE
Board of Education

BMR
Budget & Management Research

BRAC
Base Realignment and Closure Act

CAD
Computer Aided Dispatch

CDBG
Community Development Block Grant

CIP
Capital Improvements Program

COLA
Cost of Living Adjustment

COMAR
Code of Maryland Annotated Regulations

CPR
Cardio Pulmonary Resuscitation

CSEPP
Chemical Stockpile Emergency Preparedness Program

DBED
Department of Business and Economic Development

DILP
Department of Inspections, Licenses, Permits

DNR
Department of Natural Resources

ECHO
Ecumenical Community of Harford County

EDU
Equivalent Dwelling Unit

EIS
Emergency Information System

EMS
Emergency Medical Service

ENR
Enhanced Nitrogen Removal

EPA
Environmental Protection Agency

FAMIS
Financial Accounting Management Information System

FICA
Federal Insurance Contributions Act

FTE
Full-Time Equivalent

FY
Fiscal Year

GAAP
Generally Accepted Accounting Principles

GASB
Governmental Accounting Standards Board

GLOSSARY

GBC
Greater Baltimore Committee

GFOA
Government Finance Officers Association

GIS
Geographic Information System

G.O. BONDS
General Obligation Bonds

HAZMAT
Hazardous Materials

HCN
Harford Cable Network

HWDC
Harford Waste Disposal Center

LAN
Local Area Network

LEPC
Local Emergency Planning Committee

LF
Linear Feet

MACO
Maryland Association of Counties

MARC
Maryland Rail Commuter

MTA
Mass Transit Authority

MVA
Motor Vehicle Association

MOSHA
Maryland Occupational Safety Hazard Association

MRIS
Metropolitan Regional Information Systems

NACO
National Association of Counties

NAWAS
National Warning System

NMWDA
Northeast Maryland Waste Disposal Authority

NPDES
National Pollutant Discharge Elimination System

OICT
Office of Information and Communication Technology

OPEB
Other Post Employment Benefits

OSHA
Occupational Safety Hazard Association

PAYGO
"Pay As You Go" Financing

PEHP
Post Employment Health Plan

POS
Program Open Space

SARA
Superfund Amendment Reauthorization Act

SSTAP
Statewide Special Transportation Assistance Program

STOP
Safety Training Observation Program

VFC
Volunteer Fire Companies

W&S
Water and Sewer

WTE
Waste-to-Energy

WTP
Water Treatment Plant

WWTP
Wastewater Treatment Plant