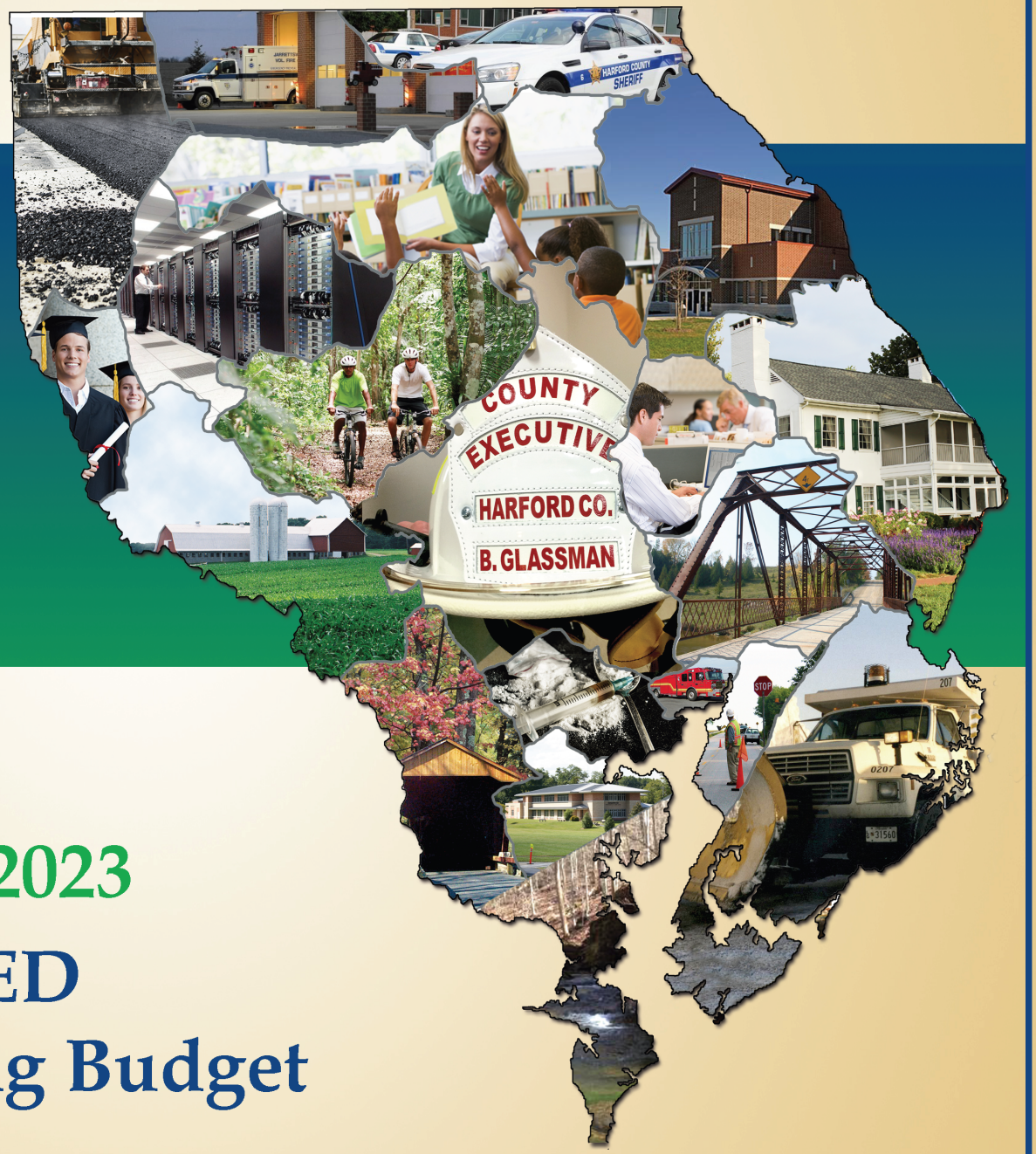
HARFORD COUNTY

BARRY GLASSMAN, COUNTY EXECUTIVE



Fiscal Year 2023

APPROVED
Annual Operating Budget

HARFORD COUNTY, MARYLAND
APPROVED ANNUAL OPERATING BUDGET
FISCAL YEAR 2022-2023

BARRY GLASSMAN, COUNTY EXECUTIVE

Director of Administration
Benjamin Lloyd

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

Treasurer
Robert Sandlass

Chief Advisor, Billy Boniface

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 Efficiency
220 South Main Street, Bel Air, MD 21014
410.638.3129
July, 2022

Elected Officials

Harford County Government

County Executive
Barry Glassman

Elected Officials

Harford County Government

Andre V. Johnson
District A

Joseph M. Woods
District B

Tony "G" Giangiordano
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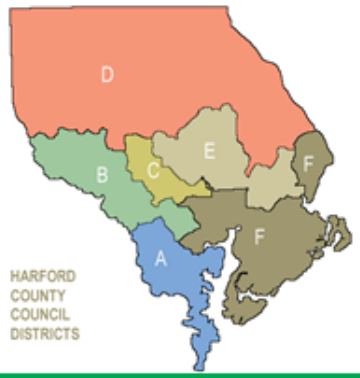


COUNTY COUNCIL
OF
HARFORD COUNTY, MARYLAND

Resolution No. 016-22

Legislative Session Day 22-013 (April 19, 2022)
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, 2022, and ending on the 30th day of June, 2023, 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, 2022, and ending on the 30th day of June, 2023, 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 $0.8413 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, 2022, and ending on the 30th day of June, 2023, 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 $0.1366 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, 2022, and ending on the 30th day of June, 2023, 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 $2.1033 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, 2022, and ending on the 30th day of June, 2023, 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 $0.3415 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, 2022.

Attest:

Mylia Dixon
Council Administrator

Patrick S. Vincenti
President of the Council

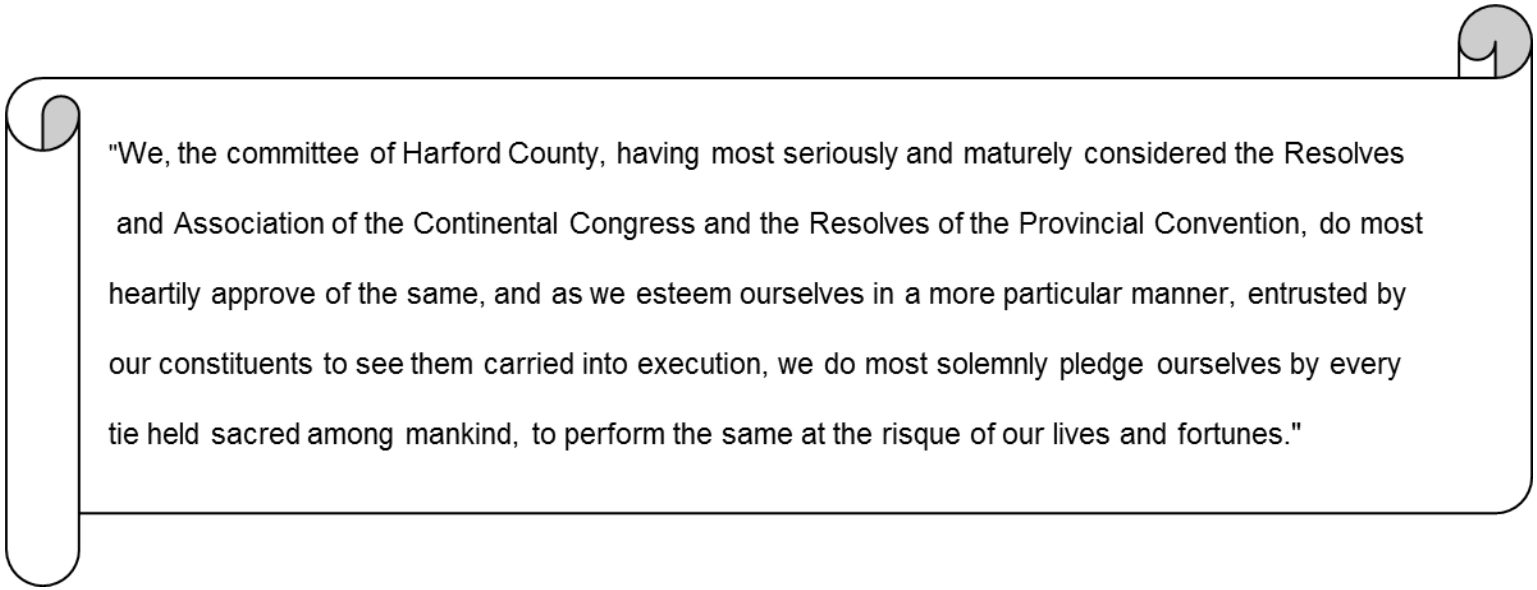
Adopted: This 24th day of May, 2022.

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 01, 2021

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, 2021.

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

This is my final budget proposal as county executive and it marks the culmination of seven years of innovation and efficiency, resulting the most significant economic progress in Harford's history. I liken it to hitting a trifecta - we have fully funded education and public safety and we cut taxes.

Even with the remnants of the pandemic, we have achieved sustained economic growth in jobs, income, and investment.

This achievement includes borrowing at record-low interest rates, earning 24 AAA bond ratings, and fully funding education and public safety while restoring our fund balance to $23 million and maintaining our 5% rainy day fund.

Despite the current pressures of inflation and energy costs, with this budget we will also help our deputies, first responders, teachers, and county employees keep pace by providing in most cases a 7% cost of living increase and a Step, and in other agencies a 7% COLA and a 3% merit increase.

This historic FY 23 budget represents Harford County's most significant investment in education and public safety ever. I have fully funded the Board of Education's request again this year and we are $33.2 million above the Maintenance of Effort.

I am equally proud to say that we have managed our local government wisely, stabilized our debt, and grown our economy to the extent that I can also provide the largest tax cut in Harford's history to our local citizens - a full five cent reduction to the property tax rate for a total of $43 million of tax relief during my term.

In closing, I want to thank my budget staff, county employees, our partners throughout the County, and our citizens. Over the past seven years we have experienced ups and downs, but we have always remained Harford Strong. I am pleased that I have positioned the County to prosper well into the future for our next generation.

Thanks and God Bless.

FY 23 Budget Highlights

Total Budget All Funds: **$1,221,068,315**

General Fund Operating Budget: **$752,570,000**

Capital Budget: **$277,423,315**

Restoring Balance & Efficiency

- Largest property tax cut in Harford's history
- Conservative budgeting while keeping a resilient local economy safely open
- Fully funding of HCPS' operating budget request
- Record level funding for public safety
- County government efficiencies continue to help fund other operations
- AAA bond rating brings lowest borrowing costs in county history; highest possible rating maintained due to strong management and realistic CIP
- **FY 16 - FY 23 constituent savings: $145,536,154**

Reinvesting in our Workforce

- 3% merit-based increase plus 7% COLA per qualifying county employee
    - Equivalent increases for State's Attorney's Office and Circuit court employees
- Full funding for Sheriff's requested wage enhancements for law enforcement, corrections and civilian personnel - 7% and step
- Fully funded agency requests for salary increases

Investing in Education

Record level funding:

- **Full funding for Harford County Public Schools**
  - $324,237,657 in FY 23 operating funds; total increase of $30.4 million over FY 22; exceeds the required Maintenance of Effort and first Kirwan requirement
- **10% increase for Harford Community College**
- **11% increase for Harford County Public Libraries**
- **FY 16 - FY 23: $100,630,355 in County funding vs. $46,159,473 State funding**

Strengthening Communities

- **$2.4 million for preventing and treating opioid addiction and behavioral health services**
  - $1,750,000 to support the 24 hour Klein Family Harford Crisis Center for Mental Health and Addiction
  - $614,000 to support treatment, peer recovery staff and youth mental health through Addictions Connections Resource

Support for Community Organizations

- Harford County Humane Society - *includes retention bonus*
- Harford Center
- The Arc Northern Chesapeake
- $1 million - African American Heritage Preservation
- $1 million - Ripken Baseball Experience HQ
- $500k - Discovery Center at Water's Edge
- $500k - Havre de Grace Auditorium roof
- $500k - Harmer's Town Art Center in Havre de Grace
- $300k - Historical Society facility renovations for the 250th anniversary of Harford County

Supporting our First Responders

Historic-level funding for our first responders:

- **$8,911,423 - Volunteer Fire Companies;** representing an 8.5% increase over FY 2022 for each company plus $250k for staffing incentive program; $11k for recruitment and retention, and continued funding for NEXT-GEN student loan relief
- **$6,497,069 - Harford County Volunteer Fire and EMS Foundation;** represents a $1,000,000 increase or 18% over FY 22; includes pay equity with County providers

Law Enforcement Investments

- Fully implemented Body Worn Camera Program; added 3 new personnel in FY 22 to support the program
- Funded major renovations of the HCSO Central Precinct; added 15 new deputy recruit positions for staffing
- Added 6 new deputy recruit positions to support SRT and CID
- Added 2 positions to support the new police accountability law HB670: 1 deputy recruit and 1 victim rights advocate
- Added 1 video forensic analyst position
- Added 18 new correction officer recruits to support the Medical Wing and the Substance Abuse/Behavioral Health Wing
- Funded 4 capital projects for the Sheriff's Office including major renovations to the detention center, in-car camera systems, a cell site simulator, and police fleet

Broadband: $37 million to extend broadband to unserved and underserved rural communities

Capital Project Highlights

- **HCPS: 18 projects @ $85.8 million**
  - Construction for replacement of Homestead Wakefield ES
  - Harford Technical HS limited renovation
  - Roof replacement for Bakerfield ES
  - Chiller replacement for Meadowvale and Bakerfield ES
  - HVAC upgrades at Swan Creek School
  - Special education facility improvements
  - Record level single increase for technology
  - 29 special education buses

- **Public Safety: 7 projects @ $12.4 million**
    - Fully funded volunteer fire company priority repairs and life safety equipment
    - Darlington Fire Company bunk room renovation
    - Construction of Riverside Fire and EMS station
    - Funds to support Next-Gen 911 technology and upgrade the mobile/portable radio system
    - Susquehanna Hose Company House 1 renovations

- **$16.4 million - County road and bridge projects**
- **$11.3 million - Watershed management projects**
- **$1 million - Living shoreline in Havre de Grace**
- **$15 million - Water & Sewer infrastructure reinvestments**
- **$28.3 million - Harford Community College's Chesapeake Welcome Center**
- **$4 million - Jarrettsville Recreation Complex construction**
- **$500k - Design and engineering for the Joppatowne Youth/Senior Center**

DOCUMENT GUIDE

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 2023 Budget. It describes issues used to formulate the Fiscal Year 2023 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 2023 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 2023 is listed in this section.

Benefits

This section provides a list of funds appropriated for Fiscal Year 2023 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 2023 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 2023 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 Capital Budget and Capital Improvement Program Fiscal Year 2022 - 2023.*

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 2023, 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

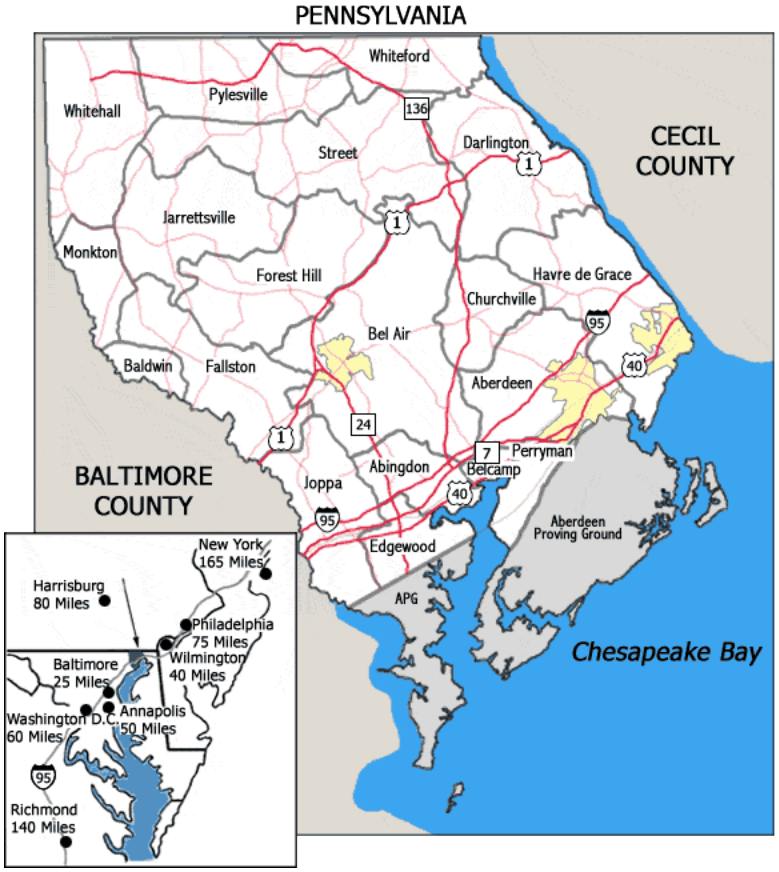
An alphabetical list of items included in the document.

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.

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.

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

Settlements were established along the Gunpowder and Bush Rivers.

Old Baltimore was authorized as the first Baltimore County Seat.

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

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

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.

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.

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.

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 risque 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.

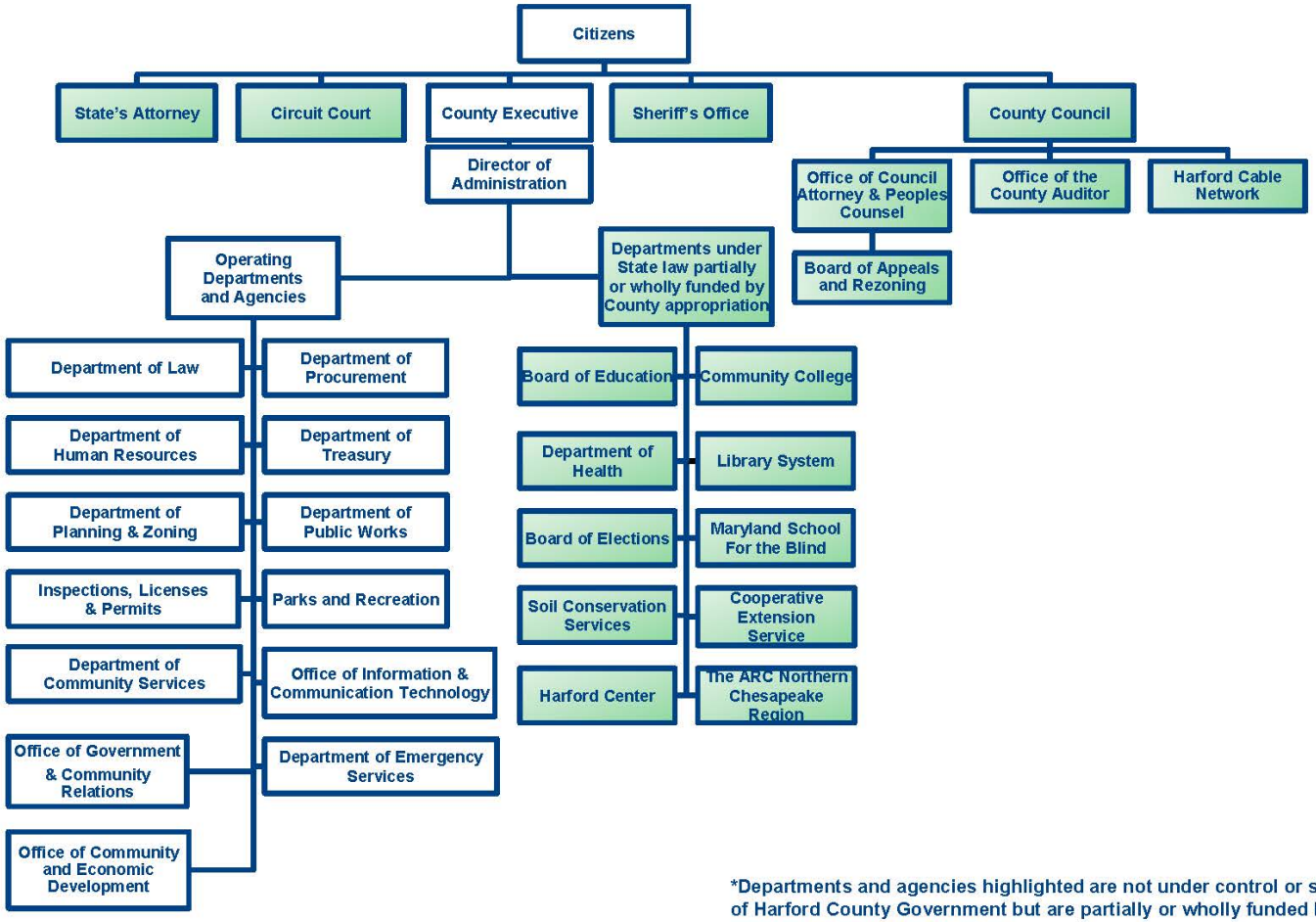
FORM OF GOVERNMENT

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 & Operations, Central Services, and Budget & Efficiency 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. 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 approximately 350 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 differing abilities 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 differing abilities 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 differing abilities 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 February 2022 for a $75,000,000 in Consolidated Public Improvement Bonds. 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 2022 County's Official Statement.

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 (2020)	none	8.25%
Personal Income Tax (2020) *Graduated rate peaking at 5.75% on taxable income over $300,000	3.06%	2.0%-5.75%*
Sales and Use Tax (2020) 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 23) 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.	0.9779	$0.112
Business Personal Property Tax (FY 22) 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.	$2.1033	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 for the 2021-2022 school year was 37,920 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 just over 8,000 full-time students in the Fall of 2020 and just over 900 employees. The current in-county cost is $135 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 over 4,500 acres of County parkland. 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 Harford County Agricultural Center, 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
2021*	95,094	262,977

U.S. Census Bureau

Population Distribution	Age	Percent
	Under 5	5.6%
	5-17	16.7%
	18-64	61.5%
	Over 65	16.2%

Major Employers

Employer	Employment	Percentage of Total County Employment
U.S. Army Aberdeen Proving Ground	21,000	22.8%
Harford County Public Schools	5,231	5.7%
UM Upper Chesapeake Medical Center	3,305	3.6%
US Army Research Lab (ARL)	2,000	2.2%
Harford County Government	1,541	1.7%
Klein's ShopRite of Maryland	1,200	1.3%
Kohl's E-Fulfillment Center	1,200	1.3%
Harford Community College	1,011	1.1%
Amazon Sorting Center MTN2	1,000	1.1%
Rite Aid Mid-Atlantic Distribution Center	900	1.0%

Income

Distribution	Harford County	Maryland	U.S.
Under $25,000	11.8%	13.1%	19.2%
$25,000-$49,999	14.6%	16%	21.2%
$50,000-$74,999	15.2%	15.5%	17.3%
$75,000-$99,999	13.8%	13.2%	12.7%
$100,000-$149,999	21.7%	19%	15.1%
$150,000-$199,999	12%	10.5%	6.8%
$200,000 and over	10.9%	12.7%	7.7%
Median Household Income	*$89,147*	*$84,805*	*$62,853*

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.
    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 with funding support from the

State built an agricultural research and exposition facility (The Grove) that provides federal, state and local agricultural agencies to be housed in one location.

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.

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 a plan administered by the State of Maryland under provisions of Article 73B of the Annotated Code of Maryland.

- 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 actuarial 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 actuarial 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 actuarial 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.

Retirement Health Savings - 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 Retirement Health Savings (RHS) 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 RHS..

Self Insurance and Risk Management

The Risk Management Office, a division of the Law Department pursuant to Executive Order 14-08, is responsible for the oversight of all risk management and countywide safety programs, in addition to managing property damage, vehicle damage, general liability, and workers' compensation claims.

Harford County has been self insured for property damage, vehicle damage, general liability, auto liability, and workers' compensation claims since July 1, 1982. The Self Insurance Program, which is administered by the Risk Management Office and 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 excess property, vehicle, general liability, auto liability, and workers' compensation insurance policies, that can be triggered and the financial obligation is then transferred and paid by that entity.

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 Watershed 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

Annual budgets are adopted for the General Fund, Highways Fund, Agricultural Preservation Fund, Watershed 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.

COUNTY BUDGET POLICIES AND PROCESS

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, Watershed 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 Watershed 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

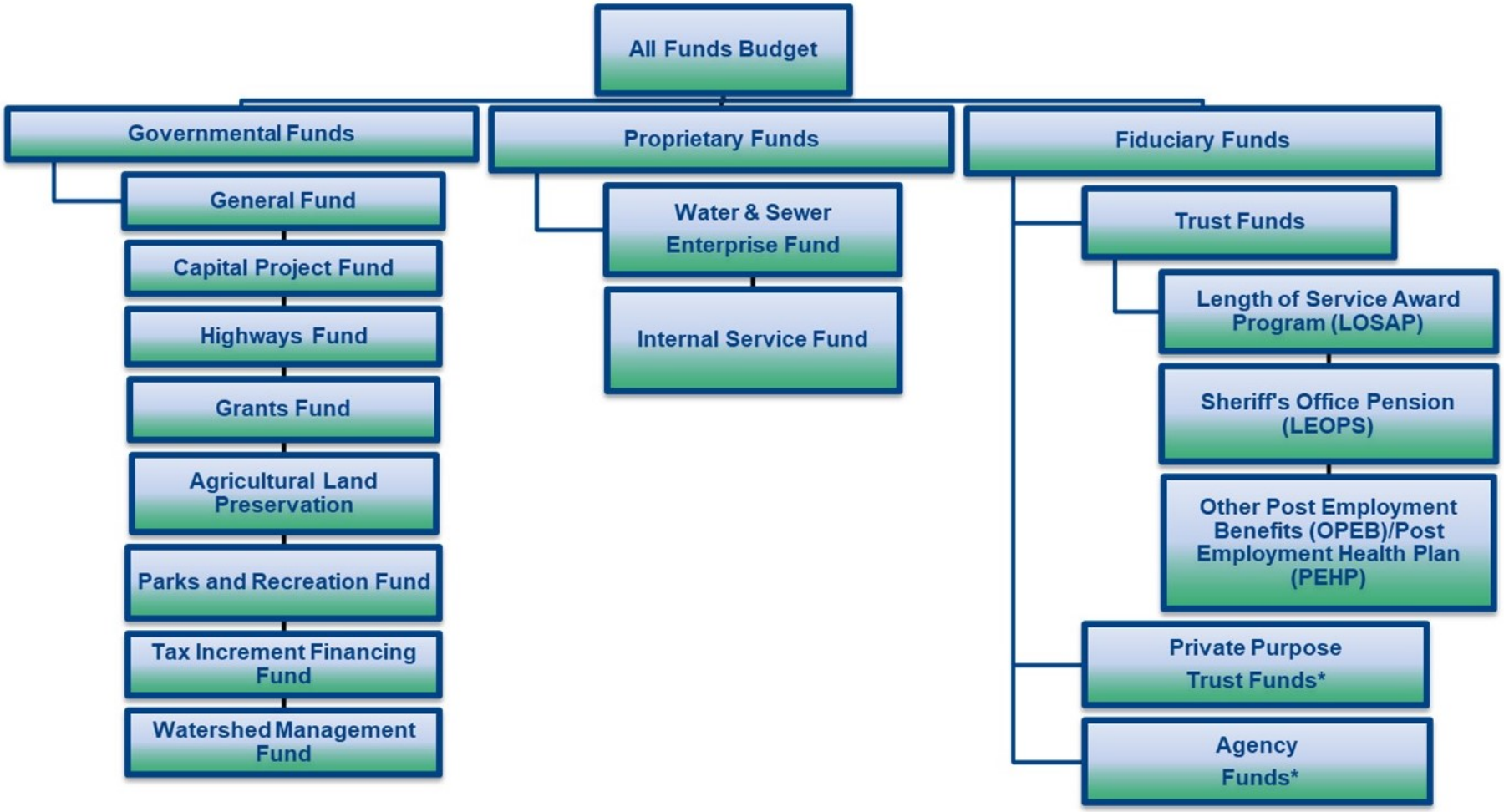
Enterprise funds include the Water and Sewer Fund and Water and Sewer Debt Service Fund.

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 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, equipment purchases, and space/real estate and other leases per GASB 87.

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 $2.4448 per $100 of assessed value of properties outside of the towns ($2.1033 plus a $0.3415 "differential" that is dedicated to the Highways Fund). For Real Property the tax rate is $0.9779 per $100 of assessed value for properties outside of the towns ($0.8413 plus a $0.1366 "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.
  - 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 $0.3415 per $100 of assessed value for properties outside the towns. The Property Tax Differential for Real Property is $0.1366 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.

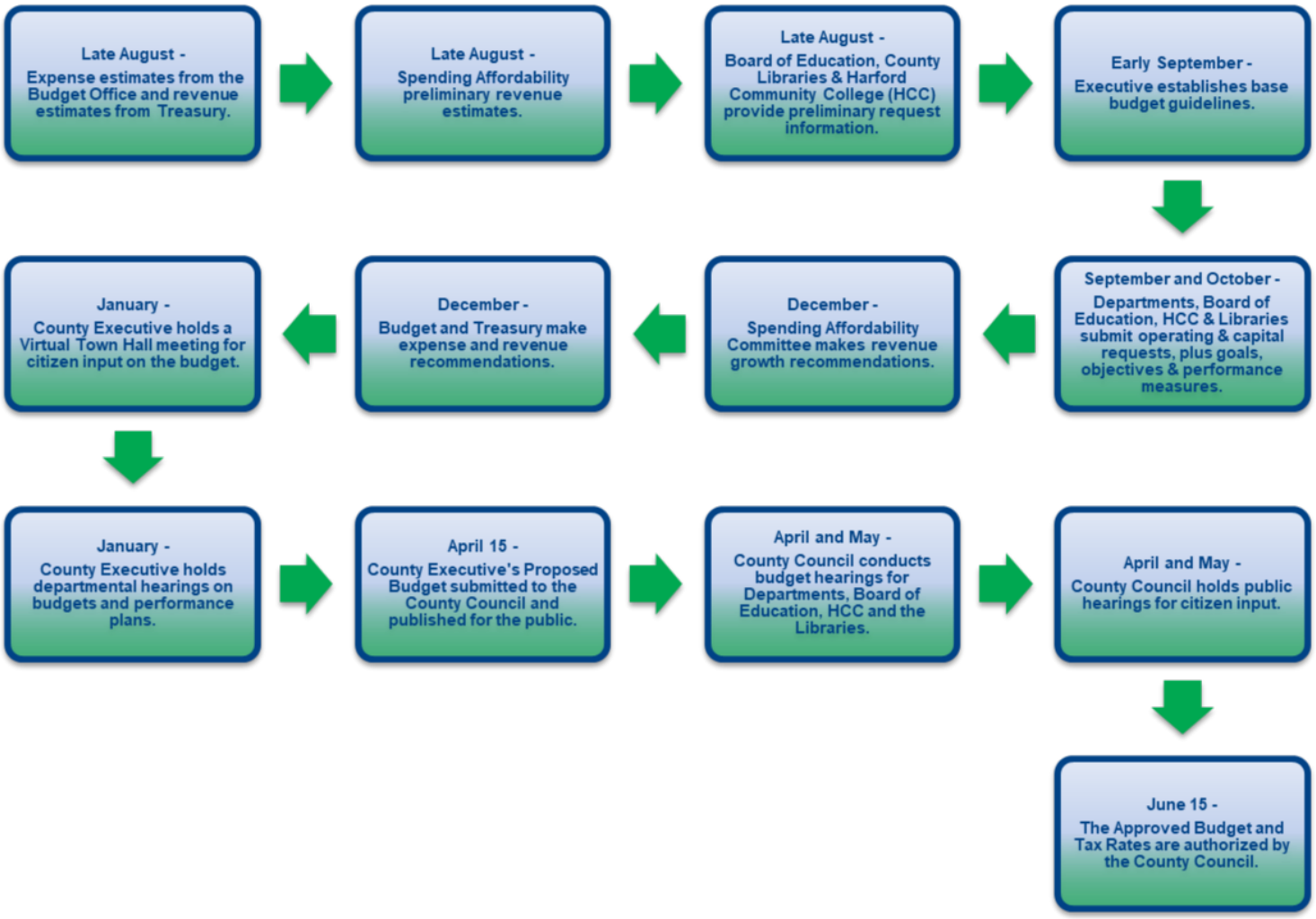
Three-Year Expenditure Plan - Operating and Capital expenditure projections (in three year increments) are updated annually. Projections also cover the estimated operating impact of future capital improvements that are scheduled in the Capital Improvement Program. These estimates include the applicable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

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.

COUNTY BUDGET POLICIES AND 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

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

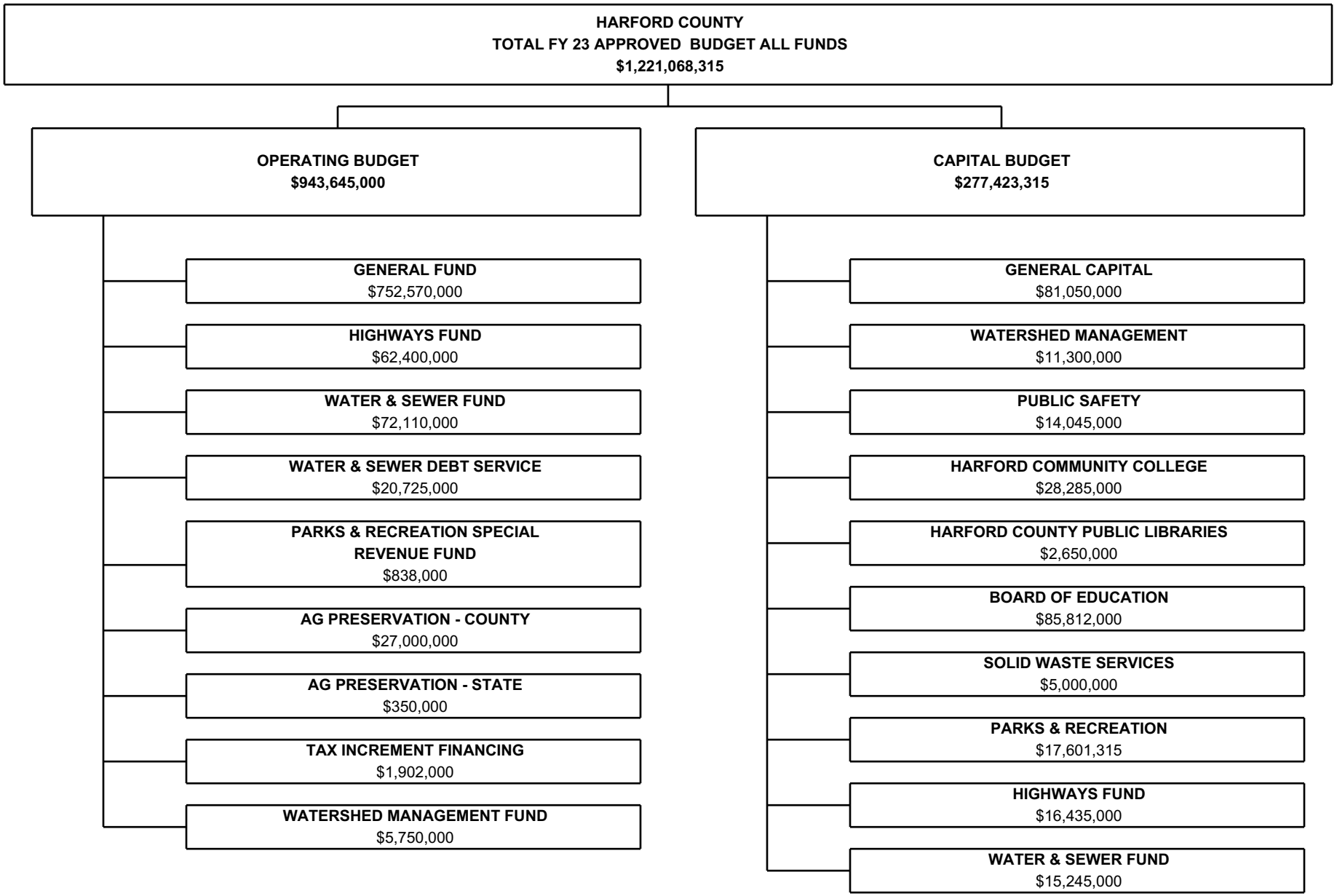
To maximize opportunities for economic prosperity.

- 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 22 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	X	X	Emergency Services	X	X	X		
Procurement	X					Inspections, Licenses & Permits	X		X		
Treasury	X					DPW - Highways			X		X
Law	X					DPW - Water & Sewer	X		X		
Planning & Zoning	X		X		X	State's Attorney	X		X		
Human Resources		X				Parks & Recreation			X		
Handicapped Care Centers			X			Community and Economic Development		X	X		X
Information & Comm Technology	X										
Community Services	X		X		X						


HARFORD COUNTY
TOTAL FY 23 APPROVED BUDGET ALL FUNDS
$1,221,068,315
OPERATING BUDGET
$943,645,000
GENERAL FUND
$752,570,000
HIGHWAYS FUND
$62,400,000
WATER & SEWER FUND
$72,110,000
WATER & SEWER DEBT SERVICE
$20,725,000
PARKS & RECREATION SPECIAL REVENUE FUND
$838,000
AG PRESERVATION - COUNTY
$27,000,000
AG PRESERVATION - STATE
$350,000
TAX INCREMENT FINANCING
$1,902,000
WATERSHED MANAGEMENT FUND
$5,750,000
CAPITAL BUDGET
$277,423,315
GENERAL CAPITAL
$81,050,000
WATERSHED MANAGEMENT
$11,300,000
PUBLIC SAFETY
$14,045,000
HARFORD COMMUNITY COLLEGE
$28,285,000
HARFORD COUNTY PUBLIC LIBRARIES
$2,650,000
BOARD OF EDUCATION
$85,812,000
SOLID WASTE SERVICES
$5,000,000
PARKS & RECREATION
$17,601,315
HIGHWAYS FUND
$16,435,000
WATER & SEWER FUND
$15,245,000

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 2023 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 provides record funding for public safety and education while providing the largest tax cut in Harford's history. The County fully funded the Harford County Public Schools operating budget request an increase of $30,424,673 which is $33,213,018 over the required Maintenance of Effort level. Funding for all county employees as well as employees of the State's Attorney's Office and Circuit Court systems provides for a 3% merit-based increase plus a 7% COLA for those eligible. In addition, sufficient funds were provided to fully fund the Sheriff's Office wage enhancement request for law enforcement deputies, corrections officers, and civilian employees of a 7% COLA and step. Additional operating funds equivalent to a 11% increase is provided to the Harford County Public Library and 10% to Harford Community College. Historic level funding continues for our first responders to include an 8.5% increase to each volunteer fire company, an additional $1,000,000 to the Harford County Volunteer Fire and EMS Foundation to provide pay equity with county providers. In addition new funding of $250,000 was provided for staffing incentive programs for our volunteer fire companies as well as $11,000 for recruitment and retention.

HARFORD COUNTY MARYLAND
FISCAL YEAR 2023 BUDGET SUMMARY

REVENUES

ALL FUNDS

FY 23 Approved Budget		943,645,000	
FY 22 Approved Budget		836,797,000	
$ increase		106,848,000	
% increase		12.77 %	

FUNDING SOURCE		**REVENUE SOURCE**	
GENERAL	752,570,000	PROPERTY TAXES	328,163,300
HIGHWAYS	62,400,000	INCOME TAXES	299,775,000
PARKS AND RECREATION	838,000	W & S USER CHARGES	55,311,400
AG PRESERVATION - COUNTY	27,000,000	W & S CAPITAL CHARGES	16,541,500
AG PRESERVATION - STATE	350,000	INTERGOVERNMENTAL/STATE-SHARED	8,991,000
TAX INCREMENT FINANCING	1,902,000	OTHER LOCAL TAXES & ASSESSMENTS	23,674,500
WATER & SEWER OPERATING	72,110,000	INVESTMENT INCOME	3,232,100
WATER & SEWER DEBT SERVICE	20,725,000	FUND BAL APPROP/UNRESTRICTED NET POSITION	128,035,601
WATERSHED MANAGEMENT FUND	5,750,000	OTHER REVENUE	79,920,599
FY 23 TOTAL ALL FUNDS	**943,645,000**	**FY 23 TOTAL ALL REVENUES**	**943,645,000**

REVENUES

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

For Fiscal Year 2023, Property and Income tax revenues are estimated to generate 67% of the total of all revenue.

Property Taxes

FY 23 Approved Budget	328,163,300	34.77 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	331,112,000	39.57 % of the Total All Funds FY 22 Operating Budget
$ decrease	(2,948,700)	
% decrease	(0.89)%	

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.

In FY 23, the County is adopting a tax rate of $0.8413 which is $0.05 lower than last year's tax rate of $0.8913, and $0.423 lower than the constant yield. The constant yield tax rate is the tax rate that a jurisdiction would have to impose in order to obtain the same amount of property tax revenue in FY 2023 as it received in FY 2022. The decrease of $2.9 million or .89% from prior year is due to the lowering of the tax rate below constant yield. The State reassesses all properties on a triennial basis. Statewide "Group 1" reassessments in FY 23 increased by 12.0% over the past three years according to State Department of Assessment and Taxation. In Harford County, assessments in Group 1, which mainly covers the northern rural area of the County, grew by 9.6% with residential and commercial assessments increasing by 10.3% and 3.8% respectively.

Income Taxes

FY 23 Approved Budget	299,775,000	31.76 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	268,250,000	32.05 % of the Total All Funds FY 22 Operating Budget
$ increase	31,525,000	
% increase	11.75 %	

Income tax is calculated in Maryland as a percentage of net taxable income, While the State sets a tax rate cap of 3.2% for local governments, the Harford County Council set our income tax rate at 3.06%. The State Comptroller's Office administers and collects the tax and distributes the receipts to the counties and municipalities. We receive approximately 90% of income tax in quarterly distributions of the with holdings and estimated payments.

The increase in quarterly revenue is largely due to an improving economy and lower unemployment, inflation and a change in how pass-thru-entities, such as LLC's make their tax payments in order to deduct State and local taxes from their Federal returns. FY 22 income tax is estimated at $285.5 million which is $17.3 million above our originally estimated amount. FY 23 will be our twelfth year of positive growth in income tax for Harford County.

Recordation Tax

FY 23 Approved Budget	21,000,000	2.22 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	14,850,000	1.77 % of the Total All Funds FY 22 Operating Budget
$ increase	6,150,000	
% increase	41.41 %	

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 23 Approved Budget	128,035,601	13.56 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	73,439,400	8.77 % of the Total All Funds FY 22 Operating Budget
$ increase	54,596,201	
% increase	74.34%	

Fund Balance has been appropriated in the General Fund at $85,989,504, this funding will be utilized for one-time operating cost as well as Paygo for FY 23 capital projects. Highways Fund Balance of $9,846,097 will be used for resurfacing and other road projects. The Watershed Management Fund will use $2,400,000 of Fund Balance, and Ag Preservation- County will use $15,500,000. Funded Depreciation-Contributed Capital for Water and Sewer Enterprise fund is appropriated at $14,300,000

EXPENDITURES

General Fund

FY 23 Approved Budget	752,570,000	79.75 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	658,625,000	78.71 % of the Total All Funds FY 22 Operating Budget
$ increase	93,945,000	
% increase	14.26 %	

This increase is the net result of the following: a 7% COLA and 3% 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 averaging 10% for law enforcement deputies, corrections officers and civilian employees; and record level funding for the Libraries to support their operations with an increase of 11% and fully funded the Harford Community College's request of a 10% increase . Historic-level funding for our first responders include a 8.5% increase in allocation to each Volunteer Fire Company, plus $261,000 for staffing incentives and recruitment and retention programs. An increase of $1,000,000 for the Harford County Volunteer Fire & EMS Foundation to assist pay equity with county providers. Fully funded the Board of Education's FY 23 Operating Budget request at an increase of $30,424,673 which exceeds the Maintenance of Effort level; debt service adjusted for principal and interest payments on outstanding debt; and paygo funds in support of the FY 23 Approved Capital.

Highways Fund

FY 23 Approved Budget	62,400,000	6.6 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	56,900,000	6.8 % of the Total All Funds FY 22 Operating Budget
$ increase	5,500,000	
% increase	9.67 %	

The increase in the Highways Fund is the net result of: a 3% merit increase and COLA of 7% for all eligible employees; adjustments for the Fleet Management expenses; increases based on actual expenditures for tree trimming contract, salt, sand and other materials; Paygo funds to support the FY 23 Approved Highways Capital Budget; and adjustment funds for Pro Rata charges provided to the General Fund.

Water & Sewer Fund

FY 23 Approved Budget	72,110,000	7.64 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	67,135,000	8.02 % of the Total All Funds FY 22 Operating Budget
$ increase	4,975,000	
% increase	7.41 %	

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 provide for the merit increase of 3% and COLA of 7% for all eligible employees; additional funds for fire hydrant painting, elevated water tank maintenance; adjustments to inspections and maintenance; and an increase for chemicals in bulk based on escalating costs. Paygo to support the FY 23 Approved Water & Sewer Capital Budget; and adjustments to Depreciation and Pro Rata charges (provided to the General Fund) increase for FY 23.

Water & Sewer Debt Service

FY 23 Approved Budget	20,725,000	2.19 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	21,464,000	2.57 % of the Total All Funds FY 22 Operating Budget
$ decrease	(739,000)	
% decrease	(3.44)%	

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 decrease in funding for FY 23 is a result of the principal and interest payments adjusted to amounts due on outstanding debt.

Parks and Recreation Special Revenue Fund

FY 23 Approved Budget	838,000	0.008 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	771,500	0.009 % of the Total All Funds FY 22 Operating Budget
$ increase	66,500	
% increase	8.62%	

The Parks and Recreation Special Fund increase based on revenue trends and estimates.

Ag Preservation - County

FY 23 Approved Budget	27,000,000	2.86 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	25,479,000	3.04 % of the Total All Funds FY 22 Operating Budget
$ increase	1,521,000	
% increase	5.97 %	

Harford County is committed to Agricultural Land Preservation. An allocation of $19,000,000 is provided for purchases of Ag Preservation easements.

Ag Preservation - State

FY 23 Approved Budget	350,000	0.003 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	501,000	0.006 % of the Total All Funds FY 22 Operating Budget
$ decrease	(151,000)	
% decrease	(30.14)%	

Harford County's Agricultural Program is Certified. Therefore, the Program can retain 75% of the Agricultural Transfer Tax collected. For FY 23, it is projected that the County's share of the State Agricultural Tax will be $349,000

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 $320,000.

Tax Increment Financing

FY 23 Approved Budget	1,902,000	0.20% of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	1,641,000	0.20% of the Total All Funds FY 22 Operating Budget
$ increase	261,000	
% increase	15.90 %	

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.

Watershed Management Fund

FY 23 Approved Budget	5,750,000	0.60 % of the Total All Funds FY 23 Operating Budget
FY 22 Approved Budget	4,280,500	0.51 % of the Total All Funds FY 22 Operating Budget
$ increase	1,469,500	
% increase	34.33 %	

This fund formerly titled (Stormwater Management 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 2023 TAXABLE ASSESSABLE BASE

GENERAL FUND

	Fiscal Year 2020-2021		Fiscal Year 2021-2022		Fiscal Year 2022-2023	
	Taxable Assessable Base	Actual Revenue	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue
REAL PROPERTY		@ $0.8937		@ $0.8913		@ $0.8413
Full Year Levy	28,756,853,530	257,000,000	29,428,924,044	262,300,000	30,322,120,528	255,100,000
Partial Year Levy	100,704,935	900,000	78,536,968	700,000	89,742,066	755,000
Real Property Subtotal	28,857,558,465	257,900,000	29,507,461,012	263,000,000	30,411,862,594	255,855,000
PERSONAL PROPERTY		@ $2.2342		@ $2.2283		@ $2.1033
Unincorporated Business	18,798,254	420,000	190,050,825	424,500	17,829,550	375,000
Railroads and Public Utilities	689,269,330	15,400,000	691,125,323	15,400,000	746,463,806	15,700,000
Corporate Property	707,172,429	15,800,000	691,125,323	15,400,000	760,727,446	16,000,000
Personal Property Subtotal	1,415,240,013	31,620,000	1,572,301,471	31,224,500	1,525,020,802	32,075,000
Grand Total	30,272,798,478	289,520,000	31,079,762,483	294,224,500	31,936,883,396	287,930,000
ADDITIONS AND SUBTRACTIONS						
Interest, Discounts and Other Credits		(1,948,500)		(2,760,500)		(2,751,500)
NET TAXES		287,571,500		291,464,000		285,178,500

HARFORD COUNTY, MARYLAND

FY 2023 TAXABLE ASSESSABLE BASE

HIGHWAYS FUND

	Fiscal Year 2020-2021		Fiscal Year 2021-2022		Fiscal Year 2022-2023	
	Taxable Assessable Base	Actual Revenue	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue
REAL PROPERTY		@ $0.1483		@ $0.1366		@ $0.1366
Full Year Levy	24,275,118,004	36,000,000	24,963,396,779	34,100,000	25,622,254,758	35,000,000
Partial Year Levy	67,430,883	100,000	67,349,927	92,000	73,206,442	100,000
Real Property Subtotal	24,342,548,887	36,100,000	25,030,746,706	34,192,000	25,695,461,200	35,100,000
PERSONAL PROPERTY		@ $0.3707		@ $0.3415		@ $0.3415
Unincorporated Business	16,185,595	60,000	15,695,461	53,600	14,348,463	49,000
Railroads and Public Utilities	609,657,405	2,260,000	607,027,818	2,073,000	732,064,422	2,500,000
Corporate Property	563,798,220	2,090,000	553,147,877	1,889,000	699,853,587	2,390,000
Personal Property Subtotal	1,189,641,220	4,410,000	1,175,871,156	4,015,600	1,446,266,472	4,939,000
Grand Total	25,532,190,107	40,510,000	26,206,617,862	38,207,600	27,141,727,672	40,039,000
ADDITIONS AND SUBTRACTIONS						
Interest, Discounts and Other Credits		(172,500)		(199,600)		(239,200)
NET TAXES		40,337,500		38,008,000		39,799,800

Fiscal Year 2022-2023
HARFORD COUNTY, MARYLAND

LONG TERM DEBT REQUIREMENTS:

	PRINCIPAL	INTEREST	TOTAL
General Obligation Bonds	12,480,627	5,779,785	18,260,412
Public School Bonds	24,847,761	10,809,794	35,657,555
Community College Bonds	2,121,647	680,816	2,802,463
Highway Bonds	1,634,296	988,598	2,622,894
Agricultural Preservation Loans	2,500,000	1,100,000	3,600,000
Water & Sewer Bonds	8,597,896	3,397,914	11,995,810
Leases	4,019,175	237,247	4,256,422
TIF	405,000	435,000	840,000
Watershed Management	932,774	605,034	1,537,808
TOTALS	57,539,176	24,034,188	81,573,364

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	**30,416,245,933**	**1,521,114,751**	**LEGAL**
APPLICABLE GENERAL OBLIGATION DEBT % RATE	**6%**	**15%**	**DEBIT LIMIT**
ESTIMATED LEGAL DEBT LIMIT	**1,824,974,756**	**228,167,213**	**2,053,141,969**

STATEMENT OF ESTIMATED LONG TERM DEBT OUTSTANDING AS OF June 30, 2022

ESTIMATED LONG TERM DEBT:		
	General Obligation	154,131,362
	Solid Waste	7,255,811
	Community College	19,820,311
	Public Schools	275,761,646
	Highways	26,545,882
	Watershed	16,526,229
	TOTAL ESTIMATED LONG TERM DEBT	**500,041,241**
ESTIMATED SELF SUSTAINING DEBT:		
	Water & Sewer Bonds and Loans Plus Premium	90,368,609
	Tax Increment Financing	11,055,000
	Agricultural Preservation Debt	38,729,881
	TOTAL ESTIMATED SELF SUSTAINING DEBT	**140,153,490**
ESTIMATED TOTAL BONDED DEBT		**640,194,731**
	LESS: Estimated Self Sustaining Debt	**140,153,490**
ESTIMATED TOTAL DEBT APPLICABLE TO LEGAL DEBT LIMIT		**500,041,241**
ESTIMATED TOTAL LEGAL DEBT LIMIT		**2,053,141,969**
	LESS: Estimated Total Debt Applicable to Legal Debt Limit	500,041,241
ESTIMATED LEGAL DEBT MARGIN		**1,553,100,728**

BUSINESS PLAN
DEBT BURDEN ANALYSIS
Fiscal Years 2021-2028

Expenditures (1) (2)	Actual 2021	Original Budget 2022	Approved Budget 2023	Projection 2024	Projection 2025	Projection 2026	Projection 2027	Projection 2028
County Council	3,076,718	3,705,655	4,377,176	4,508,491	4,643,746	4,783,058	4,926,550	5,074,347
General Government	58,852,218	56,911,578	64,149,194	66,073,670	68,055,880	70,097,556	72,200,483	74,366,497
Education	294,475,709	311,887,353	344,119,463	354,443,047	365,076,338	376,028,628	387,309,487	398,928,772
Harford Center	604,012	620,193	682,212	702,678	723,759	745,471	767,836	790,871
Judicial	10,010,969	11,733,885	14,010,613	14,430,931	14,863,859	15,309,775	15,769,068	16,242,140
Libraries	18,339,690	18,890,693	20,886,654	21,513,254	22,158,651	22,823,411	23,508,113	24,213,356
Parks and Recreation	9,896,677	12,721,443	13,759,917	14,172,715	14,597,896	15,035,833	15,486,908	15,951,515
Public Safety	117,319,709	129,853,009	154,640,874	159,280,100	164,058,503	168,980,258	174,049,666	179,271,156
Public Works	57,412,589	68,595,796	77,502,726	79,827,808	82,222,642	84,689,321	87,230,001	89,846,901
Social Services	11,483,661	13,628,920	14,842,617	15,287,896	15,746,532	16,218,928	16,705,496	17,206,661
Other Financing Uses	27,403,445	28,488,306	45,911,000	47,288,330	48,706,980	50,168,189	51,673,235	53,223,432
Debt Service (3)								
General Obligation Debt	55,960,900	62,098,669	65,137,554	51,048,700	52,609,373	54,827,173	59,377,173	63,802,173
Other Debt Expenses	255,326	670,000	700,000	700,000	700,000	700,000	700,000	700,000
Total Expenditures	$665,091,623	$719,805,500	$820,720,000	$829,277,619	$854,164,158	$880,407,604	$909,704,016	$939,617,822
Capital Plan								
General Fund Bonds	40,345,000	43,590,000	91,045,000	45,873,355	8,523,687	3,400,000	2,600,000	3,450,000
Stormwater Bonds	0	6,750,000	8,450,000	8,600,000	8,700,000	8,800,000	8,900,000	9,000,000
Highway Fund Bonds	15,355,000	4,270,000	11,615,000	4,955,000	4,270,000	4,320,000	6,575,000	5,905,000
Water and Sewer Bonds	5,850,000	11,555,000	10,965,000	8,800,000	20,700,000	11,850,000	8,100,000	3,500,000
Pay-as-you-go								
General Fund	12,255,905	8,172,000	28,260,000	5,380,000	5,155,000	5,330,000	4,500,000	4,275,000
Stormwater Fund	0	850,000	850,000	900,000	950,000	1,000,000	1,050,000	1,100,000
Highway Fund	12,975,968	10,021,179	10,601,000	16,035,000	14,960,000	16,835,000	15,970,000	16,535,000
Water and Sewer Fund	4,350,000	5,650,000	4,280,000	10,925,000	4,075,000	3,575,000	5,275,000	2,125,000
Other Sources (All Funds)	53,959,127	127,950,821	111,357,315	91,752,100	44,855,500	42,140,000	39,490,000	41,080,000
Total Capital Plan	$145,091,000	$218,809,000	$277,423,315	$193,220,455	$112,189,187	$97,250,000	$92,460,000	$86,970,000

BUSINESS PLAN
DEBT BURDEN ANALYSIS
Fiscal Years 2021-2028

	Actual 2021	Original Budget 2022	Approved Budget 2023	Projection 2024	Projection 2025	Projection 2026	Projection 2027	Projection 2028
General Obligation Outstanding July 1	448,291,779	460,567,556	493,091,391	492,699,287	491,027,856	497,682,110	502,821,073	505,460,036
Additions	52,215,000	72,500,000	40,000,000	40,000,000	50,000,000	50,000,000	50,000,000	50,000,000
Less Principal Repayments & Reductions	39,939,223	39,976,165	40,392,104	41,671,431	43,345,746	44,861,037	47,361,037	49,861,037
General Obligation Outstanding June 30	$460,567,556	$493,091,391	$492,699,287	$491,027,856	$497,682,110	$502,821,073	$505,460,036	$505,598,999
Population (4)	260,256	262,858	265,487	268,142	270,823	273,531	276,267	279,029
Per Capita Income	64,085	64,085	64,085	64,726	65,373	66,027	66,687	67,354
Taxable Property Value (5)								
Taxable Assessed Valuation (000 omitted)	$30,272,830	$30,904,160	$31,522,243	$32,152,688	$32,795,742	$33,451,657	$34,120,690	$34,803,104
Debt Ratios								
General Obligation Debt Service as % of Expenditures	8.4 %	8.6 %	7.9 %	6.2 %	6.2 %	6.2 %	6.5 %	6.8 %
General Obligation Debt Per Capita	$1,770	$1,876	$1,856	$1,831	$1,838	$1,838	$1,830	$1,812
General Obligation Debt as % of Assessed Valuation	1.5 %	1.6 %	1.6 %	1.5 %	1.5 %	1.5 %	1.5 %	1.5 %
General Obligation Debt Per Capita Debt Level	2.76 %	2.93 %	2.90 %	2.83 %	2.81 %	2.78 %	2.74 %	2.69 %
Policy Ratios								
General Obligation Debt Service as % of Expenditures	10.0 %	10.0 %	10.0 %	10.0 %	10.0 %	10.0 %	10.0 %	10.0 %
General Obligation Debt Per Capita	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500
General Obligation Debt as % of Assessed Valuation	2.3 %	2.3 %	2.3 %	2.3 %	2.3 %	2.3 %	2.3 %	2.3 %
General Obligation Debt Per Capita Debt Level	10 %	10 %	10 %	10 %	10 %	10 %	10 %	10 %

(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, 2021	**184,016,762**
2022 Revenue - Estimated	652,250,000
2022 Expenditures - Estimated	(643,625,000)
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**192,641,762**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**192,641,762**
LESS: Nonspendable Fund Balance	
Loan Receivables	(830,000)
LESS: Restricted Fund Balance	
Bond Proceeds	(2,823,252)
Dedicated Revenues - Public Safety	(100,000)
LESS: Assigned Fund Balance	
Reserve for Fiscal Stabilization Fund [(1)]	(37,628,500)
Encumbrances	(1,500,000)
Designated for Landfill Closure	(9,000,000)
Income Tax	(1,500,000)
Watershed Management	(30,000,000)
ESTIMATED UNASSIGNED FUND BALANCE AT June 30, 2022	**109,260,010**

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

	GENERAL FUND
Fiscal Year 2023 Estimated Revenues	666,580,496
Less Fiscal Year 2023 Estimated Expenditures	(752,570,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2024 & FUTURE YEARS	**23,270,506**
Reserve for Fiscal Stabilization Fund [1]	**37,628,500**
Estimated Reserve for Fiscal Stabilization Fund as a Percentage of Total Estimated Expenditures	**5 %**

(1) The 5% Reserve for Fiscal Stabilization Fund 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, 2021	**23,941,113**
Fiscal Year 2022 Estimated Revenues	**49,892,600**
Less Fiscal Year 2022 Estimated Expenditures	**(50,900,000)**
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**22,933,713**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**22,933,713**
LESS: Nonspendable Fund Balance	
Inventory	(1,300,000)
LESS: Restricted Fund Balance	
Bond Proceeds	(887,000)
Highways-PILOT	(300,000)
Less: Assigned Fund Balance	
Reserve for Fiscal Stabilization Fund	(3,120,000)
Encumbrances	(1,000,000)
ESTIMATED UNASSIGNED FUND BALANCE AT June 30, 2022	**16,326,713**
Fiscal Year 2023 Estimated Revenues	52,553,903
Less Fiscal Year 2023 Estimated Expenditures	(62,400,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2024 & FUTURE YEARS	**6,480,616**
Reserve for Fiscal Stabilization Fund	**3,120,000**
Estimated Reserve for Fiscal Stabilization Fund 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, 2021	**54,746**
Fiscal Year 2022 Estimated Revenues	559,700
Less Fiscal Year 2022 Estimated Expenditures	(606,000)
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**8,446**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**8,446**
LESS: Assigned Fund Balance	
Encumbrances	(3,000)
ESTIMATED UNASSIGNED FUND BALANCE AT June 30, 2022	**5,446**
Fiscal Year 2023 Estimated Revenues	838,000
Less Fiscal Year 2023 Estimated Expenditures	(838,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2024 & FUTURE YEARS	**5,446**

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

	AGRICULTURAL LAND PRESERVATION COUNTY
TOTAL FUND BALANCE AT June 30, 2021	**52,977,156**
Fiscal Year 2022 Estimated Revenues	18,547,000
Less Fiscal Year 2022 Estimated Expenditures	(20,479,000)
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**51,045,156**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**51,045,156**
LESS: Unreserved Fund Balance	
Designated for Other Purposes	(25,842,931)
ESTIMATED UNASSIGNED FUND BALANCE AT June 30, 2022	**25,202,225**
Fiscal Year 2023 Estimated Revenues	11,500,000
Less Fiscal Year 2023 Estimated Expenditures	(27,000,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2024 & FUTURE YEARS	**9,702,225**

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

	AGRICULTURAL LAND PRESERVATION STATE
TOTAL FUND BALANCE AT June 30, 2021	**0**
Fiscal Year 2022 Estimated Revenues	501,000
Less Fiscal Year 2022 Estimated Expenditures	(501,000)
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**0**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	
LESS: Unreserved Fund Balance	
Designated for Other Purposes	
ESTIMATED UNASSIGNED FUND BALANCE AT June 30, 2022	**0**
Fiscal Year 2023 Estimated Revenues	350,000
Less Fiscal Year 2023 Estimated Expenditures	(350,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2024 & FUTURE YEARS	**0**

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

	WATERSHED MANAGEMENT FUND
TOTAL FUND BALANCE AT June 30, 2021	**11,402,500**
Fiscal Year 2022 Estimated Revenues	4,267,305
Less Fiscal Year 2022 Estimated Expenditures	(1,669,805)
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**14,000,000**
Less: Restricted Fund Balance	
Bond Proceeds	(900,000)
ESTIMATED UNASSIGNED FUND BALANCE AT June 30, 2022	**13,100,000**
Fiscal Year 2023 Estimated Revenues	3,350,000
Less Fiscal Year 2023 Estimated Expenditures	(5,750,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2024 & FUTURE YEARS	**10,700,000**

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, 2021	**2,083,114**
Fiscal Year 2022 Estimated Revenues	1,641,886
Less Fiscal Year 2022 Estimated Expenditures	(1,641,000)
TOTAL ESTIMATED FUND BALANCE AT June 30, 2022	**2,084,000**
FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	
ESTIMATED UNASSIGNED FUND BALANCE AT June 30, 2022	**2,084,000**
Fiscal Year 2023 Estimated Revenues	1,902,000
Less Fiscal Year 2023 Estimated Expenditures	(1,902,000)
ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2024 & FUTURE YEARS	**2,084,000**

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, 2021	**499,035,166**	**0**
Less Invested in Capital Assets, Net of Related Debt	(325,839,113)	0
Restricted - Capital Project/Debt Service	(122,676,261)	
Net Assets Available for Appropriation at June 30, 2021 Unrestricted Net Position	50,519,792	0
2022 Estimated Revenues	53,839,702	19,192,600
Less 2022 Estimated Expenditures	(54,488,624)	(19,192,600)
Net Assets Available for Appropriation at June 30, 2022 Unrestricted Net Position	**49,870,870**	**0**
Fiscal Year 2023 Estimated Revenues	70,200,000	20,725,000
Less Fiscal Year 2023 Estimated Expenditures	(72,110,000)	(20,725,000)
Net Assets Available for Appropriation at June 30, 2023 Unrestricted Net Position	**47,960,870**	**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 approved 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 0.0013 percent of the General Fund and 0.032 percent of the Highways Fund, have been included in the Proposed Fiscal Year 2022-2023 Operating Budget.

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

HARFORD COUNTY, MARYLAND
PERSONNEL SUMMARY

	ENACTED FY 21				ENACTED FY 22				ENACTED FY 23			
	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	375,453			4.00	438,993			4.00	479,074		
Administration	50.00	3,163,327			50.00	3,345,328			50.00	3,647,497		
Procurement	8.00	551,492			8.00	587,193			8.00	661,186		
Treasury	32.00	2,126,705			31.00	2,239,867			31.00	2,489,890		
Law	15.00	1,524,642			15.00	1,616,541			15.00	1,667,683		
Planning & Zoning	37.00	2,586,712			37.00	2,653,798			37.00	2,992,191		
Human Resources	9.00	704,999			9.00	660,921			9.00	752,737		
Community Services	25.00	1,733,638			25.00	1,843,314			25.00	1,980,802		
Office of Gov't & Community Relations	7.00	578,692			7.00	601,935			7.00	653,117		
Information & Communication Tech	25.00	1,942,402			25.00	2,061,614			25.00	2,301,352		
Sheriff's Office	536.00	39,632,684	6.75	272,188	538.00	41,459,763	6.75	271,789	583.00	46,307,640	6.75	291,285
Emergency Services	114.00	6,384,078			114.00	6,775,760			127.00	8,218,318		
Inspections, Licenses & Permits	31.00	2,102,435			31.00	2,215,487			31.00	2,452,109		
Public Works	14.00	1,268,644			13.00	1,243,318			15.00	1,454,544		
County Council	28.00	1,815,348			28.00	1,940,826			28.00	2,139,134		
Judicial	33.00	2,138,324			33.00	2,312,671			33.00	2,560,170		
State's Attorney	59.00	4,205,003			63.00	4,755,135			69.00	5,541,436		
Parks & Recreation	76.00	4,501,154			77.00	4,497,261			72.00	4,743,980		
Conservation of Natural Resources	5.00	343,286			5.00	376,105			5.00	414,471		
Economic Development	17.00	987,282			17.00	1,086,263			17.00	1,099,545		
TOTAL GENERAL FUND	**1,125.00**	**78,666,301**	**6.35**	**272,188**	**1,130.00**	**82,712,093**	**6.75**	**271,789**	**1,191.00**	**92,556,876**	**6.75**	**291,285**

HARFORD COUNTY, MARYLAND
PERSONNEL SUMMARY

	ENACTED FY 21				ENACTED FY 22				ENACTED FY 23			
	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	160,005			2.00	170,986			2.00	191,468		
Public Works	177.00	10,366,800			177.00	11,053,875			177.00	12,478,292		
TOTAL HIGHWAYS FUND	**179.00**	**10,526,805**	**0**	**0**	**179.00**	**11,224,861**	**0**	**0**	**179.00**	**12,669,760**	**0**	**0**
WATER & SEWER FUND												
Treasury	9.00	566,315			10.00	692,281			10.00	705,541		
Public Works	168.00	10,992,664			168.00	11,614,334			168.00	12,933,459		
TOTAL WATER & SEWER FUND	**177.00**	**11,558,979**	**0**	**0**	**178.00**	**12,306,615**	**0**	**0**	**178.00**	**13,639,000**	**0**	**0**
PARKS & RECREATION SPECIAL REVENUE FUND												
Parks and Recreation	2.00	89,054			1.00	55,851			1.00	61,549		
FUND	**2.00**	**89,054**	**0**	**0**	**1.00**	**55,851**	**0**	**0**	**1.00**	**61,549**	**0**	**0**
WATERSHED FUND												
Public Works	4.00	337,280			5.00	406,527			5.00	464,949		
TOTAL STORMWATER FUND	**4.00**	**337,280**	**0**	**0**	**5.00**	**406,527**	**0**	**0**	**5.00**	**464,949**	**0**	**0**
AG PRESERVATION STATE												
Ag Preservation - State	0	30,000				30,000				30,000		
TOTAL AG PRESERVATION	**0**	**30,000**	**0**	**0**	**0**	**30,000**	**0**	**0**	**0**	**30,000**	**0**	**0**
TOTAL ALL FUNDS	**1,487.00**	**101,208,419**	**6.35**	**272,188**	**1,493.00**	**106,735,947**	**6.75**	**271,789**	**1,554.00**	**119,422,134**	**6.75**	**291,285**

HARFORD COUNTY

SPENDING AFFORDABILITY ADVISORY COMMITTEE REPORT TO THE COUNTY EXECUTIVE FOR FISCAL YEAR 2023

Members of the Committee

Bryan Kelly, Chair

Charles Bankert

C. Joseph Kelly, Jr.

Lee Tayson
(Chamber of Commerce)

Glenn E. Ross

Steven Wiseman

Wayne Goddard

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

Executive Summary

The Spending Affordability Advisory Committee ("Committee") has concluded that the local economy continues to improve 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 2022 to FY 2023 as the Committee projects growth of 9.2%. The Committee has projected Income Tax revenue to increase 5.0% from FY 2022 budgeted estimate, which is down 1.7% over the FY 2021 actual. The slight drop in the current year is not indicative of the economy, but it is a result of how the County receives its income tax revenue from the State. As property values are continuing to rise in the County, the Committee believes Property Tax revenues should increase 3.7% from FY 2022 budget to FY 2023. The County executive indicated in his State of the County Address that he is exploring a property tax cut. Any such change in the new rate or new credits would reduce this projection.

The Committee considered any significant exogenous factors in rendering its recommendations, and concluded inflation could have a significant impact on County revenues. The Consumer Price Index grew by 7% in CY 2021 and all indications for CY 2022 and beyond are for continuing price pressure. The war in Ukraine is compounding inflationary pressures as sanctions on Russia push energy costs up. Initial forecasts by economists that inflation was transitory or temporary due to supply chain issues are no longer valid. The Committee spent considerable time weighing the effect of inflation on County revenues. All indications are the Federal Reserve will significantly increase interest rates over the next two years. That dampening of monetary policy combined with higher energy costs and lingering supply chain issues from Coronavirus could have a negative economic impact. However, the tight labor market that is forcing up wages will accelerate

income tax revenues. The County should monitor future events carefully to see how inflation develops and evolves.

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 fund

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, 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, 2022, provided by the Harford County Treasurer.
- Property tax collections, and estimates, for Harford County, through FY 2022 and 2023, 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 2021-2027 as prepared by the Treasurer's office.
- The County FY 2021 Comprehensive Annual Financial Report.
- 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 89.0% of total General Fund revenues to the County. The Committee reviewed historical data, developed trends, and forecasted revenues for both FY 2022 and FY 2023 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 noted the influx of federal and sate assistance related to Covid-19; however, as the County has placed those revenues in its Grant Fund, there is no impact on the General Fund.

The Committee also reviewed the FY 2022 General Fund Budget as a necessary step in carrying out its charge to recommend a FY 2023 spending level. It was necessary to adjust the FY 2022 General Fund Budget to reflect the reduction of the appropriated fund balance

and other one-time revenues equal to $38.6 million. 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 2022 General Fund Budget of $620.0 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 2022 Budgeted level and FY 2023 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 Comprehensive Annual Financial Report for FY 2021 personal per capita income was estimated to be

$64,085. Using this figure and the projected debt level for FY 2022 and FY 2023, this ratio would be 2.93% for FY 2022 and 2.90 % for 2023. 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 2022 level is expected to be $1,876 and $1,856 for FY 2023.

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 2022 and FY 2023 is 1.6%.

The County aims to have debt service not exceed 10% of budgeted general fund expenditures. Projected FY 2022 level is 8.6% and 7.9% for FY 2023.

The Committee believes the proposed level of debt for Fiscal Year 2023 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. The County has taken 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 supports the County in its efforts to 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. This reserve holds funds that could be used by the County to fund revenue shortfalls or other emergencies. This fund balance is considered critical in maintaining an acceptable level of financial strength.

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 restricted, assigned and/or unassigned. It is important for the County to communicate with the rating agencies periodically to understand their current thoughts on the level of reserves. The Committee is aware of the County Executive's practice of maintaining a minimum of $20.0 million in unassigned fund balance in addition to the 5% reserve. 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 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 2023 General Fund Budget increase the FY 2022 Net Adjusted General Fund Budget, of $620.0 million, by 9.2%. This represents approximately $676.8 million in ongoing revenues for FY 2023. Note, based on the current state of the economy, the Committee was concerned over the impact of inflation and the labor shortage to income tax revenues, but also their effect on expenditures both on the operating and capital side. The County budget will be under considerable pressure to fund wage increases, both as it relates to the County Governments workforce and the workforce of the organizations it funds such as the school system, the community college and the library. While much of the capital budget is debt financed and not likely to affect the General Fund in FY 23, the Committee is concerned about the long-term impact of rising

material prices and higher interest rates will combine to increase debt service costs in future years. Another long-term concern to the General Fund the Committee discussed was the commercial property component of the assessable base, particularly office space and retail. The Committee welcomed the opportunity to discuss future development in the County with the department heads of Planning & Zoning, Licenses, Inspections and Permits and Economic Development and encourages the County to continue to adapt to the big changes underway in how people live, work, shop and play.

Debt Authorization

The Committee spent time discussing the County debt authorization with the Treasurer, 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 2021, through FY 2027, 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.

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 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 2021 and throughout FY 2023 as it prepares its recommendations for FY 2024. 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 decrease in market interest rates will have a significant negative impact on the County's investment portfolio in the future. 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.

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:

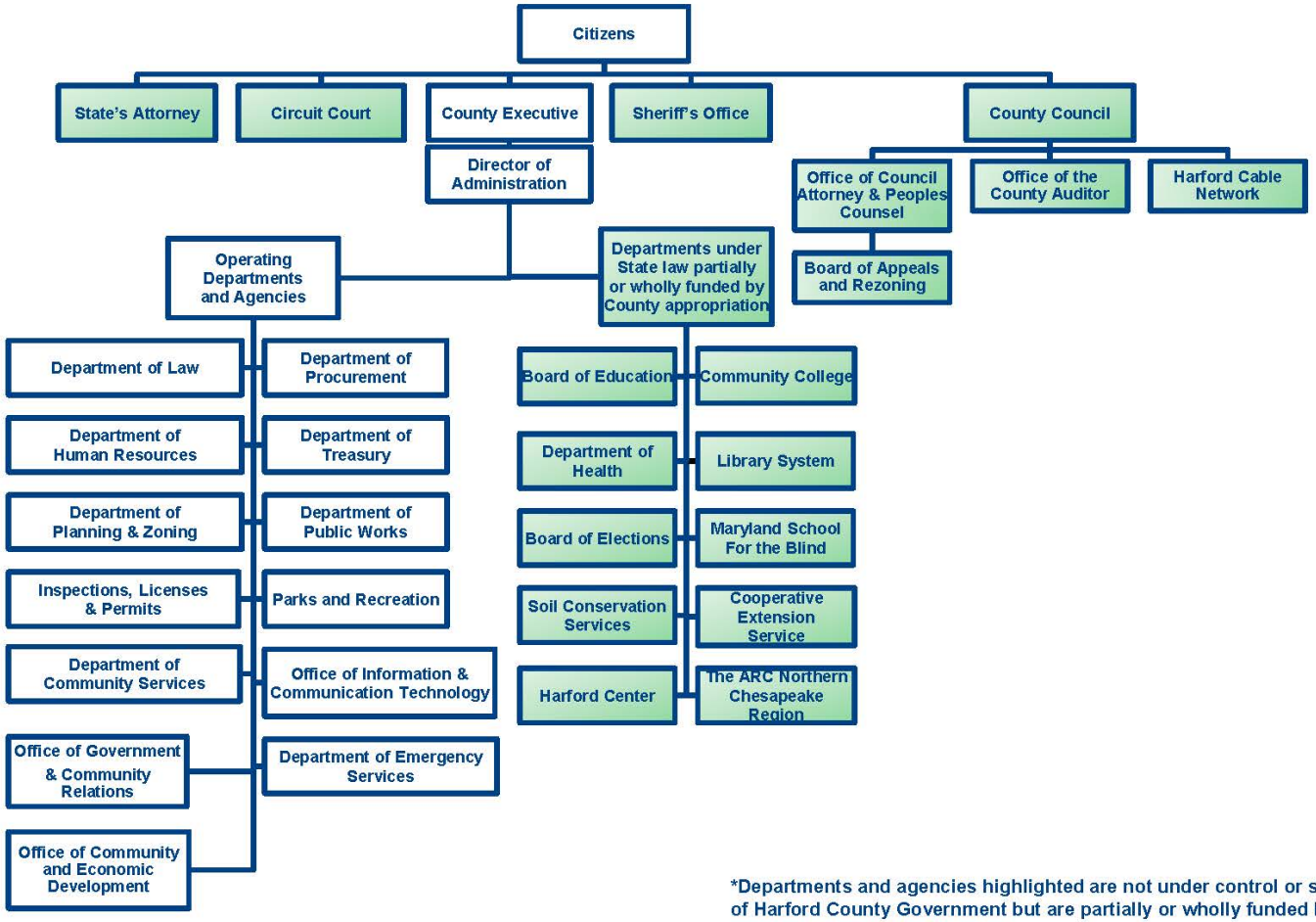
1. The County should continue to review its Enterprise funds to ensure the underlying enterprise is self supporting and not at risk of becoming dependent on funding from the General Fund.
2. The County should review its debt guidelines to assure they are set at appropriate levels and the criteria are 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, Kimberly Spence, Chief, Budget and Efficiency 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, Jenny Jarkowski, Director of Planning and Zoning, Len Parrish, Director of Community and Economic Development. 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 2022 as it reviewed its materials.

March 25, 2022

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.

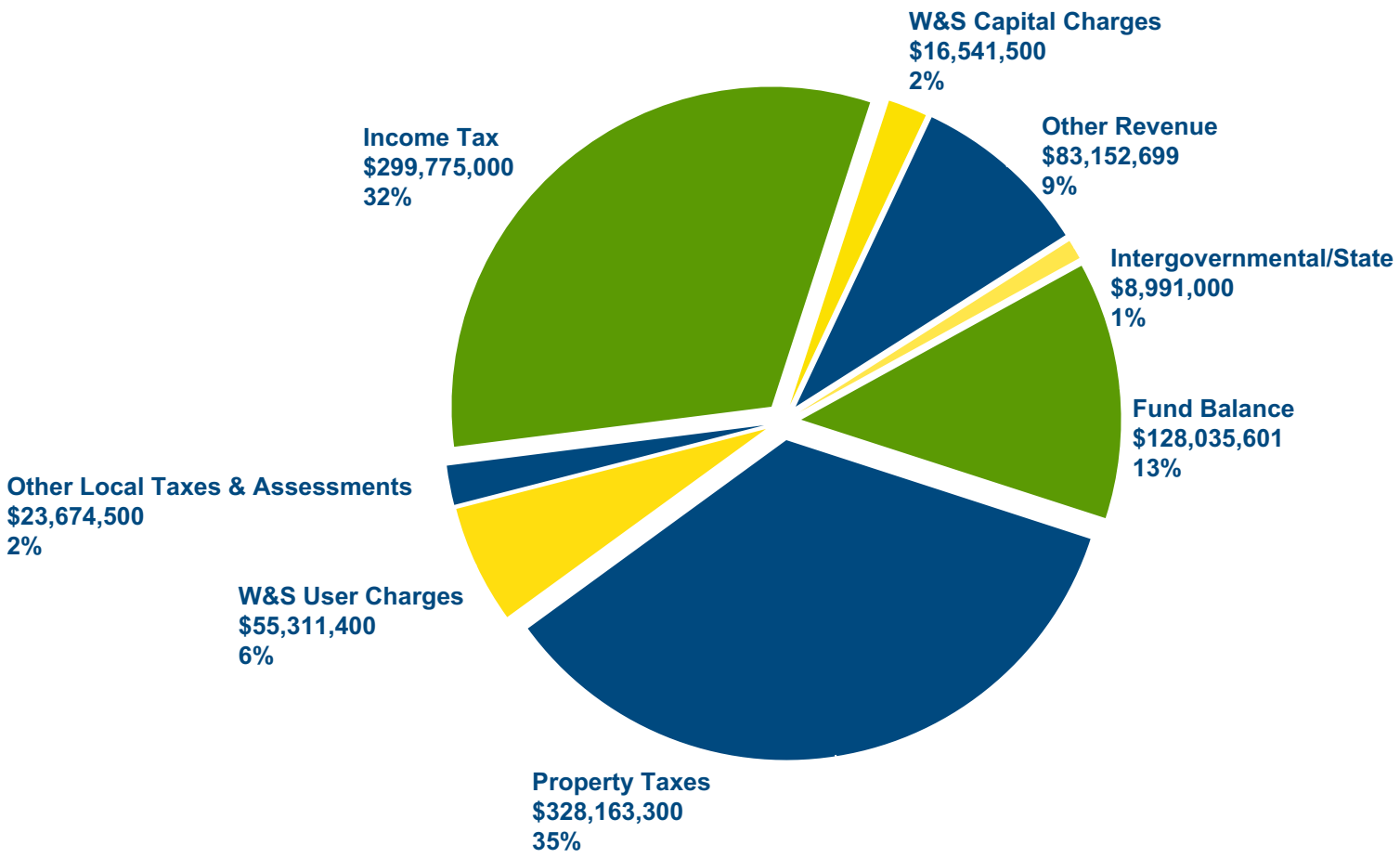
FY 23 APPROVED ALL FUNDS

REVENUE BREAKDOWN

$943,645,000

PROPERTY TAXES:	**35%**	**328,163,300**	**INCOME TAX:**	**32%**	**299,775,000**
Real & Personal	334,369,000				
Deductions	(6,205,700)		**W & S USER CHARGES:**	**6%**	**55,311,400**
INTERGOVERNMENTAL/ STATE:	**1%**	**8,991,000**	**W & S CAPITAL CHARGES:**	**2%**	**16,541,500**
OTHER LOCAL TAXES & ASSESSMENTS:	**2%**	**23,674,500**			
FUND BALANCE/ UNRESTRICTED NET ASSETS:	**13%**	**128,035,601**	**OTHER REVENUE:**	**9%**	**83,152,699**
			Licenses/Permits	4,633,600	
General Fund Balance	85,989,504		Service Charges	17,835,800	
Highways Fund	9,846,097		Fines & Forfeitures	55,000	
Watershed Fund	2,400,000		Miscellaneous	4,044,800	
Contributed Capital	14,300,000		Intra County	53,351,399	
Ag Preservation-County	15,500,000		Investment Income	3,232,100	

ALL FUNDS
REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $943,645,000

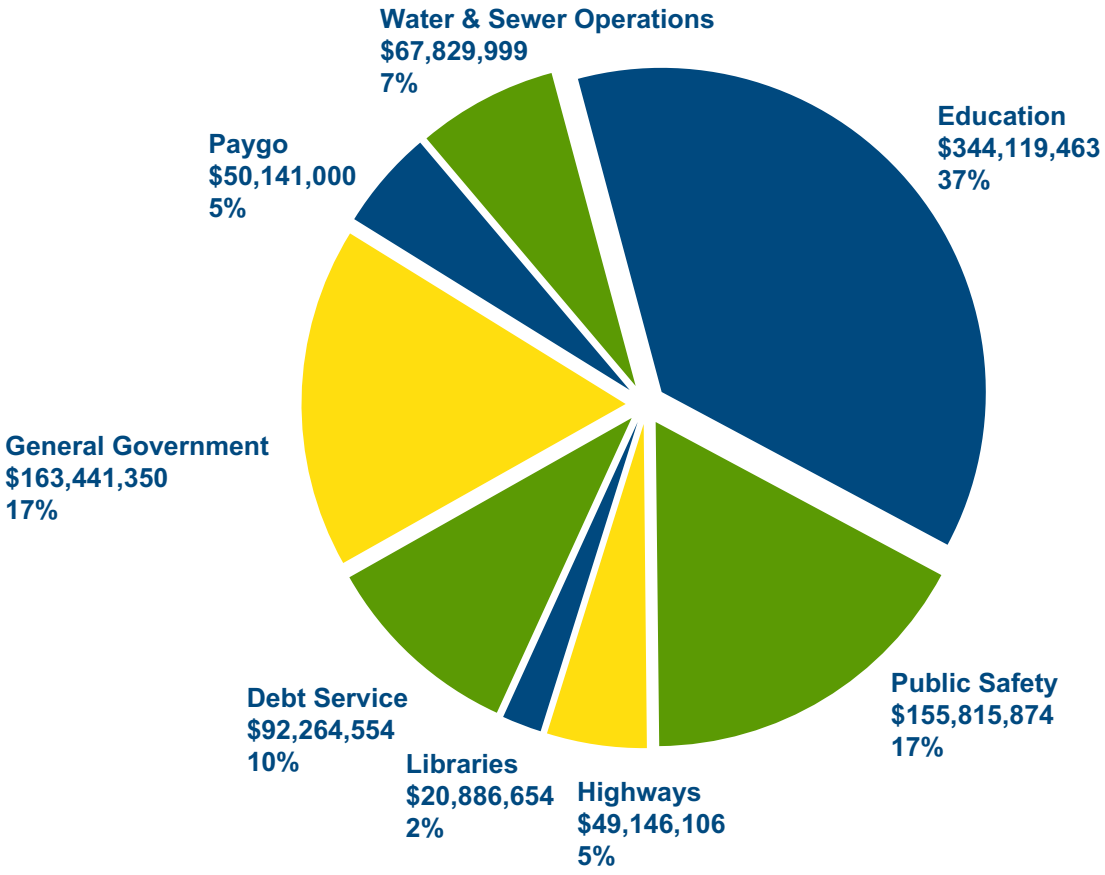


FY 23 APPROVED ALL FUNDS
APPROPRIATIONS BREAKDOWN
$943,645,000

GENERAL GOVERNMENT:	**17%**	**163,441,350**
County Executive	953,309	
Administration	10,375,763	
Procurement	1,179,861	
Treasury	4,603,205	
Law	2,895,222	
Planning & Zoning	28,450,241	
Human Resources	3,111,286	
Community Services	7,025,479	
Handicapped Care Centers	2,857,792	
Office of Gov't. & Comm. Relations	1,519,487	
Health	4,018,168	
Info & Communication Technology	13,627,811	
Public Works	28,556,621	
Council	4,377,176	
Judicial	4,889,894	
State's Attorney	9,120,719	
Elections	3,429,075	
Parks & Recreation	13,611,305	
Natural Resources	986,612	
Community & Economic Development	8,659,362	
Insurance	779,184	
Benefits	3,373,634	
Appropriation to Towns	3,720,144	
Appropriation to State	1,170,000	
Rural Legacy Program	50,000	
Contingency Reserve	100,000	
WATER & SEWER OPERATIONS:	**7%**	**67,829,999**
Treasury	1,722,513	
Personnel Matters	409,457	
Public Works	65,260,482	
Insurance	368,499	
Benefits	69,048	

EDUCATION:	**37%**	**344,119,463**
Board of Education	324,237,657	
Harford Community College	19,881,806	
PUBLIC SAFETY:	**17%**	**155,815,874**
Sheriff	114,035,271	
Emergency Services	20,989,210	
Volunteer Fire Companies	8,911,423	
EMS Foundation	6,497,069	
Inspections, Licenses & Permits	4,207,901	
Humane Society	1,175,000	
HIGHWAYS:	**5%**	**49,146,106**
Fleet Management	10,774,282	
Personnel Matters	511,246	
Public Works	37,173,397	
Insurance	399,047	
Benefits	88,134	
Contingency Reserve	200,000	
LIBRARIES	**2%**	**20,886,654**
PAYGO:	**5%**	**50,141,000**
General	28,260,000	
Highways	10,601,000	
Water & Sewer	4,280,000	
Watershed Management	1,850,000	
Grant Matches	5,150,000	
DEBT SERVICE:	**10%**	**92,264,554**
General	61,616,852	
AG Preservation - County	3,800,000	
Highways	2,652,894	
Water & Sewer Debt Service	20,725,000	
TIF Debt Service	1,902,000	
Watershed Management	1,567,808	

ALL FUNDS
APPROPRIATIONS
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $943,645,000



ALL FUNDS SUMMARY

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	167,230,564	172,938,478	191,327,208	224,290,583	224,290,583
20	CONTRACTUAL SERVICES	69,005,108	68,963,782	88,796,743	89,574,440	89,574,440
30	SUPPLIES & MATERIALS	13,584,597	14,901,706	19,279,740	24,206,641	24,206,641
40	BUSINESS & TRAVEL	9,008,251	9,381,977	12,312,696	13,129,512	13,129,512
50	CAPITAL OUTLAY	8,660,910	3,367,893	23,517,565	24,158,164	24,158,164
60	DEBT SERVICE	153,629,299	86,303,081	78,351,398	83,091,364	83,091,364
70	MISCELLANEOUS	356,646,589	381,372,813	423,179,690	485,163,786	485,163,786
80	INTER-GOVERNMENTAL/INTER-FUND	1,707	9,653	31,960	30,510	30,510
	GRAND TOTAL	**777,767,025**	**737,239,383**	**836,797,000**	**943,645,000**	**943,645,000**
SUMMARY BY FUND:						
11	GENERAL	661,601,935	607,024,728	658,625,000	752,570,000	752,570,000
25	HIGHWAYS	49,422,449	51,369,236	56,900,000	62,400,000	62,400,000
26	PARKS AND RECREATION	688,385	494,605	771,500	838,000	838,000
27	AG PRESERVATION - COUNTY	8,885,048	5,700,498	25,479,000	27,000,000	27,000,000
28	AG PRESERVATION - STATE	83,461	202,647	501,000	350,000	350,000
29	WATERSHED MANAGEMENT	2,310,311	3,285,343	4,280,500	5,750,000	5,750,000
31	TAX INCREMENT FINANCING	1,129,246	15,406,708	1,641,000	1,902,000	1,902,000
51	WATER & SEWER OPERATING	40,185,124	41,353,669	67,135,000	72,110,000	72,110,000
53	WATER & SEWER DEBT SERVICE	13,461,066	12,401,949	21,464,000	20,725,000	20,725,000
	GRAND TOTAL	**777,767,025**	**737,239,383**	**836,797,000**	**943,645,000**	**943,645,000**

ALL FUNDS SUMMARY

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY DEPARTMENT:						
1	COUNTY EXECUTIVE	686,346	716,524	879,620	953,309	953,309
2	ADMINISTRATION	9,941,079	7,570,079	9,101,872	10,375,763	10,375,763
3	PROCUREMENT	7,310,786	7,578,708	11,203,335	11,954,143	11,954,143
4	TREASURY	4,492,217	4,401,945	5,605,979	6,325,719	6,325,719
5	LAW	2,142,608	1,981,974	2,505,937	2,895,222	2,895,222
6	PLANNING AND ZONING	9,952,282	7,229,398	28,138,003	28,450,240	28,450,240
8	HUMAN RESOURCES	3,634,052	4,231,731	2,983,810	4,031,989	4,031,989
9	COMMUNITY SERVICES	4,378,668	4,767,038	6,222,850	7,025,479	7,025,479
14	HANDICAPPED CARE CENTERS	2,454,825	2,525,351	2,597,993	2,857,792	2,857,792
15	OFFICE OF GOV'T. AND COMMUNITY RELATIONS	1,003,372	1,051,514	1,414,779	1,519,487	1,519,487
16	HEALTH	3,796,963	3,701,976	4,018,168	4,018,168	4,018,168
18	INFORMATION & COMMUNICATION TECHNOLOGY	10,508,033	10,364,679	12,828,256	13,627,811	13,627,811
21	SHERIFF'S OFFICE	84,067,536	87,156,951	95,817,793	114,035,271	114,035,271
22	EMERGENCY SERVICES	25,076,395	26,975,904	30,301,247	36,397,702	36,397,702
26	INSPECTIONS, LICENSES & PERMITS	3,298,630	3,186,855	3,733,969	4,207,901	4,207,901
30	PUBLIC WORKS	80,418,908	83,310,291	115,248,758	130,990,500	130,990,500
40	COUNTY COUNCIL	3,066,264	3,076,720	3,705,655	4,377,176	4,377,176
41	JUDICIAL	3,545,052	3,618,220	4,242,220	4,889,894	4,889,894
43	STATE'S ATTORNEY	6,055,970	6,392,749	7,491,665	9,120,719	9,120,719
48	ELECTIONS	1,795,374	2,669,628	2,909,344	3,429,075	3,429,075
54	BOARD OF EDUCATION	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657
56	HARFORD COMMUNITY COLLEGE	17,147,844	17,547,931	18,074,369	19,881,806	19,881,806
58	LIBRARIES	17,804,908	18,339,690	18,890,693	20,886,654	20,886,654
59	PARKS AND RECREATION	9,877,596	9,597,614	12,608,333	13,611,305	13,611,305
63	CONSERVATION OF NATURAL RESOURCES	787,903	793,668	884,610	986,612	986,612
65	COMMUNITY & ECONOMIC DEVELOPMENT	4,926,406	4,578,345	5,796,363	8,659,362	8,659,362
66	DEBT SERVICE	153,717,270	86,326,379	87,015,398	91,232,554	91,232,554
67	INSURANCE	1,117,345	896,148	1,206,687	1,546,730	1,546,730
68	BENEFITS	11,959,094	12,223,211	12,228,731	3,530,816	3,530,816
70	PAYGO/APPROPRIATION TO TOWNS	36,337,654	37,500,384	35,027,579	57,288,144	57,288,144
90	RESERVE FOR CONTINGENCIES	0	0	300,000	300,000	300,000
	GRAND TOTAL	**777,767,025**	**737,239,383**	**836,797,000**	**943,645,000**	**943,645,000**

ALL FUNDS SUMMARY

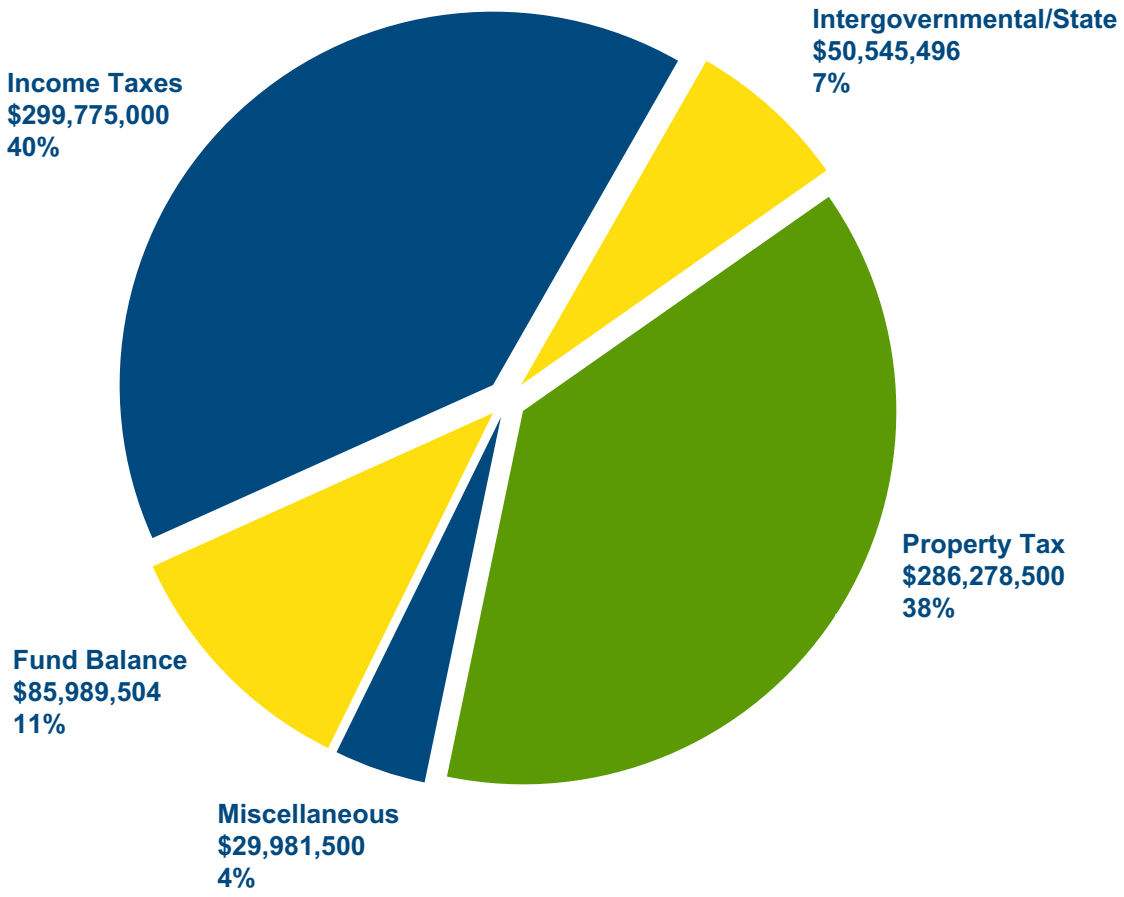
	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY REVENUE SOURCE:					
PROPERTY TAXES	319,975,006	335,233,610	331,112,000	328,163,300	328,163,300
INCOME TAXES	245,726,334	290,415,199	268,250,000	299,775,000	299,775,000
OTHER LOCAL TAXES AND ASSESSMENTS	23,297,651	26,136,412	20,766,900	23,674,500	23,674,500
W & S USER CHARGES	48,299,279	50,471,570	50,690,600	55,311,400	55,311,400
W & S CAPITAL CHARGES	15,134,780	9,216,885	14,260,000	16,541,500	16,541,500
INTERGOVERNMENTAL/STATE-SHARED	4,511,570	8,478,749	3,192,000	8,991,000	8,991,000
INVESTMENT INCOME	8,604,424	(1,065,220)	1,320,187	3,232,100	3,232,100
FUND BALANCE APPROP/UNRESTRICTED NET POSITION	0	0	78,439,400	128,035,601	128,035,601
OTHER REVENUE	169,165,723	68,979,646	68,765,913	79,920,599	79,920,599
GRAND TOTAL	**834,714,767**	**787,866,851**	**836,797,000**	**943,645,000**	**943,645,000**

GENERAL

FY 23 APPROVED GENERAL FUND
REVENUE BREAKDOWN
$752,570,000

PROPERTY TAX:	**38%**	**286,278,500**	**INCOME TAX**	**40%**	**299,775,000**
Real & Personal	291,665,000				
Deductions	(5,386,500)		**FUND BALANCE**	**11%**	**85,989,504**
MISCELLANEOUS:	**4%**	**29,981,500**	**INTERGOVERNMENTAL/ STATE:**	**7%**	**50,545,496**
Other Taxes	6,060,000		Intergovernmental	5,300,000	
Service Charges	15,910,700		Intra-County	6,115,174	
Fines & Forfeitures	33,000		Pro Rata	7,430,322	
Miscellaneous Revenues	846,700		Recordation	17,700,000	
Investment Income	2,501,000		Transfer	14,000,000	
Licenses & Permits	4,630,100				

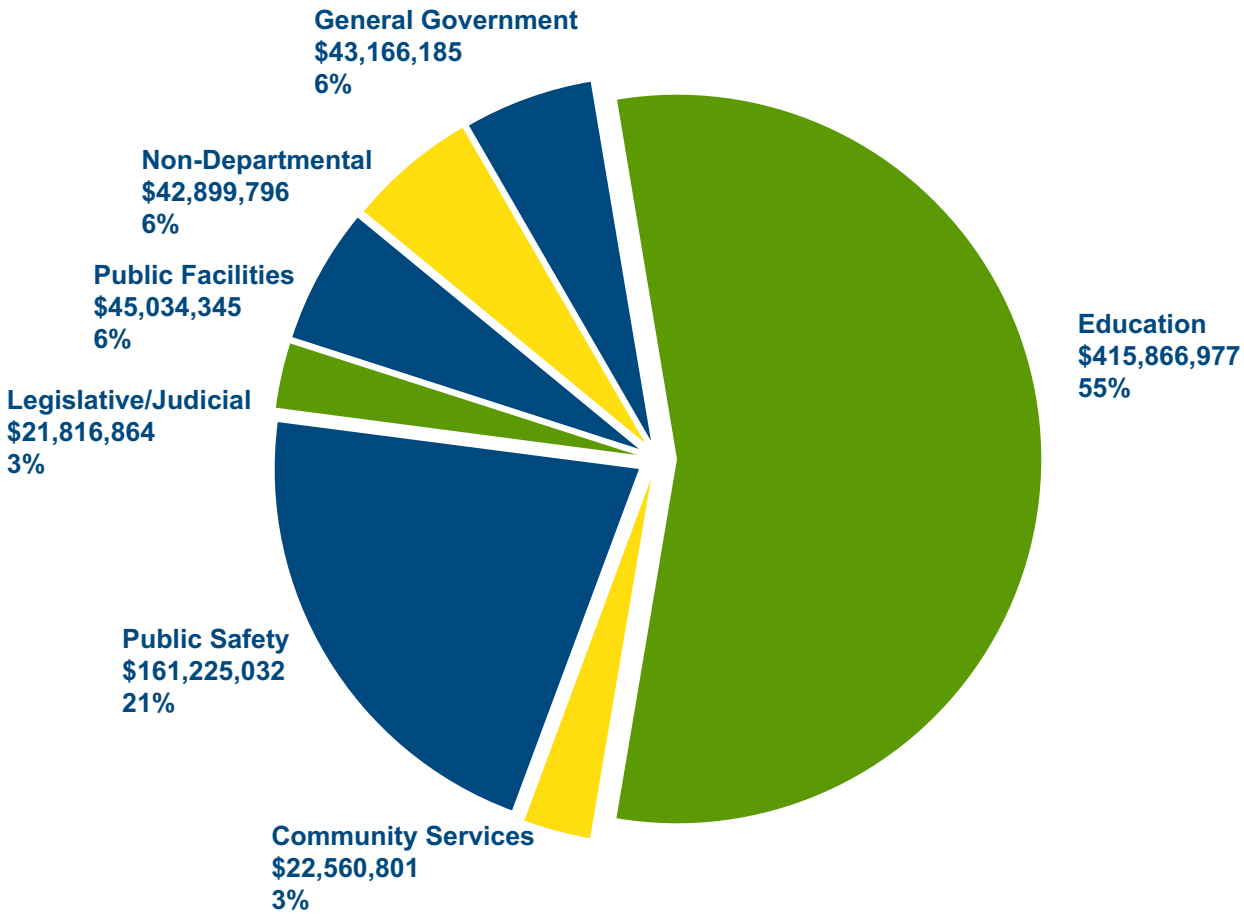
GENERAL FUND REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $752,570,000



FY 23 APPROVED GENERAL FUND
APPROPRIATIONS BREAKDOWN
$752,570,000

GENERAL GOVERNMENT:	**5.7%**	**43,166,185**	**EDUCATION:**		**55.3%**	**415,866,977**
County Executive	953,309					
Administration	10,375,763		Public Schools:	49.4 %	371,846,054	
Procurement	1,179,861		*Board of Ed. Operating*		*324,237,657*	
Treasury	4,603,205		*Board of Ed. Debt Service*		*35,657,555*	
Law	2,895,222		*Board of Ed. PAYGO*		*8,155,000*	
Human Resources	3,111,286		*HCSO School Safety Division*		*3,795,842*	
Office of Gov't & Comm. Rel.	1,519,487					
Info. & Comm. Technology	13,627,811		Harford Community College:	3.0 %	22,684,269	
Planning & Zoning	4,900,241		*HCC Operating*		*19,881,806*	
			HCC Debt Service		*2,802,463*	
PUBLIC FACILITIES:	**6.0%**	**45,034,345**				
Public Works	26,224,428		Harford County Public Library:	2.9 %	21,336,654	
Natural Resources	986,612		*HCPL Operating*		*20,886,654*	
Rural Legacy Program	50,000		*HCPL PAYGO*		*450,000*	
Parks & Recreation	12,773,305					
Solid Waste PAYGO	5,000,000					
			LEGISLATIVE/JUDICIAL:		**2.9%**	**21,816,864**
PUBLIC SAFETY:	**21.4%**	**161,225,032**	County Council		4,377,176	
Sheriff	110,239,429		Judicial		4,889,894	
Emergency Services	20,989,210		State's Attorney		9,120,719	
Volunteer Fire Companies	8,911,423		Elections		3,429,075	
EMS Foundation	6,497,069					
Inspections, Licenses & Permits	4,207,901		**NON-DEPARTMENTAL:**		**5.7%**	**42,899,796**
Humane Society	1,175,000		Insurance		779,184	
PAYGO (Public Safety)	9,205,000		Benefits		3,373,634	
			Contingency Reserve		100,000	
COMMUNITY SERVICES:	**3.0%**	**22,560,801**	Capital Improvements (General)		5,450,000	
Community Services	7,025,479		Grant Matches		5,150,000	
Health	4,018,168		Debt Service (General)		23,156,834	
Handicapped Centers	2,857,792		Appropriation to Towns		3,720,144	
Community & Economic Dev.	8,659,362		Appropriation to State		1,170,000	

GENERAL FUND APPROPRIATIONS
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $752,570,000



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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	133,574,308	137,447,773	151,377,938	178,065,943	178,065,943
20	CONTRACTUAL SERVICES	54,116,740	53,839,153	65,573,004	66,243,454	66,243,454
30	SUPPLIES & MATERIALS	4,940,734	4,688,490	6,136,146	8,883,930	8,883,930
40	BUSINESS & TRAVEL	3,237,375	3,166,961	4,198,221	4,415,935	4,415,935
50	CAPITAL OUTLAY	2,400,272	1,631,634	1,461,345	1,971,144	1,971,144
60	DEBT SERVICE	134,458,793	53,472,418	59,010,000	61,576,852	61,576,852
70	MISCELLANEOUS	328,872,124	352,768,694	370,840,836	431,386,682	431,386,682
80	INTER-GOVERNMENTAL/INTER-FUND	1,589	9,606	27,510	26,060	26,060
	GRAND TOTAL	**661,601,935**	**607,024,729**	**658,625,000**	**752,570,000**	**752,570,000**

GENERAL FUND

FUND SUMMARY:

SUMMARY BY DEPARTMENT:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
1	COUNTY EXECUTIVE	686,346	716,524	879,620	953,309	953,309
2	ADMINISTRATION	9,941,079	7,570,079	9,101,872	10,375,763	10,375,763
3	PROCUREMENT	856,531	823,732	991,007	1,179,861	1,179,861
4	TREASURY	3,424,918	3,391,434	4,003,070	4,603,205	4,603,205
5	LAW	2,142,608	1,981,974	2,505,937	2,895,222	2,895,222
6	PLANNING & ZONING	3,698,635	3,627,748	4,189,004	4,900,241	4,900,241
8	HUMAN RESOURCES	2,658,589	3,109,685	2,373,377	3,111,286	3,111,286
9	COMMUNITY SERVICES	4,378,668	4,767,038	6,222,850	7,025,479	7,025,479
14	HANDICAPPED CARE CENTERS	2,454,825	2,525,351	2,597,993	2,857,792	2,857,792
15	OFFICE OF GOV'T. & COMM. RELATIONS	1,003,372	1,051,514	1,414,779	1,519,487	1,519,487
16	HEALTH	3,796,963	3,701,976	4,018,168	4,018,168	4,018,168
18	INFORMATION & COMM TECHNOLOGY	10,508,033	10,364,679	12,828,256	13,627,811	13,627,811
21	SHERIFF'S OFFICE	84,067,536	87,156,951	95,817,793	114,035,271	114,035,271
22	EMERGENCY SERVICES	25,076,395	26,975,904	30,301,247	36,397,702	36,397,702
26	INSPECTIONS, LICENSES & PERMITS	3,298,630	3,186,855	3,733,969	4,207,901	4,207,901
30	PUBLIC WORKS	19,870,078	19,204,619	22,205,146	26,224,428	26,224,428
40	COUNTY COUNCIL	3,066,264	3,076,720	3,705,655	4,377,176	4,377,176
41	JUDICIAL	3,545,052	3,618,220	4,242,220	4,889,894	4,889,894
43	STATE'S ATTORNEY	6,055,970	6,392,749	7,491,665	9,120,719	9,120,719
48	ELECTIONS	1,795,374	2,669,628	2,909,344	3,429,075	3,429,075
54	BOARD OF EDUCATION	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657
56	HARFORD COMMUNITY COLLEGE	17,147,844	17,547,931	18,074,369	19,881,806	19,881,806
58	LIBRARIES	17,804,908	18,339,690	18,890,693	20,886,654	20,886,654
59	PARKS & RECREATION	9,289,211	9,103,009	11,836,833	12,773,305	12,773,305
63	CONSERVATION OF NAT'L RESOURCES	787,903	793,668	884,610	986,612	986,612
65	COMMUNITY & ECONOMIC DEVELOPMENT	4,926,406	4,578,345	5,796,363	8,659,362	8,659,362

GENERAL FUND

FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY DEPARTMENT (CONT'D):						
66	DEBT SERVICE	134,500,601	53,479,846	59,050,000	61,616,852	61,616,852
67	INSURANCE	697,088	553,498	595,579	779,184	779,184
68	BENEFITS	9,512,787	10,313,168	10,433,470	3,373,634	3,373,634
70	MISCELLANEOUS	18,143,676	19,474,416	17,617,127	39,525,144	39,525,144
90	RESERVE FOR CONTINGENCIES	0	0	100,000	100,000	100,000
	GRAND TOTAL	**661,601,935**	**607,024,729**	**658,625,000**	**752,570,000**	**752,570,000**
SUMMARY BY REVENUE SOURCE:						
	PROPERTY TAXES	279,739,185	292,341,490	291,464,000	286,278,500	286,278,500
	INCOME TAXES	245,726,334	290,415,199	268,250,000	299,775,000	299,775,000
	LICENSES & PERMITS	4,586,479	4,469,106	4,078,100	4,630,100	4,630,100
	INTERGOVERNMENTAL	6,395,873	5,218,117	5,430,000	5,300,000	5,300,000
	SERVICE CHARGES	15,137,284	14,780,379	14,714,200	15,910,700	15,910,700
	FINES & FORFEITURES	42,783	24,413	99,000	33,000	33,000
	MISCELLANEOUS REVENUES	90,062,708	15,593,405	7,077,824	9,407,700	9,407,700
	RECORDATION/TRANSFER TAX	23,216,000	11,933,334	19,880,000	31,700,000	31,700,000
	INTRA-COUNTY TRANSFERS	8,648,807	9,500,000	9,006,876	13,545,496	13,545,496
	FUND BALANCE APPROPRIATION	0	0	38,625,000	85,989,504	85,989,504
	GRAND TOTAL	**673,555,453**	**644,275,443**	**658,625,000**	**752,570,000**	**752,570,000**

GENERAL FUND

FINANCIAL NOTES:

FY 23 Approved Budget	752,570,000
FY 22 Approved Budget	658,625,000
$ increase	93,945,000
% increase	14.26 %

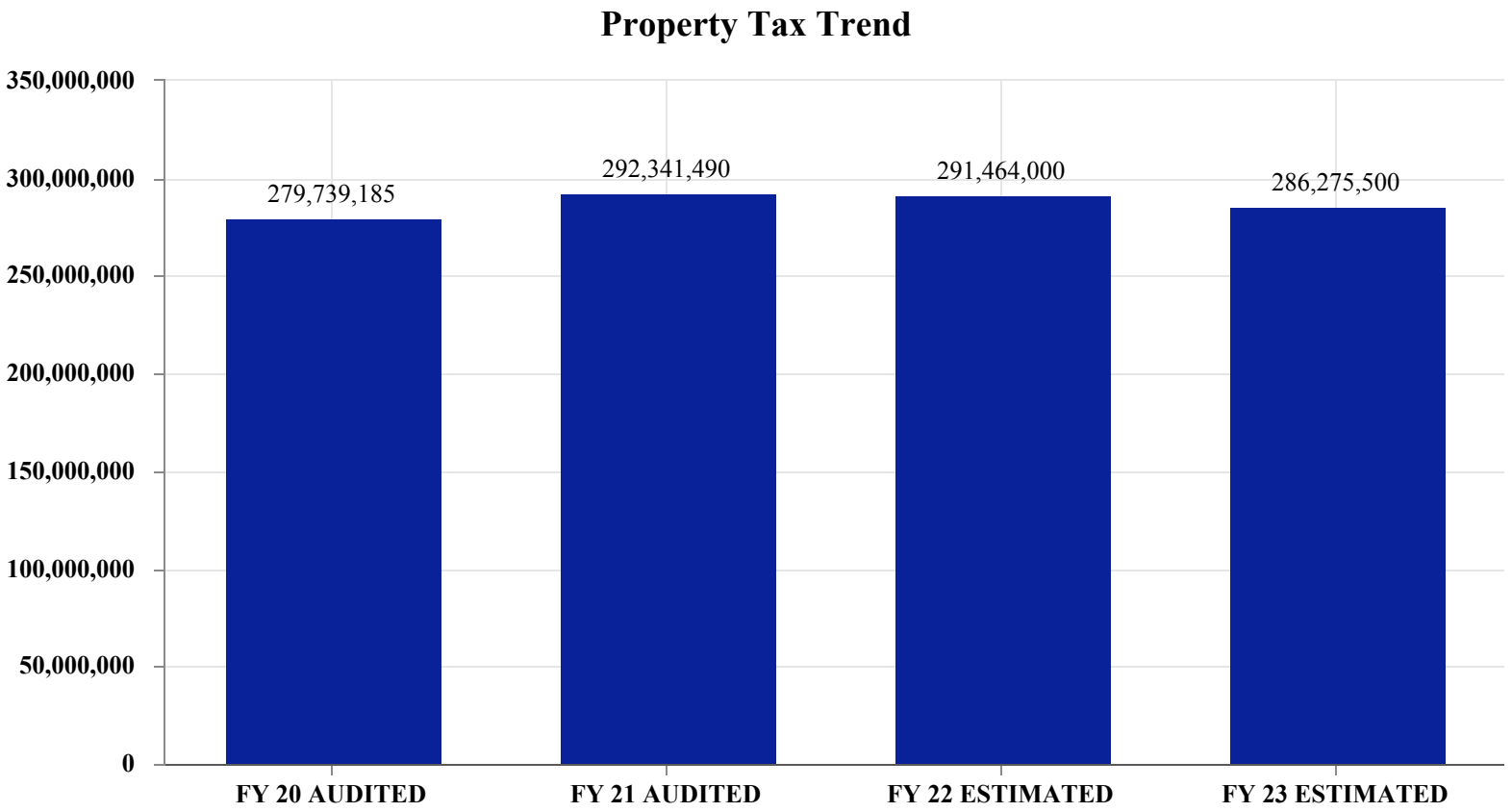
FY 22	FY 23	CHANGE
291,464,000	286,275,500	(5,188,500)

EXPLANATION OF INCREASE/DECREASE - REVENUES

PROPERTY TAXES:

FY 23 Approved Budget	286,275,500	38.04 % of the FY 23 General Fund
FY 22 Approved Budget	291,464,000	44.25 % of the FY 22 General Fund
$ decrease	(5,188,500)	
% decrease	(1.78)%	

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. For FY 23, the County adopted a tax rate of $0.8413 which is $0.05 lower than last year's tax rate of $0.8913, and $0.423 lower than the constant yield. The decrease of $5.18 million or 1.78% from prior year is due to the lowering of the tax rate below constant yield. Statewide "Group 1" reassessments in FY 23 increased by 12.0% over the past three years according to State Department of Assessment and Taxation. In Harford County, assessments in Group 1, which mainly the northern rural area of the County, grew by 9.6% with residential and commercial assessments increasing by 10.3% and 3.8% respectively.


Property Tax Trend
350,000,000
300,000,000
250,000,000
200,000,000
150,000,000
100,000,000
50,000,000
0
279,739,185
292,341,490
291,464,000
286,275,500
FY 20 AUDITED
FY 21 AUDITED
FY 22 ESTIMATED
FY 23 ESTIMATED

FINANCIAL NOTES:

FY 22	FY 23	CHANGE
268,250,000	299,775,000	31,525,000

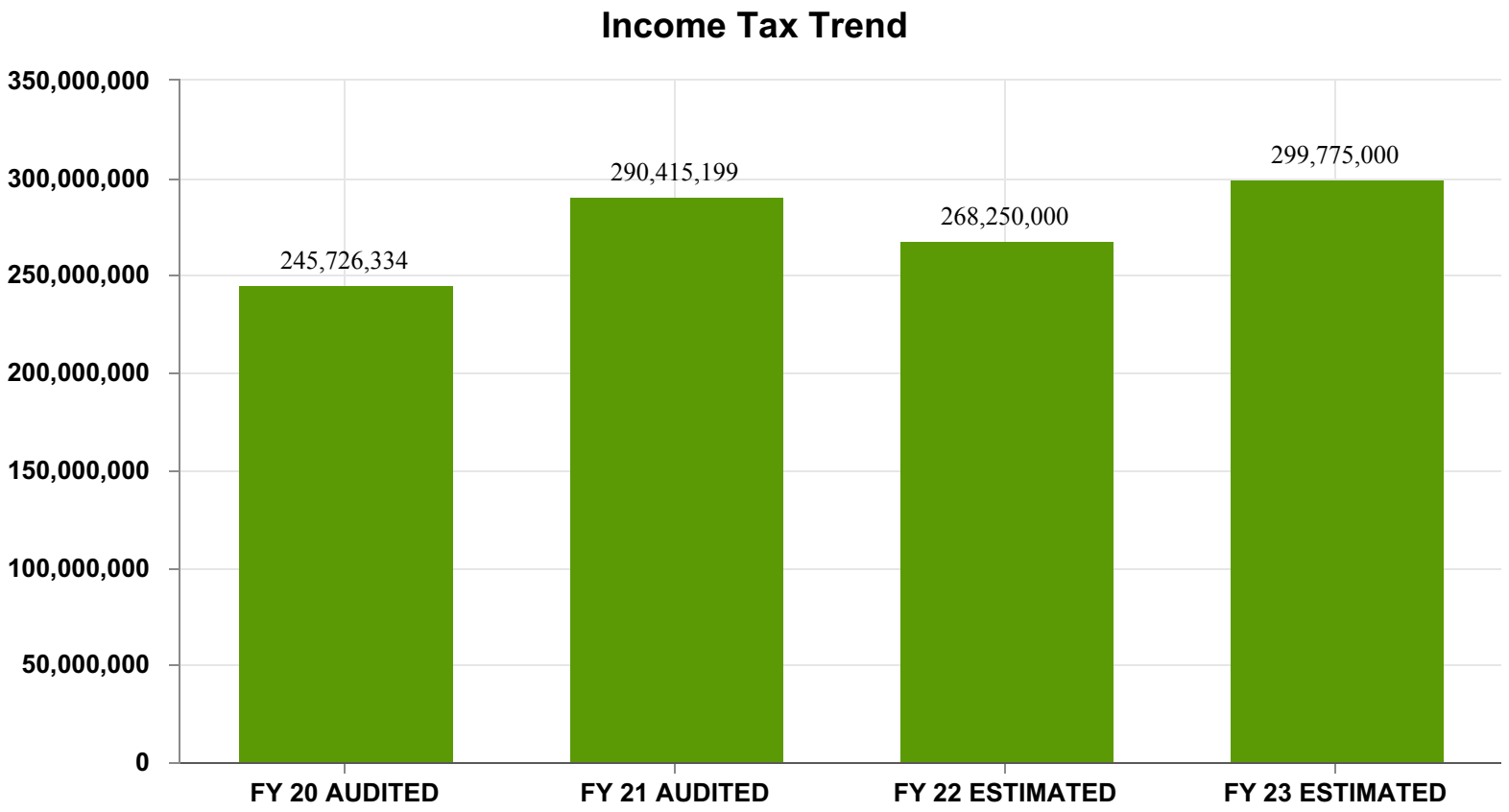
EXPLANATION OF INCREASE/DECREASE - REVENUES

INCOME TAXES

FY 23 Approved Budget	299,775,000	39.38 % of the FY 23 General Fund
FY 22 Approved Budget	268,250,000	40.73 % of the FY 22 General Fund
$ increase	31,525,000	
% increase	11.75 %	

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.

The increase in quarterly revenue is largely due to an improving economy and lower unemployment, inflation and a change in how pass-thru-entities, such as LLC's make their tax payments in order to deduct State and local taxes from their Federal returns. FY 22 income tax is estimated at $285.5 million which is $17.3 million above our originally estimated amount. FY 23 will be our twelfth year of positive growth in income tax for Harford County.


Income Tax Trend
350,000,000
300,000,000
250,000,000
200,000,000
150,000,000
100,000,000
50,000,000
0
245,726,334
290,415,199
268,250,000
299,775,000
FY 20 AUDITED
FY 21 AUDITED
FY 22 ESTIMATED
FY 23 ESTIMATED

FINANCIAL NOTES:

FY 22	FY 23	CHANGE
98,911,000	166,516,500	67,605,500

EXPLANATION OF INCREASE/DECREASE - REVENUES

OTHER REVENUES

FY 23 Approved Budget	166,516,500	22.13 % of the FY 23 General Fund
FY 22 Approved Budget	98,911,000	15.02 % of the FY 22 General Fund
$ increase	67,605,500	
% increase	68.35 %	

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

Fund Balance Appropriated	FY 22	FY 23	Change
	38,625,000	89,887,657	51,262,657

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 appropriated in the FY 23 budget is $85,989,504 with an additional appropriation of $3,898,153 of dedicated fund balance for the 27th pay

Recordation/Transfer Taxes	FY 22	FY 23	Change
	19,880,000	31,700,000	11,820,000

FY 23 includes New Recordation and Transfer Tax estimated at $14,400,000 and $7,300,000 of carryover from the prior year to the General Fund which initially goes 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 pay School Debt Service. '

GENERAL FUND

FINANCIAL NOTES:

EXPLANATION OF INCREASE/DECREASE - REVENUES

FY 22	FY 23				
		All "Other" Revenues combined	FY 22	FY 23	Change
			40,406,000	48,826,996	8,420,996

These include: Other taxes, charges for current services, revenues from other agencies, fines and forfeitures, licenses and permits and investment income.

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
151,377,938	178,065,943	26,688,005	PERSONAL SERVICES The increase is the result of the FY 23 salary enhancements consisting of a 7% COLA and 3% merit for all eligible county employees; full funding of the Sheriff's Office wage enhancement request for law enforcement deputies, corrections officers and civilian employees equivalent to 10% increase; increased costs for health benefits, pension expenses, overtime and temporary salaries; and a total of 61 new positions were added for public safety agencies - 45 for the Sheriff's Office to staff the new central precinct and the medical wing at the detention center; six positions for the State's Attorney's Office for the new body worn camera; and thirteen for Emergency Services to staff an additional ambulance crew (3 of the positions added to Emergency Services were reassigned from Parks and Recreation). In addition, we appropriated funds for a 27th pay which will occur in FY 23.
65,573,004	66,243,454	670,450	CONTRACTUAL SERVICES The increase is the net result of funds appropriated to the Emergency Medical Service Foundation to provide for pay and benefit equity with county employees, additional costs for data software/ hardware renewals and licenses; increase in the payment to Baltimore County for the Transfer Station agreement; increase in the new medical services contract for inmates at the detention center, and additional funds provided for full year utility costs related to the new fleet maintenance facility, as well as adjustments made to advertising, grounds maintenance and repairs/renovations to county facilities based on actual expense history. General, auto and property damage costs also increased for FY 23. These increases are offset by reduction in the annual cost for Retiree's Health insurance requiring less funds based on the actuarial.
6,136,146	8,883,930	2,747,784	SUPPLIES AND MATERIALS Increase is the result of additional funds provided for sheriff's safety equipment - vests, evidence collection, etc.; additional funds are provided for weapons and ammunition for the Sheriff's Office as well as an increase for the inmate meals. Additional funds are provided for ancillary costs (vehicle, weapon and ammo, uniform, mobile/portable radios, police car equipment, etc.) for the law enforcement and correction positions added to the Sheriff's Office for FY 23.

FINANCIAL NOTES:

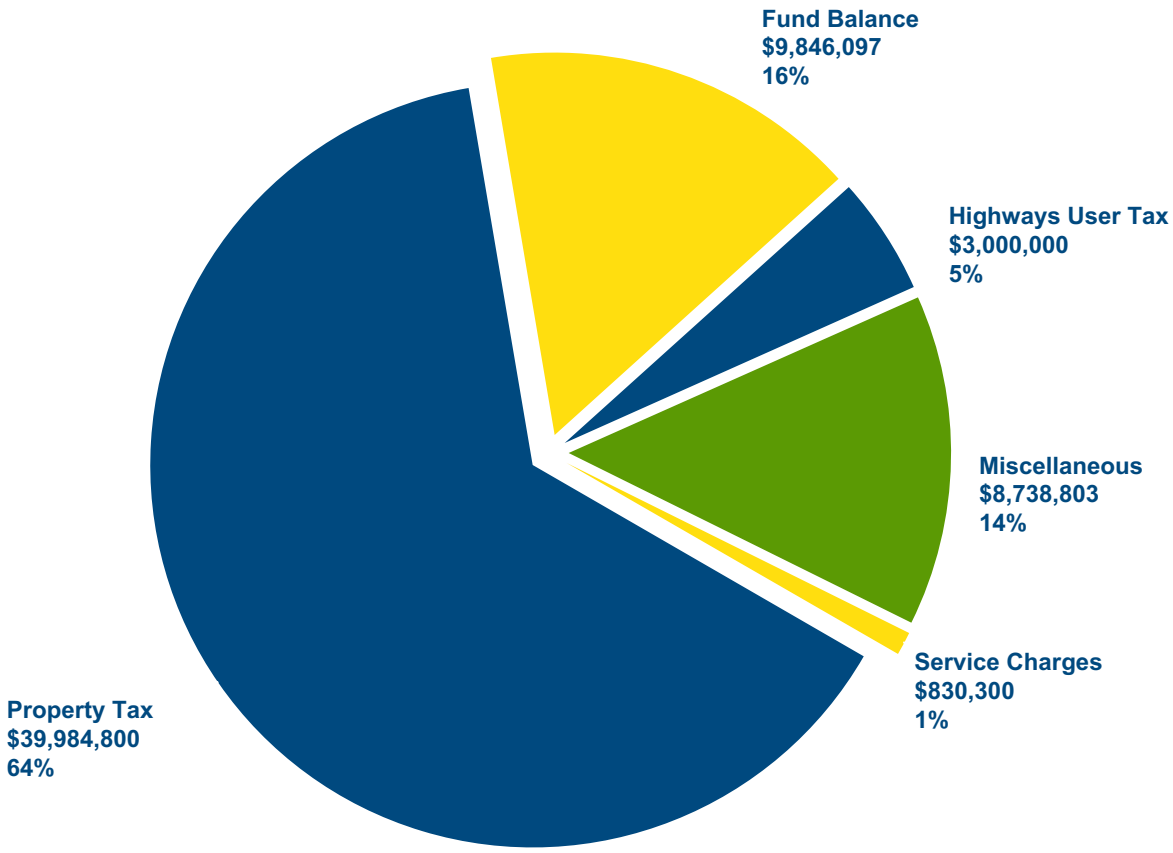
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
4,198,221	4,415,935	217,714	BUSINESS AND TRAVEL Increase is mainly the result of the additional funds required for the vehicle maintenance contract, fuel costs and additional funds for lodging, training, conferences to provide for our continued commitment to reinvest in the County workforce.
1,461,345	1,971,144	509,799	CAPITAL OUTLAY Increase in capital outlay is mainly the result of replacing large equipment for landfill operations, as well as still providing sufficient funds for police car packages for Sheriff's Office vehicles, voting equipment for Elections, and audio visual equipment.
59,010,000	61,576,852	2,566,852	DEBT SERVICE Principal and Interest payments on existing debt, and new debt to be issued in accordance with the FY 23 Approved Capital Budget.
370,840,836	431,386,682	60,545,846	MISCELLANEOUS Increase is mainly the result of fully funding the Board of Education's FY 23 Operating Budget request; a 10% increase in funds for Harford Community College and 11% increase in funding for Harford County Public Libraries; additional funds for our Volunteer Fire Companies; and police aid to our municipalities. In addition, Paygo funding to support the FY 23 Approved Capital Budget increased.

HIGHWAYS

FY 23 APPROVED HIGHWAYS FUND
REVENUE BREAKDOWN
$62,400,000

PROPERTY TAX:	**64%**	**39,984,800**	**HIGHWAYS USERS TAX**	**5%**	**3,000,000**
Real & Personal	40,804,000				
Deductions	(819,200)				
			SERVICE CHARGES	**1%**	**830,300**
MISCELLANEOUS:	**14%**	**8,738,803**	**FUND BALANCE**	**16%**	**9,846,097**
Pro Rata	240,325				
Capital Recovery	1,100,000				
Miscellaneous	7,377,878				
Investment Income	20,600				

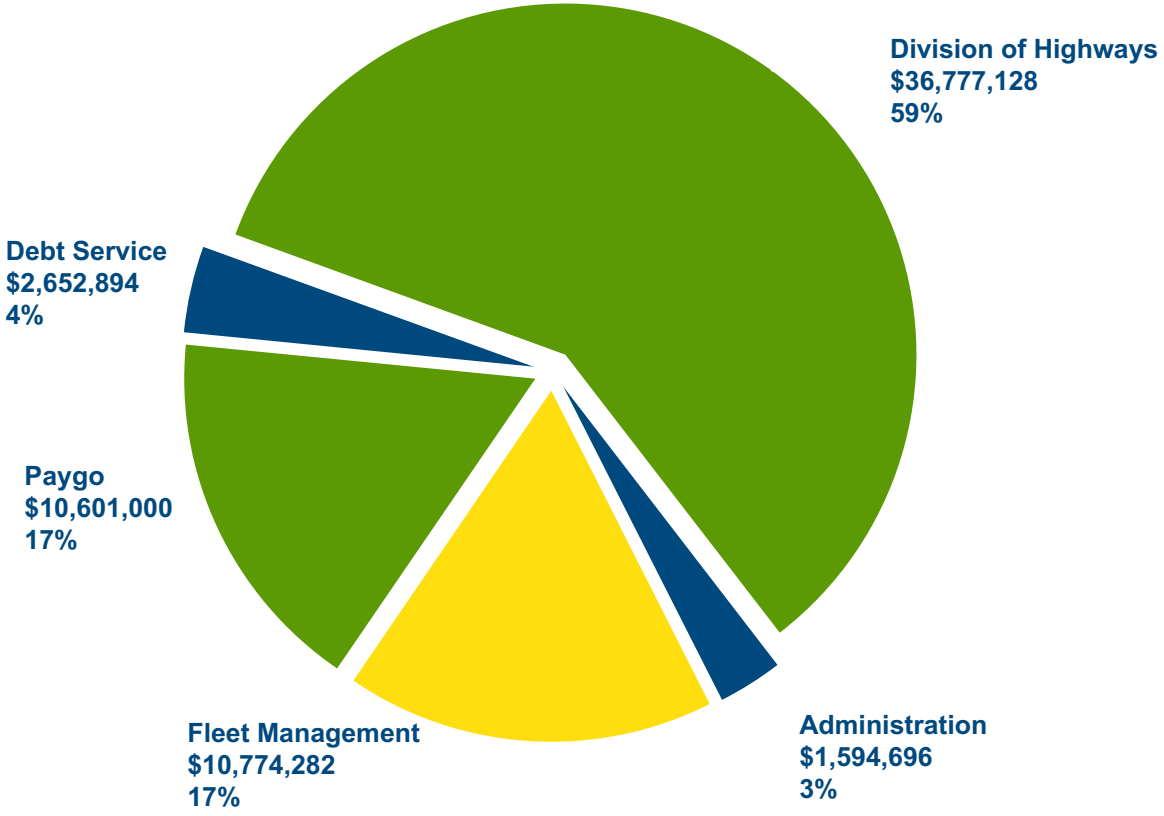
HIGHWAYS FUND REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $62,400,000



FY 23 APPROVED HIGHWAYS FUND
APPROPRIATIONS BREAKDOWN
$62,400,000

ADMINISTRATION:		**3%**	**1,594,696**	**PUBLIC WORKS**		**59%**	**36,777,128**
Personnel Matters	511,246			Bureau of Highways Engineering	3,053,096		
Director	396,269			Bureau of Construction Inspections	2,896,268		
Benefits	88,134			Bureau of Highways Maintenance	28,041,466		
Insurance	399,047			Snow Removal	2,786,298		
Contingency Reserve	200,000						
FLEET MANAGEMENT		**17%**	**10,774,282**	**PAYGO**		**17%**	**10,601,000**
DEBT SERVICE		**4%**	**2,652,894**				

HIGHWAYS FUND APPROPRIATION
Fiscal Year 2022 - 2023
TOTAL APPROVED $62,400,000



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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	16,200,797	16,744,344	18,847,125	21,991,333	21,991,333
20	CONTRACTUAL SERVICES	5,828,168	5,837,311	7,030,144	7,331,058	7,331,058
30	SUPPLIES & MATERIALS	4,317,051	5,269,932	7,910,558	8,259,994	8,259,994
40	BUSINESS & TRAVEL	5,210,607	5,577,346	7,162,450	7,712,452	7,712,452
50	CAPITAL OUTLAY	144,419	45,890	17,000	11,300	11,300
60	DEBT SERVICE	1,194,373	1,794,091	2,248,574	2,650,894	2,650,894
70	MISCELLANEOUS	16,526,913	16,100,275	13,679,749	14,438,569	14,438,569
80	INTER-GOVERNMENTAL/INTER-FUND	118	47	4,400	4,400	4,400
	GRAND TOTAL	**49,422,446**	**51,369,236**	**56,900,000**	**62,400,000**	**62,400,000**

HIGHWAYS FUND

FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY DEPARTMENT:						
3	PROCUREMENT	6,454,255	6,754,977	10,212,328	10,774,282	10,774,282
8	HUMAN RESOURCES	452,646	579,457	316,126	511,246	511,246
30	PUBLIC WORKS	26,448,523	28,016,284	32,673,935	37,173,397	37,173,397
66	DEBT SERVICE	1,195,116	1,794,091	2,250,574	2,652,894	2,652,894
67	INSURANCE	233,966	196,452	302,525	399,047	399,047
68	BENEFITS	1,168,962	1,052,007	923,333	88,134	88,134
70	MISCELLANEOUS	13,468,978	12,975,968	10,021,179	10,601,000	10,601,000
90	RESERVE FOR CONTINGENCIES	0	0	200,000	200,000	200,000
	GRAND TOTAL	**49,422,446**	**51,369,236**	**56,900,000**	**62,400,000**	**62,400,000**
SUMMARY BY REVENUE SOURCE:						
	PROPERTY TAXES	39,201,586	41,088,840	38,008,000	39,984,800	39,984,800
	INTERGOVERNMENTAL/STATE SHARED	2,562,176	2,727,693	3,012,000	3,000,000	3,000,000
	SERVICE CHARGES	903,991	792,602	1,049,600	830,300	830,300
	FUND BALANCE APPROPRIATION	0	0	7,531,400	9,846,097	9,846,097
	MISCELLANEOUS REVENUES	8,527,383	7,821,122	7,299,000	8,738,803	8,738,803
	GRAND TOTAL	**51,195,136**	**52,430,257**	**56,900,000**	**62,400,000**	**62,400,000**

HIGHWAYS FUND

FINANCIAL NOTES:

FY 23 Approved Budget	62,400,000
FY 22 Approved Budget	56,900,000
$ increase	5,500,000
% increase	9.67 %

FY 22	FY 23	CHANGE
38,008,000	39,984,800	1,976,800

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.
For FY 23, the additional tax on property outside of the municipalities remained the same.
Tax rate for this differential is:

$0.1366 per $100 of assessed value for properties outside the towns.

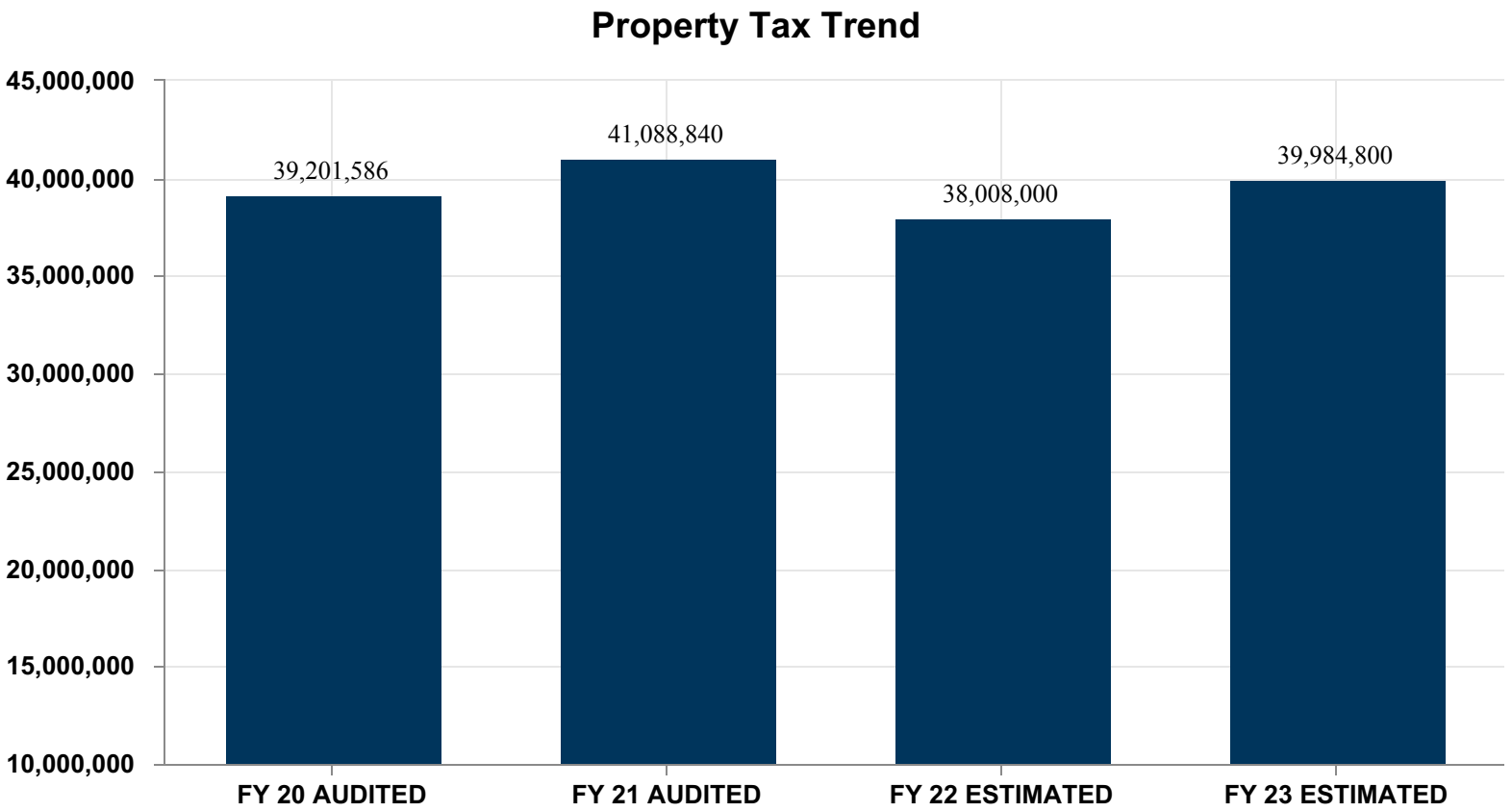
Each year the State reassesses one group, resulting in a complete reassessment of the County every three years.

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES

PROPERTY TAXES (CONT'D)

The $1,976,800 increase in highways fund property tax revenue is based on the assessments in the northern rural area of the county growing.

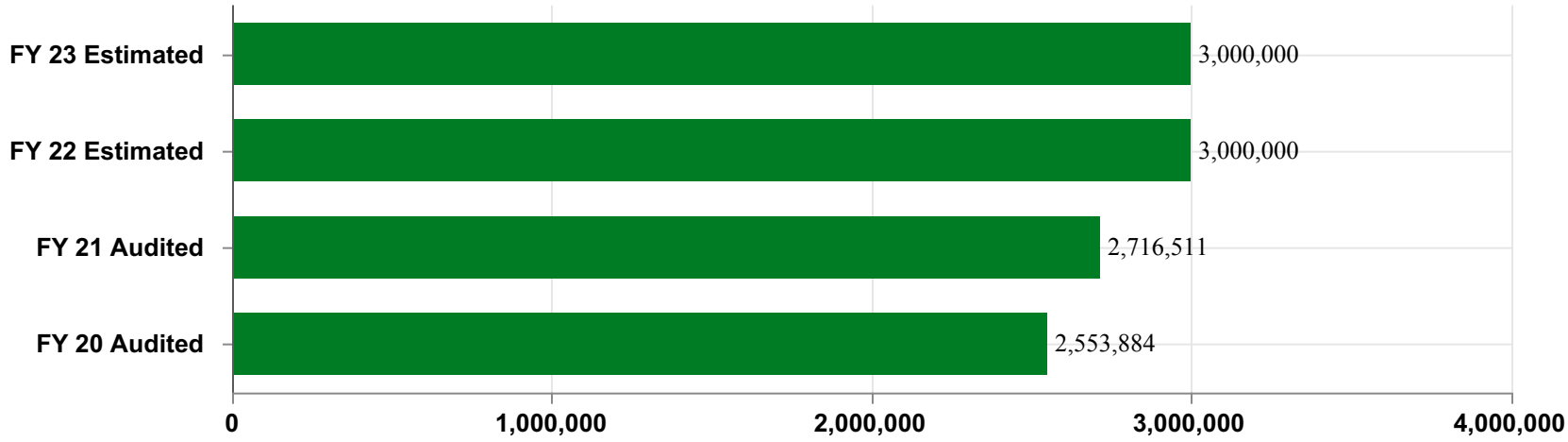
We consider various sources of information to make property tax revenue projections. The primary source is the Maryland Department of Assessment and Taxation (SDAT).
They provide assessment estimates in November and March for the current, and the next two upcoming tax years. The second source of information 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
45,000,000
40,000,000
35,000,000
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
39,201,586
41,088,840
38,008,000
39,984,800
FY 20 AUDITED
FY 21 AUDITED
FY 22 ESTIMATED
FY 23 ESTIMATED

FINANCIAL NOTES:

FY 22	FY 23	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 2023 there is no adjustment to to our estimate from FY 22 of $3,000,000.

State Highways Users Tax Trend



HIGHWAYS FUND

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
1,049,600	830,300	(219,300)	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.
50,600	20,600	(30,000)	INVESTMENT INCOME Revenues from investments are reflective of the size of the County's portfolio and the rate of return.
7,260,400	8,193,125	932,725	OTHER REVENUE The elements mainly responsible for the net increase in "Other" revenues are:

FY 22	FY 23	Change	
3,662,900	3,930,000	267,100	Vehicle Maintenance contract reimbursement
840,000	1,100,000	260,000	Recovery from capital projects
246,000	405,000	159,000	Sale of Vehicles

7,531,400	10,370,675	2,839,275	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 $9,846,097 is appropriated for the FY 23 Budget with an additional appropriation of $524,578 dedicated for the 27th pay.

FINANCIAL NOTES:

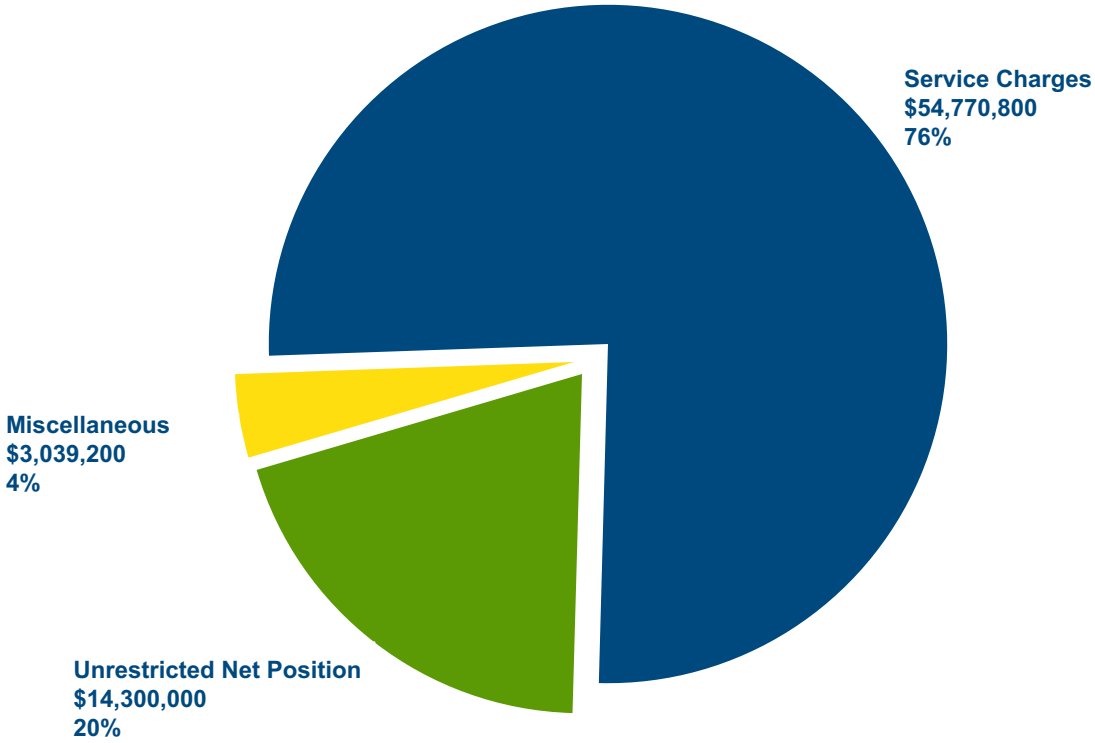
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
18,847,125	21,991,333	3,144,208	PERSONAL SERVICES Increase is the result of a COLA of 7% and a 3% merit increase for all eligible employees; as well as increase in pension; workers' compensation and health benefit cost.
7,030,144	7,331,058	300,914	CONTRACTUAL SERVICES Increase is the result of a increased costs for grounds maintenance and to provide for an additional tree removal crew; additional funds provided for pipe repair and facility repairs based on actual expense history.
7,910,558	8,259,994	349,436	SUPPLIES AND MATERIALS Additional funds are provided for bituminous concrete, traffic signs, paint, pipes, culverts and fittings based on actual expense history and every rising material costs. In addition increased costs for sand and salt required additional funds.
7,162,450	7,712,452	550,002	BUSINESS AND TRAVEL Costs to maintain an aging fleet of county vehicles and equipment results in higher maintenance contract costs for Fleet Management as well as fuel costs
2,248,574	2,650,894	402,320	DEBT SERVICE Principal and Interest costs for Highways debt.
13,679,749	14,438,569	758,820	MISCELLANEOUS Increase is based on the Paygo funds required in accordance with the FY 23 Approved Capital Budget and additional funds for the pro-rata share costs.

WATER & SEWER

FY 23 APPROVED WATER & SEWER FUND
REVENUE BREAKDOWN
$72,110,000

MISCELLANEOUS:	**4%**	**3,039,200**	**UNRESTRICTED NET POSITION:**	**20%**	**14,300,000**
Capital Recovery	10,000		Contributed Capital	14,300,000	
Miscellaneous	2,543,200				
Investment Income	156,000				
Intergovernmental	330,000				
SERVICE CHARGES	**76%**	**54,770,800**			

WATER & SEWER
OPERATING FUND REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $72,110,000

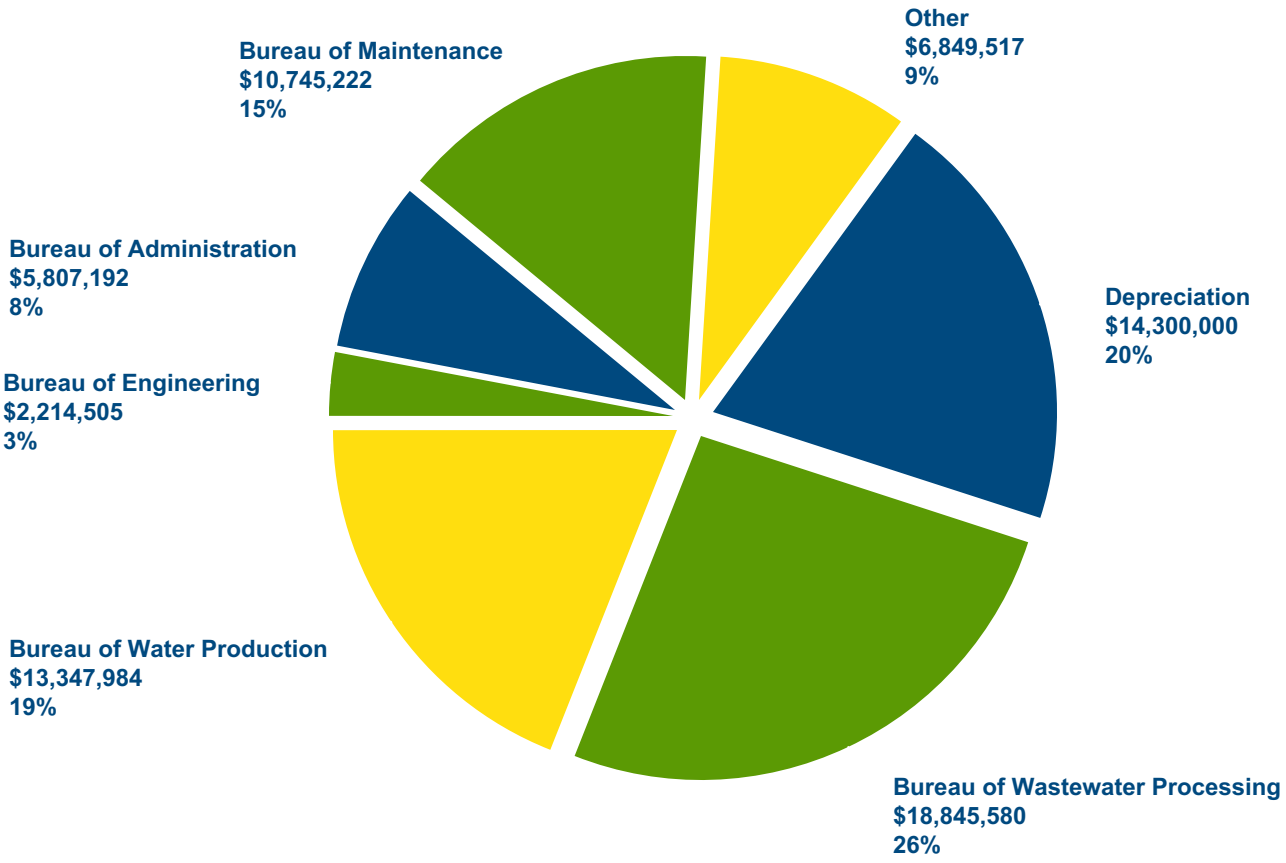


FY 23 APPROVED WATER & SEWER FUND
APPROPRIATIONS BREAKDOWN
$72,110,000

BUREAU OF W & S ADMINISTRATION:	**8%**	**5,807,192**
Administration	5,757,192	
General Inventory	50,000	
BUREAU OF W & S MAINTENANCE:	**15%**	**10,745,222**
Water O&M Abingdon	6,603,465	
Sewer O&M Abingdon	3,979,107	
Whiteford/Cardiff Service Community	162,650	
OTHER:	**9%**	**6,849,517**
Accounting	1,722,513	
Personnel Matters	409,457	
Insurance	368,499	
Benefits	69,048	
Paygo	4,280,000	
DEPRECIATION	**20%**	**14,300,000**

BUREAU OF W & S OPERATIONS:		
WASTEWATER PROCESSING:	**26%**	**18,845,580**
Industrial Waste Management	101,854	
Sewer O&M Sod Run	14,108,206	
Joppatowne Sewerage Treatment	1,114,295	
Sewer O&M Pump/Meter Stations	3,450,025	
Sewer O&M Spring Meadows	71,200	
WATER PRODUCTION:	**19%**	**13,347,984**
Water O&M Perryman	2,108,525	
Water O&M Long Booster Stations	850,275	
Water O&M Havre de Grace	789,220	
Water O&M Abingdon-Big Inch	9,402,714	
Water O&M Carbon Treatment Plant	57,500	
Water O&M Solids Handling Facility	139,750	
BUREAU OF ENGINEERING:	**3%**	**2,214,505**
Water Engineering	1,109,000	
Sewer Engineering	1,105,505	

WATER & SEWER OPERATING FUND APPROPRIATIONS
Fiscal Year 2022- 2023
TOTAL APPROVED $72,110,000



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:

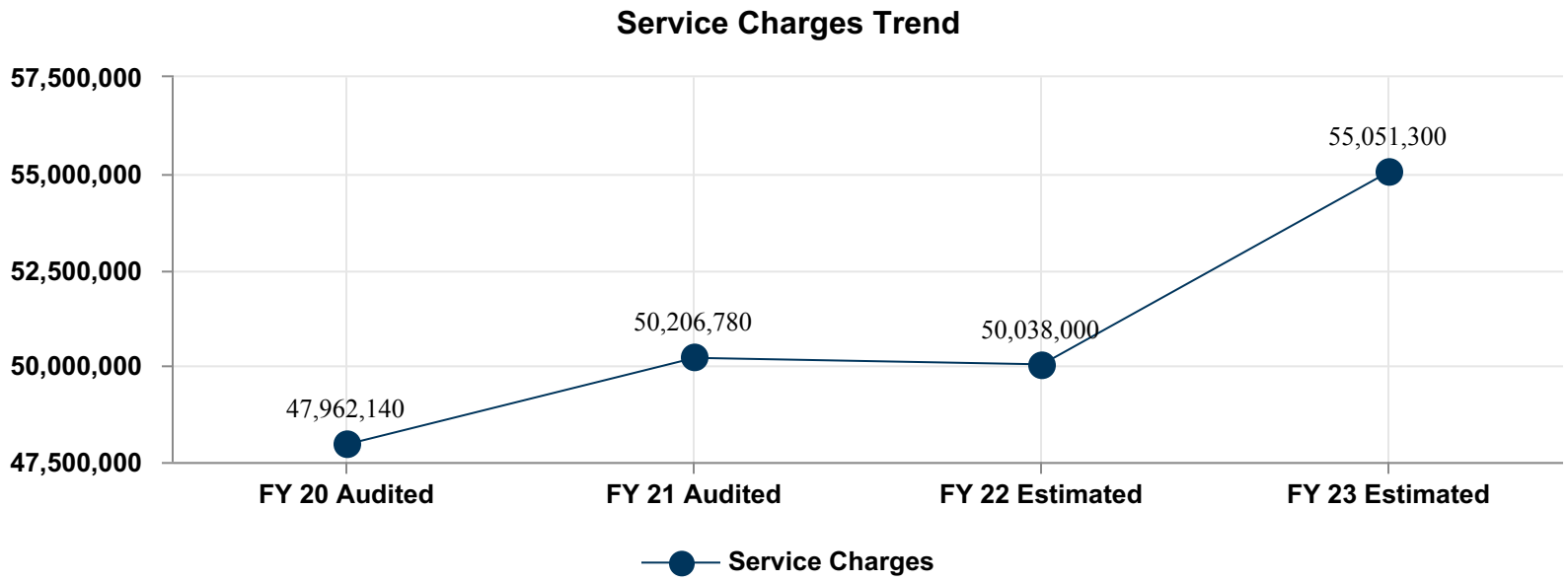
		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	17,178,151	18,048,395	20,179,390	23,106,801	23,106,801
20	CONTRACTUAL SERVICES	8,771,887	8,660,062	15,142,606	14,919,911	14,919,911
30	SUPPLIES & MATERIALS	4,301,357	4,916,089	5,182,675	7,010,812	7,010,812
40	BUSINESS & TRAVEL	557,696	629,893	937,010	980,510	980,510
50	CAPITAL OUTLAY	1,579,508	1,058,782	2,034,220	3,170,720	3,170,720
70	MISCELLANEOUS	7,796,525	8,040,448	23,659,049	22,921,196	22,921,196
80	INTER-GOVERNMENTAL/INTER-FUND	0	0	50	50	50
	GRAND TOTAL	**40,185,124**	**41,353,669**	**67,135,000**	**72,110,000**	**72,110,000**
SUMMARY BY DEPARTMENT:						
4	TREASURY	1,067,299	1,010,511	1,602,909	1,722,513	1,722,513
8	HUMAN RESOURCES	522,817	542,590	294,307	409,457	409,457
30	PUBLIC WORKS	32,956,372	34,446,334	58,407,273	65,260,483	65,260,483
67	INSURANCE	186,291	146,198	308,583	368,499	368,499
68	BENEFITS	1,277,345	858,036	871,928	69,048	69,048
70	MISCELLANEOUS	4,175,000	4,350,000	5,650,000	4,280,000	4,280,000
	GRAND TOTAL	**40,185,124**	**41,353,669**	**67,135,000**	**72,110,000**	**72,110,000**
SUMMARY BY REVENUE SOURCE:						
	SERVICE CHARGES	47,962,140	50,206,780	50,282,800	55,051,300	55,051,300
	INVESTMENT INCOME	2,083,274	148,750	227,687	156,000	156,000
	MISCELLANEOUS REVENUE	765,000	727,896	2,609,513	2,552,700	2,552,700
	CONTRIBUTED CAPITAL	0		13,965,000	14,300,000	14,300,000
	RECOVERY FROM CAPITAL PROJECTS	0	464	50,000	50,000	50,000
	GRAND TOTAL	**50,810,414**	**51,083,890**	**67,135,000**	**72,110,000**	**72,110,000**

WATER & SEWER

FINANCIAL NOTES:

FY 23 Approved Budget	72,110,000
FY 22 Approved Budget	67,135,000
$ increase	4,975,000
% increase	7.41 %

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
50,038,000	55,051,300	5,013,300	SERVICE CHARGES Adjusted based on actual receipts



FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
227,687	156,000	(71,687)	INVESTMENT INCOME: FY 23 estimated revenue for investment income is based on the economy
2,609,513	2,552,700	(56,813)	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. For FY 23 miscellaneous revenue includes Net Assets-Appropriated for a total of $1,910,000
13,965,000	14,300,000	335,000	FUNDED DEPRECIATION-CONTRIBUTED CAPITAL: Annual depreciation charges increase for FY 23.
50,000	50,000	0	RECOVERY FROM CAPITAL PROJECTS: Cost of services billed to capital projects and recovered back to the operating budget. FY 23 estimated revenues are based on FY 22 actuals.

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
20,179,390	23,106,801	2,927,411	PERSONAL SERVICES Increase is the net result of the FY 23 COLA of 7% and 3% merit salary increase as well as additional funds required for pension, workers' compensation, health benefits and additional funds for a 27th pay.
15,142,606	14,919,911	(222,695)	CONTRACTUAL SERVICES Decrease is mainly the result of less funding required for Retiree's Insurance based on the actuarial, offset by increases in electricity, facility repairs, engineering services and water line rehabilitation
5,182,675	7,010,812	1,828,137	SUPPLIES AND MATERIALS Increase is the net result of chemicals and equipment repair parts based on actual expense history and the ever rising costs of goods
937,010	980,510	43,500	BUSINESS AND TRAVEL Increase in vehicle maintenance and fuel costs based on actual expense history, and additional funds for meals, lodging, transportation costs and training seminars to provide necessary certification training for continued success of our employees

FINANCIAL NOTES:

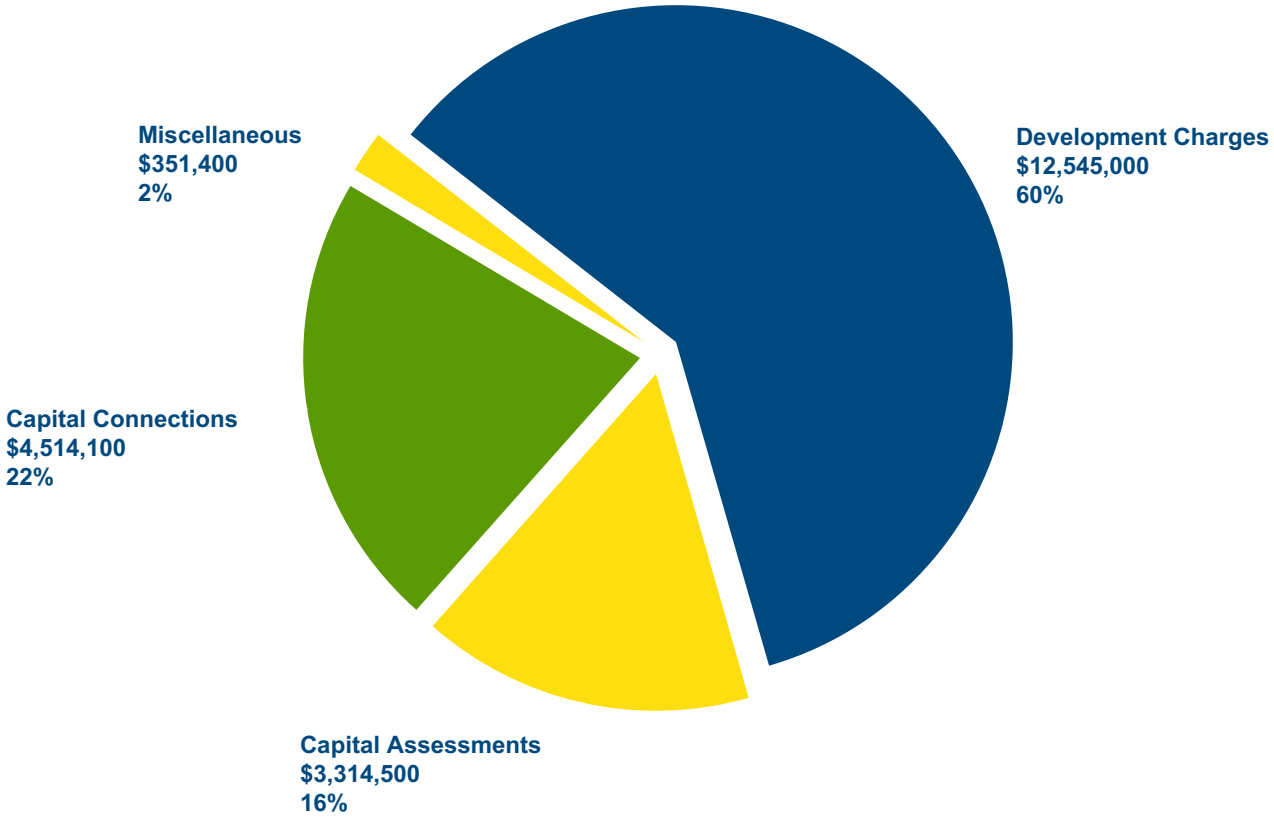
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
2,034,220	3,170,720	1,136,500	CAPITAL OUTLAY Increase is the result of $1,000,000 to maintain (paint, etc.) elevated water tanks; and increase to the annual replacement of pumps, saws, blowers, generators, lab equipment, etc. based on actual expenses
23,659,049	22,921,196	(737,853)	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 as well as Depreciation. Paygo funds to support the FY 23 Approved Capital budget decreased over FY 22

WATER & SEWER DEBT SERVICE

FY 23 APPROVED WATER AND SEWER DEBT SERVICE
REVENUE BREAKDOWN
$20,725,000

DEVELOPMENT CHARGES	**60%**	**12,545,000**	**CAPITAL CONNECTIONS**	**22%**	**4,514,100**
CAPITAL ASSESSMENTS	**16%**	**3,314,500**	**MISCELLANEOUS**	**2%**	**351,400**

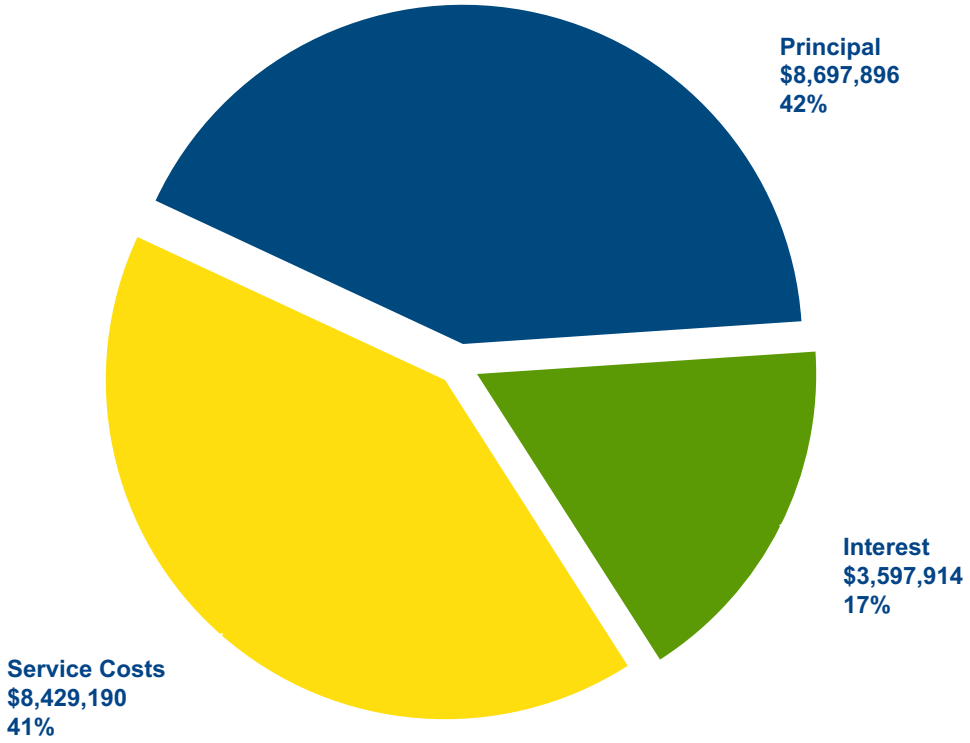
WATER & SEWER DEBT SERVICE FUND REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $20,725,000



FY 23 APPROVED WATER & SEWER DEBT SERVICE APPROPRIATIONS BREAKDOWN
$20,725,000

PRINCIPAL	**42%**	**8,697,896**	**INTEREST**	**17%**	**3,597,914**
			SERVICE COSTS	**41%**	**8,429,190**

WATER & SEWER DEBT SERVICE APPROPRIATIONS
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $20,725,000



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 23 the water system fee is $4,786 and the sewer system fee is $9,893.

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
20	CONTRACTUAL SERVICES	6,462	0	70,000	70,000	70,000
60	DEBT SERVICE	13,454,605	12,401,949	12,872,000	12,625,810	12,625,810
70	MISCELLANEOUS	0	0	8,522,000	8,029,190	8,029,190
	GRAND TOTAL	**13,461,067**	**12,401,949**	**21,464,000**	**20,725,000**	**20,725,000**
SUMMARY BY DEPARTMENT:						
66	DEBT SERVICE	13,461,067	12,401,949	21,464,000	20,725,000	20,725,000
	GRAND TOTAL	**13,461,067**	**12,401,949**	**21,464,000**	**20,725,000**	**20,725,000**
SUMMARY BY REVENUE SOURCE:						
	CAPITAL ASSESSMENTS	3,899,335	3,749,637	3,766,900	3,314,500	3,314,500
	CAPITAL CONNECTIONS	20,992,838	3,002,005	6,403,600	4,514,100	4,514,100
	DEVELOPMENT CHARGES	10,991,874	6,007,722	10,992,000	12,545,000	12,545,000
	MISCELLANEOUS	850,661	245,531	301,500	351,400	351,400
	GRAND TOTAL	**36,734,708**	**13,004,895**	**21,464,000**	**20,725,000**	**20,725,000**

WATER & SEWER DEBT SERVICE FUND

FINANCIAL NOTES:

FY 23 Approved Budget	20,725,000
FY 22 Approved Budget	21,464,000
$ decrease	(739,000)
% decrease	(3.44)%

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
3,766,900	3,314,500	(452,400)	CAPITAL ASSESSMENTS: The decrease in capital assessments reflects a slight decrease in new petition projects and connections in the form of user benefit assessments
6,403,600	4,514,100	(1,889,500)	CAPITAL CONNECTIONS: FY 23 budget reflects estimated collections during FY 22
10,992,000	12,545,000	1,553,000	DEVELOPMENT CHARGES: Projected to reflect an increase in connection activity. FY 23 is based on FY 22 estimated receipts.
1,500	1,400	(100)	INVESTMENT INCOME: Investment income revenue is estimated to decrease for FY23
300,000	350,000	50,000	MISCELLANEOUS: FY 23 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 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
			DEBT SERVICE:
8,619,660	8,697,896	78,236	Principal Payments - are adjusted to the amounts due on outstanding debt
3,922,340	3,597,914	(324,426)	Interest Payments - are adjusted to the amounts due on outstanding debt
8,922,000	8,429,190	(492,810)	Service Costs:

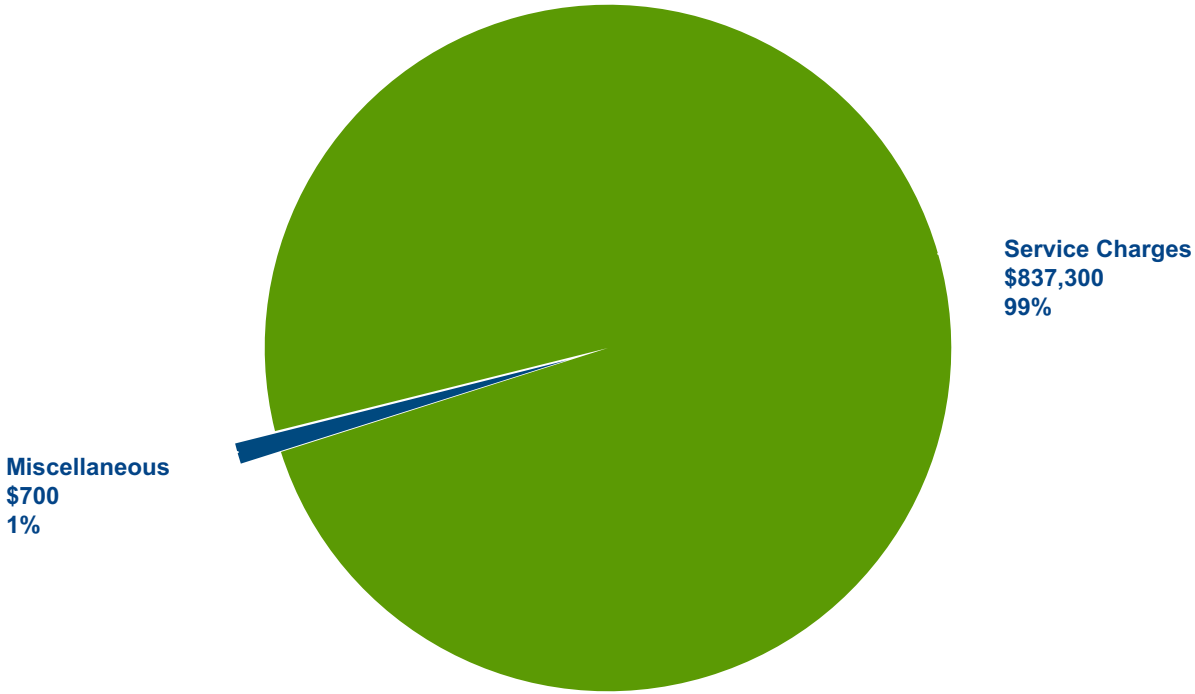
	FY 22	FY 23	Change
Legal Services	6,000	6,000	0
Management Services	60,000	60,000	0
Other Professional Services	4,000	4,000	0
Contingency	8,522,000	8,029,190	(492,810)
Cost of Issuance	330,000	330,000	0
Totals	8,922,000	8,429,190	(492,810)

PARKS & RECREATION SPECIAL REVENUE

FY 23 APPROVED PARKS AND RECREATION SPECIAL REVENUE
REVENUE BREAKDOWN
$838,000

SERVICE CHARGES	**99%**	**837,300**	**MISCELLANEOUS:**	**1%**	**700**

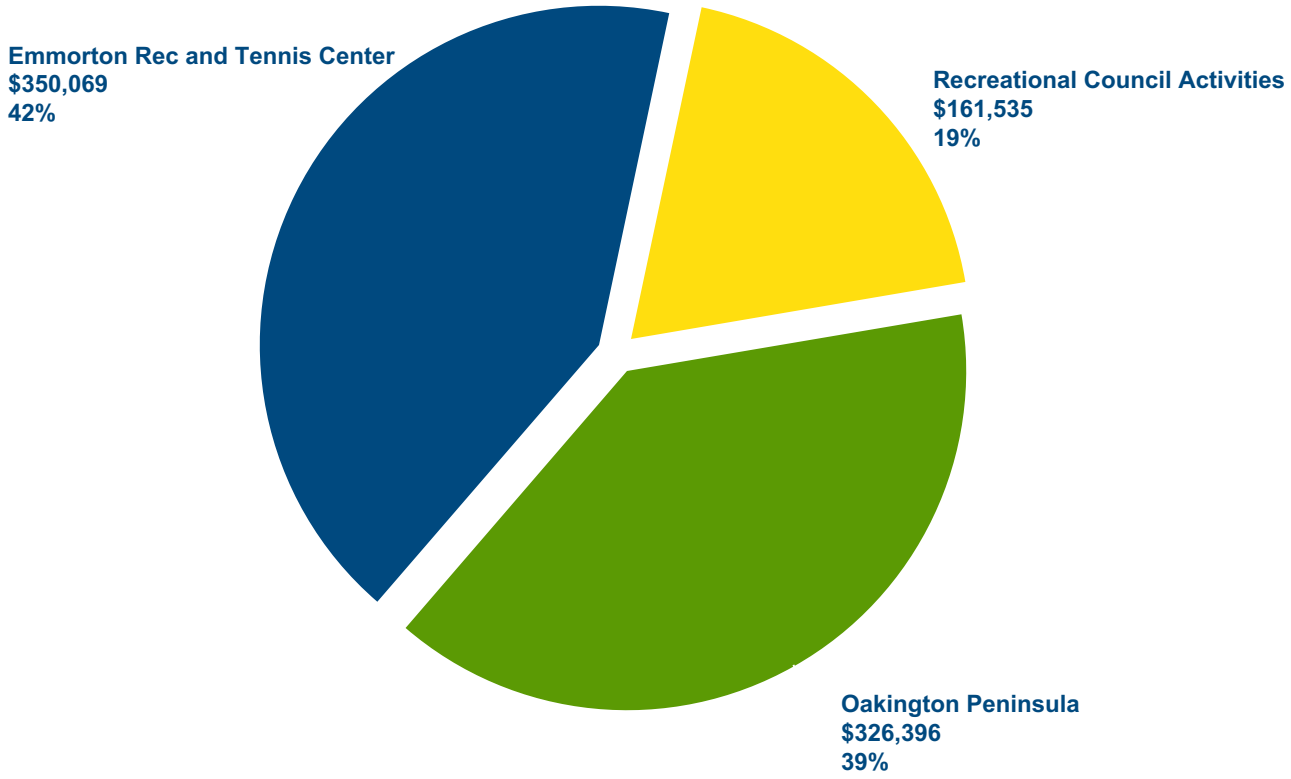
PARKS & RECREATION
SPECIAL REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $838,000



FY 23 APPROVED PARKS & RECREATON SPECIAL REVENUE APPROPRIATIONS BREAKDOWN
$838,000

EMMORTON RECREATION AND TENNIS CENTER	**42%**	**350,069**	**OAKINGTON PENINSULA**	**39%**	**326,396**
RECREATIONAL COUNCIL ACTIVITIES	**19%**	**161,535**			

PARKS & RECREATION SPECIAL REVENUE APPROPRIATIONS
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $838,000



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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	229,014	208,248	301,533	347,868	347,868
20	CONTRACTUAL SERVICES	242,892	184,930	351,898	371,898	371,898
30	SUPPLIES & MATERIALS	25,138	21,311	42,963	43,460	43,460
40	BUSINESS & TRAVEL	2,126	6,946	3,865	2,865	2,865
50	CAPITAL OUTLAY	5,736	1,887	5,000	5,000	5,000
70	MISCELLANEOUS	183,479	71,283	66,241	66,909	66,909
	GRAND TOTAL	**688,385**	**494,605**	**771,500**	**838,000**	**838,000**
SUMMARY BY DEPARTMENT:						
59	PARKS AND RECREATION	588,385	494,605	771,500	838,000	838,000
70	MISCELLANEOUS	100,000	0	0	0	0
	GRAND TOTAL	**688,385**	**494,605**	**771,500**	**838,000**	**838,000**
SUMMARY BY REVENUE SOURCE:						
	MISCELLANEOUS REVENUES	3,704	535	4,000	700	700
	FUND BALANCE APPROPRIATION	0	0	57,500	0	0
	SERVICE CHARGES	562,166	404,881	710,000	837,300	837,300
	GRAND TOTAL	**565,870**	**405,416**	**771,500**	**838,000**	**838,000**

PARKS AND RECREATION SPECIAL REVENUE FUND

FINANCIAL NOTES:

FY 23 Approved Budget	838,000
FY 22 Approved Budget	771,500
$ increase	66,500
% increase	8.62 %

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
710,000	837,300	127,300	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. FY 23 estimated revenues adjusted based on actual receipt history:

	FY 22	FY 23	Change
Emmorton Rec & Tennis Center	250,000	422,300	172,300
Oakington Peninsula	290,000	250,000	(40,000)
Showmobile/Stage Rentals	20,000	15,000	(5,000)
Recreation Councils/Spec Activities	150,000	150,000	0
	710,000	837,300	127,300

4,000	700	(3,300)	MISCELLANEOUS REVENUE Includes investment income, rental income and other miscellaneous revenues.
57,500	0	(57,500)	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 23 fund balance is not appropriated.

PARKS AND RECREATION SPECIAL REVENUE FUND

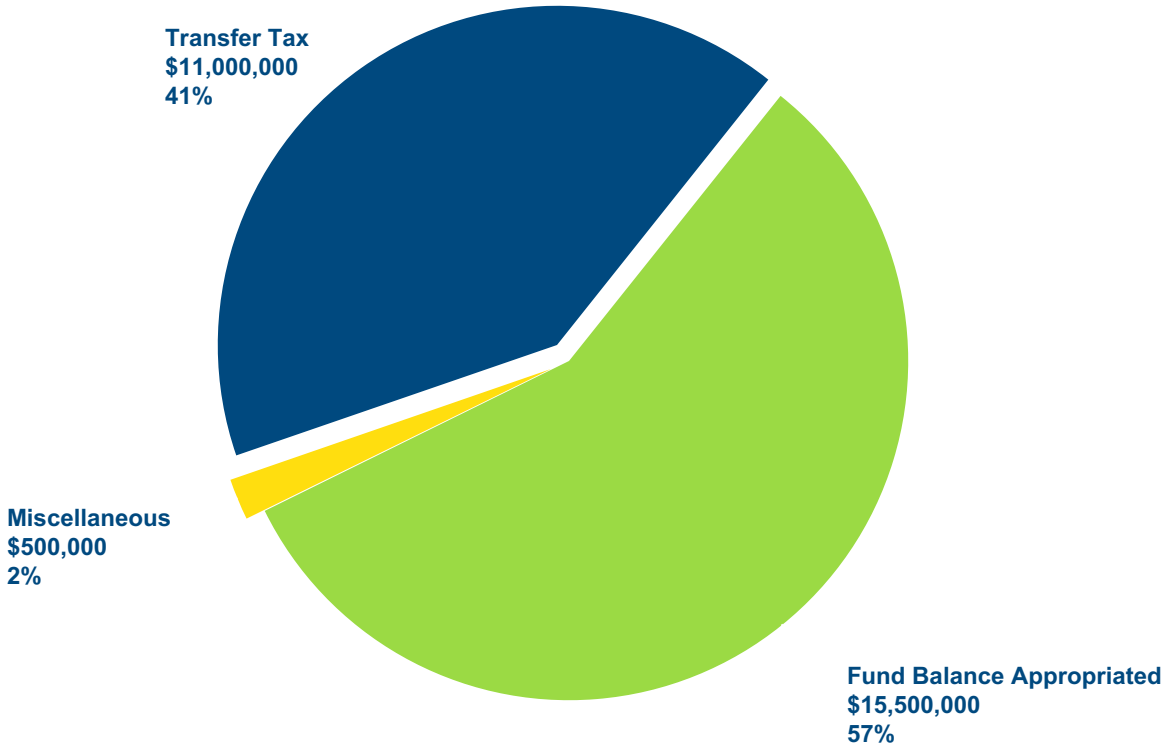
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
301,533	347,868	46,335	PERSONAL SERVICES Increase is a result of a 7% COLA and 3% merit increase for employees as adjustments to health benefits and pension. Additional funds provided for the 27th pay.
351,898	371,898	20,000	CONTRACTUAL SERVICES Sufficient funds provided for landscaping contract, janitorial contract, etc. based on actual expense history.
42,963	43,460	497	SUPPLIES AND MATERIALS Sufficient funds are provided based on actual expenditures for general office supplies, small maintenance tools and janitorial supplies, etc.
3,865	2,865	(1,000)	BUSINESS AND TRAVEL Sufficient funds are provided for expenditures related to training seminars and courses for county employees
5,000	5,000	0	CAPITAL OUTLAY Sufficient funds are provided for annual replacement of furniture, equipment, etc. for Swan Harbor and Emmorton Recreation and Tennis Center
66,241	66,909	668	MISCELLANEOUS Funds are appropriated for Pro Rata Shares for support of General Fund administrative services

COUNTY-AG PRESERVATION

FY 23 APPROVED COUNTY - AG PRESERVATION
REVENUE BREAKDOWN
$27,000,000

TRANSFER TAX:	**41%**	**11,000,000**	**MISCELLANEOUS:**	**2%**	**500,000**
			Investment Income	500,000	
FUND BALANCE:	**57%**	**15,500,000**			

COUNTY - AG PRESERVATION
REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $27,000,000

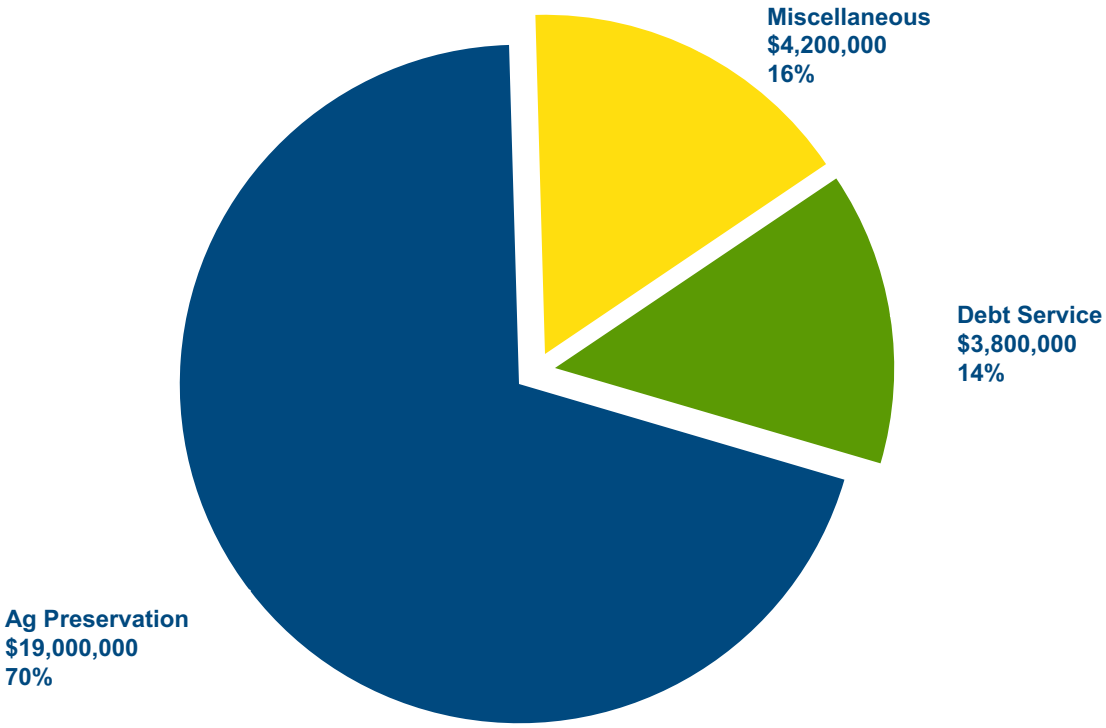


FY 23 APPROVED COUNTY - AG PRESERVATION APPROPRIATIONS BREAKDOWN

$27,000,000

AG PRESERVATION - COUNTY	**70%**	**19,000,000**	**DEBT SERVICE**	**14%**	**3,800,000**
			MISCELLANEOUS	**16%**	**4,200,000**

COUNTY - AG PRESERVATION APPROPRIATIONS
Fiscal Year 2022- 2023
TOTAL APPROVED BUDGET $27,000,000



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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
20	CONTRACTUAL SERVICES	38,571	15,870	30,000	0	0
30	SUPPLIES & MATERIALS	71	0	1,000	0	0
40	BUSINESS & TRAVEL	447	155	1,100	0	0
50	CAPITAL OUTLAY	4,530,974	629,700	20,000,000	19,000,000	19,000,000
60	DEBT SERVICE	2,676,292	2,285,626	2,001,000	3,800,000	3,800,000
70	MISCELLANEOUS	1,638,693	2,769,147	3,445,900	4,200,000	4,200,000
	GRAND TOTAL	**8,885,048**	**5,700,498**	**25,479,000**	**27,000,000**	**27,000,000**
SUMMARY BY DEPARTMENT:						
6	PLANNING AND ZONING	6,170,185	3,399,002	23,448,000	23,200,000	23,200,000
66	DEBT SERVICE	2,714,863	2,301,496	2,031,000	3,800,000	3,800,000
	GRAND TOTAL	**8,885,048**	**5,700,498**	**25,479,000**	**27,000,000**	**27,000,000**
SUMMARY BY REVENUE SOURCE:						
	TRANSFER TAX	10,217,062	12,665,889	8,000,000	11,000,000	11,000,000
	FUND BALANCE APPROPRIATION	0	0	17,000,000	15,500,000	15,500,000
	INVESTMENT INCOME	3,724,665	(1,389,649)	479,000	500,000	500,000
	MISCELLANEOUS REVENUES	3,148,709	472,275	0	0	0
	GRAND TOTAL	**17,090,436**	**11,748,515**	**25,479,000**	**27,000,000**	**27,000,000**

AGRICULTURAL PRESERVATION - COUNTY

FINANCIAL NOTES:

FY 23 Approved Budget	27,000,000
FY 22 Approved Budget	25,479,000
$ increase	1,521,000
% increase	5.97 %

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
8,000,000	11,000,000	3,000,000	TRANSFER TAX Transfer Tax is based on prior year actual collections and projected collections for current year.
479,000	500,000	21,000	INVESTMENT INCOME Interest income on investments purchased for agricultural preservation
17,000,000	15,500,000	(1,500,000)	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.

AGRICULTURAL PRESERVATION - COUNTY

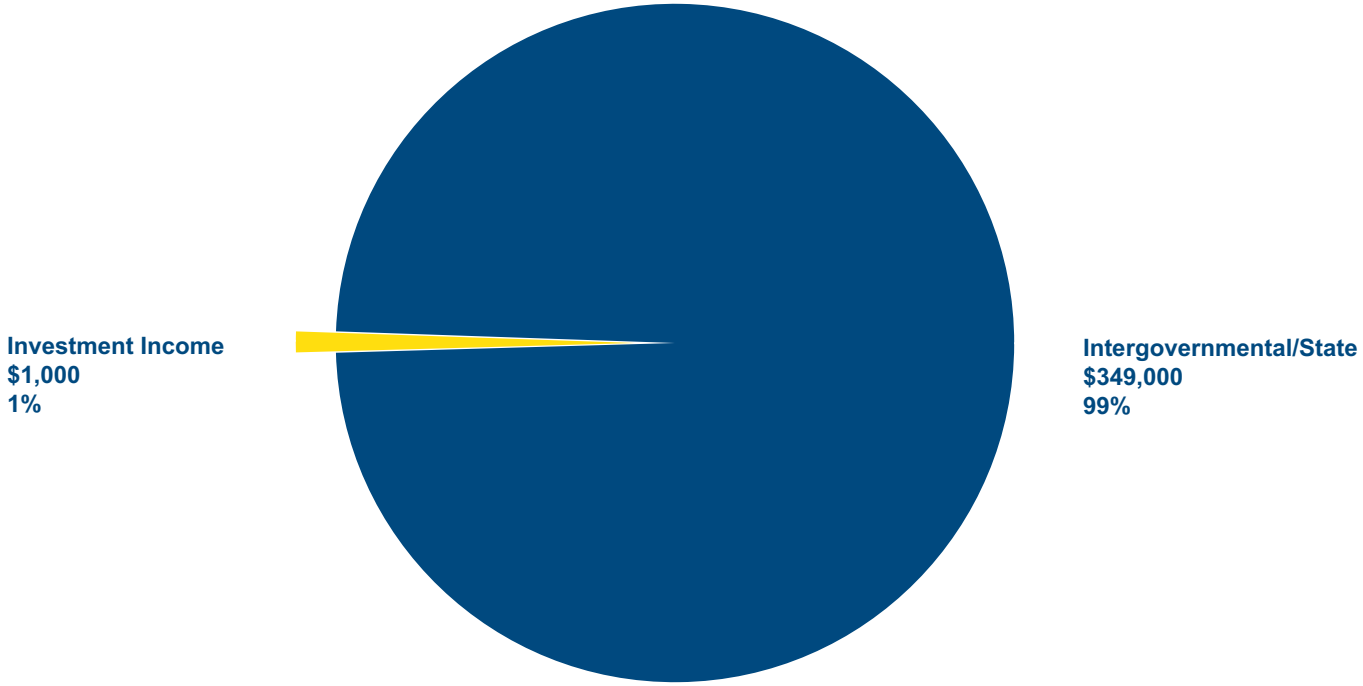
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
30,000	0	(30,000)	CONTRACTUAL SERVICES Contractual Services funds were reallocated to debt service
1,000	0	(1,000)	SUPPLIES & MATERIALS Supplies & Materials funds were reallocated to debt service
1,100	0	(1,100)	BUSINESS & TRAVEL Business & Travel funds were reallocated to debt service
20,000,000	19,000,000	(1,000,000)	CAPITAL OUTLAY Sufficient funds provided for anticipated easement purchases for FY 23
2,001,000	3,800,000	1,799,000	DEBT SERVICE Principal and Interest costs
3,445,900	4,200,000	754,100	MISCELLANEOUS Estimated purchase of land under the State Program

STATE-AG PRESERVATION

FY 23 APPROVED STATE - AG PRESERVATION
REVENUE BREAKDOWN
$350,000

INTERGOVERNMENTAL/ STATE	**99%**	**349,000**	**INVESTMENT INCOME**	**1%**	**1,000**

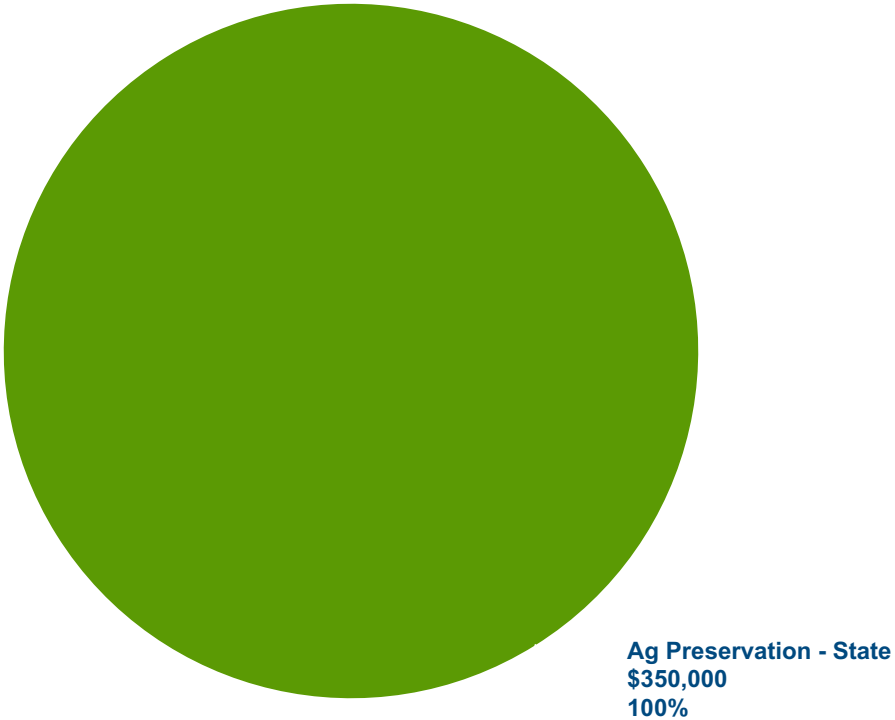
STATE - AG PRESERVATION
REVENUES
Fiscal Year 2022- 2023
TOTAL APPROVED BUDGET $350,000



FY 23 APPROVED STATE - AG PRESERVATION
APPROPRIATION BREAKDOWN
$350,000

AG PRESERVATION - STATE	**100%**	**350,000**

STATE - AG PRESERVATION APPROPRIATIONS
Fiscal Year 2022- 2023
TOTAL APPROVED BUDGET $350,000



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.

AGRICULTURAL PRESERVATION - STATE

FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES		30,000	30,000	30,000	30,000
70	MISCELLANEOUS	53,461	172,647	471,000	320,000	320,000
	GRAND TOTAL	**53,461**	**202,647**	**501,000**	**350,000**	**350,000**
SUMMARY BY DEPARTMENT:						
6	PLANNING AND ZONING	83,461	202,647	501,000	350,000	350,000
	GRAND TOTAL	**83,461**	**202,647**	**501,000**	**350,000**	**350,000**
SUMMARY BY REVENUE SOURCE:						
	TRANSFER TAX - STATE	83,086	202,939	500,000	349,000	349,000
	INVESTMENT INCOME	376	(292)	1,000	1,000	1,000
	GRAND TOTAL	**83,462**	**202,647**	**501,000**	**350,000**	**350,000**

AG PRESERVATION - STATE

FINANCIAL NOTES:

FY 23 Approved Budget	350,000
FY 22 Approved Budget	501,000
$ decrease	(151,000)
% decrease	(30.14)%

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
500,000	349,000	(151,000)	TRANSFER TAX - STATE FY 23 budget for Transfer Tax is estimated to decrease
1,000	1,000	0	INVESTMENT INCOME FY 23 estimated investment income

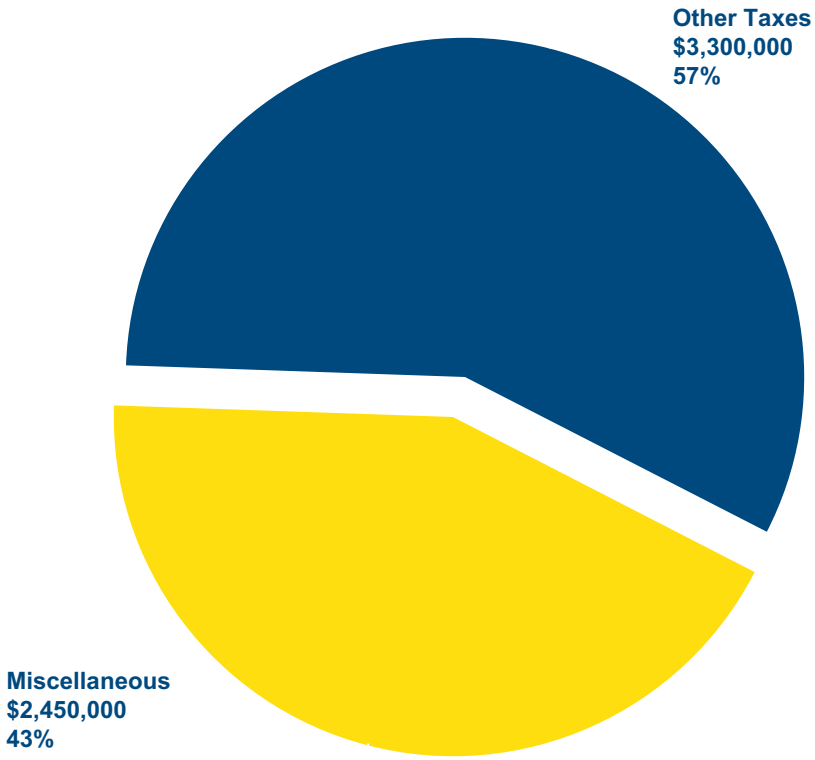
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
30,000	30,000	0	PERSONAL SERVICES A salary offset of $30,000 is available to offset the salary of a Planner III in the Department of Planning & Zoning
471,000	320,000	(151,000)	MISCELLANEOUS Agricultural Land Preservation - increase for match available for easement purchases the Maryland Agricultural Land Preservation Foundation (MALPF) will make on the County's behalf

WATERSHED MANAGEMENT

FY 23 APPROVED WATERSHED MANAGEMENT FUND
REVENUE BREAKDOWN
$5,750,000

OTHER TAXES:	**57%**	**3,300,000**	**MISCELLANEOUS:**	**43%**	**2,450,000**
Recordation Tax	3,300,000		Investment Income	50,000	
			Fund Balance	2,400,000	

WATERSHED MANAGEMENT FUND
REVENUES
Fiscal Year 2022 - 2023
TOTAL APPROVED BUDGET $5,750,000



FY 23 APPROVED WATERSHED MANAGEMENT FUND
APPROPRIATIONS BREAKDOWN
$5,750,000

DEBT SERVICE:	**27 %**	**1,567,808**	**MISCELLANEOUS:**	**32 %**	**1,850,000**
WATERSHED MANAGEMENT:	**41 %**	**2,332,192**			

WATERSHED MANAGEMENT FUND
APPROPRIATIONS
Fiscal Year 2022- 2023
TOTAL APPROVED BUDGET $5,750,000

WATERSHED 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.

WATERSHED MANAGEMENT

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	18,295	459,717	591,222	748,638	748,638
20	CONTRACTUAL SERVICES	387	426,456	599,091	638,119	638,119
30	SUPPLIES AND MATERIALS	245	5,885	6,398	8,445	8,445
40	BUSINESS AND TRAVEL	0	676	10,050	17,750	17,750
60	DEBT SERVICE	715,990	942,290	1,468,097	1,567,808	1,567,808
70	MISCELLANEOUS	1,575,394	1,450,319	1,605,642	2,769,240	2,769,240
	GRAND TOTAL	**2,310,311**	**3,285,343**	**4,280,500**	**5,750,000**	**5,750,000**
SUMMARY BY DEPARTMENT:						
30	PUBLIC WORKS	1,143,934	1,643,053	1,962,403	2,332,192	2,332,192
66	DEBT SERVICE	716,377	942,290	1,468,097	1,567,808	1,567,808
70	MISCELLANEOUS	450,000	700,000	850,000	1,850,000	1,850,000
	GRAND TOTAL	**2,310,311**	**3,285,343**	**4,280,500**	**5,750,000**	**5,750,000**
SUMMARY BY REVENUE SOURCE:						
	OTHER TAXES	3,079,240	3,666,857	2,970,000	3,300,000	3,300,000
	INVESTMENT INCOME	143,795	9,802	50,000	50,000	50,000
	MISCELLANEOUS	389,378	0	1,260,500	2,400,000	2,400,000
	GRAND TOTAL	**3,612,413**	**3,676,659**	**4,280,500**	**5,750,000**	**5,750,000**

WATERSHED MANAGEMENT

FINANCIAL NOTES:

FY 23 Approved Budget	5,750,000
FY 22 Approved Budget	4,280,500
$ increase	1,469,500
% increase	34.33 %

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
2,970,000	3,300,000	330,000	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.
1,310,500	2,450,000	1,139,500	MISCELLANEOUS This includes investment income estimated at $50,000 for FY 23 and fund balance appropriated of $2,400,000.

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
591,222	748,638	157,416	PERSONAL SERVICES Increase funds provide for a 7% COLA and 3% merit increase for eligible employees, adjustments to pension, health benefits and additional funds for the 27th pay
599,091	638,119	39,028	CONTRACTUAL SERVICES Funds provide for contractual assistance on projects and programmatic needs based on actual expenses
6,398	8,445	2,047	SUPPLIES & MATERIALS Funds provide for general office supplies, lab supplies, etc. previously allocated under General Fund

WATERSHED MANAGEMENT

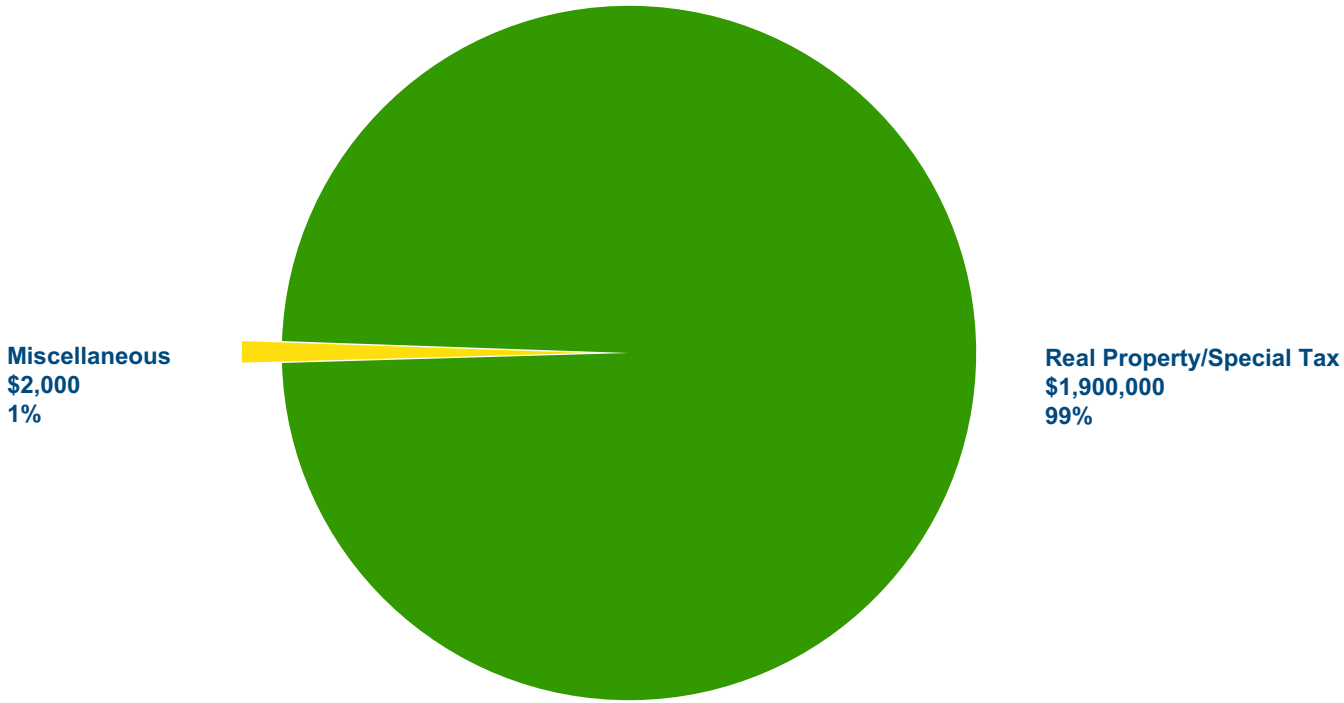
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
10,050	17,750	7,700	BUSINESS & TRAVEL Allocation provides sufficient funds for staff to attend training seminars and courses and conferences
1,468,097	1,567,808	99,711	DEBT SERVICE This is the principal and interest costs on the bonds sold for Watershed Management capital projects.
1,605,642	2,769,240	1,163,598	MISCELLANEOUS Funds allocated for Watershed Management capital projects, other contingencies and $1,000,000 for Havre de Grace Living Shoreline project

TAX INCREMENT FINANCING

FY 23 APPROVED TAX INCREMENT FINANCING
REVENUE BREAKDOWN
$1,902,000

REAL PROPERTY/SPECIAL TAX	**99%**	**1,900,000**	**MISCELLANEOUS**	**1%**	**2,000**
			Investment Income	2,000	

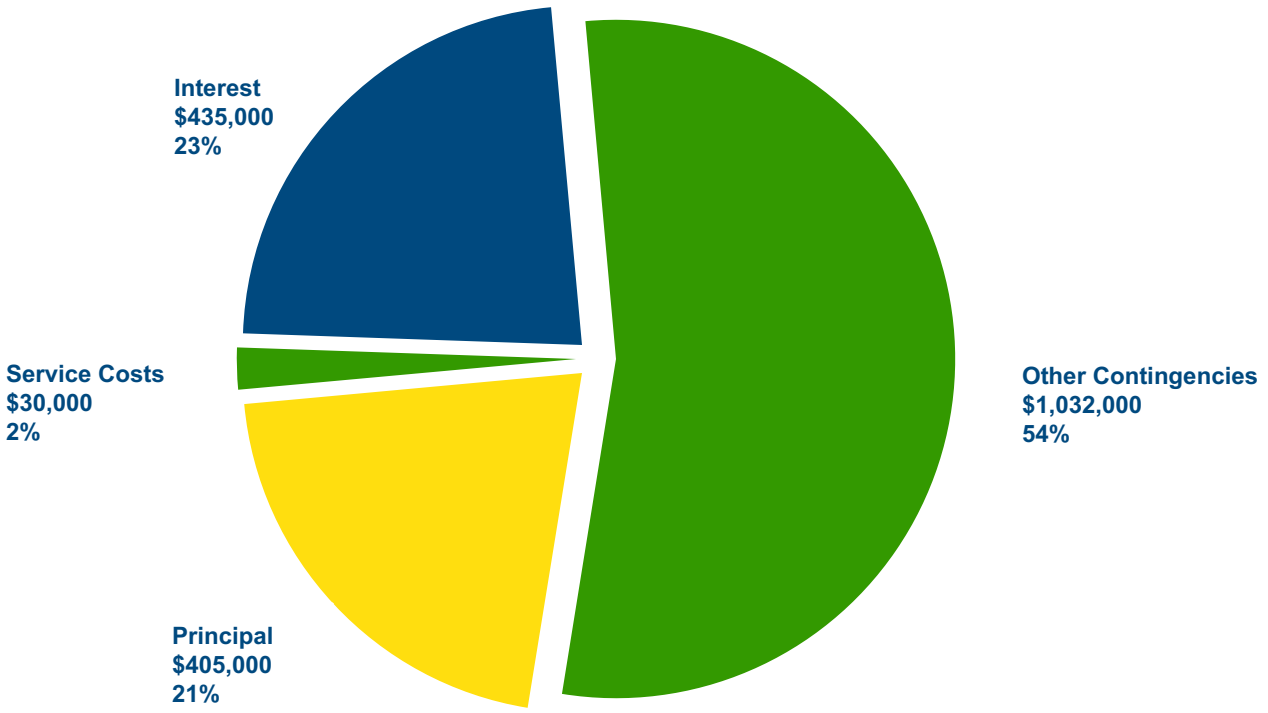
TAX INCREMENT FINANCING
REVENUES
Fiscal Year 2022- 2023
TOTAL APPROVED BUDGET $1,902,000



FY 23 APPROVED TAX INCREMENT FINANCING
APPROPRIATIONS BREAKDOWN
$1,902,000

SERVICE COSTS	**2%**	**30,000**	**INTEREST**	**23%**	**435,000**
OTHER CONTINGENCIES	**54%**	**1,032,000**	**PRINCIPAL**	**21%**	**405,000**

TAX INCREMENT FINANCING
APPROPRIATIONS
Fiscal Year 2022- 2023
TOTAL APPROVED BUDGET $1,902,000



TAX INCREMENT FINANCING

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 benefiting 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
60	DEBT SERVICE	1,129,246	15,406,708	751,727	870,000	870,000
70	MISCELLANEOUS	0	0	889,273	1,032,000	1,032,000
	GRAND TOTAL	**1,129,246**	**15,406,708**	**1,641,000**	**1,902,000**	**1,902,000**
SUMMARY BY DEPARTMENT:						
66	DEBT SERVICE	1,129,246	15,406,708	751,727	870,000	870,000
70	MISCELLANEOUS	0	0	889,273	1,032,000	1,032,000
	GRAND TOTAL	**1,129,246**	**15,406,708**	**1,641,000**	**1,902,000**	**1,902,000**
SUMMARY BY REVENUE SOURCE:						
	REAL PROPERTY/SPECIAL TAX	1,034,236	1,793,006	1,640,000	1,900,000	1,900,000
	MISCELLANEOUS	0	11,365,000	0	0	0
	INVESTMENT INCOME	32,640	11,563	1,000	2,000	2,000
		1,066,876	**13,169,569**	**1,641,000**	**1,902,000**	**1,902,000**

TAX INCREMENT FINANCING

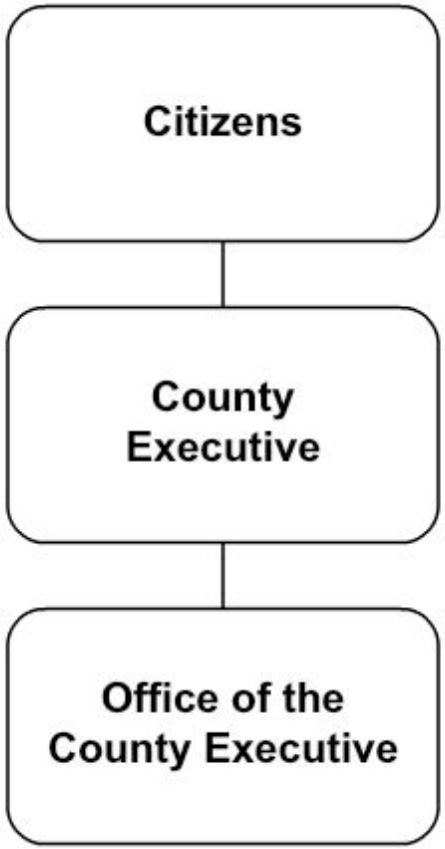
FINANCIAL NOTES:

FY 23 Approved Budget	1,902,000
FY 22 Approved Budget	1,641,000
$ increase	261,000
% increase	15.90 %

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - REVENUES
1,640,000	1,900,000	260,000	REAL PROPERTY/SPECIAL TAX FY 23 will be the eigth year that Harford County will be assessing a Real Property/Special Tax for Beechcreek Estates Development.
1,000	2,000	1,000	INVESTMENT INCOME Estimated investment income anticipated for Beechcreek accumulated cash balance.

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE - EXPENDITURES
411,727	435,000	23,273	Interest - Beechcreek
310,000	405,000	95,000	Principal - Beechcreek
30,000	30,000	0	Services Costs - Cost of Issuance Beechcreek
889,273	1,032,000	142,727	Other Contingencies

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	535,964	574,760	647,520	721,209	721,209
20	CONTRACTUAL SERVICES	10,173	13,785	23,500	23,500	23,500
30	SUPPLIES AND MATERIALS	12,762	10,022	20,400	20,400	20,400
40	BUSINESS AND TRAVEL	15,397	20,456	28,200	28,200	28,200
50	CAPITAL OUTLAY	1,799	648	0	0	0
70	MISCELLANEOUS	110,022	96,759	160,000	160,000	160,000
80	INTER-GOVERNMENTAL/INTERFUND	230	94	0	0	0
	GRAND TOTAL	**686,347**	**716,524**	**879,620**	**953,309**	**953,309**
SUMMARY BY FUND:						
11	GENERAL	686,347	716,524	879,620	953,309	953,309
	GRAND TOTAL	**686,347**	**716,524**	**879,620**	**953,309**	**953,309**
SUMMARY BY DIVISION:						
11000	OFFICE OF THE COUNTY EXECUTIVE	686,347	716,524	879,620	953,309	953,309
	GRAND TOTAL	**686,347**	**716,524**	**879,620**	**953,309**	**953,309**

COUNTY EXECUTIVE

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increases $73,689
438,993	438,903	(90)	Full-Time Salaries
			(90) salary adjustment
	46,252	46,252	FY 23 merit increase of 3% and a 7% COLA for all eligible employees and legislative CPI salary increase for County Executive
100,740	107,284	6,544	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
27,000	28,720	1,720	RHS (Retirement Health Savings) adjusted based on actual costs
0	19,412	19,412	27th pay costs
23,500	23,500	0	CONTRACTUAL SERVICES no change in funding over FY 22
20,400	20,400	0	SUPPLIES & MATERIALS no change in funding over FY 22
28,200	28,200	0	BUSINESS & TRAVEL no change in funding over FY 22
			MISCELLANEOUS no change in funding over FY 22
160,000	160,000	0	Contributions

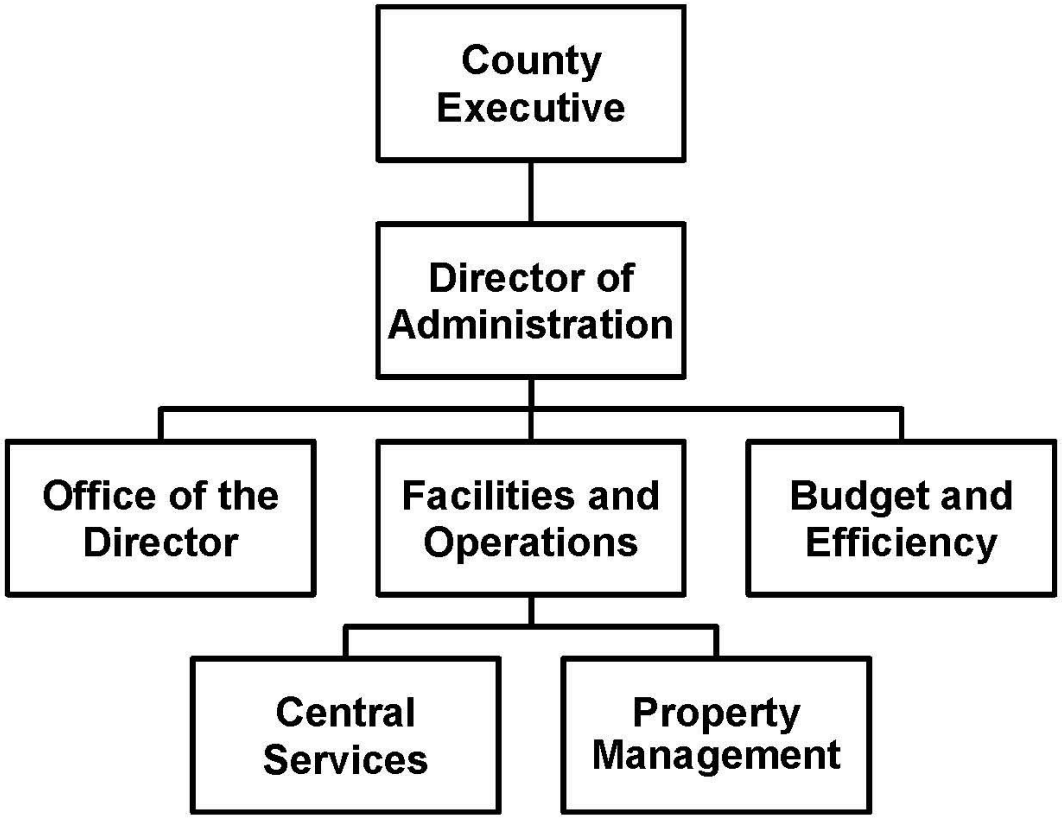
DEPARTMENT STAFF SUMMARY

County Executive

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	68,108	1.00	75,259	1.00	82,836
Administrative Secretary III	1.00	74,000	1.00	74,000	1.00	81,548
County Executive	1.00	143,345	1.00	145,297	1.00	155,520
Chief Advisor	1.00	90,000	1.00	144,437	1.00	159,170
SALARY TOTAL	**4.00**	**375,453**	**4.00**	**438,993**	**4.00**	**479,074**
OTHER PERSONAL SERVICES						
Pension & Retirement		39,423		48,289		52,698
Workers' Compensation		1,727		1,624		1,629
Health Benefits		97,848		100,740		107,284
RHS/OPEB		25,680		27,000		28,720
FICA		27,181		30,314		31,832
27th Pay		0		0		19,412
Miscellaneous		560		560		560
TOTAL OTHER PERSONAL SERVICES		**192,419**		**208,527**		**242,135**
TOTAL PERSONAL SERVICES	**4.00**	**567,872**	**4.00**	**647,520**	**4.00**	**721,209**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	4,580,397	4,404,386	5,208,497	5,864,838	5,864,838
20	CONTRACTUAL SERVICES	4,621,540	2,274,346	2,887,625	3,471,375	3,471,375
30	SUPPLIES AND MATERIALS	533,739	545,397	663,250	694,250	694,250
40	BUSINESS AND TRAVEL	110,831	96,462	122,100	124,900	124,900
50	CAPITAL OUTLAY	3,809	9,436	0	0	0
70	MISCELLANEOUS	90,762	240,039	220,000	220,000	220,000
80	INTER-GOVERNMENTAL/INTERFUND	0	13	400	400	400
	GRAND TOTAL	**9,941,078**	**7,570,080**	**9,101,872**	**10,375,763**	**10,375,763**
SUMMARY BY FUND:						
11	GENERAL	9,941,078	7,570,079	10,339,406	10,375,763	10,375,763
	GRAND TOTAL	**9,941,078**	**7,570,079**	**9,101,872**	**10,375,763**	**10,375,763**
SUMMARY BY DIVISION:						
21000	DIRECTOR OF ADMINISTRATION	445,647	573,977	634,444	694,113	694,113
21200	PROPERTY MANAGEMENT	3,625,819	1,162,193	1,285,335	1,512,201	1,512,201
21500	EFFICIENCY AND INNOVATION	0	0	0	0	0
22000	FACILITIES AND OPERATIONS	4,624,685	4,695,468	5,667,570	6,499,449	6,499,449
23100	CENTRAL SERVICES	540,260	556,868	662,371	712,086	712,086
24000	BUDGET & EFFICIENCY	704,667	581,572	852,151	957,915	957,915
	GRAND TOTAL	**9,941,078**	**7,570,079**	**9,101,872**	**10,375,763**	**10,375,764**

ADMINISTRATION

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $656,341
3,345,328	3,327,475	(17,853)	Full-time salaries
			29,578 Salary adjustments
			(47,431) Staff Turnover (1.42)%
			(17,853)
75,800	75,800	0	Temporary Salaries - provides for a full time apprentice as well as summer interns and two part-time apprentice for facilities & operations
	380,906	380,906	FY 23 merit increase 3% and COLA of 7% for all eligible employees
385,570	383,606	(1,964)	Pension adjustments
923,156	945,263	22,107	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
127,920	135,660	7,740	RHS (Retirement Health Savings)
0	129,865	129,865	OPEB (Other Post Employment Benefits
43,855	35,282	(8,573)	Workers' Compensation adjustment
0	151,020	151,020	27th Pay Costs

ADMINISTRATION

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $583,750
600,050	700,000	99,950	Space and Real estate increase for CAM charges and taxes
942,200	1,020,000	77,800	Electricity, Heating Fuel, and Water/ Sewer fees increase based on expense history and new Fleet building
320,000	360,000	40,000	County Facility & Renovations increase based on actual expense history
228,900	450,900	222,000	Other Professional Services increase based on actual expenses
336,000	450,000	114,000	Building Custodial Services increased based on expense history and addition of new Fleet building
90,000	120,000	30,000	Security Systems and Operating Equipment Service increase based on actual expense history and new Fleet building
			MATERIALS AND SUPPLIES increase $31,000
203,200	233,200	30,000	Funds for Paper supplies, Uniform purchase, Equipment repair parts and Computer Software increased based on actual expense history and new Fleet building
			BUSINESS AND TRAVEL increase $2,800
122,100	124,900	2,800	Membership Fees and Dues increase based on actual expense
			MISCELLANEOUS no change in funding over FY 22
220,000	220,000	0	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 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	2.00	126,605	1.00	68,608	1.00	75,461
Administrative Secretary III	1.00	81,882	1.00	87,428	1.00	96,200
Administrative Specialist I	1.00	58,140	3.00	204,713	2.00	156,047
Administrative Specialist II	1.00	77,610	0.00	0	1.00	72,550
Asset Manager	1.00	88,131	1.00	93,865	1.00	103,294
Assistant Supervisor Custodial Workers	1.00	64,548	1.00	69,574	1.00	76,526
Central Services Operator	1.00	39,881	1.00	44,167	0.00	0
Central Services Specialist	2.00	103,059	2.00	112,330	3.00	174,738
Chief, Budget & Management Research	1.00	129,722	1.00	140,669	1.00	154,918
Chief, Facilities & Operations	1.00	105,798	1.00	112,062	1.00	123,349
Custodial Worker II	6.00	246,485	6.00	275,619	6.00	303,381
Director of Administration	1.00	144,437	1.00	125,000	1.00	145,189
Lead Maintenance Mechanic	2.00	117,087	2.00	126,779	2.00	138,636
Lead Maintenance Worker	2.00	112,845	2.00	126,036	2.00	138,648
Maintenance Mechanic II	4.00	227,435	4.00	246,618	4.00	273,044
Maintenance Worker I	1.00	43,023	1.00	47,403	3.00	137,493
Maintenance Worker II	9.00	412,019	9.00	438,544	7.00	364,082
Management Assistant II	1.00	105,410	1.00	111,662	1.00	122,907
Project Coordinator	2.00	114,793	2.00	126,334	2.00	138,975
Real Property Agent III	2.00	159,935	2.00	170,913	2.00	188,056

DEPARTMENT STAFF SUMMARY
ADMINISTRATION

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Senior Budget Analyst	4.00	339,876	4.00	332,097	4.00	350,471
Superintendent of Facilities & Operations	1.00	85,388	1.00	91,040	1.00	100,181
Supervisor, Central Services	1.00	57,024	1.00	61,825	1.00	68,131
Supervisor, Warehouse	1.00	50,252	1.00	54,850	1.00	60,300
Supervisor of Custodial Workers	1.00	71,943	1.00	77,191	1.00	84,920
TOTAL FULL-TIME SALARIES	50.00	3,163,328	50.00	3,345,328	50.00	3,647,497
TEMPORARY SALARIES		125,458		75,800		75,800
SALARY TOTAL	**50.00**	**3,288,786**	**50.00**	**3,421,128**	**50.00**	**3,723,297**

DEPARTMENT STAFF SUMMARY
ADMINISTRATION

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES						
Pension & Retirement		345,233		385,570		418,809
Workers' Compensation		50,707		43,855		38,777
Health Benefits		896,786		923,156		945,263
RHS/OPEB		121,980		127,920		265,525
Overtime & Shift Differential		35,200		35,200		35,200
FICA		243,316		259,128		274,547
27th Pay		0		0		151,020
Miscellaneous		12,540		12,540		12,400
TOTAL OTHER PERSONAL SERVICES		**1,705,762**		**1,787,369**		**2,141,541**
TOTAL PERSONAL SERVICES	**50.00**	**4,994,548**	**50.00**	**5,208,497**	**50.00**	**5,864,838**

*** FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	315,504	300,430	309,344	369,013	369,013
20 CONTRACTUAL SERVICES	654	155	63,000	63,000	63,000
30 SUPPLIES AND MATERIALS	5,564	3,123	4,750	4,750	4,750
40 BUSINESS AND TRAVEL	32,545	30,230	37,350	37,350	37,350
70 MISCELLANEOUS	90,762	240,039	220,000	220,000	220,000
80 INTER-GOVERNMENTAL/INTERFUND	0	0	0	0	0
GRAND TOTAL	**445,647**	**573,978**	**634,444**	**694,113**	**694,113**
FUNDING SOURCE:					
11 GENERAL	**445,647**	**573,978**	**634,444**	**694,113**	**694,113**

ADMINISTRATION
Director of Administration
Index #021000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
212,428	219,046	6,618	PERSONAL SERVICES increase $59,670 6,618 Salary adjustments during FY 22
	25,753	25,753	FY 23 merit increase of 3% and COLA of 7% for all eligible employees
	13,260	13,260	OPEB (Other Post Employment Benefits)
50,215	53,485	3,270	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in level of coverage.
	9,994	9,994	27th Pay Costs
63,000	63,000	0	CONTRACTUAL SERVICES no change in funding over FY 22
4,750	4,750	0	SUPPLIES AND MATERIALS no change in funding over FY 22
37,350	37,350	0	BUSINESS AND TRAVEL no change in funding over FY 22
220,000	220,000	0	MISCELLANEOUS no change in funding over FY 22 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 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	81,882	1.00	87,428	1.00	96,200
Director of Administration	1.00	144,437	1.00	125,000	1.00	145,189
SALARY TOTAL	**2.00**	**226,319**	**2.00**	**212,428**	**2.00**	**241,389**
OTHER PERSONAL SERVICES						
Pension & Retirement		23,763		23,367		26,553
Workers' Compensation		1,041		786		821
Health Benefits		48,769		50,215		53,485
RHS/OPEB		6,420		6,420		19,680
FICA		15,706		15,848		16,812
27th Pay Costs		0		0		9,994
Miscellaneous		280		280		280
TOTAL OTHER PERSONAL SERVICES		**95,979**		**96,916**		**127,625**
TOTAL PERSONAL SERVICES	**2.00**	**322,298**	**2.00**	**309,344**	**2.00**	**369,014**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	332,237	342,963	362,910	424,026	424,026
20 CONTRACTUAL SERVICES	3,291,163	817,306	918,250	1,084,000	1,084,000
30 SUPPLIES AND MATERIALS	2,071	1,677	2,550	2,550	2,550
40 BUSINESS AND TRAVEL	347	247	1,225	1,225	1,225
80 INTER-GOVERNMENTAL/INTERFUND	0	0	400	400	400
GRAND TOTAL	**3,625,819**	**1,162,193**	**1,285,335**	**1,512,201**	**1,512,201**
FUNDING SOURCE:					
11 GENERAL	**3,625,819**	**1,162,193**	**1,285,335**	**1,512,201**	**1,512,201**

ADMINISTRATION
Property Management
Index #021200

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $61,115
	30,905	30,905	FY 23 merit increase of 3% and COLA of 7% for all eligible employees
58,489	62,307	3,818	Health benefits adjusted for anticipated increase and change in coverage
	11,568	11,568	27th Pay Costs
	15,837	15,837	OPEB (Other Post Employment Benefits)
918,250	1,084,000	165,750	CONTRACTUAL SERVICES increase $165,750 CAM and taxes increase for space and real estate rental as well as contractual service for repairs and renovations of leased properties
2,550	2,550	0	SUPPLIES & MATERIALS no change in funding over FY 22 Funding for various supplies and materials
1,225	1,225	0	BUSINESS & TRAVEL no change in funding over FY 22 Funding provides for mileage, professional books and membership fees
400	400	0	INTER-GOVERNMENTAL/INTERFUND no change in funding over FY 22 Provides for fleet carpool rentals

DIVISION STAFF SUMMARY
Property Management
Index #021200

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist I	1.00	77,610	1.00	83,028	1.00	91,349
Real Property Agent III	2.00	159,935	2.00	170,913	2.00	188,056
SALARY TOTAL	**3.00**	**237,545**	**3.00**	**253,941**	**3.00**	**279,405**
OTHER PERSONAL SERVICES						
Pension & Retirement		24,942		27,934		30,735
Workers' Compensation		3,044		2,700		2,379
Health Benefits		56,828		58,489		62,307
OPEB		0		0		15,837
FICA		18,172		19,426		21,375
27th Pay Costs		0		0		11,568
Miscellaneous		420		420		420
TOTAL OTHER PERSONAL SERVICES		**103,406**		**108,969**		**144,621**
TOTAL PERSONAL SERVICES	**3.00**	**340,951**	**3.00**	**362,910**	**3.00**	**424,026**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,965,192	2,921,735	3,415,995	3,796,574	3,796,574
20	CONTRACTUAL SERVICES	1,267,602	1,378,633	1,793,075	2,211,075	2,211,075
30	SUPPLIES AND MATERIALS	312,216	320,106	377,850	408,350	408,350
40	BUSINESS AND TRAVEL	76,485	65,545	80,650	83,450	83,450
50	CAPITAL OUTLAY	3,190	9,436	0	0	0
	GRAND TOTAL	**4,624,685**	**4,695,455**	**5,667,570**	**6,499,449**	**6,499,449**
FUNDING SOURCE:						
11	GENERAL	**4,624,685**	**4,695,455**	**5,667,570**	**6,499,449**	**6,499,449**

ADMINISTRATION
Facilities and Operations
Index #022000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increases $380,579
2,117,521	2,091,742	(25,779)	Full Time Salaries
			(47,431) Staff Turnover
			21,652 Salary Adjustments
			(25,779)
	250,540	250,540	FY 23 - merit increase of 3% and COLA of 7% for all eligible employees
70,000	70,000	0	Temporary Salaries provide for an apprentice, custodial workers and Facility Coordinator
232,927	230,092	(2,835)	Pension adjustments
35,025	28,009	(7,016)	Workers' Compensation
622,320	623,702	1,382	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
	95,271	95,271	27th Pay Costs
	69,236	69,236	OPEB (Other Post Employment Benefits)
108,000	114,880	6,880	RHS (Retirement Health Savings)
166,978	160,018	(6,960)	FICA Adjustments

ADMINISTRATION
Facilities and Operations
Index #022000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $418,000
793,000	870,000	77,000	Electricity, Heating fuel Gas/Oil and Water/Sewer fees increased based on actuals and new Fleet building
300,000	330,000	30,000	County facility repair and renovations increase based on actual expense history
113,000	300,000	187,000	Other Professional Services increase based on actual expenses
256,000	350,000	94,000	Building Custodial Services increase based on actual expenses and new Fleet building
90,000	120,000	30,000	Security system increase based on actual expenses and new Fleet building
			SUPPLIES & MATERIALS increase $30,500
203,000	233,000	30,000	Funds for Paper supplies, Uniform purchase, Equipment repair parts and Computer Software increased based on actual expense history and new Fleet building
80,650	83,450	2,800	BUSINESS AND TRAVEL increase $2,800 Funds provide for fuel, vehicle maintenance, training seminars, and membership fees and dues and increase based on actual expense history

DIVISION STAFF SUMMARY
Facilities and Operations
Index #022000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	2.00	126,605	1.00	68,608	1.00	75,461
Administrative Specialist I	1.00	58,140	2.00	121,684	1.00	64,698
Administrative Specialist II	0.00	0	0.00	0	1.00	72,550
Asset Manager	1.00	88,131	1.00	93,865	1.00	103,294
Assistant Supervisor of Custodial Workers	1.00	64,548	1.00	69,574	1.00	76,526
Chief, Facilities and Operations	1.00	105,798	1.00	112,062	1.00	123,349
Custodial Worker II	6.00	246,485	6.00	275,619	6.00	303,381
Lead Maintenance Mechanic	2.00	117,087	2.00	126,779	2.00	138,636
Lead Maintenance Worker	2.00	112,845	2.00	126,036	2.00	138,648
Maintenance Mechanic II	4.00	227,435	4.00	246,618	4.00	273,044
Maintenance Worker I	1.00	43,023	1.00	47,403	3.00	137,493
Maintenance Worker II	9.00	412,020	9.00	438,544	7.00	364,082
Management Assistant II	1.00	105,410	1.00	111,662	1.00	122,907
Project Coordinator	1.00	51,355	1.00	55,986	1.00	61,551
Supervisor of Custodial Workers	1.00	71,943	1.00	77,191	1.00	84,920
Supervisor, Warehouse	1.00	50,252	1.00	54,850	1.00	60,300
Superintendent of Facilities & Ops	1.00	85,388	1.00	91,040	1.00	100,181
TOTAL FULL-TIME SALARIES	35.00	1,966,465	35.00	2,117,521	35.00	2,301,021
TEMPORARY SALARIES		119,658		70,000		70,000
SALARY TOTAL	**35.00**	**2,086,123**	**35.00**	**2,187,521**	**35.00**	**2,371,021**

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DIVISION STAFF SUMMARY

Facilities and Operations

Index #022000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES						
Pension & Retirement		219,563		250,511		270,696
Workers' Compensation		40,451		35,025		30,815
Health Benefits		604,548		622,320		623,702
RHS/OPEB		102,720		108,000		184,116
Overtime and Shift Differential		35,200		35,200		35,200
FICA		153,617		166,978		175,454
27th Pay Costs		0		0		95,271
Miscellaneous		10,440		10,440		10,300
TOTAL OTHER PERSONAL SERVICES		**1,166,539**		**1,228,474**		**1,425,554**
TOTAL PERSONAL SERVICES	**35.00**	**3,252,661**	**35.00**	**3,415,995**	**35.00**	**3,796,574**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

ENAC

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 23 GOAL:
IMPROVE CUSTOMER SERVICE BY Efficiently AND COURTEOUSLY ACCEPTING SWITCHBOARD CALLS

DEVELOP COST SAVING STRATEGIES FOR COUNTY MAILING SERVICES

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	278,981	296,487	319,021	368,236	368,236
20 CONTRACTUAL SERVICES	56,264	51,568	86,300	86,300	86,300
30 SUPPLIES AND MATERIALS	205,016	208,814	257,050	257,550	257,550
GRAND TOTAL	**540,260**	**556,869**	**662,371**	**712,086**	**712,086**
FUNDING SOURCE:					
11 GENERAL	**540,260**	**556,869**	**662,371**	**712,086**	**712,086**

ADMINISTRATION
Central Services
Index #023100

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $49,215
218,323	220,390	2,067	Full time Salaries 2,067 Salary Adjustments
	26,931	26,931	FY 23 merit increase of 3% and COLA of 7% for eligible employees
42,586	45,314	2,728	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
3,335	2,523	(812)	Workers Compensation adjustments
	7,000	7,000	OPEB (Other Post Employment Benefits)
13,500	14,360	860	RHS (Retirement Health Savings)
24,016	24,243	227	Pension adjustments
	10,056	10,056	27th Pay Costs
			CONTRACTUAL SERVICES no change in funding over FY 22
70,300	70,300	0	Funds provide for telephone service, office equipment service, etc.
			MATERIALS & SERVICES increase $500
257,050	257,550	500	Additional funds provided for office supplies based on actual expense history

DIVISION STAFF SUMMARY

Central Services

Index #023100

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Central Services Operator	1.00	39,881	1.00	44,167	0.00	0
Central Services Specialist	2.00	103,059	2.00	112,330	3.00	174,739
Supervisor, Central Services	1.00	57,024	1.00	61,825	1.00	68,131
SALARY TOTAL	**4.00**	**199,964**	**4.00**	**218,322**	**4.00**	**242,870**
OTHER PERSONAL SERVICES						
Pension & Retirement		20,996		24,016		26,716
Workers' Compensation		3,719		3,335		2,781
Health Benefits		41,433		42,586		45,314
RHS/OPEB		12,840		13,500		21,360
FICA		15,297		16,702		18,580
27th Pay Costs		0		0		10,056
Miscellaneous		560		560		560
TOTAL OTHER PERSONAL SERVICES		**94,845**		**100,699**		**125,367**
TOTAL PERSONAL SERVICES	**4.00**	**294,809**	**4.00**	**319,021**	**4.00**	**368,237**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	688,483	542,771	801,226	906,990	906,990
20 CONTRACTUAL SERVICES	5,857	26,684	27,000	27,000	27,000
30 SUPPLIES AND MATERIALS	8,872	11,677	21,050	21,050	21,050
40 BUSINESS AND TRAVEL	1,454	440	2,875	2,875	2,875
50 CAPITAL OUTLAY	0	0	0	0	0
GRAND TOTAL	**704,667**	**581,572**	**852,151**	**957,915**	**957,915**
FUNDING SOURCE:					
11 GENERAL	**704,668**	**581,572**	**852,151**	**957,915**	**957,915**

ADMINISTRATION
Budget & Efficiency
Index #024000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $105,764
543,114	542,753	(361)	Full-time salaries
			(361) salary adjustments
	46,780	46,780	FY 23 merit increase of 3% and COLA of 7% for all eligible employees
2,010	1,845	(165)	Workers Compensation adjustments
149,546	160,455	10,909	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
	24,532	24,532	OPEB (Other Post Employment Benefits)
	24,131	24,131	27th Pay
			CONTRACTUAL SERVICES no change in funding over FY 22
27,000	27,000	0	Funding provides for telephone service, printing commercial, etc.
			SUPPLIES & MATERIALS no change in funding over FY 22
21,050	21,050	0	Funds provide for office supplies, mailing, etc.
2,875	2,875	0	BUSINESS & TRAVEL no change in funding over FY 22
			Funds provide for staff to attend conferences and training seminars

DIVISION STAFF SUMMARY
Budget and Efficiency
Index #024000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Chief, Budget & Management Research	1.00	129,722	1.00	140,669	1.00	154,918
Project Coordinator	1.00	63,438	1.00	70,348	1.00	77,424
Senior Budget Analyst	4.00	339,875	4.00	332,097	4.00	350,472
TOTAL FULL-TIME SALARIES	**6.00**	**533,035**	**6.00**	**543,114**	**6.00**	**582,814**
TEMPORARY SALARIES		5,000		5,800		5,800
SALARY TOTAL	**6.00**	**538,035**	**6.00**	**548,914**	**6.00**	**588,614**
OTHER PERSONAL SERVICES						
Pension & Retirement		55,969		59,743		64,110
Workers' Compensation		2,452		2,010		1,982
Health Benefits		145,208		149,545		160,455
OPEB		0		0		24,532
FICA		40,524		40,174		42,327
27th Pay Costs		0		0		24,131
Miscellaneous		840		840		840
TOTAL OTHER PERSONAL SERVICES		**244,993**		**252,312**		**318,377**
TOTAL PERSONAL SERVICES	**6.00**	**783,028**	**6.00**	**801,226**	**6.00**	**906,991**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

ADMINISTRATION - DIVISION OF BUDGET AND EFFICIENCY
OBJECTIVE & PERFORMANCE MEASURES

Department Goal

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. 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, Administration and all other operating departments.

Department Objective

To utilize best practices to develop and maintain a budget that meets the needs of Harford County citizens, leaders and government agencies.

County Goal(s) Supported

Fiscal Balance and Efficiency, Investing in Education, Building Economic Vitality, and Strengthening Our Community.

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars allocated	704,668	836,753	852,151	957,915
Number of Senior Budget Analyst positions filled	2	2	2	2
Output - Workload, Demand and Production				
Operating Budget Expenditures	676,755,882	744,678,445	836,797,000	943,645,000
Capital Budget Expenditures (*budgeted figures)	$155,966,000*	145,091,000	218,809,000	277,423,315
Number of Requisitions/Invoices Approved	>5,200	>5,500	>5,800	>5,800
Number of Contracts Approved	>250	>250	>250	>250
Number of Personnel Actions Approved	>1,200	>1,300	>1,300	>1,300
Service Quality:				
Recipient of Government Finance Officers Association Distinguished Budget Award	1	1	1	1
Outcome:				
Percent of Operating Budget Expenditures versus Operating Budget (FY 20 Includes one time non-budgeted debt service expense)	91%	93%	Est. 97%	Est. 97%
Average Req/Contract/Invoice/Personnel Approvals per participating Analyst	3,325	3,525	3,675	3,675

ADMINISTRATION - DIVISION OF PROPERTY MANAGEMENT
OBJECTIVE & PERFORMANCE MEASURES

Department Goal

To balance the interests, goals, and budget of the County Government when acquiring, managing, and utilizing real property as well as being responsible and equitable to the citizens of Harford County.

Department Objective

To acquire, lease, and utilize real property in a fair and cost effective manner to promote increased public confidence and quality of life.

To improve customer service to clients by performing more effectively and efficiently while adhering to local, state and federal guidelines. .

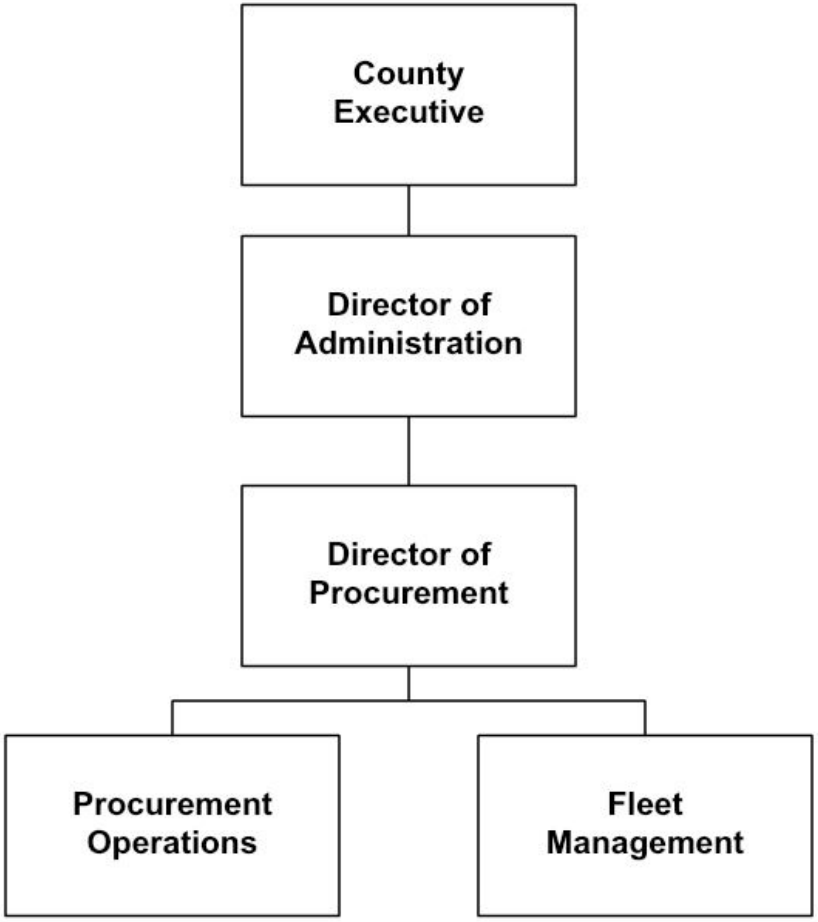
County Goal(s) Supported

III. Fiscal Balance and Efficiency, Investing in Education, Building Economic Vitality, and Strengthening Our Community.

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars allocated	$224,843	$237,545	$253,941	$279,405
Number of staff	3	3	3	3
Output:				
Number of Real Property actions	220	236	260	300
Efficiency:				
Cost per Real Property action	$1,022	$1,007	$977	$931
Service Quality:				
Average percent rated by clients	88%	92%	95%	95%
Outcome:				
Reduction in cost per action	N/A	$15.47	$29.85	$45.35

*New performance measure created in FY 20

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,053,220	1,038,754	1,209,392	1,389,748	1,389,748
20	CONTRACTUAL SERVICES	148,746	106,983	419,140	461,140	461,140
30	SUPPLIES & MATERIALS	2,184,033	2,197,697	4,209,500	4,213,550	4,213,550
40	BUSINESS AND TRAVEL	3,896,977	4,232,653	5,363,303	5,887,705	5,887,705
50	CAPITAL OUTLAY	27,093	2,499	0	0	0
80	INTER-GOVERNMENTAL/INTERFUND	517	122	2,000	2,000	2,000
	GRAND TOTAL	**7,310,585**	**7,578,708**	**11,203,335**	**11,954,143**	**11,954,143**
SUMMARY BY FUND:						
11	GENERAL	856,531	823,732	991,007	1,179,861	1,179,861
25	HIGHWAYS	6,454,255	6,754,976	10,212,328	10,774,282	10,774,282
	GRAND TOTAL	**7,310,786**	**7,578,708**	**11,203,335**	**11,954,143**	**11,954,143**
SUMMARY BY DIVISION:						
GENERAL FUND:						
31000	PROCUREMENT OPERATIONS	856,531	823,732	991,007	1,179,861	1,179,861
HIGHWAYS FUND:						
032000	FLEET MANAGEMENT	6,454,255	6,754,976	10,212,328	10,774,282	10,774,282
	GRAND TOTAL	**7,310,786**	**7,578,708**	**11,203,335**	**11,954,143**	**11,954,143**

DEPARTMENT STAFF SUMMARY
PROCUREMENT - ALL FUND

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
PROCUREMENT - GENERAL FUND						
Administrative Assistant II	1.00	52,356	1.00	57,016	0.00	0
Administrative Secretary III	1.00	67,320	1.00	72,430	1.00	79,672
Administrative Specialist I	1.00	63,630	1.00	68,629	1.00	65,820
Administrative Specialist II	0.00	0	0.00	0	1.00	79,258
Director of Procurement	1.00	130,056	1.00	134,657	1.00	156,150
Procurement Agent I	1.00	47,000	1.00	48,000	1.00	57,304
Procurement Agent II	0.00	0	0.00	0	1.00	61,712
Procurement Agent III	3.00	191,130	3.00	206,461	2.00	161,269
Temporary Salary		**20,000**		**20,000**		**20,000**
SUB-TOTAL GENERAL FUND SALARIES	**8.00**	**571,492**	**8.00**	**607,193**	**8.00**	**681,186**
PROCUREMENT - HIGHWAYS FUND						
Administrative Specialist I	1.00	55,674	1.00	60,434	0.00	0
Administrative Specialist II	0.00	0	0.00	0	1.00	69,784
Fleet Manager	1.00	104,332	1.00	110,552	1.00	121,684
SUB-TOTAL HIGHWAYS FUND SALARIES	**2.00**	**160,006**	**2.00**	**170,986**	**2.00**	**191,468**
OTHER PERSONAL SERVICES						
Pension & Retirement		74,707		83,399		93,792
Workers' Compensation		7,451		6,565		5,954
Health Benefits		222,265		228,850		250,933
RHSOPEB		44,940		54,000		65,485
FICA		53,713		56,999		64,226
27th Pay		0		0		35,304
Miscellaneous		1,400		1,400		1,400
TOTAL OTHER PERSONAL SERVICES		**404,476**		**431,213**		**517,094**
PROCUREMENT - DEPARTMENT TOTAL						
TOTAL SALARIES	10.00	731,498	10.00	778,179	10.00	872,654
TOTAL OTHER PERSONAL SERVICES		404,476		431,213		517,094
DEPARTMENT SALARY TOTAL	**10.00**	**1,135,974**	**10.00**	**1,209,392**	**10.00**	**1,389,748**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

PROCUREMENT

GENERAL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	823,337	798,783	954,249	1,088,553	1,088,553
20	CONTRACTUAL SERVICES	11,793	11,149	10,640	52,640	52,640
30	SUPPLIES & MATERIALS	7,619	4,246	7,600	11,650	11,650
40	BUSINESS AND TRAVEL	13,183	6,979	16,518	25,018	25,018
50	CAPITAL OUTLAY	0	2,499	0	0	
80	INTER-GOVERNMENTAL/INTERFUND	399	75	2,000	2,000	2,000
	GRAND TOTAL	**856,331**	**823,731**	**991,007**	**1,179,861**	**1,179,861**
SUMMARY BY FUND:						
11	GENERAL	856,331	823,731	991,007	1,179,861	1,179,861
	GRAND TOTAL	**856,331**	**823,731**	**991,007**	**1,179,861**	**1,179,861**
SUMMARY BY DIVISION:						
031000	PROCUREMENT OPERATIONS	856,331	823,731	991,007	1,179,861	1,179,861
						0
	GRAND TOTAL	**856,331**	**823,731**	**991,007**	**1,179,861**	**1,179,861**

DEPARTMENT STAFF SUMMARY
PROCUREMENT - GENERAL FUND

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	52,356	1.00	57,016	0.00	0
Administrative Secretary III	1.00	67,320	1.00	72,430	1.00	79,672
Administrative Specialist I	1.00	63,630	1.00	68,629	1.00	65,820
Administrative Specialist II	0.00	0	0.00	0	1.00	79,258
Director of Procurement	1.00	130,056	1.00	134,657	1.00	156,150
Procurement Agent I	1.00	47,000	1.00	48,000	1.00	57,304
Procurement Agent II	0.00	0	0.00	0	1.00	61,712
Procurement Agent III	3.00	191,130	3.00	206,461	2.00	161,269
Full-Time Salaries	**8.00**	**551,492**	**8.00**	**587,193**	**8.00**	**661,186**
TEMPORARY SALARIES		**20,000**		**20,000**		**20,000**
SALARY TOTAL	**8.00**	**571,492**	**8.00**	**607,193**	**8.00**	**681,186**
OTHER PERSONAL SERVICES						
Pension & Retirement		57,907		64,591		72,730
Workers' Compensation		5,442		4,794		4,378
Health Benefits		180,050		185,382		197,448
RHS/OPEB		38,520		47,250		54,538
FICA		41,473		43,919		49,776
27th Pay		0		0		27,376
Miscellaneous		1,120		1,120		1,120
TOTAL OTHER PERSONAL SERVICES		**324,512**		**347,056**		**407,367**
TOTAL PERSONAL SERVICES	**8.00**	**896,004**	**8.00**	**954,249**	**8.00**	**1,088,553**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	823,337.06	798,783	954,249	1,088,553	1,088,553
20 CONTRACTUAL SERVICES	11,792.89	11,149	10,640	52,640	52,640
30 SUPPLIES AND MATERIALS	7,619.02	4,246	7,600	11,650	11,650
40 BUSINESS AND TRAVEL	13,183.11	6,979	16,518	25,018	25,018
80 INTER-GOVERNMENTAL/INTERFUND	399.04	75	2,000	2,000	2,000
GRAND TOTAL	**856,331**	**823,731**	**991,007**	**1,179,861**	**1,179,861**
FUNDING SOURCE:					
11 GENERAL	**856,331**	**823,731**	**991,007**	**1,179,861**	**1,179,861**

PROCUREMENT
Procurement Operations
Index #031000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $134,304
587,193	599,987	12,794	Full-time salaries
			23,374 Salary Adjustment
			(10,580) Turnover
			12,794
20,000	20,000	0	Temporary Salaries
	72,122	72,122	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	27,376	27,376	27th Pay
64,591	65,999	1,408	Pension adjustments
4,794	3,973	(821)	Workers' Compensation adjustments
185,382	197,447	12,065	Health Benefits are adjusted for a cost increase as well as staff opting for changes in levels of coverage
	4,278	4,278	OPEB (Other Post Employment Benefits)
47,250	50,260	3,010	RHS (Retirement Health Savings)
43,919	45,991	2,072	FICA adjustments
10,640	52,640	42,000	CONTRACTUAL SERVICES increase of $42,000 Professional Services increase for costs related to new administration
			SUPPLIES AND MATERIALS increase $4,050
7,600	11,650	4,050	General Office Supplies increase based on actual expenditures and reallocated funds from Office Mailing and Computer Supplies
			BUSINESS AND TRAVEL increase $8,500
16,518	25,018	8,500	Training Seminars increased
2,000	2,000	0	INTERGOVERNMENTAL no change in funding over FY 22 Funding provides for fleet lease

DIVISION STAFF SUMMARY
PROCUREMENT OPERATIONS
Index #031000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	52,356		1.00	57,016	0.00	0
Administrative Secretary III	1.00	67,320		1.00	72,430	1.00	79,672
Administrative Specialist I	1.00	63,630		1.00	68,629	1.00	65,820
Administrative Specialist II	0.00	0		0.00	0	1.00	79,258
Director of Procurement	1.00	130,056		1.00	134,657	1.00	156,150
Procurement Agent I	1.00	47,000		1.00	48,000	1.00	57,304
Procurement Agent II	0.00	0		0.00	0	1.00	61,712
Procurement Agent III	3.00	191,129		3.00	206,461	2.00	161,269
FULL-TIME SALARY	**8.00**	**551,491**		**8.00**	**587,193**	**8.00**	**661,186**
TEMPORARY SALARIES		20,000			20,000		20,000
SALARY TOTAL	**8.00**	**571,491**		**8.00**	**607,193**	**8.00**	**681,186**
OTHER PERSONAL SERVICES							
Pension & Retirement		57,907			64,591		72,730
Workers' Compensation		5,442			4,794		4,378
Health Benefits		180,050			185,382		197,448
RHS/OPEB		38,520			47,250		54,538
FICA		41,473			43,919		49,776
27th Pay		0			0		27,376
Miscellaneous		1,120			1,120		1,120
TOTAL OTHER PERSONAL SERVICES		**324,512**			**347,056**		**407,367**
TOTAL PERSONAL SERVICES	**8.00**	**896,003**	*	**8.00**	**954,249**	**8.00**	**1,088,553**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	229,883	239,971	255,143	301,195	301,195
20 CONTRACTUAL SERVICES	136,953	95,834	408,500	408,500	408,500
30 SUPPLIES AND MATERIALS	2,176,414	2,193,451	4,201,900	4,201,900	4,201,900
40 BUSINESS AND TRAVEL	3,883,794	4,225,674	5,346,785	5,862,687	5,862,687
50 CAPITAL OUTLAY	27,093	0	0	0	0
80 INTERGOVERNMENTAL/INTERFUND	118	47	0	0	0
GRAND TOTAL	**6,454,255**	**6,754,977**	**10,212,328**	**10,774,282**	**10,774,282**
FUNDING SOURCE:					
25 HIGHWAYS	**6,454,255**	**6,754,977**	**10,212,328**	**10,774,282**	**10,774,282**

PROCUREMENT
Fleet Management
Index #032000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $46,052
170,986	173,746	2,760	Full-Time Salaries
			2,760 Salary Adjustment
	20,975	20,975	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	7,928	7,928	27th Pay
18,808	19,112	304	Pension adjustments
1,771	1,430	(341)	Workers' Compensation adjustments
43,468	53,485	10,017	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
	3,767	3,767	OPEB (Other Post Employment Benefits)
6,750	7,180	430	RHS (Retirement Health Savings)
408,500	408,500	0	CONTRACTUAL SERVICES no change in funding from FY 22 Funds provide for software license, equipment leases, etc.
4,201,900	4,201,900	0	SUPPLIES AND MATERIALS no change in funding from FY 22 Funding provides for diesel fuel and gasoline
			BUSINESS AND TRAVEL increase $515,902
41,000	51,000	10,000	County Owned Vehicles increased based on actuals
3,741,035	4,246,937	505,902	Fleet Maintenance cost increase due to three additional personnel for new building and additional parts for HCPS vehicles
1,474,400	1,474,400	0	Non Target Charges no change for FY 23

DIVISION STAFF SUMMARY
FLEET MANAGEMENT
Index #032000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist II	1.00	55,674		1.00	60,434	0.00	0
Administrative Specialist III	0.00	0		0.00	0	1.00	69,784
Fleet Manager	1.00	104,332		1.00	110,552	1.00	121,684
SALARY TOTAL	**2.00**	**160,006**		**2.00**	**170,986**	**2.00**	**191,468**
OTHER PERSONAL SERVICES							
Pension & Retirement		16,801			18,808		21,061
Workers' Compensation		2,009			1,771		1,576
Health Benefits		42,216			43,468		53,485
RHS/OPEB		6,420			6,750		10,947
FICA		12,240			13,080		14,450
27th Pay		0			0		7,928
Miscellaneous		280			280		280
TOTAL OTHER PERSONAL SERVICES		**79,966**			**84,157**		**109,727**
TOTAL PERSONAL SERVICES	**2.00**	**239,972**	*	**2.00**	**255,143**	**2.00**	**301,195**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PROCUREMENT
OBJECTIVE & PERFORMANCE MEASURES

Department Goal - Fleet Management

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

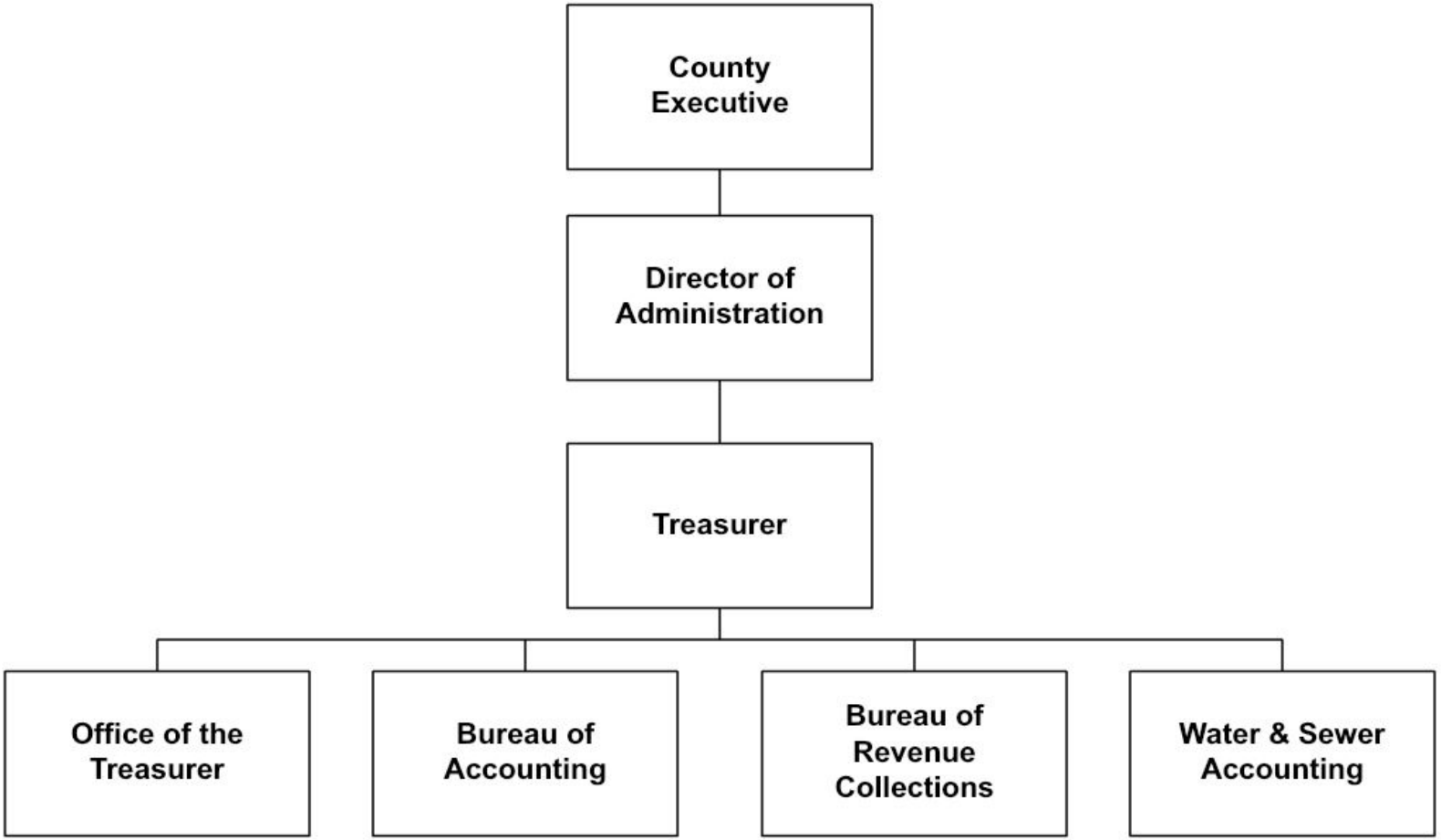
I. Fiscal Balance and Efficiency

Measure		Actual 2020	Actual 2021	Actual 2022	Estimated 2023
Input:					
	Staff	2	2	2	2
	Number of vehicles and equipment	1,180	1,180	1,180	1,180
	Amount of money from sales / auctions/ web and trade-ins	$200,000	$200,000	$200,000	$250,000
	Determine to auction, surplus or negotiate a trade	136 units	81	146	100
Output:					
	Actual number of dollars obtained through sales/ auctions/ web	$666,781	$1,196,197	$814,736	$800,000
	Actual number of dollars obtained through negotiated trades	$192,000	$194,000	$148,000	$150,000
Outcome:					
	Establish a baseline for future quantification in dollars to track revenue increases	$858,781	$1,390,197	$962,736	$1,000,000

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 strictly to address the revenue portion of the statement about operating more like a business.

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	4,049,130	3,925,076	4,704,254	5,311,344	5,311,344
20	CONTRACTUAL SERVICES	191,340	225,642	587,195	613,890	613,890
30	SUPPLIES & MATERIALS	231,975	235,688	284,590	369,525	369,525
40	BUSINESS AND TRAVEL	19,487	14,020	28,590	29,260	29,260
50	CAPITAL OUTLAY		1,519			
80	INTER-GOVERNMENTAL/INTERFUND	285	0	1,350	1,700	1,700
	GRAND TOTAL	**4,492,217**	**4,401,945**	**5,605,979**	**6,325,719**	**6,325,719**
SUMMARY BY FUND:						
11	GENERAL	3,424,918	3,391,434	4,003,070	4,603,205	4,603,205
51	WATER & SEWER OPERATING	1,067,299	1,010,511	1,602,909	1,722,513	1,722,513
	GRAND TOTAL	**4,492,217**	**4,401,945**	**5,605,979**	**6,325,719**	**6,325,719**
SUMMARY BY DIVISION:						
	GENERAL FUND:					
41000	OFFICE OF THE TREASURER	730,486	663,099	744,366	865,199	865,199
43000	BUREAU OF ACCOUNTING	1,716,163	1,706,007	2,038,509	2,175,416	2,175,416
44000	BUREAU OF REVENUE COLLECTIONS	978,269	1,022,328	1,220,195	1,562,591	1,562,591
	WATER & SEWER FUND:					
45000	WATER & SEWER ACCOUNTING	1,067,299	1,010,511	1,602,909	1,722,513	1,722,513
	GRAND TOTAL	**4,492,217**	**4,401,945**	**5,605,979**	**6,325,719**	**6,325,719**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TREASURY - GENERAL FUND						
Accounting Clerk I	1.00	36,123	0.00	0	1.00	41,325
Accounting Clerk II	5.00	228,253	7.00	353,423	8.00	477,922
Accountant I	4.00	206,752	1.00	57,680	0.00	0
Accountant II	6.00	381,638	6.00	408,986	6.00	450,063
Accountant III	0.00	0	1.00	79,390	1.00	87,389
Accountant IV	1.00	84,769	1.00	90,402	1.00	99,479
Accounting Technician I	3.00	142,438	4.00	211,305	3.00	174,266
Accounting Technician II	5.00	338,974	4.00	295,015	4.00	324,619
Accounts Payable Supervisor	1.00	76,342	1.00	81,721	1.00	89,913
Administrative Secretary III	1.00	72,299	1.00	77,558	1.00	85,325
Assistant Supervisor of Revenue Collections	1.00	75,086	1.00	80,429	1.00	88,487
Chief, Treasury Bureau	2.00	206,767	2.00	219,150	2.00	241,215
Deputy Treasurer	1.00	137,159	1.00	139,902	1.00	162,103
Treasurer	1.00	140,105	1.00	144,907	1.00	167,784
FULL-TIME SALARIES	32.00	2,126,705	31.00	2,239,868	31.00	2,489,890
TEMPORARY SALARIES		167,540		159,820		167,380
SALARY TOTAL	**32.00**	**2,294,245**	**31.00**	**2,399,688**	**31.00**	**2,657,270**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TREASURY - WATER & SEWER FUND						
Accountant III	0.00	0	1.00	76,470	1.00	82,552
Accountant IV	1.00	92,507	1.00	98,372	1.00	66,120
Accounting Clerk I	1.00	43,652	2.00	92,365	0.00	0
Accounting Clerk II	4.00	210,307	3.00	187,015	4.00	233,055
Accounting Technician I	2.00	125,313	2.00	137,597	3.00	213,249
Assistant Supervisor of Revenue Collections	1.00	94,536	1.00	100,461	1.00	110,565
FULL-TIME SALARIES	9.00	566,315	9.00	692,280	10.00	705,541
TEMPORARY SALARIES		21,216		37,500		0
SUB-TOTAL W & S FUND SALARIES	**9.00**	**587,531**	**9.00**	**729,780**	**10.00**	**705,541**
OTHER PERSONAL SERVICES						
Pension		289,791		330,036		360,573
Workers' Compensation		11,930		11,338		9,654
Health Benefits		816,340		842,632		930,342
RHS/OPEB		141,240		148,500		257,929
FICA		203,520		235,008		251,111
27th Pay		0		0		132,303
Miscellaneous		6,340		7,270		6,620
TOTAL OTHER PERSONAL SERVICES	**9.00**	**1,469,161**	**9.00**	**1,574,784**	**10.00**	**1,948,532**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TREASURY - DEPARTMENT TOTALS						
TOTAL FULL-TIME SALARIES	41.00	2,693,020	41.00	2,932,149	41.00	3,195,431
TOTAL TEMPORARY SALARIES		188,756		197,320		167,380
TOTAL OTHER PERSONAL SERVICES		1,469,161		1,574,784		1,948,532
DEPARTMENTAL SALARY TOTALS	41.00	4,350,937	41.00	4,704,253	41.00	5,311,343

*FY 21 Salaries and Other Personal Services are Enacted not Audited amounts

TREASURY

GENERAL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,199,025	3,131,524	3,597,800	4,197,285	4,197,285
20	CONTRACTUAL SERVICES	89,657	119,543	212,090	212,465	212,465
30	SUPPLIES AND MATERIALS	117,768	125,453	165,275	165,230	165,230
40	BUSINESS AND TRAVEL	18,183	13,395	26,605	26,575	26,575
50	CAPITAL OUTLAY	0	1,519	0	0	
80	INTER-GOVERNMENTAL/INTERFUND	285	0	1,300	1,650	1,650
	GRAND TOTAL	**3,424,918**	**3,391,434**	**4,003,070**	**4,603,205**	**4,603,205**
SUMMARY BY FUND:						
11	GENERAL	3,424,918	3,391,434	4,003,070	4,603,205	4,603,205
	GRAND TOTAL	**3,424,918**	**3,391,434**	**4,003,070**	**4,603,205**	**4,603,205**
SUMMARY BY DIVISION:						
041000	OFFICE OF THE TREASURER	730,486	663,099	744,366	865,199	865,199
043000	BUREAU OF ACCOUNTING	1,716,163	1,706,007	2,038,509	2,175,416	2,175,416
044000	BUREAU OF REVENUE COLLECTIONS	978,269	1,022,328	1,220,195	1,562,591	1,562,591
	GRAND TOTAL	**3,424,919**	**3,391,434**	**4,003,070**	**4,603,205**	**4,603,205**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TREASURY - GENERAL FUND						
Accounting Clerk I	1.00	36,123	0.00	0	1.00	41,325
Accounting Clerk II	5.00	228,253	7.00	353,423	8.00	477,922
Accountant I	4.00	206,752	1.00	57,680	0.00	0
Accountant II	6.00	381,638	6.00	408,986	6.00	450,063
Accountant III	0.00	0	1.00	79,390	1.00	87,389
Accountant IV	1.00	84,769	1.00	90,402	1.00	99,479
Accounting Technician I	3.00	142,438	4.00	211,305	3.00	174,266
Accounting Technician II	5.00	338,974	4.00	295,015	4.00	324,619
Accounts Payable Supervisor	1.00	76,342	1.00	81,721	1.00	89,913
Administrative Secretary III	1.00	72,299	1.00	77,558	1.00	85,325
Assistant Supervisor of Revenue Collections	1.00	75,086	1.00	80,429	1.00	88,487
Chief, Treasury Bureau	2.00	206,767	2.00	219,150	2.00	241,215
Deputy Treasurer	1.00	137,159	1.00	139,902	1.00	162,103
Treasurer	1.00	140,105	1.00	144,907	1.00	167,784
FULL-TIME SALARIES	32.00	2,126,705	31.00	2,239,868	31.00	2,489,890
TEMPORARY SALARIES		167,540		159,820		167,380
SALARY TOTAL	**32.00**	**2,294,245**	**31.00**	**2,399,688**	**31.00**	**2,657,270**

DEPARTMENT STAFF SUMMARY
TREASURY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension		230,328			250,135		282,963
Workers' Compensation		9,325			8,638		7,255
Health Benefits		622,407			632,929		741,602
RHS/OPEB		109,140			121,500		202,747
FICA		160,197			179,180		197,137
27th Pay		0			0		103,091
Miscellaneous		5,080			5,730		5,220
TOTAL OTHER PERSONAL SERVICES		**1,136,477**			**1,198,112**		**1,540,015**
TOTAL PERSONAL SERVICES	**32.00**	**3,430,722**	*	**31.00**	**3,597,800**	**31.00**	**4,197,285**

*FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	712,874	650,477	717,301	838,134	838,134
20 CONTRACTUAL SERVICES	3,843	3,193	4,415	4,415	4,415
30 SUPPLIES AND MATERIALS	4,503	5,315	5,900	5,900	5,900
40 BUSINESS AND TRAVEL	9,219	4,114	15,750	15,750	15,750
80 INTER-GOVERNMENTAL/INTERFUND	46	0	1,000	1,000	1,000
GRAND TOTAL	**730,485**	**663,100**	**744,366**	**865,199**	**865,199**
FUNDING SOURCE:					
11 GENERAL	**730,485**	**663,100**	**744,366**	**865,199**	**865,199**

TREASURY
Office of the Treasurer
Index #041000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $120,833
492,816	507,049	14,233	Full-Time Salaries
			14,233 Turnover
	59,647	59,647	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	23,135	23,135	27th Pay Costs
54,210	55,775	1,565	Pension Adjustments
1,823	1,724	(99)	Workers' Compensation adjustment
112,166	119,466	7,300	Health Benefits are adjusted for a cost increase as well as staff opting for changes in levels of coverage
	13,575	13,575	OPEB (Other Post Employment Benefits)
20,250	21,540	1,290	RHS (Retirement Health Savings)
34,736	34,923	187	FICA adjustments
4,415	4,415	0	CONTRACTUAL SERVICES no change in funding over FY 22
			Funding provides for telephone service, etc.

DIVISION STAFF SUMMARY
Office of Treasurer
Index #041000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accountant II	3.00	185,291		2.00	130,450	2.00	143,556
Accounting Clerk I	1.00	36,123		0.00	0	0.00	0
Administrative Secretary III	1.00	72,299		1.00	77,558	1.00	85,325
Deputy Treasurer	1.00	137,159		1.00	139,902	1.00	162,103
Treasurer	1.00	140,105		1.00	144,907	1.00	167,784
SALARY TOTAL	**7.00**	**570,977**		**5.00**	**492,817**	**5.00**	**558,768**
OTHER PERSONAL SERVICES							
Pension		59,953			54,210		61,464
Workers' Compensation		2,352			1,823		1,900
Health Benefits		150,892			112,165		119,465
RHS/OPEB		19,260			20,250		35,115
FICA		41,183			34,736		36,987
27th Pay		0			0		23,135
Miscellaneous		1,580			1,300		1,300
TOTAL OTHER PERSONAL SERVICES		**275,220**			**224,484**		**279,366**
TOTAL PERSONAL SERVICES	**7.00**	**846,197**	*	**5.00**	**717,302**	**5.00**	**838,134**

***FY 21 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, 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,605,296	1,617,555	1,865,634	2,001,891	2,001,891
20 CONTRACTUAL SERVICES	80,047	54,141	127,700	128,350	128,350
30 SUPPLIES & MATERIALS	24,479	26,385	39,500	39,500	39,500
40 BUSINESS AND TRAVEL	6,236	7,926	5,525	5,525	5,525
80 INTER-GOVERNMENTAL/INTERFUND	104	0	150	150	150
GRAND TOTAL	**1,716,162**	**1,706,007**	**2,038,509**	**2,175,416**	**2,175,416**
FUNDING SOURCE:					
11 GENERAL	**1,716,162**	**1,706,007**	**2,038,509**	**2,175,416**	**2,175,416**

TREASURY
Bureau of Accounting
Index #043000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $136,257
1,218,485	1,201,016	(17,469)	Full-Time Salaries
			5,801 Salary Adjustment
			(23,270) Turnover
			(17,469)
	(93,357)	(93,357)	The net result of full-time staff transfers between divisions of Treasury:
			Salary: (62,830); Fringe: (30,527); Total: (93,357)
	138,126	138,126	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	51,932	51,932	27th Pay
18,720	0	(18,720)	Temporary salaries eliminated based on actual expense history
134,033	132,111	(1,922)	Pension Adjustments
323,775	365,128	41,353	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
	34,393	34,393	OPEB (Other Post Employment Benefits)
67,500	71,800	4,300	RHS (Retirement Health Savings)
93,214	91,877	(1,337)	FICA adjustments
			CONTRACTUAL SERVICES increases $650
127,700	128,350	650	Financial/Audit, Other Professional Services, and fax services increase slightly based on actual expenses

DIVISION STAFF SUMMARY
Bureau of Accounting
Index #043000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accountant I	4.00	206,752	1.00	57,680	0.00	0
Accountant II	3.00	196,347	4.00	278,537	3.00	237,367
Accountant III	0.00	0	1.00	79,390	1.00	87,389
Accountant IV	1.00	84,769	1.00	90,402	1.00	99,479
Accounting Clerk I	0.00	0	0.00	0	1.00	41,325
Accounting Clerk II	3.00	118,892	3.00	140,137	3.00	157,112
Accounting Technician I	2.00	94,748	3.00	156,715	3.00	174,266
Accounting Technician II	4.00	279,054	3.00	228,065	3.00	250,940
Accounts Payable Supervisor	1.00	76,342	1.00	81,721	1.00	89,913
Chief, Treasury Bureau	1.00	99,756	1.00	105,839	1.00	116,490
FULL-TIME SALARIES	19.00	1,156,660	18.00	1,218,485	17.00	1,254,281
TEMPORARY SALARIES		18,720		18,720		0
SALARY TOTAL	**19.00**	**1,175,380**	**18.00**	**1,237,205**	**17.00**	**1,254,281**
OTHER PERSONAL SERVICES						
Pension		121,449		134,033		137,971
Workers' Compensation		5,137		4,337		4,091
Health Benefits		354,433		326,175		349,091
RHS/OPEB		64,200		67,500		106,193
FICA		88,485		93,214		95,952
27th Pay		0		0		51,932
Miscellaneous		2,660		3,170		2,380
TOTAL OTHER PERSONAL SERVICES		**636,364**		**628,429**		**747,610**
TOTAL PERSONAL SERVICES	**19.00**	**1,811,744**	**18.00**	**1,865,634**	**17.00**	**2,001,891**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	880,854	863,491	1,014,865	1,357,261	1,357,261
20 CONTRACTUAL SERVICES	5,768	62,209	79,975	79,700	79,700
30 SUPPLIES & MATERIALS	88,786	93,753	119,875	119,830	119,830
40 BUSINESS AND TRAVEL	2,728	1,355	5,330	5,300	5,300
80 INTER-GOVERNMENTAL/INTERFUND	134	0	150	500	500
GRAND TOTAL	**978,269**	**1,020,807**	**1,220,195**	**1,562,591**	**1,562,591**
FUNDING SOURCE:					
11 GENERAL	**978,269**	**1,020,807**	**1,220,195**	**1,562,591**	**1,562,591**

TREASURY
Bureau of Revenue Collections
Index #044000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $342,396
528,566	536,711	8,145	Full-time salaries
			8,145 Turnover
141,100	159,880	18,780	Temporary salaries provide for additional seasonal help
	27,962	27,962	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	28,024	28,024	27th Pay
	132,054	132,054	The net result of full-time staff transfers between divisions of Treasury:

Salary	Fringe	Total
77,482	54,572	132,054

61,892	75,811	13,919	Pension adjustments
2,478	1,051	(1,427)	Workers' Compensation adjustment
194,590	273,572	78,982	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
	25,539	25,539	OPEB (Other Post Employment Benefits)
33,750	35,900	2,150	RHS (Retirement Health Savings)
51,229	59,217	7,988	FICA Adjustments
79,975	79,700	(275)	CONTRACTUAL SERVICES decreased ($275) Office Equipment and Office Equipment service increased slightly offset by decrease in Other Prof Services
			SUPPLIES AND MATERIALS decreased ($45)
119,875	119,830	(45)	General Office Supplies, Commercial printing and Office Mailing decreased based on actual expense history
5,330	5,300	(30)	BUSINESS AND TRAVEL decreased ($30) Mileage, Tolls, Lodging, Membership fees and Training decreased slightly

DIVISION STAFF SUMMARY
Bureau of Revenue Collections
Index #044000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accountant II	0.00	0	0.00	0	1.00	69,139
Accounting Clerk II	2.00	109,361	4.00	213,286	5.00	320,810
Accounting Technician I	1.00	47,690	1.00	54,590	0.00	0
Accounting Technician II	1.00	59,919	1.00	66,950	1.00	73,680
Assistant Supervisor of Revenue Collections	1.00	75,086	1.00	80,429	1.00	88,487
Chief, Treasury Bureau	1.00	107,011	1.00	113,311	1.00	124,724
FULL-TIME SALARIES	6.00	399,067	8.00	528,566	9.00	676,841
TEMPORARY SALARIES	0.00	148,820	0.00	141,100	0.00	167,380
SALARY TOTAL	**6.00**	**547,887**	**8.00**	**669,666**	**9.00**	**844,221**
OTHER PERSONAL SERVICES						
Pension		48,926		61,892		83,527
Workers' Compensation		1,836		2,478		1,264
Health Benefits		117,083		194,589		273,048
OPEB		0		0		25,539
RHS		25,680		33,750		35,900
FICA		30,529		51,229		64,197
27th Pay		0		0		28,024
Miscellaneous		840		1,260		1,540
TOTAL OTHER PERSONAL SERVICES		**224,894**		**345,198**		**513,039**
TOTAL PERSONAL SERVICES	**6.00**	**772,781**	**8.00**	**1,014,865**	**9.00**	**1,357,261**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	850,106	793,552	1,106,454	1,114,058	1,114,058
20 CONTRACTUAL SERVICES	101,683	106,098	375,105	401,425	401,425
30 SUPPLIES & MATERIALS	114,207	110,236	119,315	204,295	204,295
40 BUSINESS AND TRAVEL	1,304	625	1,985	2,685	2,685
80 INTER-GOVERNMENTAL/INTERFUND	0	0	50	50	50
GRAND TOTAL	**1,067,300**	**1,010,510**	**1,602,909**	**1,722,513**	**1,722,513**
FUNDING SOURCE:					
11 GENERAL	**1,067,300**	**1,010,510**	**1,602,909**	**1,722,513**	**1,722,513**

TREASURY
Water and Sewer Accounting
Index #045000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $7,605
692,281	651,686	(40,595)	Full-Time Salaries
			(2,223) Salary Adjustment
			(38,372) Turnover
			(40,595)
37,500	0	(37,500)	Temporary funding eliminated based on actual expense history
	77,706	77,706	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	29,212	29,212	27th Pay
	(20,196)	(20,196)	The net result of full-time staff transfers between divisions of Treasury:
			Salary Fringe Total
			(11,449) (8,747) (20,196)
79,901	71,686	(8,215)	Pension adjustments
2,700	2,251	(449)	Workers' Compensation adjustment
211,243	196,678	(14,565)	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
	19,282	19,282	OPEB (Other Post Employment Benefits)
27,000	35,900	8,900	RHS (Retirement Health Savings)
55,829	49,854	(5,975)	FICA adjustments
375,105	401,425	26,320	CONTRACTUAL SERVICES increased $26,320
			Additional funds provide for new billing software annual license
119,315	204,295	84,980	SUPPLIES AND MATERIALS increased $84,980
			Printing Commercial and Office Mailing increased anticipating new mailing bid and postage increase

DIVISION STAFF SUMMARY
Water & Sewer Accounting
Index #045000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accountant III	0.00	0	1.00	76,470	1.00	82,552
Accountant IV	1.00	92,507	1.00	98,372	1.00	66,120
Accounting Clerk I	1.00	43,652	2.00	92,365	0.00	0
Accounting Clerk II	4.00	210,307	3.00	187,015	4.00	233,055
Accounting Technician I	2.00	125,313	2.00	137,597	3.00	213,249
Assistant Supervisor of Revenue Collections	1.00	94,536	1.00	100,461	1.00	110,565
TOTAL FULL TIME SALARIES	9.00	566,315	10.00	692,281	10.00	705,541
TEMPORARY SALARIES		21,216		37,500		0
SALARY TOTAL	**9.00**	**587,531**	**10.00**	**729,781**	**10.00**	**705,541**
OTHER PERSONAL SERVICES						
Pension		59,463		79,901		77,610
Workers' Compensation		2,605		2,700		2,399
Health Benefits		193,932		209,703		188,740
RHS/OPEB		32,100		27,000		55,182
FICA		43,323		55,829		53,974
27th Pay		0		0		29,212
Miscellaneous		1,260		1,540		1,400
TOTAL OTHER PERSONAL SERVICES		**332,683**		**376,673**		**408,517**
TOTAL PERSONAL SERVICES	**9.00**	**920,214**	**10.00**	**1,106,454**	**10.00**	**1,114,058**

***FY 21 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 Annual Comprehensive Financial Report (ACFR) and the Maryland Uniform Financial Report (UFR).

County Goal(s) Supported

I. Fiscal Balance and Efficiency

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars Allocated	$4,492,217	$4,401,945	$5,643,564	$6,325,719
Number of Staff	43	43	43	43
Output:				
Number of reports issued by legislative mandate:				
ACFR - October 31st	1	1	1	1
UFR - November 1st	1	1	1	1
Outcome:				
Financial statements determined to conform to Generally Accepted Accounting Principles without qualification.	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 ACFR 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

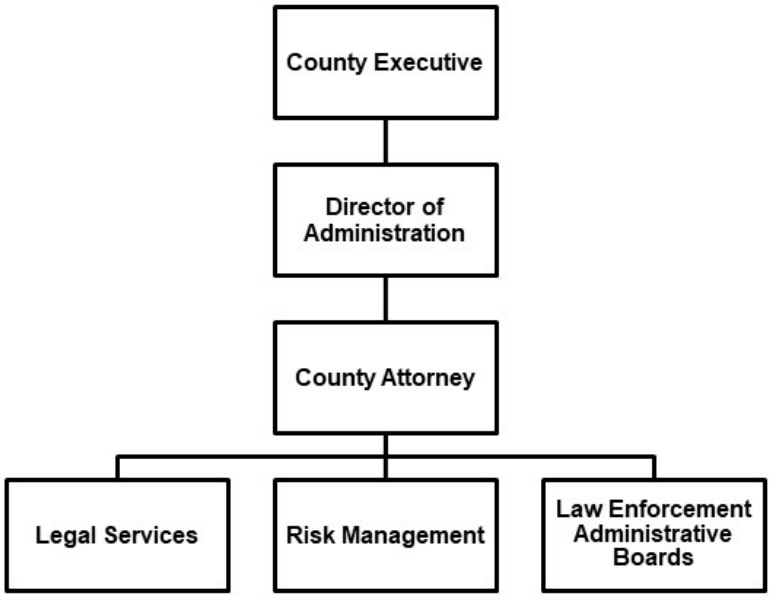
I. Fiscal Balance and Efficiency

Measure		Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:					
	Cost of Issuance Expense	$1,159,032	$383,389	$588,444	$1,188,000
Output:					
	Presentation to Credit Rating Agencies	1	1	1	1
	Official Statement	1	1	1	1
Outcome:					
	Bond Rating from the three major bond rating agencies				
	Moody's Investor Services	Aaa	Aaa	Aaa	Aaa
	Fitch Ratings	AAA	AAA	AAA	AAA
	Standard and Poors Cup	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.

LAW DEPARTMENT



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 actuarial 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,010,346	1,860,125	2,342,699	2,531,984	2,531,984
20	CONTRACTUAL SERVICES	77,988	69,943	91,875	91,875	91,875
30	SUPPLIES AND MATERIALS	6,366	5,893	9,535	9,535	9,535
40	BUSINESS AND TRAVEL	19,943	19,157	32,880	32,880	32,880
50	CAPITAL OUTLAY	1,033	0	0	0	0
70	MISCELLANEOUS	26,932	26,857	28,448	228,448	228,448
80	INTER-GOVERNMENTAL/INTERFUND	0	0	500	500	500
	GRAND TOTAL	**2,142,608**	**1,981,975**	**2,505,937**	**2,895,222**	**2,895,222**
SUMMARY BY FUND:						
11	GENERAL	2,142,608	1,981,975	2,505,937	2,895,222	2,895,222
	GRAND TOTAL	**2,142,608**	**1,981,975**	**2,505,937**	**2,895,222**	**2,895,222**
SUMMARY BY DIVISION:						
052000	LEGAL SERVICES	1,948,163	1,791,630	2,262,101	2,435,991	2,435,991
053000	LAW ENFORCEMENT ADMINISTRATIVE BOARDS	0	0	0	200,000	200,000
054000	RISK MANAGEMENT	194,445	190,344	243,836	259,231	259,231
	GRAND TOTAL	**2,142,608**	**1,981,974**	**2,505,937**	**2,895,222**	**2,895,222**

LAW

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $189,285
1,616,541	1,537,148	(79,393)	Full-time salaries
			6,751 Salary adjustments
			(86,144) Turnover
			(79,393)
0	150,181	150,181	FY 23 merit increase 3% and COLA of 7% for all eligible employees
162,383	153,664	(8,719)	Pension/Retirement adjustments
6,915	5,914	(1,001)	Workers' Compensation adjustment
315,776	336,093	20,317	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
40,500	42,650	2,150	Retirement Health Savings (RHS)
115,485	109,446	(6,039)	FICA adjustments
0	42,113	42,113	Other Post Employment Benefits (OPEB)
0	69,675	69,675	27th Pay Costs

LAW

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
91,875	91,875	0	CONTRACTUAL SERVICES no change in funding over FY 22 Funding for telephone service, contractual legal services, etc.
9,535	9,535	0	SUPPLIES AND MATERIALS no change in funding over FY 22 Funding for computer supplies and printing
32,880	32,880	0	BUSINESS AND TRAVEL no change in funding over FY 22 Funding provides for mileage, training seminars, conferences and related expenses
28,448	228,448	200,000	MISCELLANEOUS increase in funding of $200,000 New index for Law Enforcement Administrative Boards created for FY 23. Funding in the amount of $200,000 appropriated for Boards and Commissions in this index.

DEPARTMENT STAFF SUMMARY
LAW

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	68,108	1.00	73,242	1.00	80,567
Administrative Specialist I	2.00	126,605	2.00	136,584	2.00	141,304
Assistant County Attorney I	1.00	109,100	1.00	109,100	3.00	289,828
Assistant County Attorney II	1.00	109,140	1.00	115,504	0.00	0
County Attorney	1.00	149,306	1.00	154,292	1.00	178,437
Legal Specialist III	2.00	142,664	2.00	153,124	2.00	168,455
Management Assistant I	1.00	89,629	1.00	95,408	1.00	105,140
Administrator, Risk & Safety	1.00	76,500	1.00	90,640	1.00	99,786
Senior Assistant County Attorney	5.00	653,590	5.00	688,647	4.00	604,166
TOTAL FULL-TIME SALARIES	**15.00**	**1,524,642**	**15.00**	**1,616,541**	**15.00**	**1,667,683**
TEMPORARY SALARIES		83,000		83,000		83,000
SALARY TOTAL	**15.00**	**1,607,642**	**15.00**	**1,699,541**	**15.00**	**1,750,683**
OTHER PERSONAL SERVICES						
Pension & Retirement		146,097		162,383		166,450
Workers' Compensation		7,947		6,915		6,429
Health Benefits		264,296		315,776		336,093
RHS/OPEB		32,100		40,500		84,763
FICA		110,880		115,485		115,791
27th Pay		0		0		69,675
Miscellaneous		2,100		2,100		2,100
TOTAL OTHER PERSONAL SERVICES		**563,420**		**643,159**		**781,301**
TOTAL PERSONAL SERVICES	**15.00**	**2,171,062**	**15.00**	**2,342,700**	**15.00**	**2,531,984**

*** FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,821,792	1,673,818	2,112,348	2,286,238	2,286,238
20	CONTRACTUAL SERVICES	76,665	68,231	90,100	90,100	90,100
30	SUPPLIES AND MATERIALS	5,216	5,174	7,600	7,600	7,600
40	BUSINESS AND TRAVEL	16,525	17,552	23,105	23,105	23,105
50	CAPITAL OUTLAY	1,033	0	0	0	0
70	MISCELLANEOUS	26,932	26,857	28,448	28,448	28,448
80	INTER-GOVERNMENTAL/INTERFUND	0	0	500	500	500
	GRAND TOTAL	**1,948,163**	**1,791,632**	**2,262,101**	**2,435,991**	**2,435,991**
SUMMARY BY FUND:						
11	GENERAL	1,948,163	1,791,632	2,262,101	2,435,991	2,435,991
	GRAND TOTAL	**1,948,163**	**1,791,632**	**2,262,101**	**2,435,991**	**2,435,991**

LAW
Legal Services
Index #052000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $173,890
1,457,674	1,386,598	(71,076)	Full-time salaries
			6,842 salary adjustment
			(77,918) staff turnover
			(71,076)
0	131,840	131,840	FY 23 merit increase 3% and COLA of 7% for all eligible employees
83,000	83,000	0	Temporary salaries provide for a legal college interns and a policy analyst
144,907	137,103	(7,804)	Pension/Retirement adjustments
5,393	4,714	(679)	Workers' Compensation adjustment
282,472	308,072	25,600	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
33,750	35,900	2,150	Retirement Health Savings (RHS)
0	36,457	36,457	Other Post Employment Benefits (OPEB)
0	62,806	62,806	27th Pay Costs
103,332	97,928	(5,404)	FICA adjustments
90,100	90,100	0	CONTRACTUAL SERVICES no change in funding over FY 22 Funds provide for telephone service, legal services, etc.
7,600	7,600	0	MATERIALS & SUPPLIES no change in funding over FY 22 Funds for office supplies, computers supplies, etc.,
23,105	23,105	0	BUSINESS & TRAVEL no change in funding over FY 22 Funding provides for training seminars, conferences and associated expenses
28,448	28,448	0	MISCELLANEOUS INCREASE no change in funding over FY 22 Funding provides for litigation expense and public defender grant

DIVISION STAFF SUMMARY
Legal Services
Index #052000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	68,108	1.00	73,242	1.00	80,567
Administrative Specialist I	1.00	63,365	1.00	68,356	1.00	75,184
Assistant County Attorney I	1.00	109,100	1.00	109,100	3.00	289,828
Assistant County Attorney II	1.00	109,140	1.00	115,504	0.00	0
County Attorney	1.00	149,306	1.00	154,292	1.00	178,437
Legal Specialist III	2.00	142,665	2.00	153,124	2.00	168,455
Management Assistant I	1.00	89,629	1.00	95,408	1.00	105,140
Senior Assistant County Attorney	5.00	653,590	5.00	688,647	4.00	604,166
TOTAL FULL-TIME SALARIES	**13.00**	**1,384,903**	**13.00**	**1,457,673**	**13.00**	**1,501,777**
TEMPORARY SALARIES		83,000		83,000		83,000
SALARY TOTAL	**13.00**	**1,467,903**	**13.00**	**1,540,673**	**13.00**	**1,584,777**

DIVISION STAFF SUMMARY
Legal Services
Index #052000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		131,424			144,907		148,200
Workers' Compensation		6,371			5,393		5,106
Health Benefits		247,756			282,472		308,072
RHS/OPEB		25,680			33,750		72,357
FICA		100,190			103,333		103,100
27th Pay		0.00			0.00		62,806.00
Miscellaneous		1,820			1,820		1,820
TOTAL OTHER PERSONAL SERVICES		**513,241**			**571,675**		**701,461**
TOTAL PERSONAL SERVICES	**13.00**	**1,981,144**	*	**13.00**	**2,112,348**	**13.00**	**2,286,238**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

LAW
Law Enforcement Administrative Boards
Index #053000

ORIGIN/PURPOSE:

Funding for Police Accountability Board, Administrative Charging Committee and Trial Board to conduct reviews of law enforcement activities as required by the Police Accountability Act of 2021.

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
70 MISCELLANEOUS	0	0	0	200,000	200,000
GRAND TOTAL	**0**	**0**	**0**	**200,000**	**200,000**
FUNDING SOURCE:					
11 GENERAL	**0**	**0**	**0**	**200,000**	**200,000**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS funding of $200,000
0	200,000	200,000	Boards and Commissions

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 actuarial 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 23 GOALS:

MINIMIZE THE COUNTY'S EXPOSURE FOR FINANCIAL LOSS

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	188,554	186,307	230,351	245,746	245,746
20 CONTRACTUAL SERVICES	1,323	1,712	1,775	1,775	1,775
30 SUPPLIES AND MATERIALS	1,150	719	1,935	1,935	1,935
40 BUSINESS AND TRAVEL	3,418	1,605	9,775	9,775	9,775
GRAND TOTAL	**194,445**	**190,343**	**243,836**	**259,231**	**259,231**
FUNDING SOURCE:					
11 GENERAL	**194,445**	**190,343**	**243,836**	**259,231**	**259,231**

LAW
Risk Management
Index #054000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $15,396
158,867	150,550	(8,317)	Full-time Salaries
			(90) salary adjustment
			(8,227) turnover
			(8,317)
33,304	28,021	(5,283)	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
0	18,342	18,342	FY 23 merit increase 3% and COLA of 7% for all eligible employees
17,475	16,561	(914)	Pension adjustments
0	6,869	6,869	27th Pay Costs
0	5,656	5,656	Other Post Employment Health Benefits (OPEB)
12,153	11,517	(636)	FICA adjustments
			CONTRACTUAL SERVICES no change in funding over FY 22
1,775	1,775	0	Funding for Telephone Service, fax and office equipment
1,935	1,935	0	SUPPLIES AND MATERIALS no change in funding over FY 22
			Funding for General Office Supplies, Printing Commercial and Safety Equipment
9,775	9,775	0	BUSINESS AND TRAVEL no change in funding over FY 22
			Funds provide for membership fees, vehicle and fuel based on actual expense history

DIVISION STAFF SUMMARY
Risk Management
Index #054000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrator, Risk and Safety	1.00	76,500		1.00	90,640	1.00	99,786
Administrative Specialist I	1.00	63,240		1.00	68,227	1.00	66,120
TOTAL FULL-TIME SALARIES	**2.00**	**139,740**		**2.00**	**158,867**	**2.00**	**165,906**
TEMPORARY SALARIES		**0**			**0**		**0**
SALARY TOTAL	**2.00**	**139,740**		**2.00**	**158,867**	**2.00**	**165,906**
OTHER PERSONAL SERVICES							
Pension & Retirement		14,673			17,475		18,250
Workers' Compensation		1,576			1,521		1,322
Health Benefits		16,540			33,304		28,021
RHS/OPEB		6,420			6,750		12,406
FICA		10,690			12,154		12,692
27th Pay		0			0		6,869
Miscellaneous		280			280		280
TOTAL OTHER PERSONAL SERVICES		**50,179**			**71,484**		**79,840**
TOTAL PERSONAL SERVICES	**2.00**	**189,919**	*	**2.00**	**230,351**	**2.00**	**245,746**

***FY 21 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

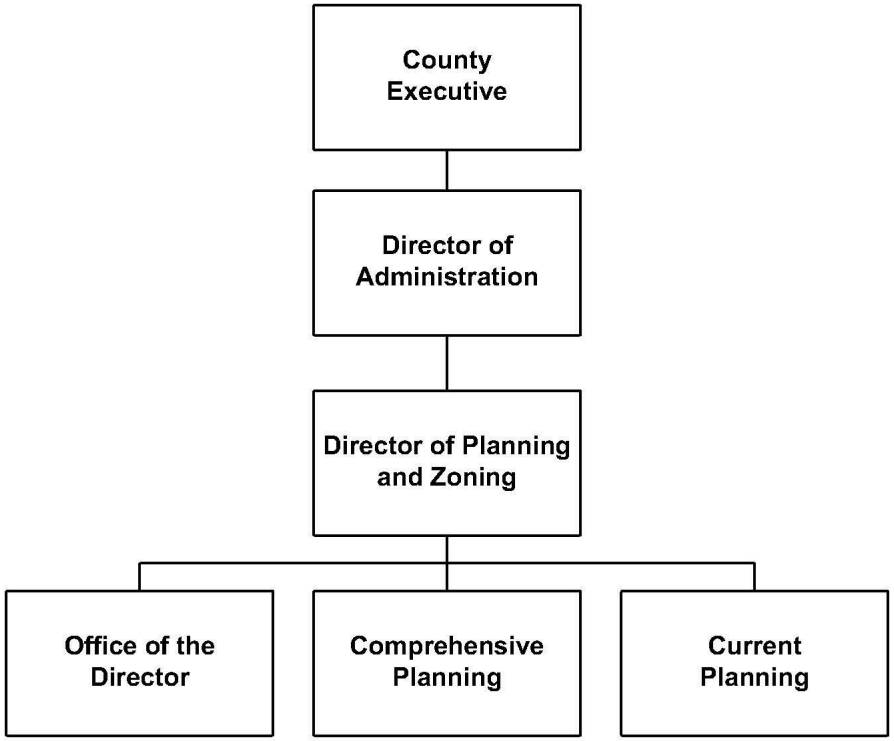
To continue improvement in document processing time and to provide recommendations for improving standard documents.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

Measure		Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:					
	Dollars allocated	$2,142,608	$2,334,301	$2,505,937	$2,895,222
	Number of staff	14	14	14	14
Output:					
	Number of deeds processed	40	31	37	45
	Number of plats processed	100	119	145	150
	Number of agreements processed	851	650	706	1,000
Outcome:					
	Turnaround time in days:				
	Deeds	3.00	2.70	1.70	2.00
	Plats	1.80	2.80	1.30	2.00
	Agreements	2.30	1.80	1.70	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 23 GOALS:

TO PROVIDE QUALITY CUSTOMER SERVICE

TO IMPLEMENT HARFORD NEXT

PLANNING AND ZONING

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,659,333	3,617,769	4,064,206	4,725,441	4,725,441
20	CONTRACTUAL SERVICES	35,488	16,673	87,900	37,900	37,900
30	SUPPLIES & MATERIALS	18,317	11,205	33,100	32,100	32,100
40	BUSINESS AND TRAVEL	16,015	12,257	35,700	34,600	34,600
50	CAPITAL OUTLAY	4,530,975	629,700	20,000,000	19,000,000	19,000,000
70	MISCELLANEOUS	1,692,154	2,941,795	3,916,900	4,620,000	4,520,000
80	INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
	GRAND TOTAL	**9,952,282**	**7,229,399**	**28,138,006**	**28,450,241**	**28,350,241**
SUMMARY BY FUND:						
11	GENERAL	3,698,635	3,627,748	4,189,006	4,900,241	4,900,241
27	AG PRESERVATION - COUNTY	6,170,185	3,399,002	23,448,000	23,200,000	23,200,000
28	AG PRESERVATION - STATE	83,461	202,647	501,000	350,000	350,000
	GRAND TOTAL	**9,952,282**	**7,229,398**	**28,138,006**	**28,450,241**	**28,450,241**
SUMMARY BY DIVISION:						
	GENERAL FUND:					
61000	DIRECTOR OF PLANNING & ZONING	600,793	590,085	695,572	826,314	826,314
62000	COMPREHENSIVE PLANNING	1,134,104	1,225,166	1,324,769	1,636,556	1,636,556
63000	CURRENT PLANNING	1,963,738	1,812,498	2,168,665	2,437,371	2,437,371
	AG PRESERVATION - COUNTY					
64270	AG PRESERVATION - COUNTY	6,170,185	3,399,002	23,448,000	23,200,000	23,200,000
	AG PRESERVATION - STATE					
64280	AG PRESERVATION - STATE	83,461	202,647	501,000	350,000	350,000
	GRAND TOTAL	**9,952,282**	**7,229,398**	**28,138,006**	**28,450,241**	**28,450,241**

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
PLANNING AND ZONING - GENERAL FUND						
Administrative Assistant II	2.00	102,668	2.00	111,928	2.00	123,055
Administrative Secretary III	1.00	71,269	1.00	76,498	1.00	84,156
Administrative Specialist II	1.00	71,237	1.00	76,464	1.00	84,263
Customer Support Analyst I	0	0	0	0	0	0
Customer Support Analyst II	3.00	156,951	3.00	170,930	3.00	188,222
Senior Customer Support Analyst II	1.00	68,442	1.00	73,585	1.00	81,091
Deputy Director of Planning and Zoning	1.00	113,025	1.00	104,400	1.00	121,806
Director, Planning and Zoning	1.00	120,233	1.00	125,000	1.00	145,189
GIS Analyst I	0	0	0	0	0	0
GIS Analyst II	2.00	123,052	2.00	132,923	2.00	146,192
GIS Technician II	1.00	56,853	1.00	61,648	1.00	67,792
Permits Review Supervisor	1.00	83,221	1.00	75,000	0.00	0
Planner I	4.00	203,629	4.00	330,248	5.00	295,624
Planner II	3.00	208,669	3.00	215,809	4.00	296,228
Planner III	5.00	339,780	5.00	262,588	4.00	369,428
Planner IV	3.00	450,616	3.00	470,022	4.00	507,532
Planning Assistant II	0	0	0	0	0	0
Planning Technician I	2.00	131,683	2.00	51,047	1.00	44,080
Planning Technician II	1.00	59,931	1.00	64,819	0.00	0
Planning Technician III	0.00	0	0.00	0	1.00	73,424
Zoning Enforcement Coordinator	1.00	91,235	1.00	97,062	1.00	106,818
Zoning Inspector I	0	0	0	0	0	0
Zoning Inspector II	3.00	195,230	3.00	210,357	3.00	231,378
Zoning Technician	1.00	46,389	1.00	50,870	1.00	55,914
FULL-TIME SALARIES	37.00	2,694,113	37.00	2,761,198	37.00	3,022,192
SALARY OFFSET		(107,400)		(107,400)		(30,000)
TOTAL FULL-TIME SALARIES	37.00	2,586,713	37.00	2,653,798	37.00	2,992,192

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
SUB-TOTAL P & Z - GENERAL FUND	**37.00**	**2,586,713**	**37.00**	**2,653,798**	**37.00**	**3,022,192**
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		282,882		303,732		332,441
Workers' Compensation		30,785		26,051		23,147
Health Benefits		710,706		721,143		788,787
RHS / OPEB		102,720		114,750		202,696
FICA		205,225		209,553		225,868
27th Pay		0		0		125,131
Miscellaneous		5,180		5,180		5,180
TOTAL OTHER PERSONAL SERVICES	**37.00**	**1,337,498**	**37.00**	**1,380,409**	**37.00**	**1,703,250**
PLANNING AND ZONING - DEPARTMENT TOTALS						
TOTAL FULL-TIME SALARIES	37.00	2,724,112	37.00	2,791,198	37.00	3,022,192
TOTAL SALARY OFFSET		(107,400)		(107,400)		(30,000)
TOTAL OTHER PERSONAL SERVICES		1,337,498		1,380,409		1,703,250
PLANNING & ZONING SALARY TOTALS	**37.00**	**3,954,209**	**37.00**	**4,064,206**	**37.00**	**4,695,441**

***FY 21 Salaries and Other Personal Services are Enacted not Audited Amounts**

PLANNING AND ZONING

GENERAL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,629,333	3,587,769	4,034,206	4,695,441	4,695,441
20	CONTRACTUAL SERVICES	35,488	16,673	87,900	37,900	37,900
30	SUPPLIES & MATERIALS	18,246	11,205	32,100	32,100	32,100
40	BUSINESS AND TRAVEL	15,568	12,102	34,600	34,600	34,600
70	MISCELLANEOUS	0	0	0	100,000	0
80	INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
	GRAND TOTAL	**3,698,637**	**3,627,748**	**4,189,006**	**4,900,241**	**4,800,241**
SUMMARY BY FUND:						
11	GENERAL	3,698,637	3,627,748	4,189,006	4,900,241	4,900,241
	GRAND TOTAL	**3,698,637**	**3,627,748**	**4,189,006**	**4,900,241**	**4,900,241**
SUMMARY BY DIVISION:						
61000	DIRECTOR OF PLANNING & ZONING	600,793	590,085	695,572	826,314	826,314
62000	COMPREHENSIVE PLANNING	1,134,104	1,225,166	1,324,769	1,636,556	1,636,556
63000	CURRENT PLANNING	1,963,738	1,812,498	2,168,665	2,437,371	2,437,371
	GRAND TOTAL	**3,698,637**	**3,627,748**	**4,189,006**	**4,900,241**	**4,900,241**

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 20 POSITIONS	ENACTED FY 20 SALARIES	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES
PLANNING AND ZONING - GENERAL FUND						
Administrative Assistant II	2.00	102,668	2.00	111,928	2.00	123,055
Administrative Secretary III	1.00	71,269	1.00	76,498	1.00	84,156
Administrative Specialist II	1.00	71,237	1.00	76,464	1.00	84,263
Customer Support Analyst II	3.00	156,951	3.00	170,930	3.00	188,222
Senior Customer Support Analyst	1.00	68,442	1.00	73,585	1.00	81,091
Deputy Director of Planning and Zoning	1.00	113,025	1.00	104,400	1.00	121,806
Director, Planning and Zoning	1.00	120,233	1.00	125,000	1.00	145,189
GIS Analyst II	2.00	123,052	2.00	132,923	2.00	146,192
GIS Technician II	1.00	56,853	1.00	61,648	1.00	67,792
Permits Review Supervisor	1.00	83,221	1.00	75,000	1.00	0
Planner I	4.00	203,629	6.00	330,248	6.00	295,624
Planner II	3.00	208,669	3.00	215,809	3.00	296,228
Planner III	5.00	339,780	3.00	262,588	3.00	369,428
Planner IV	3.00	450,616	4.00	470,022	4.00	507,532
Planning Assistant II	0.00	0	0.00	0	0.00	44,080
Planning Technician II	2.00	131,683	1.00	51,047	1.00	0
Planning Technician III	1.00	59,931	1.00	64,819	1.00	73,424
Zoning Enforcement Coordinator	1.00	91,235	1.00	97,062	1.00	106,818
Zoning Inspector II	3.00	195,230	3.00	210,357	3.00	231,378
Zoning Technician	1.00	46,389	1.00	50,870	1.00	55,914
FULL-TIME SALARIES	37.00	2,694,112	37.00	2,761,198	37.00	3,022,192
SALARY OFFSET		(107,400)		(107,400)		(30,000)
TOTAL FULL-TIME SALARIES	37.00	2,586,712	37.00	2,653,798	37.00	2,992,192

DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		0		0		0
SUB-TOTAL P & Z - GENERAL FUND	**37.00**	**2,586,712**	**37.00**	**2,653,798**	**37.00**	**2,992,192**
OTHER PERSONAL SERVICES						
Pension		282,882		303,732		332,441
Workers' Compensation		30,785		26,051		23,147
Health Benefits		710,706		721,141		788,786
RHS/OPEB		102,720		114,750		202,696
FICA		205,225		209,553		225,868
27th Pay		0		0		125,131
Miscellaneous		5,180		5,180		5,180
TOTAL OTHER PERSONAL SERVICES		**1,337,498**		**1,380,407**		**1,703,249**
TOTAL PERSONAL SERVICES	**37.00**	**3,924,209**	**37.00**	**4,034,204**	**37.00**	**4,695,441**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	534,937	555,935	568,272	649,014	649,014
20 CONTRACTUAL SERVICES	35,283	15,388	72,900	22,900	22,900
30 SUPPLIES & MATERIALS	18,246	11,205	32,100	32,100	32,100
40 BUSINESS AND TRAVEL	12,327	7,556	22,100	22,100	22,100
50 CAPITAL OUTLAY	0	0	0	0	0
70 MISCELLANEOUS	0	0	0	100,000	100,000
80 INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
GRAND TOTAL	**600,793**	**590,084**	**695,572**	**826,314**	**826,314**
FUNDING SOURCE:					
11 GENERAL	**600,793**	**590,084**	**695,572**	**826,314**	**826,314**

PLANNING AND ZONING
Director of Planning and Zoning
Index #061000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $72,799
382,361	395,113	12,752	Full-Time Salaries:
			12,752 Salary Adjustments
	47,004	47,004	FY 23 Merit increase of 3% and COLA of 7% to all eligible employees
42,060	43,462	1,402	Pension adjustments
2,490	2,183	(307)	Workers' Compensation adjustments
84,953	90,478	5,525	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in coverage
	18,028	18,028	27th Pay
27,000	21,540	(5,460)	Retirement Health Savings (RHS)
28,848	29,405	557	FICA adjustments
72,900	22,900	(50,000)	CONTRACTUAL SERVICES decrease ($50,000) Funding reallocated to contributions to reflect actual expense history
32,100	32,100	0	SUPPLIES & MATERIALS no change in funding from FY 22 Funding provides for general office supplies, commercial printing, general office mailing, and computer supplies
22,100	22,100	0	BUSINESS & TRAVEL no change in funding from FY 22 Funding provides for vehicle charges, membership fees and dues, training & seminars
0	100,000	100,000	MISCELLANEOUS increase of $100,000 Funding reallocated from Contractual Services to reflect actual contributions for Harford Land Trust and environmental studies.

DIVISION STAFF SUMMARY
Director of Planning and Zoning
Index #061000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	71,269	1.00	76,497	1.00	84,156
Administrative Specialist II	1.00	71,237	1.00	76,464	1.00	84,263
Deputy Director of Planning and Zoning	1.00	113,025	1.00	104,400	1.00	121,806
Director, Planning and Zoning	1.00	120,233	1.00	125,000	1.00	145,189
SALARY TOTAL	**4.00**	**375,764**	**4.00**	**382,361**	**4.00**	**435,414**
OTHER PERSONAL SERVICES						
Pension & Retirement		39,455		42,060		47,896
Workers' Compensation		3,107		2,490		2,406
Health Benefits		82,512		84,953		90,478
RHS & FICA		54,319		55,848		52,990
27th Pay		0		0		18,028
Miscellaneous		560		560		560
TOTAL OTHER PERSONAL SERVICES		**179,953**		**185,911**		**212,358**
TOTAL PERSONAL SERVICES	**4.00**	**555,717**	**4.00**	**568,272**	**4.00**	**647,772**

***FY 21 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 23 GOALS:

TO IMPLEMENT HARFORD NEXT

PLANNING AND ZONING
Comprehensive Planning
Index #062000

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,132,468	1,222,490	1,305,119	1,616,906	1,616,906
20 CONTRACTUAL SERVICES	0	0	10,000	10,000	10,000
30 SUPPLIES & MATERIALS	0	0	0	0	0
40 BUSINESS AND TRAVEL	1,635	2,676	9,650	9,650	9,650
GRAND TOTAL	**1,134,103**	**1,225,166**	**1,324,769**	**1,636,556**	**1,636,556**
FUNDING SOURCE:					
11 GENERAL	**1,134,103**	**1,225,166**	**1,324,769**	**1,636,556**	**1,636,556**

PLANNING AND ZONING
Comprehensive Planning
Index #062000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $311,787
845,117	926,932	81,815	Full-Time Salaries
			4,415 Salary Adjustment
			77,400 Reinstate salary from offset
	97,607	97,607	FY 23 Merit increase of 3% and COLA of 7% to all eligible employees
	42,420	42,420	27th Pay
104,777	105,263	486	Pension adjustments
11,331	9,051	(2,280)	Workers' Compensation adjustments
230,049	252,273	22,224	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in coverage
40,500	57,440	16,940	Retirement Health Savings (RHS)
71,665	72,011	346	FICA adjustments
	34,558	34,558	OPEB (Other Post Employment Benefits)
10,000	10,000	0	CONTRACTUAL SERVICES no change in funding from FY 22
			Funding provides for Historic Preservation consultant
9,650	9,650	0	BUSINESS & TRAVEL no change in funding from FY 22
			Mileage and Parking & Tolls, Membership Fees and Dues and Trainings and Seminars

DIVISION STAFF SUMMARY
Comprehensive Planning
Index #062000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
GIS Analyst I	0	0	0	0	0	0
GIS Analyst II	2.00	123,052	2.00	132,923	2.00	146,192
GIS Technician II	1.00	56,853	1.00	61,648	1.00	67,792
Planner I	2.00	102,751	3.00	167,633	2.00	123,150
Planner II	2.00	146,868	2.00	149,064	3.00	231,731
Planner III	3.00	271,236	2.00	188,898	2.00	207,876
Planner IV	2.00	238,999	2.00	252,350	2.00	277,799
FULL-TIME SALARIES	12.00	939,759	12.00	952,516	12.00	1,054,540
SALARY OFFSET		(107,400)		(107,400)		(30,000)
SALARY TOTAL	**12.00**	**832,359**	**12.00**	**845,116**	**12.00**	**1,024,540**
OTHER PERSONAL SERVICES						
Pension & Retirement		98,675		104,777		115,999
Workers' Compensation		13,593		11,331		9,974
Health Benefits		240,040		230,050		252,273
PEHP / OPEB		32,100		40,500		91,998
FICA		71,124		71,665		78,023
27th Pay		0		0		42,420
Miscellaneous		1,680		1,680		1,680
TOTAL OTHER PERSONAL SERVICES		**457,212**		**460,003**		**592,367**
TOTAL PERSONAL SERVICES	**12.00**	**1,289,570**	**12.00**	**1,305,118**	**12.00**	**1,616,907**

***FY 21 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 23 GOALS:
TO PROVIDE QUALITY CUSTOMER SERVICE

PLANNING AND ZONING
Current Planning
Index #063000

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,961,928	1,809,343	2,160,815	2,429,521	2,429,521
20 CONTRACTUAL SERVICES	205	1,284	5,000	5,000	5,000
30 SUPPLIES & MATERIALS	0	0	0	0	0
40 BUSINESS AND TRAVEL	1,606	1,870	2,850	2,850	2,850
GRAND TOTAL	**1,963,738**	**1,812,498**	**2,168,665**	**2,437,371**	**2,437,371**
FUNDING SOURCE:					
11 GENERAL	**1,963,738**	**1,812,498**	**2,168,665**	**2,437,371**	**2,437,371**

PLANNING AND ZONING
Current Planning
Index #063000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $268,707
1,426,320	1,399,486	(26,834)	Full-Time Salaries:
			6,714 Salary Adjustments
			(33,547) Staff Turnover (2.35%)
			(26,833)
0	157,652	157,652	FY 23 Merit increase of 3% and COLA of 7% to all eligible employees
0	63,441	63,441	27th Pay
156,895	153,943	(2,952)	Pension adjustments
12,230	9,870	(2,360)	Workers' Compensation adjustments
406,139	446,036	39,897	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes to coverage
0	53,258	53,258	OPEB (Other Post Employment Benefits)
47,250	35,900	(11,350)	RHS (Retirement Health Savings)
109,041	106,996	(2,045)	FICA adjustments
			CONTRACTUAL SERVICES no change in funding from FY 22
5,000	5,000	0	Cell tower review
2,850	2,850	0	BUSINESS & TRAVEL no change in funding from FY 22
			Mileage and Parking & Tolls, Membership Fees and Dues and Trainings and Seminars

DIVISION STAFF SUMMARY

Current Planning

Index #063000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	2.00	102,668	2.00	111,928	2.00	123,055
Customer Support Analyst II	3.00	156,951	3.00	170,930	3.00	188,222
Senior Customer Support Analyst	1.00	68,442	1.00	73,585	1.00	81,091
Permits Review Supervisor	1.00	83,221	1.00	75,000	0.00	0
Planner I	2.00	100,878	3.00	162,614	3.00	172,474
Planner II	1.00	61,801	1.00	66,745	1.00	64,497
Planner III	1.00	68,544	1.00	73,690	2.00	161,552
Planner IV	2.00	211,616	2.00	217,672	2.00	229,733
Planning Technician I	0	0	0	0	1.00	44,080
Planning Technician II	2.00	131,683	2.00	51,047	0.00	0
Planning Technician III	1.00	59,931	1.00	64,819	1.00	73,424
Zoning Enforcement Coordinator	1.00	91,235	1.00	97,062	1.00	106,818
Zoning Inspector II	3.00	195,230	3.00	210,358	3.00	231,378
Zoning Technician	1.00	46,389	1.00	50,870	1.00	55,914
FULL TIME SALARIES	21.00	1,378,589	22.00	1,426,320	21.00	1,532,238
TEMPORARY SALARIES		0		0		0
SALARY TOTAL	**21.00**	**1,378,589**	**22.00**	**1,426,320**	**21.00**	**1,532,238**

DIVISION STAFF SUMMARY
Current Planning
Index #063000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES						
Pension		144,752		156,895		168,546
Workers' Compensation		14,084		12,230		10,767
Health Benefits		388,154		406,139		446,036
PEHP / OPEB		44,940		47,250		89,158
FICA		105,462		109,041		116,396
27th Pay		0		0		63,441
Miscellaneous		2,940		2,940		2,940
TOTAL OTHER PERSONAL SERVICES		**700,332**		**734,495**		**897,284**
TOTAL PERSONAL SERVICES	**20.00**	**2,078,921**	**21.00**	**2,160,815**	**21.00**	**2,429,522**

***FY 21 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.

PLANNING AND ZONING
Agricultural Preservation - County
Index #064270

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
30 SUPPLIES & MATERIALS	71	0	1,000	0	0
40 BUSINESS & TRAVEL	447	155	1,100	0	0
50 CAPITAL OUTLAY	4,530,975	629,700	20,000,000	19,000,000	19,000,000
70 MISCELLANEOUS	1,638,693	2,769,147	3,445,900	4,200,000	4,200,000
GRAND TOTAL	**6,170,185**	**3,399,002**	**23,448,000**	**23,200,000**	**23,200,000**
FUNDING SOURCE:					
27 AG PRESERVATION - COUNTY	**6,170,185**	**3,399,002**	**23,448,000**	**23,200,000**	**23,200,000**

PLANNING AND ZONING
Agricultural Preservation - County
Index #064270

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
1,000	0	(1,000)	SUPPLIES & MATERIALS decrease ($1,000) Delivery Charges decrease based on actual expense history for ag preservation documents
1,100	0	(1,100)	BUSINESS & TRAVEL decrease($1,100) Mileage decreases based on actual expense history
20,000,000	19,000,000	(1,000,000)	CAPITAL OUTLAY decrease ($1,000,000) Funds for Ag land preservation purchases adjusted based on anticipated expenses
3,916,900	4,520,000	603,100	MISCELLANEOUS increases $603,100 Interfund Reimbursements to the General Fund and State Ag Preservation increase 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.

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	30,000	30,000	30,000	30,000	30,000
70 MISCELLANEOUS	53,461	172,647	471,000	320,000	320,000
GRAND TOTAL	**83,461**	**202,647**	**501,000**	**350,000**	**350,000**
FUNDING SOURCE:					
28 AG PRESERVATION - STATE	**83,461**	**202,647**	**501,000**	**350,000**	**350,000**

PLANNING AND ZONING
Agricultural Preservation - State
Index #064280

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
30,000	30,000	0	PERSONAL SERVICES no change in funding from FY 22 Full-Time Salaries - represents offset available for a Planner III position in Comprehensive Planning (062000)
471,000	320,000	(151,000)	MISCELLANEOUS decreases ($151,000) 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 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Planner III		30,000			30,000		30,000
SALARY TOTAL	**0.00**	**30,000**	*	**0.00**	**30,000**	**0.00**	**30,000**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23
Summary of Grants

Department of Planning & Zoning - Anticipated FY 23 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.		$40,000		$10,000	7/1/22-6/30/23	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.		$5,165,148			11/1/22-10/31/23	One Time
Certified Local Government Project Grant	Grant provides additional funds to hire a consultant to develop Historic Preservation Design Guidelines		$10,000			7/1/22-6/30/23	One Time
Maryland Kim Lamphier Bikeways Networks Program	This will be a preliminary study for the design of bicycle connections to Harford Community College from Bel Air using bike lanes sidewalks and a multi use path.		$78,137		$25,534		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.		$6,000			7/1/22-6/30/23	Recurring
	TOTALS:	**$61,920**	**$5,299,285**	**$0**	**$ 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

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars allocated/expended	$526,474	$555,935	$568,272	$649,014
Number of staff	4	4	4	4
Number of programs initiated	5	5	5	2
Number of programs completed or adopted	5	5	8	3
Number of public meetings held for initiatives	44	60	54	50
Percent of initiated growth management programs completed	100%	70%	100%	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.

FY19 Completed or Passed: Safe Routes to School; Green Infrastructure Plan, Zoning Code Updates (5)

FY20 Completed or Passed: PALS; CLG Grant Status; Hazard Mitigation; Zoning Code Updates (2)

FY21 Completed or Passed: MD Census Grant; CLG Grant; Scenic Byways Program, Zoning Code Update.

FY22 Completed: Scenic Byways Program; CLG Grant Phase 2; Bicycle/Pedestrian Master Plan; Critical Area Program Update; US40 Study; Zoning Code Updates (3)

FY23 Scheduled to Complete or Pass: Bikeways Network Grant Program (HCC Connector Bike Path Study); CLG Grant Architectural Survey of At-Risk Historic Villages, Agricultural Preservation.

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 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars allocated/expended	$1,927,797	$1,809,343	$2,160,815	$2,429,521
Number of staff	21	21	19	19
Output:				
Number of new zoning enforcement cases	593	509	600	525
Amount of staff dollars spent per zoning inspection case	$3,251	$3,555	$3,601	$4,628
Average number of days to respond to each zoning case	n/a	2 days	4 days	3 days
Number of new zoning enforcement cases resolved	564	474	550	500
Number of new zoning enforcement cases resulting in court action	0	0	0	0
Number of written requests for information (Permits, Dev. Review)	595	246	270	300
Amount of staff dollars spent per informational request	$3,240	$7,355	$8,003	$8,098
Average number of days to respond to each informational request	4 days	2 days	3 days	3 days
Outcome:				
Percent of new zoning inspection cases receiving a response within the target time	n/a	100%	90%	95%
Percent of new zoning enforcement cases resolved	95%	93%	92%	95%
Percent of new zoning enforcement cases resolved without court action	95%	93%	92%	95%
Percent of written inquiries/requests for information fulfilled within 30 days	100%	100%	100%	100%

*FY 21 actuals are lower due to COVID-19

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 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

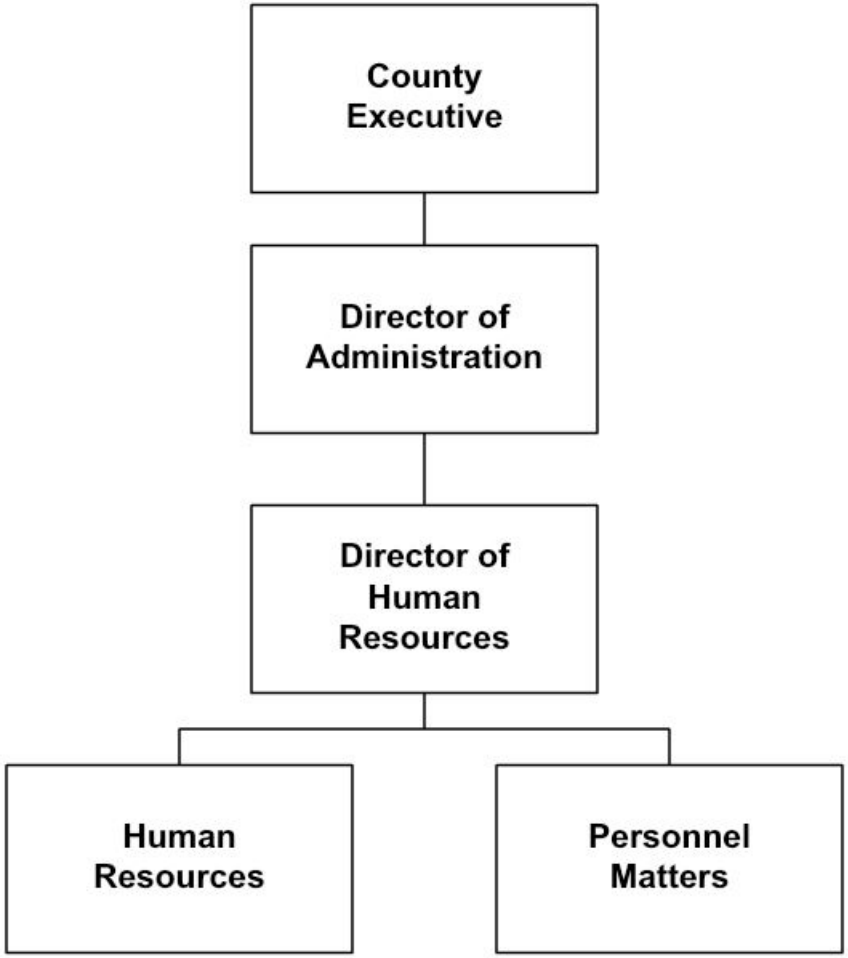
V. Building Economic Vitality

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars allocated/expended	$1,032,855	$1,222,490	$1,305,119	$1,616,906
Number of staff	12	12	14	14
Output:				
Number of written inquiries / requests for information	1,031	925	303	500
Amount of staff dollars spent per inquiry / request	$1,002	$1,322	$4,307	$3,234
Average number of days to respond to each inquiry / request	1	1	1	1
Outcome:				
Percent of inquiries / requests responded to within the 5 day goal	99%	99%	99%	100%

Explanation and Analysis of Performance Measures

By keeping the number of working days required to respond to informational request at 5 or less, we maintain an efficient process in Comprehensive Planning. (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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,133,902	3,736,770	2,101,381	3,158,714	3,158,714
20	CONTRACTUAL SERVICES	389,471	390,029	693,054	680,800	680,800
30	SUPPLIES AND MATERIALS	8,156	8,035	9,400	12,500	12,500
40	BUSINESS AND TRAVEL	54,338	40,978	130,575	130,575	130,575
50	CAPITAL	939	0	0	0	
70	MISCELLANEOUS	47,088	55,806	49,000	49,000	49,000
80	INTER-GOVERNMENTAL	157	113	400	400	400
	GRAND TOTAL	**3,634,052**	**4,231,731**	**2,983,810**	**4,031,989**	**4,031,989**
FUNDING SOURCE:						
11	GENERAL	2,658,589	3,109,685	2,373,377	3,111,286	3,111,286
25	HIGHWAYS	452,646	579,457	316,126	511,246	511,246
51	WATER AND SEWER OPERATING	522,817	542,590	294,307	409,457	409,457
	GRAND TOTAL	**3,634,052**	**4,231,732**	**2,983,810**	**4,031,989**	**4,031,989**
SUMMARY BY DIVISION:						
GENERAL FUND						
82000	HUMAN RESOURCES	1,022,942	980,517	1,092,940	1,284,279	1,284,279
84110	GENERAL - PERSONNEL MATTERS	1,635,647	2,129,168	1,280,437	1,827,007	1,827,007
HIGHWAYS FUND						
84250	HIGHWAYS - PERSONNEL MATTERS	452,646	579,457	316,126	511,246	511,246
WATER AND SEWER FUND						
84510	WATER & SEWER - PERSONNEL MATTERS	522,817	542,590	294,307	409,457	409,457
	GRAND TOTAL	**3,634,052**	**4,231,732**	**2,983,810**	**4,031,989**	**4,031,989**

HUMAN RESOURCES

GENERAL FUND SUMMARY

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,375,377	2,845,260	1,838,975	2,565,464	2,565,464
20	CONTRACTUAL SERVICES	200,929	194,464	382,027	390,347	390,347
30	SUPPLIES AND MATERIALS	7,929	8,035	9,400	12,500	12,500
40	BUSINESS AND TRAVEL	44,325	37,052	119,075	119,075	119,075
50	CAPITAL	939	0	0	0	
70	MISCELLANEOUS	28,932	24,762	23,500	23,500	23,500
80	INTER-GOVERNMENTAL	157	113	400	400	400
	GRAND TOTAL	**2,658,589**	**3,109,686**	**2,373,377**	**3,111,286**	**3,111,286**

SUMMARY BY DIVISION

GENERAL FUND

82000	HUMAN RESOURCES	1,022,942	980,517	1,092,940	1,284,279	1,284,279
84110	GENERAL - PERSONNEL MATTERS	1,635,647	2,129,169	1,280,437	1,827,007	1,827,007
	GRAND TOTAL	**2,658,589**	**3,109,686**	**2,373,377**	**3,111,286**	**3,111,286**

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	993,493	966,257	1,050,725	1,238,964	1,238,964
20 CONTRACTUAL SERVICES	4,119	4,440	4,840	4,840	4,840
30 SUPPLIES AND MATERIALS	703	8,035	9,400	12,500	12,500
40 BUSINESS AND TRAVEL	8,006	1,673	27,575	27,575	27,575
50 CAPITAL	939	0	0	0	
70 MISCELLEANOUS	8,525	0	0	0	0
80 INTERGOVERNMENTAL	157	113	400	400	400
GRAND TOTAL	**1,015,942**	**980,518**	**1,092,940**	**1,284,279**	**1,284,279**
FUNDING SOURCE:					
11 GENERAL	**1,015,942**	**980,518**	**1,092,940**	**1,284,279**	**1,284,279**

HUMAN RESOURCES
Director of Human Resources
Index #082000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $188,239
660,921	683,064	22,143	Full-time salaries
			7,735 Salary Adjustment
			14,408 Turnover
			22,143
	82,166	82,166	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
		31,166	27th Pay
25,000	25,000	0	Temporary Salaries - provides for college intern
72,701	75,137	2,436	Pension adjustments
3,757	3,257	(500)	Workers Compensation adjustments
196,429	227,210	30,781	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	9,012	9,012	OPEB (Other Post Employment Plan)
40,500	50,260	9,760	RHS (Retirement Health Savings)
50,157	51,433	1,276	FICA adjustments
			CONTRACTUAL SERVICES no change in funding over FY 22
4,840	4,840	0	Telephone expense increased offset by decrease in Office Equipment Service
			SUPPLIES AND MATERIALS increase $3,100
9,400	12,500	3,100	General Office supplies increased based on actual expense history

DEPARTMENT STAFF SUMMARY
HUMAN RESOURCES
Index # 082000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	69,311		1.00	74,480	1.00	81,933
Deputy Director of Human Resources	1.00	110,024		1.00	92,500	1.00	108,299
Director, Human Resources	1.00	140,246		1.00	125,000	1.00	145,189
Human Resources Clerk	1.00	44,790		1.00	49,224	1.00	54,100
Human Resources Generalist	2.00	142,132		2.00	127,310	1.00	76,494
Human Resources Manager	1.00	89,539		1.00	95,315	1.00	104,892
Human Resources Specialist	2.00	108,957		2.00	97,092	3.00	181,830
FULL-TIME SALARIES	9.00	704,999		9.00	660,921	9.00	752,737
TEMPORARY SALARIES		25,000			25,000		25,000
SALARY TOTAL	**9.00**	**729,999**		**9.00**	**685,921**	**9.00**	**777,737**
OTHER PERSONAL SERVICES							
Pension & Retirement		74,025			72,701		82,801
Workers' Compensation		4,977			3,757		3,589
Health Benefits		159,959			196,428		227,208
RHS/OPEB		32,100			40,500		59,272
FICA		52,584			50,157		55,930
27 th Pay		0			0		31,166
Miscellaneous		1,260			1,260		1,260
TOTAL OTHER PERSONAL SERVICES		**324,905**			**364,803**		**461,226**
TOTAL PERSONAL SERVICES	**9.00**	**1,054,904**	*	**9.00**	**1,050,724**	**9.00**	**1,238,964**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,140,409	2,140,409	1,050,656	1,919,750	1,919,750
20	CONTRACTUAL SERVICES	385,352	385,352	688,214	675,960	675,960
30	SUPPLIES AND MATERIALS	453	453	0	0	0
40	BUSINESS AND TRAVEL	46,332	39,305	103,000	103,000	103,000
70	MISCELLANEOUS	38,563	55,806	49,000	49,000	49,000
	GRAND TOTAL	**2,611,109**	**2,621,325**	**1,890,870**	**2,747,710**	**2,747,710**
FUNDING SOURCE:						
11	GENERAL	1,635,647	2,129,169	1,280,437	1,827,007	1,827,007
25	HIGHWAYS	452,646	579,457	316,126	511,246	511,246
51	WATER AND SEWER OPERATING	522,817	542,590	294,307	409,457	409,457
	GRAND TOTAL	**2,611,110**	**3,251,215**	**1,890,870**	**2,747,710**	**2,747,710**
SUMMARY BY DIVISION:						
84110	GENERAL - PERSONNEL MATTERS	1,635,647	2,129,169	1,280,437	1,827,007	1,827,007
84250	HIGHWAYS - PERSONNEL MATTERS	452,646	579,457	316,126	511,246	511,246
84510	WATER & SEWER - PERSONNEL MATTERS	522,817	542,590	294,307	409,457	409,457
	GRAND TOTAL	**2,611,110**	**3,251,215**	**1,890,870**	**2,747,710**	**2,747,710**

Personnel Matters
Index # : 084110, 084250, 084510

GENERAL PERSONNEL MATTERS INDEX # 084110		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
1102	Special Pays For anticipated retirement leave payouts	1,095,939	1,392,460	500,000	1,000,000	1,000,000
1355	RHS (Retirement Health Savings)	206,839	387,785	250,000	250,000	250,000
1602	Social Security	79,106	98,758	38,250	76,500	76,500
2401	Personnel/Recruitment	500	0	2,500	2,500	2,500
2601	Medical Services	64,423	55,222	95,000	105,000	105,000
2602	Legal Services	4,136	4,559	7,123	7,123	7,123
2603	Management Services Wellness program and consultant for health benefits	122,034	121,642	156,614	154,934	154,934
2699	Other Professional Services	5,717	8,288	114,100	114,100	114,100
2899	Other	0	313	1,850	1,850	1,850
3103	Printing Commercial	0	0	0		
4701	Tuition Reimbursement	31,884	35,379	90,000	90,000	90,000
4702	In-House Training	4,436	0	1,500	1,500	1,500
7703	Service Awards	20,407	24,762	23,500	23,500	23,500
	TOTAL INDEX	**1,635,421**	**2,129,168**	**1,280,437**	**1,827,007**	**1,827,007**

HUMAN RESOURCES
Personnel Matters
Index # : 084110, 084250, 084510

HIGHWAYS FUND PERSONNEL MATTERS INDEX # 084250		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
1102	Special Pays For anticipated retirement leave payouts	328,059	415,262	122,500	300,000	300,000
1355	RHS (Retirement Health Savings)	4,972	32,692	25,000	25,000	25,000
1602	Social Security	25,062	30,653	9,371	22,950	22,950
2401	Personnel/Recruitment	250	0	1,000	1,000	1,000
2601	Medical Services	18,071	15,806	47,619	52,500	52,500
2602	Legal Services	314	387	3,404	3,404	3,404
2603	Management Services Wellness program and consultant for health benefits	52,668	61,521	78,307	77,467	77,467
2699	Other Professional Services	2,640	875	9,500	9,500	9,500
2899	Other	113	156	925	925	925
3103	Printing Commercial	0	0	0	0	0
4701	Tuition Reimbursement	0	957	5,000	5,000	5,000
4702	In House Training	499	0	750	750	750
7703	Service Awards	10,453	21,147	12,750	12,750	12,750
	TOTAL INDEX	**443,101**	**579,456**	**316,126**	**511,246**	**511,246**

HUMAN RESOURCES
Personnel Matters
Index # : 084110, 084250, 084510

WATER & SEWER FUND PERSONNEL MATTERS INDEX # 084510		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
1102	Special Pays For anticipated retirement leave payouts	333,846	294,860	70,000	200,000	200,000
1355	RHS (Retirement Health Savings)	43,765	95,436	30,000	30,000	30,000
1602	Social Security	22,821	22,607	5,535	15,300	15,300
2401	Personnel/Recruitment	250	0	1,000	1,000	1,000
2601	Medical Services	39,052	49,906	78,400	52,500	52,500
2602	Legal Services	776	286	2,140	4,265	4,265
2603	Management Services, Wellness program and consultant for health benefits	52,668	61,521	78,307	77,467	77,467
2699	Other Professional Services	2,765	4,950	9,500	9,500	9,500
2899	Other	9,544	156	925	925	925
3103	Printing Commercial	113	0	0	0	0
4701	Tuition Reimbursement	5,940	2,970	5,000	5,000	5,000
4702	In-House Training	3,574	0	750	750	750
7703	Service Awards	7,703	9,897	12,750	12,750	12,750
	TOTAL INDEX	**522,817**	**542,589**	**294,307**	**409,457**	**409,457**

DEPARTMENT OF HUMAN RESOURCES
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Communication

Department Objective

Training and Employee/Manager Development; raising the skill level of employees.

County Goal(s) Supported

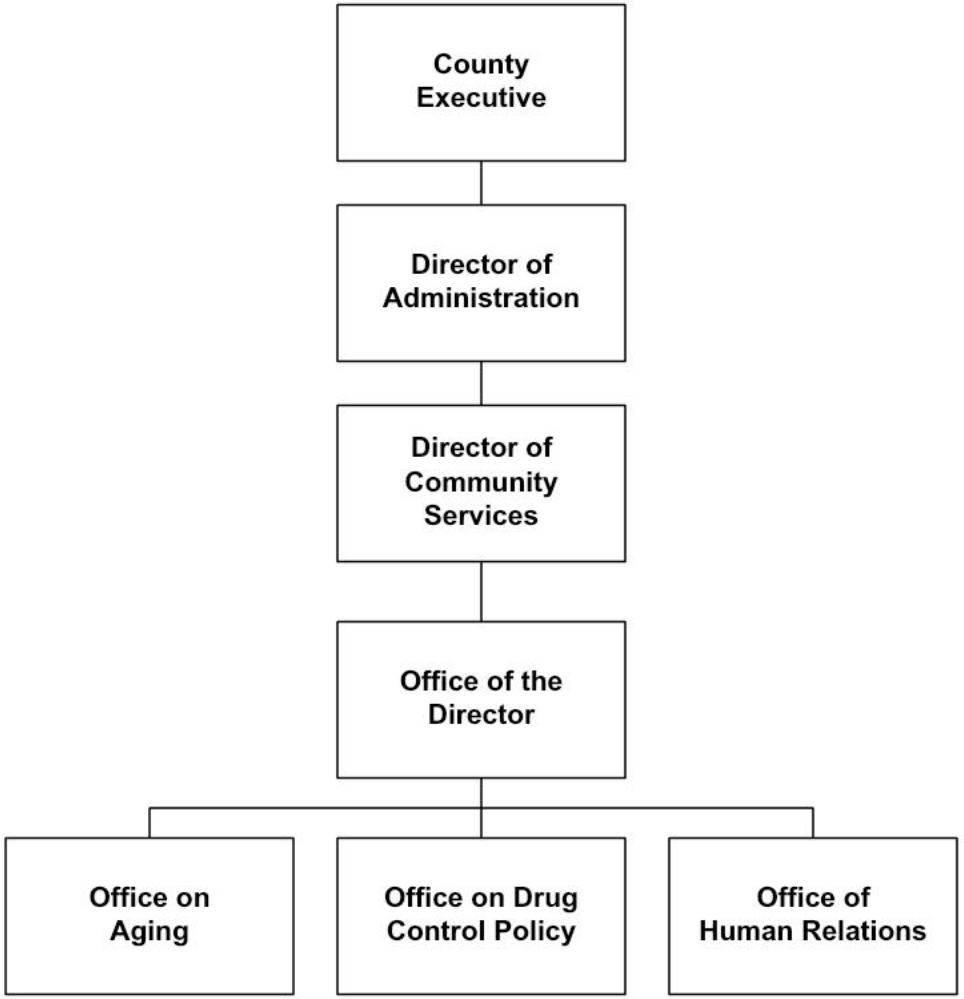
II. Investing in Our Workforce

Measure		Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:					
	Staff	2	2	2	2
	Funding of Harford e-Learning and Training Program	$54,000	$54,000	$73,000	$74,900
Output:					
	Total Manager Classes	2,788	1,340	1,500	1,160
	Total Employee Classes	8,435	8,535	10,000	11,425
Outcome:					
	Average number of classes taken per Manager	17.43	7.88	8.82	9.00
	Average number of classes taken per Employee	8.44	8.54	10.00	11.00

Explanation and Analysis of Performance Measures

We have introduced custom content video capabilities. We continue to develop managers training along with mandatory training for the HCG workforce. Custom content videos are being produced and added to the HCG Library within the LMS platform. Managers will receive more robust training. The Harford County Government workforce continues mandatory training with options for elective training.

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 23 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 GUIDANCE 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,549,774	2,528,028	3,302,380	3,800,919	3,800,919
20	CONTRACTUAL SERVICES	221,700	89,848	567,327	1,173,592	1,173,592
30	SUPPLIES AND MATERIALS	18,625	34,338	56,525	69,750	69,750
40	BUSINESS AND TRAVEL	9,107	6,148	24,300	24,300	24,300
50	CAPITAL OUTLAY	0	31,102	0	0	0
70	MISCELLANEOUS	1,579,461	2,077,574	2,272,008	1,956,608	1,956,608
80	INTER-GOVERNMENTAL/INTERFUND	0	0	310	310	310
	GRAND TOTAL	**4,378,668**	**4,767,039**	**6,222,850**	**7,025,479**	**7,025,479**
SUMMARY BY FUND:						
11	GENERAL	4,378,668	4,767,039	6,222,850	7,025,479	7,025,479
	GRAND TOTAL	**4,378,668**	**4,767,039**	**6,222,850**	**7,025,479**	**7,025,479**
SUMMARY BY DIVISION:						
91000	DIRECTOR OF COMMUNITY SVCS	1,906,473	2,572,085	2,577,389	2,844,084	2,844,084
94000	OFFICE OF DRUG CONTROL POLICY	1,043,445	888,049	1,188,779	1,503,800	1,503,800
97100	OFFICE ON AGING	1,428,750	1,306,904	2,456,681	2,677,595	2,677,595
	GRAND TOTAL	**4,378,668**	**4,767,038**	**6,222,850**	**7,025,479**	**7,025,479**

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $498,539
1,843,315	1,815,917	(27,398)	Full-Time Salaries: 13,950 Salary adjustments (41,348) Turnover (27,398)
	195,024	195,024	FY 23 Merit increase of 3% and COLA of 7% for all eligible employees
409,677	484,527	74,850	Temporary Salaries adjusted for senior center lead coordinators funded by revenues - reallocating salary cost from Miscellaneous to temporary salaries
230,470	234,970	4,500	Pension adjustments
16,293	12,689	(3,604)	Workers' Compensation adjustments
522,965	541,311	18,346	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in coverage
—	51,634	51,634	Other Post Employee Benefits (OPEB)
108,339	233,350	125,011	Retirement Health Savings (RHS)
164,197	142,859	(21,338)	FICA adjustments
4,200	3,700	(500)	Life Insurance
—	82,013	82,013	27th Pay

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $606,265
567,327	1,173,592	606,265	Office of Drug Control Policy - increase of $313,815 for funding for Addictions Connections Resources to provide for recovery services, case management, peer recovery specialist, etc. The annual funding of $300,000 previously appropriated in Contributions for ACR has been reallocated to contractual services for better accounting
			SUPPLIES AND MATERIALS increase $13,225
56,525	69,750	13,225	Increase in printing - Resource Guide and Tool Kit is published every other fiscal year
			MISCELLANEOUS decrease ($315,400)
207,008	82,108	(124,900)	Office on Aging: Additional support for Senior Care Program - funds for grant employees' fringe benefits moved to personnel line items

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			Other Contributions:
1,127,500	838,500	(289,000)	Office of the Director:
			21,000 SARC Emergency Assistance Fund
			250,000 Mental Health Program Phase II
			20,000 Partnerships/ Sponsership - GEEF, ARC, SARC, CYF, Human Relations, Disability
			20,000 At Risk Youth Programming
			8,500 Events, Commissions, Community Conversation, Speakers
			55,000 At Risk Population emergency funding
			140,000 Highland Community Association
			4,000 Disabilities Employment Luncheon
			4,000 Youth and Family Expo
			12,500 iCan Bike Camp
			8,500 Costume Event
			543,500
			Office of Drug Control
			24,000 HCAA Peer Recovery
			15,000 After Prom Initiative
			60,000 CJCC
			196,000 Recovery Month Events
			295,000

COMMUNITY SERVICES

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE		
837,500	947,000	109,500	Grant in Aid		
				125,000	Homecoming Project
				55,000	Char Hope Foundation
				40,000	Epi Center
				17,000	LASOS Support Program
				62,000	Caryover hold for Domestic Violence
				5,000	Humanim
				38,000	MD Legal Aid
				4,000	Hope Center
				35,000	Springboard
				90,000	The Mann House
				50,000	Mental Health/Core Services
				6,500	Wilson Ministry
				30,000	ARC Family Support Services
				44,000	ARC Employment Services
				20,000	Harford Center Day Habilitation
				15,000	Rally Against Parkinsons
				35,000	Associated Catholic Charities - Early Start Home Based Program
				133,000	Boys and Girls Club of Harford County
				5,000	HdG Housing Authority
				38,000	Inner County Outreach
				55,000	LASOS
				12,000	Bar Foundation
				13,000	Village at Lakeview Neighborhood Network
				19,500	Wilson Ministry Center Ride Share
				947,000	

DEPARTMENT STAFF SUMMARY
COMMUNITY SERVICES

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	3.00	173,870	3.00	183,154	3.00	194,656
Administrative Budget Technician I	1.00	51,702	1.00	56,343	1.00	63,637
Administrative Secretary III	1.00	67,795	1.00	72,919	1.00	80,212
Administrative Specialist I	3.00	219,360	3.00	235,211	3.00	213,346
Administrative Specialist II	1.00	59,138	1.00	64,003	1.00	70,531
Administrator	2.00	167,552	2.00	178,759	2.00	196,703
Client Advocacy Services Assistant Manager	3.00	184,304	3.00	194,213	3.00	207,614
Client Advocacy Services Manager	2.00	151,675	2.00	162,405	2.00	178,682
Coordinator for Disabilities	1.00	60,730	1.00	65,642	1.00	74,191
Deputy Director of Community Services	1.00	90,821	1.00	94,637	1.00	110,725
Director of Community Services	1.00	124,233	1.00	128,717	1.00	149,407
Grants Specialist	1.00	49,540	1.00	54,117	1.00	59,491
Human Relations Manager	1.00	69,000	1.00	69,000	1.00	69,000
Long Term Care Coordinator	1.00	67,333	1.00	72,443	1.00	79,687
Manager, Senior Center Division	1.00	76,777	1.00	82,171	1.00	90,408
Senior Center Specialist	2.00	119,808	2.00	129,581	2.00	142,511
FULL-TIME SALARIES	25.00	1,733,638	25.00	1,843,314	25.00	1,980,801

DEPARTMENT STAFF SUMMARY
COMMUNITY SERVICES

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
FULL-TIME SALARIES	25.00	1,733,638	25.00	1,843,314	25.00	1,980,801
TOTAL FULL-TIME SALARIES	25.00	1,733,638	25.00	1,843,314	25.00	1,980,801
TEMPORARY SALARIES		413,510		409,677		484,527
SALARY TOTAL	**25.00**	**2,147,148**	**25.00**	**2,252,991**	**25.00**	**2,465,328**
OTHER PERSONAL SERVICES						
Pension		212,383		230,470		252,241
Workers' Compensation		18,490		16,292		13,801
Health Benefits		528,021		522,965		541,312
RHS		83,139		108,339		233,350
OPEB		0		0		51,634
FICA		152,696		164,197		154,615
27th Pay		0		0		82,013
Miscellaneous		6,333		7,125		6,625
TOTAL OTHER PERSONAL SERVICES		**1,001,062**		**1,049,388**		**1,335,591**
TOTAL PERSONAL SERVICES	**25.00**	**3,148,210**	**25.00**	**3,302,379**	**25.00**	**3,800,919**

***FY 21 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 23 GOALS:

TO STRENGTHEN COMMUNITY OUTREACH AND RAISE AWARENESS OF AVAILABLE HUMAN SERVICES, NEEDS IN THE COMMUNITY, AND THREATS TO PUBLIC 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	919,315	902,864	1,102,229	1,222,924	1,222,924
20 CONTRACTUAL SERVICES	17,934	14,432	65,600	70,600	70,600
30 SUPPLIES AND MATERIALS	3,662	23,190	5,300	25,800	25,800
40 BUSINESS AND TRAVEL	2,102	1,603	4,200	4,200	4,200
70 MISCELLANEOUS	963,460	1,629,996	1,400,000	1,520,500	1,520,500
80 INTER-GOVERNMENTAL/INTERFUND	0	0	60	60	60
GRAND TOTAL	**1,906,473**	**2,572,085**	**2,577,389**	**2,844,084**	**2,844,084**
FUNDING SOURCE:					
11 GENERAL	**1,906,473**	**2,572,085**	**2,577,389**	**2,844,084**	**2,844,084**

COMMUNITY SERVICES
Director of Community Services
Index #091000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $120,695
631,110	645,229	14,119	Full-Time Salaries
			14,119 Salary adjustments
	51,595	51,595	FY 23 Merit of 3% and COLA of 7% for all eligible employees
115,700	115,700	—	Temporary Salaries
76,238	77,791	1,553	Pension adjustments
185,329	188,598	3,269	Health Benefits are adjusted for an anticipated increase and staff opting for changes in coverage
—	14,453	14,453	Other Post Employment Benefits (OPEB)
33,750	35,900	2,150	Retirement Health Savings (RHS)
51,283	48,301	(2,982)	FICA adjustments
—	28,851	28,851	27th Pay
			CONTRACTUAL SERVICES increase of $5,000
65,600	70,600	5,000	Funding for Other Professional services adjusted based on actual spending
			MATERIALS & SUPPLIES increase of $20,500
5,300	25,800	20,500	Funds allocated every other year for Resource Guide and Tool Kit Publication

COMMUNITY SERVICES
Director of Community Services
Index #091000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE		
			MISCELLANEOUS: Increase of $120,500		
30,000	30,000	0	Grants & Contributions		
				FY 23	
			Disabilities Resources	7,500	
			Local Management Board Grant	12,500	
			Family Court Services	10,000	
				30,000	
532,500	543,500	11,000	Contributions		
			SARC Emergency Assistance Fund		21,000
			Mental Health Program Phase II - KFHCC		250,000
			Partnerships - GEEF, ARC, SARC, CYF, Mobile Food Pantry, etc.		20,000
			At Risk Youth Programming		20,000
			Community events; Disability Employment lunch; Youth/Family Expo		8,500
			At Risk Population emergency funding		55,000
			Highland Community Association		140,000
			Disabilities Employment		4,000
			Youth and Family Expo		4,000
			iCan Bike Camp		12,500
			Costume Event		8,500
					543,500

COMMUNITY SERVICES
Director of Community Services
Index #091000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
837,500	947,000	109,500	Grant-in-aid Awards

	FY 23
Homecoming Project	125,000
Springboard	35,000
Char Hope Foundation	55,000
Hope Center	4,000
Epi Center	40,000
Bar Foundation	12,000
Humanim	5,000
LASOS Support Program	17,000
Domestic Violence	62,000
MD Legal Aid	38,000
Mental Health/Core Services	50,000
Wilson Ministry Center	6,500
ARC Family Support Services	30,000
ARC Employment Services	44,000
Harford Center Day Habilitation	20,000
Rally Against Parkinson's	15,000
Associated Catholic Charities - Early Start Home Based Program	35,000
Boys and Girls Club of Harford County	133,000
HdG Housing Authority	5,000
Inner County Outreach	38,000
LASOS	55,000
Village at Lakeview Neighborhood Network	13,000
Wilson Ministry Center Ride Share	19,500
The Mann House	90,000
	947,000

DIVISION STAFF SUMMARY
Director of Community Services
Index #091000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	70,400	1.00	70,400	1.00	70,400
Administrative Secretary III	1.00	67,795	1.00	72,919	1.00	80,212
Administrative Specialist I	1.00	60,876	1.00	65,792	1.00	72,357
Administrative Specialist II	1.00	59,138	1.00	64,003	1.00	70,531
Coordinator for Disabilities	1.00	60,730	1.00	65,642	1.00	74,191
Deputy Director of Community Services	1.00	90,821	1.00	94,637	1.00	110,725
Director of Community Services	1.00	124,233	1.00	128,717	1.00	149,407
Human Relations Manager	1.00	69,000	1.00	69,000	1.00	69,000
TOTAL FULL-TIME SALARIES	8.00	602,993	8.00	631,110	8.00	696,823
TEMPORARY SALARIES		116,305		115,700		115,700
SALARY TOTAL	**8.00**	**719,298**	**8.00**	**746,810**	**8.00**	**812,523**
OTHER PERSONAL SERVICES						
Pension		74,532		76,238		83,467
Workers' Compensation		6,645		5,834		4,896
Health Benefits		180,248		185,329		188,599
RHS/OPEB		32,100		33,750		50,353
FICA		45,774		51,283		51,391
27th Pay		0		0		28,851
Miscellaneous		2,060		2,985		2,845
TOTAL OTHER PERSONAL SERVICES		**341,359**		**355,419**		**410,402**
TOTAL PERSONAL SERVICES	**8.00**	**1,060,657**	**8.00**	**1,102,229**	**8.00**	**1,222,925**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23
Summary of Grants

Department of Community Services (Director of Community Services) - Anticipated FY 23 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.		$65,000		$30,000	7/1/22-6/30/23	Recurring
MACRO Conflict Resolution	Grant provides a cost effective, meaningful community based response to juvenile crime by empowering the community of people affected by an incident, including victims, offenders, supporters, to collectively resolve the case themselves. Young offenders are held accountable for their actions, victims are made whole and the community benefits.		$20,000			7/1/22-6/30/23	Recurring
Local Management Board	Program funding for Local Management Board		$661,994			7/1/22 - 6/30/23	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.		**$15,000**			7/1/22-6/30/23	Recurring
	TOTALS:	**$0**	**$756,994**	**$40,000**	**$30,000**		

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	373,201	395,195	411,729	423,935	423,935
20 CONTRACTUAL SERVICES	45,343	42,521	81,350	695,165	695,165
30 SUPPLIES AND MATERIALS	7,532	2,196	19,900	19,900	19,900
40 BUSINESS AND TRAVEL	1,368	1,368	10,800	10,800	10,800
50 CAPITAL OUTLAY	2,201	0	0	0	
70 MISCELLANEOUS	616,001	447,578	665,000	354,000	354,000
GRAND TOTAL	**1,043,445**	**888,049**	**1,188,779**	**1,503,800**	**1,503,800**
FUNDING SOURCE:					
11 GENERAL	**1,043,445**	**888,049**	**1,188,779**	**1,503,800**	**1,503,800**

COMMUNITY SERVICES
Office of Drug Control Policy
Index #094000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $12,205
156,370	156,106	(264)	Full-time salaries (264) Salary Adjustments
	15,923	15,923	FY 23 Merit Increase of 3% and COLA of 7% for all eligible employees
128,353	138,203	9,850	Temporary Salaries
30,036	30,007	(29)	Pension adjustments
58,773	35,486	(23,287)	Health Benefits
21,781	11,942	(9,839)	FICA
13,500	14,360	860	Retirement Health Savings (RHS)
0	9,751	9,751	Other Post Employment Benefits (OPEB)
0	7,123	7,123	27th Pay
			CONTRACTUAL SERVICES increase of $613,815
81,350	695,165	613,815	Funding in the amount of $613,815 provided to the Addictions Connections Resources program for treatment, recovery services, case management, peer recovery specialists, etc.

COMMUNITY SERVICES
Office of Drug Control Policy
Index #094000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			SUPPLIES AND MATERIALS no change in funding from FY 22
19,900	19,900	0	Funding provides for general office supplies, printing, computer supplies and other supplies and materials.
			BUSINESS AND TRAVEL no change in funding from FY 22
10,800	10,800	0	Funding provides for county owned vehicles, fuel, transportation costs, lodging, training seminars, courses.
			MISCELLANEOUS decrease ($311,000)
665,000	354,000	(311,000)	Funding provides for Recovery Month Events @ $196,000; HCAA Peer Recovery @$24,000; After Prom Initiative @ $15,000; and CJCC @ $60,000. Funding for the Addictions Connections Resources moved to Management Services

DIVISION STAFF SUMMARY
Office of Drug Control Policy
Index #094000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist I	1.00	67,275	1.00	72,383	1.00	79,621
Administrator	1.00	78,540	1.00	83,986	1.00	92,408
TOTAL FULL-TIME SALARIES	2.00	145,815	2.00	156,369	2.00	172,029
TEMPORARY SALARIES		131,581		128,353		138,203
SALARY TOTAL	**2.00**	**277,396**	**2.00**	**284,722**	**2.00**	**310,232**
OTHER PERSONAL SERVICES						
Pension		28,469		30,036		31,758
Workers' Compensation		1,227		1,157		585
Health Benefits		57,834		58,773		35,486
RHS/OPEB		6,420		13,500		24,111
FICA		21,221		21,781		13,160
27th Pay		0		0		7,123
Miscellaneous		1,760		1,760		1,480
TOTAL OTHER PERSONAL SERVICES		**116,931**		**127,007**		**113,703**
TOTAL PERSONAL SERVICES	**2.00**	**394,327** *	**2.00**	**411,729**	**2.00**	**423,935**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Department of Community Services (Office of Drug Control Policy) - Anticipated FY 23 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			7/1/22 -6/30/23	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.		$221,000			7/1/22 -6/30/23	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				7/1/22 - 6/30/23	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.		$136,400			7/1/22 -6/30/23	Recurring
	TOTALS:	**$88,679**	**$481,166**	**$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 well-being. 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 23 GOALS:

TO CONNECT AND PROVIDE TO SENIORS AND CARETAKERS RESOURCES AND GUIDANCE THAT PROMOTE HEALTHY LIFESTYLES

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,257,258	1,229,969	1,788,421	2,154,060	2,154,060
20 CONTRACTUAL SERVICES	158,423	32,895	420,377	407,827	407,827
30 SUPPLIES AND MATERIALS	7,432	8,952	31,325	24,050	24,050
40 BUSINESS AND TRAVEL	5,637	3,986	9,300	9,300	9,300
50 CAPITAL OUTLAY	0	0	0	0	
70 MISCELLANEOUS	0	0	207,008	82,108	82,108
80 INTER-GOVERNMENTAL/INTERFUND	0	0	250	250	250
GRAND TOTAL	**1,428,750**	**1,306,904**	**2,456,681**	**2,677,595**	**2,677,595**
FUNDING SOURCE:					
11 GENERAL	**1,428,750**	**1,306,904**	**2,456,681**	**2,677,595**	**2,677,595**

COMMUNITY SERVICES
Office on Aging
Index #097100

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $365,639
1,055,835	1,014,582	(41,253)	Full-time salaries
			93 Salary Adjustment
			(41,346) Turnover
			(41,253)
	115,308	115,308	FY 23 Merit increase of 3% and COLA of 7% for all eligible employees
165,624	230,624	65,000	Temporary Salaries adjusted for senior center lead coordinators funded by revenues - reallocating salary cost from Miscellaneous to temporary salaries
124,196	127,172	2,976	Pension adjustments
9,302	7,671	(1,631)	Workers Compensation
278,863	317,227	38,364	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes
61,089	183,090	122,001	Retirement Health Savings (RHS)
0	27,430	27,430	Other Post Employment Benefits (OPEB)
0	46,039	46,039	27th Pay
			CONTRACTUAL SERVICES decrease (12,550)
420,377	407,827	(12,550)	Decreased based on actual expenses
			SUPPLIES AND MATERIALS decrease (7,275)
31,325	24,050	(7,275)	Decrease in printing commercial based on actual expenses
			MISCELLANEOUS decrease (124,900)
207,008	82,108	(124,900)	Additional support for Senior Care Program - funds for grant employees' fringe benefits moved to personnel line items

DIVISION STAFF SUMMARY
Office on Aging
Index #097100

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	2.00	103,470	2.00	112,754	2.00	124,256
Administrative Budget Technician I	1.00	51,702	1.00	56,343	1.00	63,637
Administrative Specialist I	1.00	91,209	1.00	97,036	1.00	61,368
Administrator	1.00	89,012	1.00	94,773	1.00	104,295
Client Advocacy Services Assistant Manager	3.00	184,304	3.00	194,213	3.00	207,614
Client Advocacy Services Manager	2.00	151,675	2.00	162,405	2.00	178,682
Grants Specialist	1.00	49,540	1.00	54,117	1.00	59,491
Long Term Care Coordinator	1.00	67,333	1.00	72,443	1.00	79,687
Manager, Senior Center Division	1.00	76,777	1.00	82,171	1.00	90,408
Senior Center Specialist	2.00	119,808	2.00	129,581	2.00	142,511
FULL-TIME SALARIES	15.00	984,830	15.00	1,055,835	15.00	1,111,948
SALARY OFFSET		0		0		0
TEMPORARY SALARIES		165,624		165,624		230,624
SALARY TOTAL	**15.00**	**1,150,454**	**15.00**	**1,221,459**	**15.00**	**1,342,572**
OTHER PERSONAL SERVICES						
Pension		109,382		124,196		137,016
Workers' Compensation		10,618		9,301		8,320
Health Benefits		289,939		278,863		317,228
RHS		44,619		61,089		183,090
OPEB		0		0		27,430
27th Pay		0		0		46,039
FICA		85,701		91,133		90,064
Miscellaneous		2,513		2,380		2,300
TOTAL OTHER PERSONAL SERVICES		**542,772**		**566,962**		**811,487**
TOTAL PERSONAL SERVICES	**15.00**	**1,693,226**	**15.00**	**1,788,421**	**15.00**	**2,154,059**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23
Summary of Grants

Department of Community Services (Office on Aging) - Anticipated FY 23 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.		$207,781			7/1/22 6/30/23	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 Caregivers support and services.	$880,808			$350,171	10/1/22 9/30/24	Recurring
Senior Medicare Patrol - Health Care Fraud Program Expansion	Grant funds promote awareness of Medicare and Medicaid healthcare fraud, waste and abuse.		$8,085		$7,250	6/1/22 5/31//23	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.		$21,513		$19,844	4/1/22 -3/31/23	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.	$9,774				9/1/22 8/31/23	Recurring
Senior Care Contracts	This grant provides funding for a variety of services to people over the age of 60.		$307,396		$77,500	7/1/22 6/30/23	Recurring
Senior Assisted Living Group Home Subsidy	To provide subsidies to assist low income seniors to reside in residential assisted living programs.		$222,725			7/1/22 6/30/23	
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.		$17,589			7/1/22 6/30/23	Recurring
	TOTALS:	**$1,239,854**	**$785,089**	**$0**	**$454,765**		

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 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Grants and sponsorships to finance initiatives	$100,000	$70,000	$70,000	$70,000
Staff	6	4	3	3
Output:				
Timely, within 10 days of receipt, respond to Human Relations inquiries/complaints	10	10	10	10
Successfully implement/expand two Human Relations/ Volunteer Harford initiatives	8	3	3	3
Successfully implement/expand two Reentry initiatives	2	1	2	2
Increase mediation referrals by 10%	209	190	237	250
Outcome:				
Increased awareness of human relations and mediation services, etc.	3,100	3,100	3,100	4,000
Enhance the depth of current community partnerships	20	20	20	20

Explanation and Analysis of Performance Measures

Reduced number of contractors and Ameri Corps based on grant funding. Human Relations initiatives include Commission Meetings, Celebration of Cultures, Fair Housing Education, Choose Civility, Community Conversations. Conflict Resolution Training. Volunteer initiatives include Harford's Most Beautiful, Day of Service, EOC Hotline, Project Homeless Connect.. Reentry initiatives includes Second Chance Job Fair, Reentry Mediations.

DEPARTMENT OF COMMUNITY SERVICES - CHILDREN YOUTH AND FAMILIES/DISABILITY SERVICES
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 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Grants and sponsorships to finance initiatives	$570,994	$513,980	$545,551	$545,551
Staff	3	3	3	3
Output:				
Successfully implement programs to support families of incarcerated parents	2	1	1	1
Successfully implement programs to support at risk youth including childhood hunger	2	1	1	1
Support community programs that assist people with disabilities with employment/inclusion	3	3	3	4
Implement AECS, program to support at risk youth and families addressing childhood hunger and the impact of incarceration	N/A	1	1	N/A
Outcome:				
Provide financial and development assistance to public and private organizations that deliver human services to children, youth and families especially at risk families	20	24	23	24
Promote and facilitate the independence of people with disabilities in all aspects of community life	3	3	5	5

Explanation and Analysis of Performance Measures

Provided services to over 300 individuals / families through the Local Management Board programs; assisted 8,700+ citizens through support to local nonprofits. 100+ volunteers, 500 participants. Bike Camp served 32 families, 100 volunteers. Youth & Family Festival 800 attended, Disability Employment Luncheon 100 attendees, Holiday Resource Fair 100 in attendance and Costume Workshop for individuals that use wheelchairs had 100 participants.

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 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Grants applications to State and Federal agencies	8	7	6	5
Grant award from State and Federal agencies	$757,346	$746,403	$870,019	$760,907
Output:				
Number of presentations/ events	131	38	103	100
Attendance	16,539	5,013	9,450	15,000
Outcome:				
Increase in citizen reach	5%	—%	—%	5%
	meets	COVID	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 well-being

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

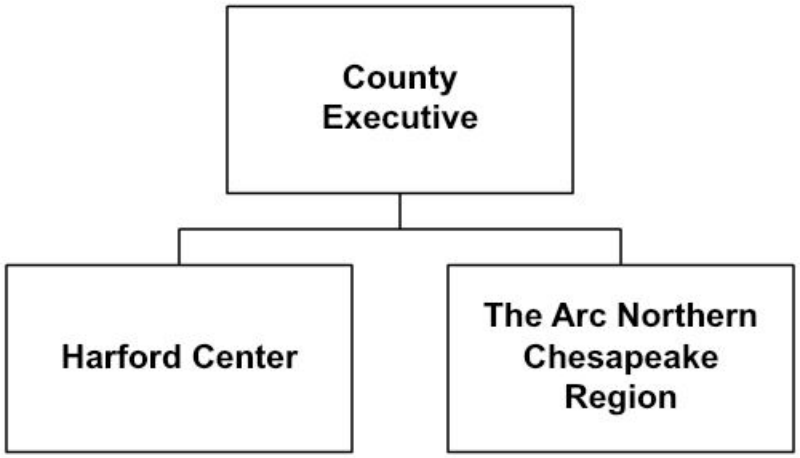
V. Building Economic Vitality

Measure	Actual 2020	Budget 2021	Actual 2022	Estimated 2023
Input:				
Service categories provided per Older Americans Act	14	14	14	14
Funds from grants utilized	$1,641,005	$1,668,668	$1,968,848	$1,815,293
Senior Centers (includes 2 satellite locations)	4	4	4	4
Output:				
Total meals financed by Office on Aging Funds	46,910	48,500	54,950	52,374
Number of responses to requests for senior services	24,124	29,004	27,750	65,121
Outcome:				
Improve data mgmt. system within senior centers	Met	Met	Met	Meet
Implement innovative, evidence based health promotion programs in senior centers	Exceeded	Exceeded	COVID Not met	Meet
Expand center-based offerings thru community based partners	Exceeded	Exceeded	COVID Not met	Meet
Expand membership of vulnerable Adult Multi-Disciplinary Team	Exceeded	Exceeded	Exceeded	Meet

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.

HANDICAPPED CARE CENTERS

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
70	MISCELLANEOUS	2,454,825	2,525,351	2,597,993	2,857,792	2,857,792
	GRAND TOTAL	**2,454,825**	**2,525,351**	**2,597,993**	**2,857,792**	**2,857,792**
SUMMARY BY FUND:						
11	GENERAL	2,454,825	2,525,351	2,597,993	2,857,792	2,857,792
	GRAND TOTAL	**2,454,825**	**2,525,351**	**2,597,993**	**2,857,792**	**2,857,792**
SUMMARY BY DIVISION:						
141000	HARFORD CENTER	588,303	604,012	620,193	682,212	682,212
142000	ARC NORTHERN CHESAPEAKE REGION	1,866,522	1,921,339	1,977,800	2,175,580	2,175,580
	GRAND TOTAL	**2,454,825**	**2,525,351**	**2,597,993**	**2,857,792**	**2,857,792**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
2,597,993	2,857,792	259,799	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 23 GOAL:

PREPARE EACH CLIENT TO INDEPENDENTLY PERFORM DAILY LIVING SKILLS AND READY THEM FOR A VOCATIONAL PLACEMENT

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
70 MISCELLANEOUS	588,303	604,012	620,193	682,212	682,212
GRAND TOTAL	**588,303**	**604,012**	**620,193**	**682,212**	**682,212**
FUNDING SOURCE:					
11 GENERAL	**588,303**	**604,012**	**620,193**	**682,212**	**682,212**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS increase $62,019
620,193	682,212	62,019	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 23 GOAL:

TO MINIMIZE STAFF TURNOVER AND TO INCREASE RETENTION IN ORDER TO MAINTAIN A QUALIFIED WORKFORCE

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
70 MISCELLANEOUS	1,866,522	1,921,339	1,977,800	2,175,580	2,175,580
GRAND TOTAL	**1,866,522**	**1,921,339**	**1,977,800**	**2,175,580**	**2,175,580**
FUNDING SOURCE:					
11 GENERAL	**1,866,522**	**1,921,339**	**1,977,800**	**2,175,580**	**2,175,580**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS increase $197,780
1,977,800	2,175,580	197,780	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 23 GOALS:

TO EXPAND OPPORTUNITIES FOR COMMUNICATION AND ENGAGEMENT BETWEEN COUNTY GOVERNMENT AND THE CITIZENS OF HARFORD COUNTY

TO PROVIDE FRIENDLY CUSTOMER SERVICE WITH EFFICIENCY, 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	712,111	799,427	971,479	1,076,187	1,076,187
20	CONTRACTUAL SERVICES	34,471	35,340	134,750	134,750	134,750
30	SUPPLIES AND MATERIALS	32,148	19,751	25,350	25,350	25,350
40	BUSINESS AND TRAVEL	8,198	6,075	25,700	25,700	25,700
50	CAPITAL OUTLAY	196	0	0	0	0
70	MISCELLANEOUS	216,227	190,921	254,000	254,000	254,000
80	INTERGOVERNMENTAL/INTERFUND	20	0	3,500	3,500	3,500
	GRAND TOTAL	**1,003,372**	**1,051,514**	**1,414,779**	**1,519,487**	**1,519,487**
FUNDING SOURCE:						
11	GENERAL	**1,003,372**	**1,051,514**	**1,414,779**	**1,519,487**	**1,519,487**
SUMMARY BY DIVISION:						
151000	OFFICE OF GOVT & COMM RELATION	527,521	597,158	783,837	869,529	869,529
154000	CITIZEN AFFAIRS & AG SVCS	475,851	454,356	630,942	649,958	649,958
	GRAND TOTAL	**1,003,372**	**1,051,514**	**1,414,779**	**1,519,487**	**1,519,487**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $104,708
601,935	608,520	6,585	Full-Time Salaries: 6,585 Salary Adjustments
	52,316	52,316	FY 23 merit increase of 3% and a 7% COLA for all eligible employees
42,332	42,332	0	Temporary Salaries provides for one part-time Administrative Specialists
168,847	179,851	11,004	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in level of coverage
46,860	45,523	(1,337)	FICA
4,472	3,378	(1,094)	Workers' Compensation adjustment
	5,829	5,829	OPEB (Other Post Employment Benefits)
39,840	43,080	3,240	RHS (Retirement Health Savings)
	27,041	27,041	27th Pay Costs
134,750	134,750	0	CONTRACTUAL SERVICES no change in funding over FY 22 Funds provide for copier lease, advertising, etc.

Re

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
25,350	25,350	0	SUPPLIES & MATERIALS no change in funding over FY 22 Funding provides for printing and other supplies & materials
25,700	25,700	0	BUSINESS & TRAVEL no change in funding over FY 22 Funds provide for mileage, lodging, books and membership fees
254,000	254,000	0	MISCELLANEOUS no change in funding over FY 22 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 22 Funds provide for fleet lease rental for pool car

DEPARTMENT STAFF SUMMARY
OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	61,508	1.00	66,443	1.00	73,076
Chief, Citizen Affairs and Agricultural Services	1.00	81,576	1.00	81,576	1.00	81,576
Director	1.00	123,774	1.00	128,249	1.00	148,877
Deputy Director	1.00	89,720	1.00	89,720	1.00	89,720
Marketing Coordinator	3.00	222,114	3.00	235,947	3.00	259,868
TOTAL FULL-TIME SALARIES	**6.00**	**578,692**	**7.00**	**601,935**	**7.00**	**653,117**
TEMPORARY SALARIES		42,332		42,332		42,332
SALARY TOTAL	**6.00**	**621,024**	**7.00**	**644,267**	**7.00**	**695,449**
OTHER PERSONAL SERVICES						
Pension & Retirement		60,763		66,213		71,843
Workers' Compensation		5,267		4,472		4,034
Health Benefits		163,981		168,847		179,851
RHS/OPEB		32,100		39,840		48,909
FICA		43,942		46,860		48,080
27th Pay Costs		0		0		27,041
Miscellaneous		980		980		980
TOTAL OTHER PERSONAL SERVICES		**307,033**		**327,212**		**380,738**
TOTAL PERSONAL SERVICES	**6.00**	**928,057** *	**7.00**	**971,479**	**7.00**	**1,076,187**

*** FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	487,244	555,822	683,387	769,079	769,079
20 CONTRACTUAL SERVICES	19,951	25,929	68,350	68,350	68,350
30 SUPPLIES AND MATERIALS	12,057	9,360	10,600	10,600	10,600
40 BUSINESS AND TRAVEL	8,052	6,047	20,500	20,500	20,500
50 CAPITAL OUTLAY	196	0	0	0	0
80 INTERGOVERNMENTAL/INTERFUND	20	0	1,000	1,000	1,000
GRAND TOTAL	**527,520**	**597,158**	**783,837**	**869,529**	**869,529**
FUNDING SOURCE:					
11 GENERAL	**527,520**	**597,158**	**783,837**	**869,529**	**869,529**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS
Office of Governmental and Community Relations
Index #151000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $85,692
443,985	450,570	6,585	Full Time Salaries
			6,585 Salary Adjustments
	43,045	43,045	FY 23 merit increase of 3% and a 7% COLA for all eligible employees
125,615	133,791	8,176	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in level of coverage.
27,000	28,720	1,720	RHS (Retirement Health Savings)
3,888	3,240	(648)	Workers' Compensation adjustment
48,838	49,563	725	Pension adjustments
	5,829	5,829	OPEB (Other Post Employment Benefits)
	20,179	20,179	27th pay costs
68,350	68,350	0	CONTRACTUAL SERVICES no change in funding over FY 22
10,600	10,600	0	SUPPLIES & MATERIALS no change in funding over FY 22
20,500	20,500	0	BUSINESS & TRAVEL no change in funding over FY 22
1,000	1,000	0	INTERGOVERNMENTAL/INTERFUND no change in funding over FY 22

DEPARTMENT STAFF SUMMARY

Office of Governmental and Community Relations

Index #151000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	61,508	1.00	66,443	1.00	73,076
Director	1.00	123,774	1.00	128,249	1.00	148,877
Deputy Director	1.00	89,720	1.00	89,720	1.00	89,720
Marketing Coordinator	2.00	150,965	2.00	159,573	2.00	175,704
SALARY TOTAL	**4.00**	**425,967**	**5.00**	**443,985**	**5.00**	**487,377**
OTHER PERSONAL SERVICES						
Pension & Retirement		44,727		48,838		53,611
Workers' Compensation		4,564		3,888		3,470
Health Benefits		122,000		125,615		133,791
RHS/OPEB		19,260		27,000		34,549
FICA		32,259		33,361		35,401
27th pay costs		0		0		20,179
Miscellaneous		700		700		700
TOTAL OTHER PERSONAL SERVICES		**223,510**		**239,402**		**281,701**
TOTAL PERSONAL SERVICES	**4.00**	**649,477** *	**5.00**	**683,387**	**5.00**	**769,078**

*** FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	224,867	243,605	288,092	307,108	307,108
20 CONTRACTUAL SERVICES	14,520	9,411	66,400	66,400	66,400
30 SUPPLIES AND MATERIALS	20,091	10,391	14,750	14,750	14,750
40 BUSINESS AND TRAVEL	147	28	5,200	5,200	5,200
50 CAPITAL OUTLAY	0	0	0	0	
70 MISCELLANEOUS	216,227	190,921	254,000	254,000	254,000
80 INTERGOVERNMENTAL/INTERFUND	0	0	2,500	2,500	2,500
GRAND TOTAL	**475,852**	**454,356**	**630,942**	**649,958**	**649,958**
FUNDING SOURCE:					
11 GENERAL	**475,852**	**454,356**	**630,942**	**649,958**	**649,958**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS
Citizen Affairs and Agricultural Services
Index #154000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICE increase $19,016
	9,270	9,270	FY 23 merit increase of 3% and a 7% COLA for all eligible employees
42,332	42,332	0	Temporary Salaries provide for assistance with Constituent Services
12,840	14,360	1,520	RHS (Retirement Health Savings)
43,232	46,060	2,828	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
13,500	12,083	(1,417)	FICA adjustments
	6,862	6,862	27th pay costs
66,400	66,400	0	CONTRACTUAL SERVICES no change in funding over FY 22 Funds provide for copier expense, advertising, etc.
14,750	14,750	0	SUPPLIES AND MATERIALS no change in funding over FY 22 Funds provide for commercial printing, office supplies and mailing costs
5,200	5,200	0	BUSINESS AND TRAVEL no change in funding over FY 22
254,000	254,000	0	MISCELLANEOUS no change in funding over FY 22 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 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Chief, Citizen Affairs and Agricultural Services	1.00	81,576	1.00	81,576	1.00	81,576
Marketing Coordinator	1.00	71,149	1.00	76,374	1.00	84,164
TOTAL FULL-TIME SALARIES	**2.00**	**152,725**	**2.00**	**157,950**	**2.00**	**165,740**
TEMPORARY SALARIES		42,332		42,332		42,332
SALARY TOTAL	**2.00**	**195,057**	**2.00**	**200,282**	**2.00**	**208,072**
OTHER PERSONAL SERVICES						
Pension & Retirement		16,036		17,374		18,231
Workers' Compensation		703		584		564
Health Benefits		41,981		43,232		46,060
RHS		12,840		12,840		14,360
FICA		11,683		13,500		12,679
27th Pay costs		0		0		6,862
Miscellaneous		280		280		280
TOTAL OTHER PERSONAL SERVICES		**83,523**		**87,810**		**99,036**
TOTAL PERSONAL SERVICES	**2.00**	**278,580** *	**2.00**	**288,092**	**2.00**	**307,108**

*** FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Communication with the public and maintain positive and effective relationships with governing bodies, other public entities, and the public.

Department Objective

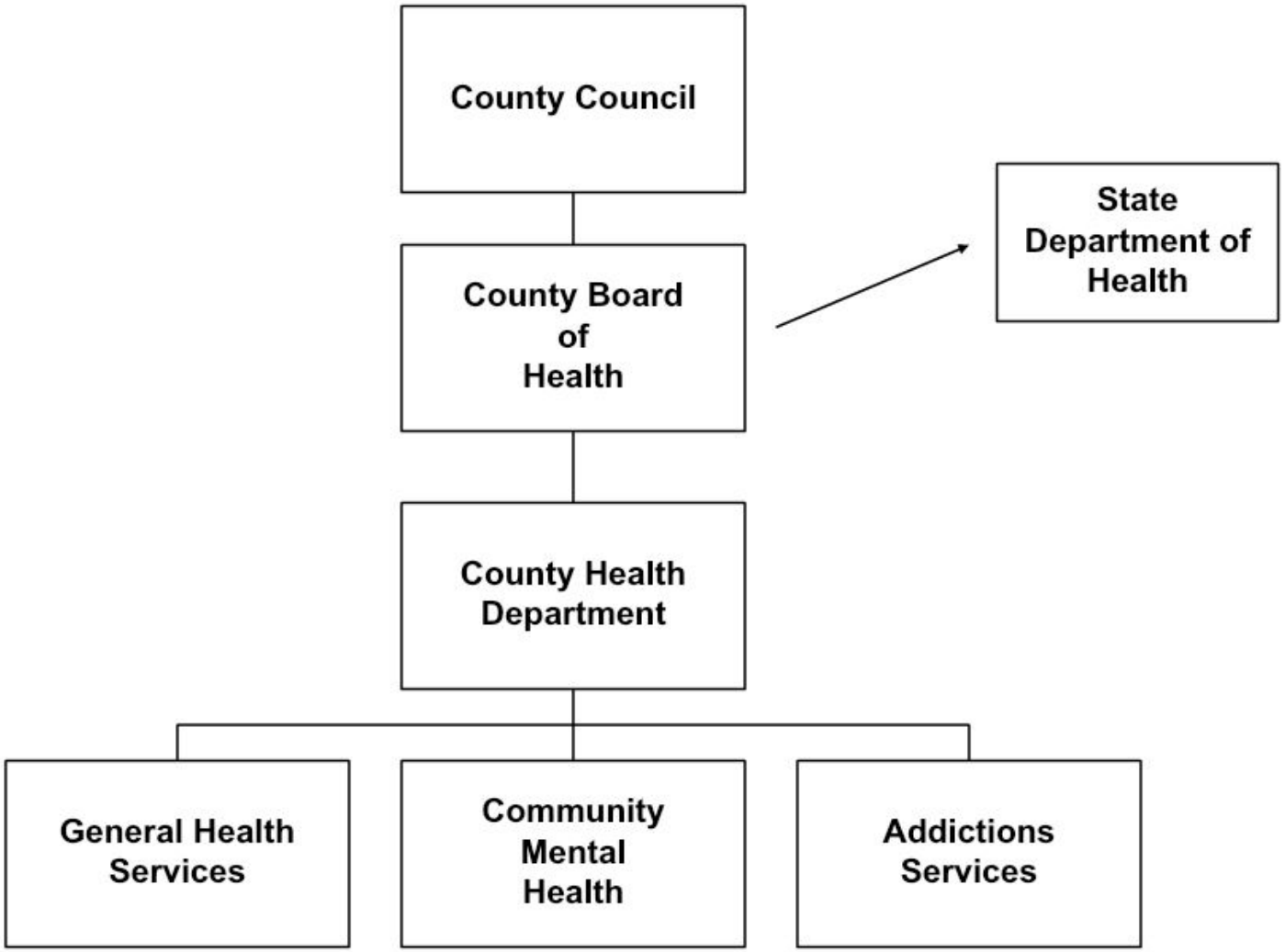
By focusing on outreach, adapting to stakeholder's needs and feedback, and keeping them informed, we will further the county administration's goals of responsiveness transparency and efficiency.

County Goal(s) Supported

Strengthening our communities

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Staff	N/A	5	5	5
Funding	N/A	$597,158	$783,837	$869,529
Output:				
24 hours response for customer inquiries	N/A	3,635	3,500	3,500
Same day response for media inquiries	N/A	143	125	125
Outcome:				
Customer Service Satisfaction Surveys	N/A	75%	80%	80%
Avg unique visitor to County website	N/A	40%	45%	45%

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	5,383	170,417	207,564	207,564	207,564
20	CONTRACTUAL SERVICES	299,191	39,170	318,215	318,215	318,215
70	MISCELLANEOUS	3,492,389	3,492,389	3,492,389	3,492,389	3,492,389
	GRAND TOTAL	**3,796,963**	**3,701,976**	**4,018,168**	**4,018,168**	**4,018,168**
SUMMARY BY FUND:						
11	GENERAL	3,796,963	3,701,976	4,018,168	4,018,168	4,018,168
	GRAND TOTAL	**3,796,963**	**3,701,976**	**4,018,168**	**4,018,168**	**4,018,168**
SUMMARY BY DIVISION:						
161000	HEALTH DEPARTMENT	3,796,963	3,701,976	4,018,168	4,018,168	4,018,168
	GRAND TOTAL	**3,796,963**	**3,701,976**	**4,018,168**	**4,018,168**	**4,018,168**

HEALTH

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES no change for FY 23
192,814	192,814	0	Temporary Salaries - funds provided for stipends for Environmental Health and Deputy Health Officer
14,750	14,750	0	FICA
			CONTRACTUAL SERVICES no change for FY 23
318,215	318,215	0	Space and Real Estate Rental for office space
			MISCELLANEOUS no change for FY 23
3,397,389	3,397,389	0	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
95,000	95,000	0	Contributions - County funding to supplement and enhance Health Department programs.
			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 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		192,814		192,814		192,814
SALARY TOTAL		**192,814**		**192,814**		**192,814**
OTHER PERSONAL SERVICES						
FICA		14,750		14,750		14,750
TOTAL OTHER PERSONAL SERVICES		**14,750**		**14,750**		**14,750**
TOTAL PERSONAL SERVICES		**207,564** *		**207,564**		**207,564**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,700,538	2,832,042	3,257,677	4,021,606	4,021,606
20	CONTRACTUAL SERVICES	7,791,035	7,336,655	9,400,523	9,437,500	9,437,500
30	SUPPLIES AND MATERIALS	87,744	156,818	135,400	133,550	133,550
40	BUSINESS AND TRAVEL	22,765	34,803	34,155	34,655	34,655
50	CAPITAL OUTLAY	(94,050)	4,361	0	0	0
80	INTER-GOVERNMENTAL/INTERFUND	0	0	500	500	500
	GRAND TOTAL	**10,508,033**	**10,364,679**	**12,828,255**	**13,627,811**	**13,627,811**
SUMMARY BY FUND:						
11	GENERAL	10,508,033	10,364,679	12,828,255	13,627,811	13,627,811
	GRAND TOTAL	**10,508,033**	**10,364,679**	**12,828,255**	**13,627,811**	**13,627,811**
SUMMARY BY DIVISION:						
181000	INFORMATION & COMM. TECH	10,508,033	10,364,679	12,828,255	12,977,811	12,977,811
182000	OFFICE OF BROADBAND	0	0	0	650,000	650,000
	GRAND TOTAL	**10,508,033**	**10,364,679**	**12,828,255**	**13,627,811**	**13,627,811**

INFORMATION AND COMMUNICATION TECHNOLOGY

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $763,929
2,061,614	2,120,586	58,972	Full-time salaries 100,512 Salary adjustments (41,540) Staff Turnover 58,972
	332,587	332,587	FY 23 merit increase 3% and COLA of 7% for all eligible employees
168,900	265,000	96,100	Temporary Salaries - provides funding for computer engineers, programmers, mainframe operator, interns, and a Broadband coordinator
226,778	233,264	6,486	Pension adjustments
430,798	492,987	62,189	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
0	53,878	53,878	Other Post Employment Benefits (OPEB)
83,460	93,340	9,880	Retirement Health Savings (RHS)
90,750	128,000	37,250	Overtime and Shift Differential
0	95,285	95,285	27th Pay Costs
174,493	189,541	15,048	FICA Adjustments

INFORMATION AND COMMUNICATION TECHNOLOGY

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $36,977
2,245,874	2,276,000	30,126	Office Equipment, Telephone Service, Internet Line Service, Other Professional Services all adjusted based on actual expense history
1,621,000	1,882,500	261,500	Data Processing Hardware - bulk of the increase is for VxRail Annual Support to provide support for three years
5,463,649	5,210,000	(253,649)	Data Processing Software - Adjustments made per software contracts used by various general fund departments.
135,400	133,550	(1,850)	SUPPLIES AND MATERIALS decrease of ($1,850) Funds provide for general office supplies, computer software, hardware and supplies, etc. and adjusted based on actual expenses
			BUSINESS AND TRAVEL increase of 500
34,155	34,655	500	Training Seminars, Courses adjusted to provide additional programmer training

DEPARTMENT STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Budget Technician II	1.00	65,187	1.00	70,233	1.00	70,102
Administrative Secretary III	1.00	62,926	1.00	67,904	1.00	74,685
Computer Systems Engineer	0.00	0	7.00	469,096	5.00	376,156
Computer System Engineer I	1.00	52,020	0.00	0	0.00	0
Computer System Engineer II	6.00	383,412	0.00	0	0.00	0
Computer System Engineer IV	2.00	166,811	0.00	0	0.00	0
Director of ICT	1.00	136,742	1.00	139,476	1.00	161,620
GIS Coordinator	1.00	93,052	1.00	98,933	1.00	111,057
ICT Supervisor	0.00	0	0.00	0	2.00	229,084
Manager, Systems Development	0.00	0	1.00	133,364	1.00	113,525
Programmer	4.00	197,763	4.00	228,435	2.00	115,139
Programmer Analyst	0.00	0	1.00	61,451	2.00	123,907
Programmer Analyst I	1.00	118,074	0.00	0	0.00	0
Programmer Analyst II	6.00	591,415	0.00	0	0.00	0
Senior Computer Systems Engineer	0.00	0	3.00	254,495	3.00	274,376
Senior Programmer Analyst	0.00	0	3.00	320,354	4.00	414,102
Senior Systems Engineer	1.00	75,000	0.00	0	0.00	0
Supervisor, App & Web Services	0.00	0	1.00	127,688	1.00	140,568
Supervisor, Software Development	0.00	0	1.00	90,185	1.00	97,032
SALARY SUB-TOTAL	**25.00**	**1,942,402**	**25.00**	**2,061,614**	**25.00**	**2,301,353**
TEMPORARY SALARIES		**193,600**		**168,900**		**384,000**
SALARY TOTAL	**25.00**	**2,136,002**	**25.00**	**2,230,514**	**25.00**	**2,685,353**

DEPARTMENT STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		217,632			226,778		253,149
Workers' Compensation		12,667			13,885		10,998
Health Benefits		477,292			433,197		495,386
RHS/OPEB		83,460			83,460		147,218
Overtime and Shift Differential		83,000			90,750		128,000
FICA		161,625			174,493		201,617
27th Pay		0			0		95,285
Miscellaneous		5,020			4,600		4,600
TOTAL OTHER PERSONAL SERVICES		**1,040,696**			**1,027,163**		**1,336,253**
TOTAL PERSONAL SERVICES	**25.00**	**3,176,698**	*	**25.00**	**3,257,677**	**25.00**	**4,021,606**

*** FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

INFORMATION AND COMMUNICATION TECHNOLOGY

Office of Information and Communication Technology

Index #181000

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,700,538	2,832,042	3,257,677	4,021,606	4,021,606
20	CONTRACTUAL SERVICES	7,791,035	7,336,655	9,400,523	9,437,500	9,437,500
30	SUPPLIES AND MATERIALS	87,744	156,818	135,400	133,550	133,550
40	BUSINESS AND TRAVEL	22,765	34,803	34,155	34,655	34,655
50	CAPITAL OUTLAY	(94,050)	4,361	0	0	0
80	INTER-GOVERNMENTAL/ INTERFUND	0	0	500	500	500
	GRAND TOTAL	**10,508,033**	**10,364,679**	**12,828,255**	**13,627,811**	**13,627,811**
SUMMARY BY FUND:						
11	GENERAL	10,508,033	10,364,679	12,828,255	13,627,811	13,627,811
	GRAND TOTAL	**10,508,033**	**10,364,679**	**12,828,255**	**13,627,811**	**13,627,811**
SUMMARY BY DIVISION:						
181000	INFORMATION & COMM. TECH	10,508,033	10,364,679	12,828,255	12,977,811	12,977,811
182000	BROADBAND	0	0	0	650,000	650,000
	GRAND TOTAL	**10,508,033**	**10,364,679**	**12,828,255**	**13,627,811**	**13,627,811**

INFORMATION AND COMMUNICATION TECHNOLOGY

Office of Information and Communication Technology

Index #181000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $763,929
2,061,614	2,120,586	58,972	Full-time salaries
			100,512 Salary adjustments
			(41,540) Staff Turnover
			58,972
	332,587	332,587	FY 23 merit increase 3% and COLA of 7% for all eligible employees
168,900	265,000	96,100	Temporary Salaries - provides funding for computer engineers, programmers, mainframe operator, interns, and a Broadband coordinator
226,778	253,149	26,371	Pension adjustments
430,798	492,987	62,189	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
0	53,878	53,878	Other Post Employment Benefits (OPEB)
83,460	93,340	9,880	Retirement Health Savings (RHS)
0	95,285	95,285	27th Pay Costs
174,493	189,541	15,048	FICA Adjustments

INFORMATION AND COMMUNICATION TECHNOLOGY
Office of Information and Communication Technology
Index #181000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $36,977
2,245,874	2,276,000	30,126	Office Equipment, Telephone Service, Internet Line Service, Other Professional Services all adjusted based on actual expense history
1,621,000	1,882,500	261,500	Data Processing Hardware - bulk of the increase is for VxRail Annual Support to provide support for three years
5,463,649	5,210,000	(253,649)	Data Processing Software - Adjustments made per software contracts used by various general fund departments.
135,400	133,550	(1,850)	SUPPLIES AND MATERIALS decrease of ($1,850) Funds provide for general office supplies, computer software, hardware and supplies, etc.
			BUSINESS AND TRAVEL increase of 500
34,155	34,655	500	Training Seminars, Courses adjusted to provide additional programmer training

DIVISION STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY
Index #181000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Budget Technician II	1.00	65,187	1.00	70,233	1.00	70,102
Administrative Secretary III	1.00	62,926	1.00	67,904	1.00	74,685
Computer Systems Engineer	0.00	0	7.00	469,096	5.00	376,156
Computer System Engineer I	1.00	52,020	0.00	0	0.00	0
Computer System Engineer II	6.00	383,412	0.00	0	0.00	0
Computer System Engineer IV	2.00	166,811	0.00	0	0.00	0
Director of ICT	1.00	136,742	1.00	139,476	1.00	161,620
GIS Coordinator	1.00	93,052	1.00	98,933	1.00	111,057
ICT Supervisor	0.00	0	0.00	0	2.00	229,084
Manager, Systems Development	0.00	0	1.00	133,364	1.00	113,525
Programmer	4.00	197,763	4.00	228,435	2.00	115,139
Programmer Analyst	0.00	0	1.00	61,451	2.00	123,907
Programmer Analyst I	1.00	118,074	0.00	0	0.00	0
Programmer Analyst II	6.00	591,415	0.00	0	0.00	0
Senior Computer Systems Engineer	0.00	0	3.00	254,495	3.00	274,376
Senior Programmer Analyst	0.00	0	3.00	320,354	4.00	414,102
Senior Systems Engineer	1.00	75,000	0.00	0	0.00	0
Supervisor, App & Web Services	0.00	0	1.00	127,688	1.00	140,568
Supervisor, Software Development	0.00	0	1.00	90,185	1.00	97,032
SALARY SUB-TOTAL	**25.00**	**1,942,402**	**25.00**	**2,061,614**	**25.00**	**2,301,353**
TEMPORARY SALARIES		**193,600**		**168,900**		**284,000**
SALARY TOTAL	**25.00**	**2,136,002**	**25.00**	**2,230,514**	**25.00**	**2,585,353**

DIVISION STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY
Index #181000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		217,632			226,778		253,149
Workers' Compensation		12,667			13,885		10,998
Health Benefits		477,292			433,197		495,386
RHS/OPEB		83,460			83,460		147,218
Overtime and Shift Differential		83,000			90,750		128,000
FICA		161,625			174,493		201,617
27th Pay		0			0		95,285
Miscellaneous		5,020			4,600		4,600
TOTAL OTHER PERSONAL SERVICES		**1,040,696**			**1,027,163**		**1,336,253**
TOTAL PERSONAL SERVICES	**25.00**	**3,176,698**	*	**25.00**	**3,257,677**	**25.00**	**3,921,606**

*** FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

INFORMATION AND COMMUNICATION TECHNOLOGY
Office of Broadband
Index #182000

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	0	0	0	100,000	100,000
20	CONTRACTUAL SERVICES	0	0	0	550,000	550,000
	GRAND TOTAL	**0**	**0**	**0**	**650,000**	**650,000**
SUMMARY BY FUND:						
11	GENERAL	0	0	0	650,000	650,000
	GRAND TOTAL	**0**	**0**	**0**	**650,000**	**650,000**
SUMMARY BY DIVISION:						
182000	OFFICE OF BROADBAND	0	0	0	650,000	650,000
	GRAND TOTAL	**0**	**0**	**0**	**650,000**	**650,000**

INFORMATION AND COMMUNICATION TECHNOLOGY
Office of Broadband
#182000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $100,000
0	100,000	100,000	Temporary Salaries - provides funding for Broadband Coordinator
			CONTRACTUAL SERVICES increase of $550,000
0	550,000	550,000	Other Professional Services - engineering, design and consultant services for the broadband project to bring internet service to unserved and underserved consituents and maintain the County's HMAN fiber network

OFFICE OF INFORMATION & COMMUNICATION TECHNOLOGY
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Implement innovative and cost effective IT based solutions that will enhance the citizen/user experience, streamline access to County services, improve customer service, and reduce cost.

Department Objective

Build strategic partnerships with vendors and customers that will enhance the citizen/ user online experience.

Implement new technology and user training to protect the IT infrastructure and promote a culture of security awareness.

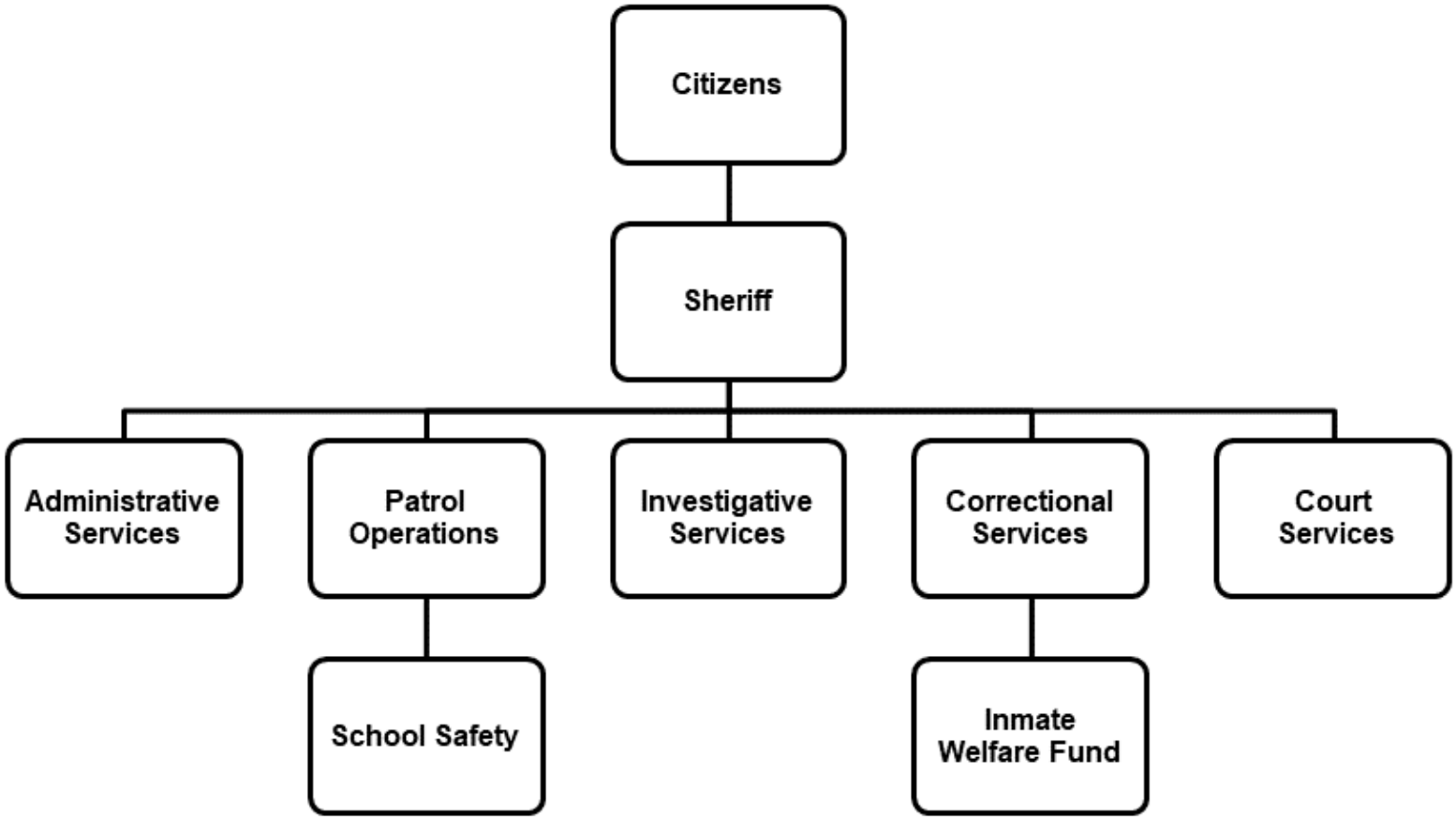
Partner with Think Big to provide high speed Internet to the unserved areas of Harford County.

Measure	Actual 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Dollars allocated	$10,508,033	$10,364,679	$12,828,255	$13,627,811
Number of staff	23	27	27	25
Output:				
Computers maintained	1,300	1,500	1,500	1,500
Enterprise Apps moved to Cloud (Kronos, Water and Sewer billing, EnerGov)		3	3	3
Provide resources and support for a mobile work force with VPN and VDI solutions		500	500	500
Implement Security EA, Next Gen Firewall Technology, and CORE Switches		1,400,000	1,400,000	1,400,000
Implement separate and secure network DES		900,000	900,000	900,000
Partner with new Service Desk Vendor		140,000	140,000	140,000
Outcome:				
Maintain modern technology (computers 3 years and newer)	2.5	2.5	2.5	2.5
Update software: Financial and Budget Software replaced by ERP and Open Gov	OpenGov and Workday	OpenGov and Workday	OpenGov and Workday	OpenGov and Workday
Improve Security and Accessibility by moving Energov and ERP to the Cloud and continuing to educate employees on Cyber Security	Energov, Workday, Opengov	Energov, Workday, Opengov	Energov, Workday, Opengov	Energov, Workday, Opengov

Explanation and Analysis of Performance Measures

ICT continues making investments into innovative and cost effective technology solutions that provides a resilient, robust, redundant, and secure networks infrastructure that enhances the digital experience and expands online access to County Resources and Services.

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 23 GOALS:

TO UTILIZE TECHNOLOGY TO PREVENT CRIME AND ENSURE A SAFER COUNTY FOR OUR CITIZENS.

TO ENSURE THAT AGENCY STAFFING IS ADEQUATE TO MEET CURRENT AND FUTURE SERVICE DEMANDS AND MANDATES IN A TIMELY AND EFFICIENT MANNER.

SHERIFF'S OFFICE

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	71,589,791	75,003,929	80,848,354	94,441,081	94,441,081
20	CONTRACTUAL SERVICES	6,820,516	7,166,545	8,926,934	11,165,925	11,165,925
30	SUPPLIES AND MATERIALS	2,802,147	2,644,734	3,151,749	5,512,084	5,512,084
40	BUSINESS AND TRAVEL	1,902,478	1,915,524	2,341,226	2,361,761	2,361,761
50	CAPITAL OUTLAY	903,762	410,004	495,730	500,620	500,620
70	MISCELLANEOUS	48,840	16,216	53,800	53,800	53,800
80	INTERGOVERNMENTAL/INTERFUND	0	0	0	0	0
	GRAND TOTAL	**84,067,535**	**87,156,951**	**95,817,793**	**114,035,271**	**114,035,271**
SUMMARY BY FUND:						
11	GENERAL	84,067,535	87,156,951	95,817,793	114,035,271	114,035,271
	GRAND TOTAL	**84,067,535**	**87,156,951**	**95,817,793**	**114,035,271**	**114,035,271**
SUMMARY BY DIVISION:						
211100	ADMINISTRATION AND SUPPORT	6,423,830	7,039,236	8,117,644	9,366,341	9,366,341
211200	PATROL OPERATIONS	32,695,623	32,091,106	34,584,514	43,301,785	43,301,785
211300	INVESTIGATIVE SERVICES	10,806,668	11,354,806	12,094,714	14,014,071	14,014,071
211400	SCHOOL SAFETY	0	3,005,460	3,203,394	3,795,842	3,795,842
212000	CORRECTIONAL SERVICES	25,192,997	25,013,002	27,761,067	32,786,653	32,786,653
212100	INMATE WELFARE FUND	862,912	772,511	963,452	989,856	989,856
213000	COURT SERVICES	8,085,505	7,880,830	9,093,009	9,780,722	9,780,722
	GRAND TOTAL	**84,067,535**	**87,156,951**	**95,817,793**	**114,035,271**	**114,035,271**

SHERIFF'S OFFICE

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $13,592,727
41,459,763	40,890,722	(569,041)	Full-time salaries
			428,506 Promotions & Salary adjustments
			15,746 Offset - full year funding of Body Worn Camera LE Support Specialist
			(1,013,293) Staff Turnover (2.44)%
			(569,041)
	5,997,747	5,997,747	FY 23 Sheriff's Office Wage Package of 7% COLA plus a step
2,779,020	2,661,971	(117,049)	Temporary Salaries based on actual expenses for Security Officers, etc.
271,789	264,231	(7,558)	Part-time Salaries for School Crossing Guards
	1,238,188	1,238,188	Forty-two (42) positions were created for FY 23 and provide for the following: 15 Deputy Recruits for new Central Precinct 5 Deputy Recruits for SRT 2 positions to support the Police Accountability mandate - a Deputy and a victim rights advocate 1 Deputy Recruit for Domestic Violence Unit 1 Video Forensic Analyst 12 Correctional Deputy Recruits for the Medical Wing - funded with American Rescue Plan (ARPA) funds 6 Correctional Deputy Recruits for the Substance and Behavior Health Unit - funded with ARPA
	132,916	132,916	Three (3) positions were created during FY 22 for the Body Worn Camera Program - 2 support specialist and 1 coordinator
	(3,213)	(3,213)	The net result of full-time staff transfers between divisions of the Sheriff's Office:
13,445,934	14,559,480	1,113,546	Pension adjustments
10,119,498	10,910,582	791,084	Health Benefits are adjusted for an estimated cost increase and staff opting for changes in level of coverage
	2,503,418	2,503,418	OPEB (Other Post Employment Benefits)

SHERIFF'S OFFICE

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
60,750	71,800	11,050	RHS (Retirement Health Savings)
1,266,780	1,031,531	(235,249)	Workers' Compensation adjustments
3,901,741	3,995,445	93,704	FICA adjustments
5,633,980	5,832,736	198,756	Overtime increase based on actuals and anticipated requirements
1,482,670	1,930,886	448,216	Shift Differential decrease based on actuals
376,430	390,000	13,570	Life Insurance and Uniform Allowance
	1,982,640	1,982,640	27th pay costs
			CONTRACTUAL SERVICES increase $2,238,991
1,762,166	1,849,789	87,623	Data Processing Software increases due to upgrades to software licenses, etc. based on actual expense history
826,482	1,238,710	412,228	Other Insurance increases based on Treasury's estimates for General, Auto, and Property coverage, partially offset by a decrease in Unemployment Insurance
3,599,182	5,134,614	1,535,432	Medical Services increase for the Detention Center Medical Services contract - new vendor
321,964	376,390	54,426	Custodial Services and County Facility Repair and Renovation increase based actual expense history for the Detention Center
536,565	646,444	109,879	Telephone Services adjusted based on actual expenses
2,500	12,500	10,000	Other Advertising to provide additional advertising in the Baltimore Sun and Harford Magazine
312,870	332,056	19,186	Other Professional Services additional funds provided for wiretap subpoena phone fees and inmate behavioral health services etc.

SHERIFF'S OFFICE

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			SUPPLIES & MATERIALS increase $2,360,335
1,383,470	1,814,139	430,669	Meals-Special Purpose increases due to higher rate for food service contract at Detention Center,
1,042,903	1,065,675	22,772	Uniform Purchase, Safety Equipment, Weapons & Ammunition, and Medical Supplies increase based on actual expense history
180,300	2,070,630	1,890,330	Other Supplies & Materials increase is for ancillary costs for new law enforcement and corrections positions to include but not limited to: vehicle, weapon, ammo, uniforms, safety equipment, radios, etc.
			BUSINESS & TRAVEL increase $20,535
275,235	294,575	19,340	Lodging, meals, membership fees, parking tolls, books, and Training Seminars and Courses, increase to provide essential training for law enforcement, corrections, and civilian personnel
			EQUIPMENT increase $4,890
31,500	36,390	4,890	Audio visual equipment and portable radios
			MISCELLANEOUS no change in funding over FY22
40,000	40,000	0	Confidential Expenses for Investigative Services
13,800	13,800	0	Service Awards

DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE

	ENACTED FY 21		ENACTED FY 22		ENACTED FY 23	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Sheriff	1.00	141,765	1.00	143,696	1.00	193,490
Chief Deputy	1.00	140,629	1.00	176,582	1.00	194,594
Major	3.00	403,895	3.00	500,203	3.00	551,224
Captain	8.00	996,777	8.00	1,147,579	9.00	1,392,955
Lieutenant	13.00	1,466,880	15.00	1,959,847	15.00	2,100,785
Sergeant	33.00	3,186,209	35.00	3,997,526	37.00	4,549,721
Corporal	32.00	2,660,841	32.00	2,953,466	31.00	3,079,824
Senior Deputy	100.00	7,663,139	92.00	8,033,542	82.00	7,764,384
Deputy First Class	92.00	5,323,524	97.00	6,326,708	108.00	7,559,636
Deputy	11.00	560,791	10.00	571,598	7.00	416,721
Deputy Recruit	0.00	0	0.00	0	22.00	1,207,932
Major - Corrections	1.00	128,960	1.00	139,431	1.00	149,311
Captain - Corrections	2.00	234,000	2.00	247,931	2.00	255,833
Lieutenant - Corrections	8.00	805,144	8.00	876,736	8.00	944,520
Sergeant - Corrections	13.00	1,124,280	16.00	1,516,411	16.00	1,654,090
Corporal - Corrections	14.00	1,040,021	11.00	905,121	11.00	968,380
Sr. Deputy - Corrections	42.00	2,774,174	35.00	2,559,784	34.00	2,729,411
Officer First Class	41.00	2,081,815	51.00	2,670,570	52.00	3,068,458
Officer	20.00	925,180	17.00	847,883	16.00	831,840
Officer Recruits	0.00	0	0.00	0	18.00	881,730
Warden	1.00	130,998	1.00	173,694	1.00	185,986
Animal Control Manager	1.00	61,339	1.00	66,960	1.00	73,791
Animal Control Officer I	3.00	115,626	2.00	91,756	1.00	45,064
Animal Control Officer II	2.00	101,067	3.00	156,227	4.00	218,609
Animal Control Clerk	1.00	39,250	1.00	42,861	1.00	47,234
Administrative Support Technician	5.00	276,068	6.00	301,417	5.00	330,066
Applicant Investigator	2.00	118,352	1.00	129,202	2.00	142,381
Budget Director	1.00	114,691	1.00	125,210	1.00	137,983
Budget Technician	2.00	98,092	2.00	107,088	2.00	118,011
Classification Counselor	3.00	164,195	3.00	176,111	3.00	197,561
Classification Supervisor	1.00	77,584	1.00	84,709	1.00	93,349
Commissary Coordinator	1.00	45,448	1.00	49,630	1.00	49,097
Communications Specialist	0.00	0	0.00	0	1.00	67,596

DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Community & Legislative Director	1.00	94,661	1.00	103,361	1.00	113,904
Community Services Coordinator	1.00	62,379	1.00	68,106	1.00	75,054
Computer Resources Technician	2.00	141,253	2.00	154,226	2.00	169,957
Corrections Quartermaster	1.00	64,293	1.00	70,201	1.00	77,362
Corrections Records Manager	1.00	79,872	1.00	87,200	1.00	96,094
Corrections Records Clerk	2.00	94,982	2.00	103,691	2.00	100,924
Corrections Records Technician I	1.00	31,491	1.00	38,497	0.00	0
Corrections Records Technician II	4.00	157,498	4.00	176,229	5.00	236,632
Crime Analysis Manager	1.00	73,174	1.00	79,902	1.00	88,052
DC Projects Coordinator	1.00	56,514	1.00	61,712	1.00	68,008
Digital Forensics Examiner	2.00	128,981	2.00	142,673	1.00	70,268
Digital Forensics Supervisor	0.00	0	0.00	0	1.00	86,959
Electronic Services Technician	1.00	57,117	1.00	62,351	1.00	68,712
Electronic Surveillance Technician	1.00	66,019	1.00	72,075	1.00	62,576
Executive Office Manager	1.00	65,312	1.00	71,303	1.00	78,577
Financial Investigator	1.00	64,709	1.00	70,642	1.00	77,847
Fleet Technician	1.00	60,549	1.00	66,099	1.00	72,842
Forensics Lab Director	1.00	63,003	1.00	68,790	1.00	75,807
Heroin Coordinator/Analyst	0.00	0	0.00	0	1.00	72,318
Human Resources Director	1.00	106,475	1.00	116,259	1.00	128,117
Human Resources Specialist	1.00	66,789	1.00	72,913	1.00	80,351
Information Technology Specialist	1.00	82,222	1.00	89,780	2.00	161,605
Inmate Property Coordinator	1.00	57,964	1.00	63,278	1.00	67,780
IT Director	1.00	91,728	1.00	100,142	1.00	110,358
Law Enforcement Analyst	4.00	234,895	4.00	256,439	3.00	199,674
Law Enforcement Pawn Analyst	0.00	0	1.00	57,280	1.00	63,124
Law Enforcement Records Manager	1.00	69,805	1.00	58,317	1.00	64,265
Law Enforcement Records Supervisor	3.00	140,482	3.00	152,131	3.00	167,651
Law Enforcement Records Technician I	3.00	99,652	7.00	227,591	6.00	222,075
Law Enforcement Records Technician II	20.00	853,287	17.00	779,809	17.00	851,920
Law Enforcement Support Specialist	0.00	0	0.00	0	4.00	168,855
Law Enforcement Specialist Coordinator	0.00	0	1.00	62,771	1.00	55,000
Maintenance Officer	2.00	116,376	2.00	127,063	2.00	140,025
Maintenance Officer II	1.00	57,970	1.00	63,300	1.00	69,758

DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Pre-Trial Services Coordinator	2.00	109,970	2.00	120,051	2.00	132,297
Program Coordinator	1.00	46,758	1.00	45,860	1.00	50,538
Property Management Assistant	1.00	48,859	1.00	53,334	1.00	58,774
Property Manager	1.00	76,378	1.00	65,196	1.00	71,847
Public Information Director	1.00	86,840	1.00	94,806	1.00	104,777
Public Information Officer	1.00	60,736	1.00	66,320	1.00	73,085
Quartermaster Fleet Assistant	1.00	52,458	1.00	57,280	0.00	0
Quartermaster Fleet Manager	1.00	81,640	1.00	89,140	1.00	66,587
Security Systems Administrator	1.00	62,317	1.00	68,040	1.00	74,981
Sex Offender Verification Investigator	2.00	103,023	2.00	112,466	2.00	123,938
Standards/Accreditation Manager	1.00	76,877	1.00	83,937	1.00	92,500
TRAC Coordinator	0.00	0	1.00	62,351	0.00	0
Victim & Child Advocate	2.00	117,915	1.00	66,387	2.00	141,870
Victim Rights Advocate	0.00	0	0.00	0	1.00	50,000
Video Forensic Analyst	0.00	0	0.00	0	1.00	65,327
SUB-TOTAL FULL-TIME SALARIES	536.00	37,316,415	538.00	41,788,778	583.00	47,550,539
SALARY OFFSET		(297,292)		(329,015)		(1,248,097)
TOTAL FULL-TIME SALARIES	536.00	37,019,123	538.00	41,459,763	538.00	46,302,442
PART-TIME SALARIES						
School Crossing Guard	6.75	256,821	6.75	271,789	6.75	291,285
TEMPORARY SALARIES		2,558,537		2,779,020		2,928,099
FY 21 Sheriff's Office Wage Package		2,708,755				
SALARY TOTAL	**542.75**	**42,543,236**	**544.75**	**44,510,572**	**589.75**	**49,521,826**

DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES						
Pension & Retirement		12,489,507		13,445,934		15,836,708
Workers' Compensation		1,361,786		1,266,780		1,130,068
Health Benefits		9,916,335		10,169,498		10,960,582
Overtime and Shift Differential		6,246,519		7,116,650		7,763,622
RHS/OPEB		0		0		2,575,218
27th pay costs		0		0		1,982,640
FICA		3,718,896		3,901,740		4,275,218
Miscellaneous		382,060		437,180		390,000
TOTAL OTHER PERSONAL SERVICES		**34,115,103**		**36,337,782**		**44,914,056**
TOTAL PERSONAL SERVICES	**542.75**	**76,658,340**	**544.75**	**80,848,354**	**589.75**	**94,435,882**

*** FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	4,119,342	4,691,797	5,077,351	6,155,324	6,155,324
20 CONTRACTUAL SERVICES	1,483,409	1,952,359	2,490,426	2,669,404	2,669,404
30 SUPPLIES AND MATERIALS	114,113	91,136	136,923	122,669	122,669
40 BUSINESS AND TRAVEL	276,793	288,075	399,144	405,144	405,144
50 CAPITAL OUTLAY	418,834	6,653	0	0	0
70 MISCELLANEOUS	11,340	9,216	13,800	13,800	13,800
GRAND TOTAL	**6,423,831**	**7,039,236**	**8,117,644**	**9,366,341**	**9,366,341**
FUNDING SOURCE:					
11 GENERAL	**6,423,831**	**7,039,236**	**8,117,644**	**9,366,341**	**9,366,341**

SHERIFF'S OFFICE
Administrative Services
Index #211100

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $1,077,973
2,883,659	2,859,023	(24,636)	Full-time salaries
			(24,636) Turnover
	448,522	448,522	FY 23 Sheriff's Office Wage Package equivalent to 7% COLA and Step
349,970	335,322	(14,648)	Temporary Salaries reflect changes as requested by Sheriff's Office
	185,993	185,993	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:
660,008	753,870	93,862	Pension adjustments
634,766	713,889	79,123	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
53,218	48,519	(4,699)	Workers' Compensation adjustments
252,728	262,259	9,531	FICA adjustments
218,002	225,002	7,000	Overtime increase based on actual expense history
13,500	14,360	860	RHS (Retirement Health Savings)
6,600	7,200	600	Uniform Allowance and Life Insurance
	150,055	150,055	OPEB (Other Post Employment Benefits
	147,050	147,050	27th pay costs

SHERIFF'S OFFICE
Administrative Services
Index #211100

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $178,978
1,621,763	1,689,463	67,700	Data Processing Software increases based on actual expenses for software licenses, etc.
522,491	627,239	104,748	Telephone Service and Internet Line Service increase based on actual expense history
2,500	12,500	10,000	Other Advertising increase based on actual expenses for Baltimore Sun and Harford Magazine
			SUPPLIES & MATERIALS decrease ($14,254)
6,800	0	(6,800)	Weapons and Ammunition funds were reallocated to Patrol Services
16,143	9,289	(6,854)	Safety Equipment and Audio Visual supplies decrease based on actual expense history and need
			BUSINESS & TRAVEL increase $6,000
78,300	84,300	6,000	Meals and Lodging increase based on actual expense history

DIVISION STAFF SUMMARY

Administration

Index #211100

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Sheriff	1.00	141,765	1.00	143,696	1.00	193,490
Chief Deputy	1.00	140,629	1.00	176,582	1.00	194,594
Major	1.00	138,341	1.00	166,771	1.00	183,782
Captain	1.00	125,382	1.00	146,455	1.00	156,704
Lieutenant	1.00	113,693	1.00	132,872	2.00	284,342
Sergeant	1.00	100,194	1.00	120,510	1.00	128,951
Corporal	1.00	88,192	1.00	84,925	1.00	93,542
Senior Deputy	1.00	87,298	4.00	348,868	4.00	381,401
Budget Director	1.00	114,691	1.00	125,210	1.00	137,983
Budget Technician	2.00	98,092	2.00	107,088	2.00	118,011
IT Director	1.00	91,728	1.00	100,142	1.00	110,358
Public Information Director	1.00	86,840	1.00	94,806	1.00	104,477
Public Information Officer	1.00	60,736	1.00	66,320	1.00	73,085
Human Resources Director	1.00	106,475	1.00	116,259	1.00	128,117
Information Technology Specialist	1.00	82,222	1.00	89,780	2.00	161,605
Human Resources Specialist	1.00	66,789	1.00	72,913	1.00	80,351
Quartermaster Fleet Manager	1.00	81,640	1.00	89,140	1.00	66,587

DIVISION STAFF SUMMARY

Administration

Index #211100

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Applicant Investigator	2.00	118,352	2.00	129,202	2.00	142,380
Computer Resources Technician	2.00	141,253	2.00	154,226	2.00	169,957
Communication Specialist	0.00	0	0.00	0	1.00	67,596
Fleet Technician	1.00	60,549	1.00	66,099	1.00	72,842
Executive Office Manager	1.00	65,312	1.00	71,303	1.00	78,577
Electronic Services Technician	1.00	57,117	1.00	62,351	1.00	68,712
Administrative Support Technician	1.00	52,666	1.00	57,501	1.00	63,366
Quartermaster Fleet Assistant	1.00	52,458	1.00	57,280	0.00	0
Community & Legislative Director	1.00	94,661	1.00	103,361	1.00	113,904
TOTAL FULL-TIME SALARIES	28.00	2,367,075	31.00	2,883,659	33.00	3,374,714
TEMPORARY SALARIES		599,175		349,970		368,854
FY21 Sheriff's Office Wage Package		156,179		0		0
SALARY TOTAL	**28.00**	**3,122,429**	**31.00**	**3,233,629**	**33.00**	**3,743,568**

DIVISION STAFF SUMMARY
Administration
Index #211100

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		523,558			660,008		815,130
Workers' Compensation		55,317			53,218		53,595
Health Benefits		603,379			634,766		713,889
RHS/OPEB		0			0		164,415
Overtime and Shift Differential		200,000			218,002		225,002
FICA		246,653			252,728		280,855
27th pay costs		0			0		147,050
Miscellaneous		11,140			25,000		11,820
TOTAL OTHER PERSONAL SERVICES		**1,640,047**			**1,843,722**		**2,411,756**
TOTAL PERSONAL SERVICES	**28.00**	**4,762,476**	*	**31.00**	**5,062,851**	**33.00**	**6,155,324**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	30,029,714	29,452,555	31,202,637	37,681,143	37,681,143
20 CONTRACTUAL SERVICES	595,732	694,334	1,157,440	1,588,184	1,588,184
30 SUPPLIES AND MATERIALS	699,396	682,991	766,160	2,568,731	2,568,731
40 BUSINESS AND TRAVEL	977,742	950,500	1,036,207	1,036,767	1,036,767
50 CAPITAL OUTLAY	393,039	310,726	422,070	426,960	426,960
70 MISCELLANEOUS	0	0	0	0	0
GRAND TOTAL	**32,695,623**	**32,091,106**	**34,584,514**	**43,301,785**	**43,301,785**
FUNDING SOURCE:					
11 GENERAL	**32,695,623**	**32,091,106**	**34,584,514**	**43,301,785**	**43,301,785**

SHERIFF'S OFFICE
Patrol Operations
Index #211200

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $6,478,506
16,233,809	15,749,230	(484,579)	Full-time Salaries
			214,447 Promotions & Salary adjustments
			(699,026) Staff Turnover (4.3)%
			(484,579)
	132,916	132,916	Three (3) new positions - two LE Support Specialist and one Coordinator were added during FY 22 for the Body Worn Camera initiative
	769,710	769,710	Fifteen (15) new Deputy Recruit positions are added in FY 23 for the Central Precinct
	256,570	256,570	Five (5) new Deputy Recruit positions are added in FY 23 for SRT
	2,397,813	2,397,813	FY 23 Sheriff's Office Wage Package - 7% COLA plus step
673,848	714,046	40,198	Temporary Salaries - adjusted per actuals
	74,267	74,267	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:
	798,419	798,419	27th Pay costs
5,625,854	6,232,251	606,397	Pension adjustments
3,675,445	4,257,275	581,830	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes
531,576	449,747	(81,829)	Workers' Compensation adjustments
1,486,446	1,570,818	84,372	FICA adjustments
2,094,736	2,148,400	53,664	Overtime increase based on actual expense history
660,394	918,526	258,132	Shift Differential increase based on actual expense history
150,280	163,222	12,942	Uniform Allowance & Life Insurance
20,250	997,935	977,685	RHS (Retirement Health Savings) and OPEB (Other Post Employment Benefits)

SHERIFF'S OFFICE
Patrol Operations
Index #211200

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $430,744
75,770	94,865	19,095	Vehicle and Operating Equipment and Building/Custodial are adjusted based on expense history
817,315	1,227,684	410,369	Other Insurance increases based on Treasury's estimates for General, Auto, and Property coverage
			SUPPLIES AND MATERIALS increase $1,802,571
58,000	1,776,000	1,718,000	Other Supplies and Materials increase provides for $58,000 in normal yearly purchases and $1,718,000 was added for ancillary costs for 20 new deputy recruits (includes police cars, weapons, ammo, radios, uniforms, etc.
344,495	439,245	94,750	Weapons and Ammunition funds were reallocated here from other divisions of the Sheriff's Office
			BUSINESS AND TRAVEL increase $560
1,280	1,840	560	Membership Fees and Dues increase based on actual expense history
			EQUIPMENT increase $4,890
422,070	426,960	4,890	Police Car Package for outfitting 30 cars, including cost of installing in-car cameras and additional funds for SRT night vision supplies

DIVISION STAFF SUMMARY
Patrol Operations
Index #211200

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Major	1.00	130,957	1.00	164,434	1.00	181,206
Captain	4.00	484,515	4.00	569,815	5.00	770,523
Lieutenant	8.00	910,230	10.00	1,317,600	9.00	1,259,777
Sergeant	22.00	2,135,933	21.00	2,396,276	23.00	2,801,137
Corporal	17.00	1,425,820	16.00	1,461,372	16.00	1,552,998
Senior Deputy	50.00	3,828,150	45.00	3,923,824	36.00	3,409,485
Deputy First Class	79.00	4,541,879	82.00	5,291,947	91.00	6,286,927
Deputy	10.00	509,810	10.00	571,598	7.00	416,721
Deputy Recruit	0.00	0	0.00	0	20.00	1,098,120
Administrative Support Technician	2.00	120,899	2.00	132,001	2.00	143,368
Law Enforcement Records Technician II	1.00	43,181	1.00	47,138	1.00	51,947
Law Enforcement Specialist Coordinator	0.00	0	0.00	0	1.00	55,000
Law Enforcement Support Specialist	0.00	0	0.00	0	4.00	168,855
Animal Control Manager	1.00	61,339	1.00	66,960	1.00	73,791
Animal Control Officer I	3.00	115,626	2.00	91,756	1.00	45,064
Animal Control Officer II	2.00	101,067	3.00	156,227	4.00	218,608
Animal Control Clerk	1.00	39,250	1.00	42,861	1.00	47,234
TOTAL FULL-TIME SALARIES	201.00	14,448,656	199.00	16,233,809	223.00	18,580,761
TEMPORARY SALARIES		401,150		673,848		785,451
FY21 Sheriff's Office Wage Package		1,253,744		0		0
SALARY TOTAL	**224.35**	**16,103,550**	**199.00**	**16,907,657**	**223.00**	**19,366,212**

DIVISION STAFF SUMMARY

Patrol Operations

Index #211200

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		5,365,544			5,625,854		6,806,544
Workers' Compensation		580,364			531,576		492,237
Health Benefits		3,580,182			3,725,445		4,307,275
RHS/OPEB		0			0		997,935
Overtime and Shift Differential		2,381,035			2,755,130		3,066,926
FICA		1,412,435			1,486,445		1,682,375
27th pay costs		0			0		798,419
Miscellaneous		151,300			170,530		163,220
TOTAL OTHER PERSONAL SERVICES		**13,470,861**			**14,294,980**		**18,314,931**
TOTAL PERSONAL SERVICES	**201.00**	**29,574,411**	*	**199.00**	**31,202,637**	**223.00**	**37,681,143**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	9,785,494	10,609,645	11,217,812	12,893,463	12,893,463
20 CONTRACTUAL SERVICES	576,024	315,320	358,577	404,518	404,518
30 SUPPLIES AND MATERIALS	71,607	93,127	77,511	265,436	265,436
40 BUSINESS AND TRAVEL	319,989	324,210	400,814	410,654	410,654
50 CAPITAL OUTLAY	16,053	5,503	0	0	0
70 MISCELLANEOUS	37,500	7,000	40,000	40,000	40,000
GRAND TOTAL	**10,806,667**	**11,354,805**	**12,094,714**	**14,014,071**	**14,014,071**
FUNDING SOURCE:					
11 GENERAL	**10,806,667**	**11,354,805**	**12,094,714**	**14,014,071**	**14,014,071**

SHERIFF'S OFFICE
Investigative Services
Index #211300

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $1,675,651
5,974,029	5,972,064	(1,965)	Full Time Salaries
		7,204	Promotions & Salary adjustments
		15,746	Offset - full year funding for LE Support Specialist funded for 1/2 year in FY 22
		(24,915)	Staff Turnover (0.42)%
		(1,965)	
	820,479	820,479	FY 23 Sheriff's Office Wage Package of 7% COLA and a step
265,960	147,418	(118,542)	Temporary Salaries adjusted per Sheriff's request
	(127,964)	(127,964)	The net result to this division of (2) full-time staff transfers between divisions of the Sheriff's Office:
	211,908	211,908	Four (4) new positions added in FY 23 per the request of the Sheriff - Deputy Recruit for CID - Deputy Recruit for police accountability - Victim Rights Advocate - Video Forensic Analyst
1,791,213	1,941,268	150,055	Pension adjustments
1,309,588	1,408,898	99,310	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
166,866	140,276	(26,590)	Workers' Compensation adjustments
554,742	552,815	(1,927)	FICA adjustments
1,113,464	1,143,726	30,262	Overtime and Shift Differential increase based on actual expense history
0	369,672	369,672	RHS (Retirement Health Savings) and OPEB (Other Post Employment Benefits)
	269,403	269,403	27th pay costs

SHERIFF'S OFFICE
Investigative Services
Index #211300

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $45,941
70,418	92,526	22,108	Data Processing Software increases for software licenses
9,400	20,840	11,440	Other Professional services increase to allow for costs related to wiretap subpoena phone fees
36,125	47,196	11,071	Telephone, Internet Line, and Operating Equipment services increase based on actual expenses
			SUPPLIES & MATERIALS increase $187,925
700	173,030	172,330	Other Supplies and Materials increase for the ancillary costs related to the new deputy positions added in FY 23 (police car, weapon, radios, uniforms, etc)
50,961	67,256	16,295	General Office Supplies, mailing costs, paper supplies, audio visual supplies and safety equipment were adjusted based on actual expense history
400,814	410,654	9,840	BUSINESS & TRAVEL increase $9,840 Training Seminars, Courses and Meetings increase for Forensic Unit certifications
40,000	40,000	0	MISCELLANEOUS no change in funding over FY 22 Confidential Expenses funded per Sheriff's request

DIVISION STAFF SUMMARY

Investigative Services

Index #211300

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Major	1.00	134,597	1.00	168,998	1.00	186,236
Captain	2.00	257,920	2.00	284,854	2.00	309,024
Lieutenant	3.00	329,264	2.00	258,373	3.00	418,501
Sergeant	6.00	571,459	9.00	1,028,437	8.00	999,938
Corporal	7.00	577,179	7.00	650,838	7.00	687,576
Senior Deputy	20.00	1,523,201	17.00	1,498,586	19.00	1,800,688
Deputy First Class	10.00	599,166	13.00	896,554	12.00	900,724
Deputy Recruit	0.00	0	0.00	0	2.00	109,812
BWC Coordinator	0.00	0	1.00	62,771	0.00	0
BWC Records Technician	0.00	0	1.00	17,634	0.00	0
Crime Analysis Manager	1.00	73,174	1.00	79,902	0.00	0
Digital Forensics Examiner	2.00	128,981	2.00	142,673	1.00	70,268
Digital Forensics Manager	0.00	0	0.00	0	1.00	86,959
Forensics Lab Director	1.00	63,003	1.00	68,790	1.00	75,807
Electronic Surveillance Technician	1.00	66,019	1.00	72,075	1.00	62,576
Financial Investigator	1.00	64,709	1.00	70,642	1.00	77,847
Herion Coordinator/Analyst	0.00	0	0.00	0	1.00	72,318
Law Enforcement Analyst	4.00	234,895	4.00	256,439	3.00	199,674
Law Enforcement Pawn Analyst	1.00	52,458	1.00	57,280	1.00	63,124
Victim & Child Advocate	2.00	117,915	1.00	66,387	2.00	141,870
Property Manager	1.00	76,378	1.00	65,196	1.00	71,847
Property Management Assistant	1.00	48,859	1.00	53,334	1.00	58,774
TRAC Coordinator	0.00	0	1.00	62,351	0.00	0
Administrative Support Technician	2.00	102,503	2.00	111,915	2.00	123,331
Victim Rights Advocate	0.00	0	0.00	0	1.00	50,000
Video Forensic Analyst	0.00	0	0.00	0	1.00	65,327

DIVISION STAFF SUMMARY

Investigative Services

Index #211300

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TOTAL FULL-TIME SALARIES	66.00	5,021,680		70.00	5,974,029	72.00	6,632,220
TEMPORARY SALARIES		197,143			265,960		162,160
SALARY TOTAL	66.00	5,218,823		70.00	6,239,989	72.00	6,794,380
OTHER PERSONAL SERVICES							
Pension & Retirement		1,625,323			1,791,213		2,121,629
Workers' Compensation		177,794			166,866		153,572
Health Benefits		1,233,390			1,309,588		1,408,898
RHS/OPEB		0			0		369,672
Overtime and Shift Differential		958,950			1,113,464		1,143,726
FICA		503,756			554,742		588,683
27th pay cost		0			0		269,403
Miscellaneous		39,800			41,950		43,500
TOTAL OTHER PERSONAL SERVICES		**4,539,013**			**4,977,823**		**6,099,083**
TOTAL PERSONAL SERVICES	**66.00**	**10,195,128**	*	**70.00**	**11,217,812**	**72.00**	**12,893,463**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

SHERIFF'S OFFICE
School Safety
Index #211400

ORIGIN/PURPOSE:

The School Policing Unit is responsible for the public school-based activities of the Harford County Sheriff's Office. Personnel in this division include uniformed law enforcement deputies (School Resource Officers) and part-time School Crossing Guards. The functions of the School Policing Unit fall under the oversight of Patrol Operations, but for better budgeting and accounting purposes, the expenses of the School Policing Unit are allocated to Index 211400 (School Safety).

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	0	2,908,598	3,050,529	3,660,977	3,660,977
20 CONTRACTUAL SERVICES	0	0	3,600	2,600	2,600
30 SUPPLIES AND MATERIALS	0	14,428	48,020	28,425	28,425
40 BUSINESS AND TRAVEL	0	82,434	101,245	103,840	103,840
50 CAPITAL OUTLAY	0	0	0	0	0
70 MISCELLANEOUS	0	0	0	0	0
GRAND TOTAL	**0**	**3,005,460**	**3,203,394**	**3,795,842**	**3,795,842**
FUNDING SOURCE:					
11 GENERAL	**0**	**3,005,460**	**3,203,394**	**3,795,842**	**3,795,842**

SHERIFF'S OFFICE
School Safety
Index #211400

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $610,448
271,789	264,231	(7,558)	Part-time salaries adjusted per actuals for School Crossing Guards
	239,497	239,497	FY 23 Sheriff's Office Wage Package of a 7% COLA and step
	81,434	81,434	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office
	65,447	65,447	27th pay costs
6,750	7,180	430	RHS (Retirement Health Savings)
	102,262	102,262	OPEB (Other Post Employment Benefits)
506,510	563,045	56,535	Pension Adjustments
478,218	516,532	38,314	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
53,090	46,783	(6,307)	Workers' Compensation adjustments
140,706	130,618	(10,088)	FICA adjustments
25,940	26,680	740	Life Insurance and Uniform Allowance
161,624	213,864	52,240	Overtime

SHERIFF'S OFFICE
School Safety
Index #211400

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
3,600	2,600	(1,000)	CONTRACTUAL SERVICES decrease ($1,000) Operating Equipment Service reduced based on actual expenses
48,020	28,425	(19,595)	SUPPLIES & MATERIALS decrease ($19,595) Funds for Weapons and Ammunition were reallocated to Patrol Services and uniform purchase funds decrease based on actual expense history
101,245	103,840	2,595	BUSINESS & TRAVEL increase $2,595 Funds for fuel, vehicle maintenance, tolls, and training seminars and courses were adjusted for an increase based on actual expenses

DIVISION STAFF SUMMARY

School Safety

Index #211400

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Sergeant	1.00	91,915	1.00	110,569	1.00	121,740
Corporal	2.00	150,322	2.00	177,584	2.00	213,479
Senior Deputy	13.00	986,085	11.00	935,392	11.00	1,017,099
Deputy First Class	3.00	182,479	2.00	138,207	3.00	228,391
Deputy	1.00	50,981	0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	20.00	1,461,782	16.00	1,361,752	17.00	1,580,709
PART-TIME SALARIES						
School Crossing Guard	6.75	256,821	6.75	271,789	6.75	291,285
TEMPORARY SALARIES		39,762		44,150		45,815
SALARY TOTAL	**26.75**	**1,758,365**	**22.75**	**1,677,691**	**23.75**	**1,917,809**
OTHER PERSONAL SERVICES						
Pension & Retirement		577,343		506,510		616,903
Workers' Compensation		66,538		53,090		51,293
Health Benefits		582,021		478,218		516,532
RHSOPEB		0		0		109,442
Overtime and Shift Differential		161,624		161,624		213,864
FICA		157,010		140,706		143,007
27th pay costs		0		0		65,447
Miscellaneous		33,280		32,690		26,680
TOTAL OTHER PERSONAL SERVICES		**1,577,816**		**1,372,838**		**1,743,168**
TOTAL PERSONAL SERVICES	**26.75**	**3,336,181** *	**22.75**	**3,050,529**	**23.75**	**3,660,977**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	19,754,126	19,659,201	21,441,386	24,479,461	24,479,461
20 CONTRACTUAL SERVICES	3,968,442	4,045,835	4,673,475	6,251,601	6,251,601
30 SUPPLIES AND MATERIALS	1,424,033	1,260,798	1,596,186	2,005,231	2,005,231
40 BUSINESS AND TRAVEL	4,595	4,338	24,360	24,700	24,700
50 CAPITAL OUTLAY	41,802	42,830	25,660	25,660	25,660
GRAND TOTAL	**25,192,997**	**25,013,002**	**27,761,067**	**32,786,653**	**32,786,653**
FUNDING SOURCE:					
11 GENERAL	**25,192,997**	**25,013,002**	**27,761,067**	**32,786,653**	**32,786,653**

SHERIFF'S OFFICE
Correctional Services
Index #212000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $3,038,075
11,357,137	11,306,802	(50,335)	Full Time Salaries
			197,562 Promotions & Salary Enhancements
			(247,897) Staff Turnover (2.18)%
			(50,335)
	1,533,977	1,533,977	FY 23 Sheriff's Office Wage Package of a 7% COLA and step
173,160	187,700	14,540	Temporary Salaries - increase to reflect actual
	0	0	Eighteen (18) new Correction Officer Recruit positions added for FY 23 for the medical wing and the substance and behavioral health wing - no costs to the County for the first two (2) years will be paid with ARPA funds
	29,855	29,855	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:
	506,803	506,803	27th pay costs
	671,202	671,202	OPEB (Other Post Employment Benefits)
3,229,973	3,425,972	195,999	Pension adjustments
2,820,676	2,841,736	21,060	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
341,076	280,938	(60,138)	Workers' Compensation adjustments
1,054,047	1,069,585	15,538	FICA adjustments
2,354,076	2,515,252	161,176	Overtime and shift differential increase based on actual expense history

SHERIFF'S OFFICE
Correctional Services
Index #212000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $1,578,126
9,167	11,026	1,859	Other Insurance increase based on Treasury's estimates
66,840	80,780	13,940	County facility repair and renovation increased based on actual expense history
271,292	303,195	31,903	Building Custodial and Security System increase based on actual expenses
3,513,002	5,044,444	1,531,442	Medical Services contract increase due to new contract costs
			MATERIALS & SUPPLIES increase $409,045
1,061,406	1,492,075	430,669	Meals-Special Purpose increases due to higher rate for food service contract at Detention Center
265,830	241,106	(24,724)	Printing, Duplicating Machine supplies, uniforms, safety equipment, and medical supplies adjusted based on actual expense history as well as Weapons and Ammunition funds were reallocated to Patrol Services
			BUSINESS & TRAVEL increase $340
24,360	24,700	340	Funds provide for fuel, tolls, training, transportation, meals, etc adjusted based on actual expense history
25,660	25,660	0	CAPITAL OUTLAY no change in funding over FY 22 Funds provide for portable radios

DIVISION STAFF SUMMARY

Correctional Services

Index #212000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Major - Corrections	1.00	128,960	1.00	139,431	1.00	149,311
Captain - Corrections	2.00	234,000	2.00	247,931	2.00	255,833
Lieutenant - Corrections	8.00	805,144	8.00	876,736	8.00	944,520
Sergeant - Corrections	13.00	1,124,280	16.00	1,516,411	16.00	1,654,090
Corporal - Corrections	14.00	1,040,021	11.00	905,121	11.00	968,380
Senior Deputy - Corrections	42.00	2,774,174	35.00	2,559,785	34.00	2,729,411
Officer First Class	41.00	2,081,815	51.00	2,670,570	52.00	3,068,458
Officer	20.00	925,180	17.00	847,883	16.00	831,840
Officer Recruits	0.00	0	0.00	0	18.00	881,730
Warden	1.00	130,998	1.00	173,694	1.00	185,986
Classification Supervisor	1.00	77,584	1.00	84,709	1.00	0
Corrections Records Manager	1.00	79,872	1.00	87,200	1.00	96,094
DC Project Coordinator	1.00	56,514	1.00	61,712	1.00	68,008
Standards/Accreditation Manager	1.00	76,877	1.00	83,937	1.00	92,500
Pre-Trial Services Coordinator	2.00	109,970	2.00	120,051	2.00	132,297
Classification Counselor	3.00	164,195	3.00	176,111	4.00	290,910
Community Services Coordinator	1.00	62,379	1.00	68,106	1.00	75,054
Commissary Coordinator	1.00	45,448	1.00	49,630	1.00	49,097
Corrections Quartermaster	1.00	64,293	1.00	70,201	1.00	77,362
Program Coordinator	1.00	46,758	1.00	45,860	1.00	50,538
Maintenance Officer	2.00	116,376	2.00	127,063	2.00	140,025
Maintenance Officer II	1.00	57,970	1.00	63,300	1.00	69,758
Corrections Records Technician I	1.00	31,491	1.00	38,497	1.00	0
Corrections Records Technician II	4.00	157,498	4.00	176,229	5.00	236,633
Inmate Property Coordinator	1.00	57,964	1.00	63,278	1.00	67,780
Crime Analysis Manager	0.00	0	0.00	0	1.00	88,052
Corrections Records Clerk	2.00	94,982	2.00	103,691	2.00	100,924
TOTAL FULL-TIME SALARIES	166.00	10,544,743	166.00	11,357,137	186.00	13,304,591

DIVISION STAFF SUMMARY
Correctional Services
Index #212000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
SALARY OFFSET		0		0		(881,730)
TOTAL FULL-TIME SALARIES	166.00	10,544,743	166.00	11,357,137		12,422,861
TEMPORARY SALARIES		161,566		173,160		206,400
SALARY TOTAL	**166.00**	**11,140,721**	**166.00**	**11,530,297**	**166.00**	**12,629,261**
OTHER PERSONAL SERVICES						
Pension & Retirement		3,132,569		3,229,953		3,748,337
Workers' Compensation		384,463		341,076		307,672
Health Benefits		2,771,154		2,820,676		2,841,736
OPEB		0		0		671,202
Overtime and Shift Differential		2,097,760		2,354,076		2,515,252
FICA		1,011,320		1,054,048		1,149,560
27th pay costs		0		0		506,803
Miscellaneous		110,240		111,260		109,640
TOTAL OTHER PERSONAL SERVICES		**9,507,506**		**9,911,089**		**11,850,202**
TOTAL PERSONAL SERVICES	**166.00**	**20,648,227**	**166.00**	**21,441,386**	**166.00**	**24,479,463**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	151,846	135,450	161,238	184,196	184,196
20 CONTRACTUAL SERVICES	167,134	139,287	206,380	219,826	219,826
30 SUPPLIES AND MATERIALS	427,683	444,578	456,214	446,214	446,214
40 BUSINESS AND TRAVEL	82,215	10,956	91,620	91,620	91,620
50 CAPITAL OUTLAY	34,034	42,241	48,000	48,000	48,000
70 MISCELLANEOUS	0	0	0	0	0
GRAND TOTAL	**862,912**	**772,512**	**963,452**	**989,856**	**989,856**
FUNDING SOURCE:					
11 GENERAL	**862,912**	**772,512**	**963,452**	**989,856**	**989,856**

SHERIFF'S OFFICE
Inmate Welfare Fund
Index #212100

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $22,958
111,285	108,135	(3,150)	Temporary Salaries adjusted per actual expenses
	11,641	11,641	FY 23 Sheriff's Wage Package of a 7% COLA and step
6,895	13,996	7,101	Pension adjustments
7,934	16,226	8,292	Health Benefits adjusted due to changes in coverage
10,340	19,530	9,190	FICA adjustments
24,256	12,000	(12,256)	Overtime decrease based on actual expense history
			CONTRACTUAL SERVICES increases $13,446
198,180	211,626	13,446	Other Professional Services funds provided for behavioral health & substance abuse services, inmate transportation, and job training increase based on actual expenses
			SUPPLIES & MATERIALS decrease ($10,000)
54,000	44,000	(10,000)	Uniform Purchase decrease decrease based on actual expense history
			BUSINESS & TRAVEL no change in funding over FY22
91,620	91,620	0	Funds provide for books and in-house training for inmates
			EQUIPMENT no change in funding over FY 22
48,000	48,000	0	Other Equipment expenses in Inmate Welfare account for furniture purchase

DIVISION STAFF SUMMARY

Inmate Welfare Fund

Index #212100

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		103,430		111,285		118,949
SALARY TOTAL		**103,430**		**111,285**		**118,949**
OTHER PERSONAL SERVICES						
Pension & Retirement		11,144		6,895		13,996
Workers' Compensation		680		388		388
Health Benefits		10,304		7,934		16,226
OPEB		0		0		2,140
Overtime		21,588		24,256		12,000
FICA		9,818		10,340		20,357
Miscellaneous		420		140		140
TOTAL OTHER PERSONAL SERVICES		**53,954**		**49,953**		**65,247**
TOTAL PERSONAL SERVICES		**157,384**		**161,238**		**184,196**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	7,749,271	7,546,683	8,697,402	9,386,516	9,386,516
20 CONTRACTUAL SERVICES	29,776	19,410	37,036	29,792	29,792
30 SUPPLIES AND MATERIALS	65,314	57,676	70,735	75,378	75,378
40 BUSINESS AND TRAVEL	241,145	255,010	287,836	289,036	289,036
50 CAPITAL OUTLAY	0	2,051	0	0	0
70 MISCELLANEOUS	0	0	0	0	0
GRAND TOTAL	**8,085,506**	**7,880,830**	**9,093,009**	**9,780,722**	**9,780,722**
FUNDING SOURCE:					
11 GENERAL	**8,085,506**	**7,880,830**	**9,093,009**	**9,780,722**	**9,780,722**

SHERIFF'S OFFICE
Court Services
Index #213000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $689,114
3,649,377	3,641,849	(7,528)	Full-time Salaries
			9,270 Salary Adjustments, Promotions, etc.
			(16,798) Staff Turnover (.46)%
			(7,528)
	548,891	548,891	FY 23 Sheriff's Office Wage Package of a 7% COLA and step
1,160,647	1,127,700	(32,947)	Temporary Salaries - decrease based on actual staffing levels and transfers
	(246,823)	(246,823)	The net result to this division of full-time staff transfers between divisions of the Sheriff's Office:
	195,518	195,518	27th pay costs
1,625,501	1,627,314	1,813	Pension adjustments
1,192,871	1,156,026	(36,845)	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
120,565	65,185	(55,380)	Workers' Compensation adjustments
402,732	388,592	(14,140)	FICA adjustments
490,098	586,852	96,754	Overtime and shift differential increase based on actual expense history
	246,052	246,052	OPEB (Other Post Employment Benefits)
20,250	14,360	(5,890)	RHS (Retirement Health Savings)

SHERIFF'S OFFICE
Court Services
Index #213000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
37,036	29,792	(7,244)	CONTRACTUAL SERVICES decrease ($7,244) Data Processing Software, Security systems and other services were adjusted based on actual expense history
70,735	75,378	4,643	SUPPLIES & MATERIALS increase $4,643 Printing and safety equipment increase based on actual expenses, funds for weapons and ammunition were reallocated to Patrol Service
287,836	289,036	1,200	BUSINESS & TRAVEL increase $1,200 Provides funds for County-Owned Vehicles, Fuel, Non-targeted Charges, Training Seminars, and related expenses and adjusted based on actual expense history

DIVISION STAFF SUMMARY

Court Services

Index #213000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Captain	1.00	128,960	1.00	146,455	1.00	156,704
Lieutenant	1.00	113,693	2.00	251,002	1.00	138,165
Sergeant	3.00	286,708	3.00	341,734	4.00	497,955
Corporal	5.00	419,328	6.00	578,747	5.00	532,229
Senior Deputy	16.00	1,238,405	15.00	1,326,872	12.00	1,155,711
Deputy First Class	0.00	0	0.00	0	2.00	143,596
Law Enforcement Records Manager	1.00	69,805	1.00	58,317	1.00	64,265
Law Enforcement Records Supervisor	3.00	140,482	3.00	152,131	3.00	167,651
Law Enforcement Records Technician I	3.00	99,652	6.00	209,957	6.00	227,075
Law Enforcement Records Technician II	19.00	810,106	16.00	732,671	16.00	799,972
Security Systems Admin	1.00	62,317	1.00	68,040	1.00	74,981
Sex Offender Verification Investigator	2.00	103,023	2.00	112,466	2.00	123,938
SUB-TOTAL FULL-TIME SALARIES	55.00	3,472,479	56.00	3,978,392	54.00	4,082,242
SALARY OFFSET		(297,292)		(329,015)		(365,867)
TOTAL FULL-TIME SALARIES	55.00	3,175,187	56.00	3,649,377	54.00	3,716,375
TEMPORARY SALARIES		1,056,311		1,160,647		1,240,470
SALARY TOTAL	**55.00**	**4,231,498**	**56.00**	**4,810,024**	**54.00**	**4,956,845**

DIVISION STAFF SUMMARY

Court Services

Index #213000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		1,254,026			1,625,501		1,714,168
Workers' Compensation		96,629			120,565		71,313
Health Benefits		1,135,905			1,192,871		1,156,026
RHS/OPEB		0			0		260,412
Overtime and Shift Differential		425,562			490,098		586,852
FICA		377,904			402,733		410,381
27th pay costs		0			0		195,518
Miscellaneous		35,880			55,610		35,000
TOTAL OTHER PERSONAL SERVICES		**3,325,906**			**3,887,378**		**4,429,670**
TOTAL PERSONAL SERVICES	**55.00**	**7,848,749**	*	**56.00**	**8,697,402**	**54.00**	**9,386,515**

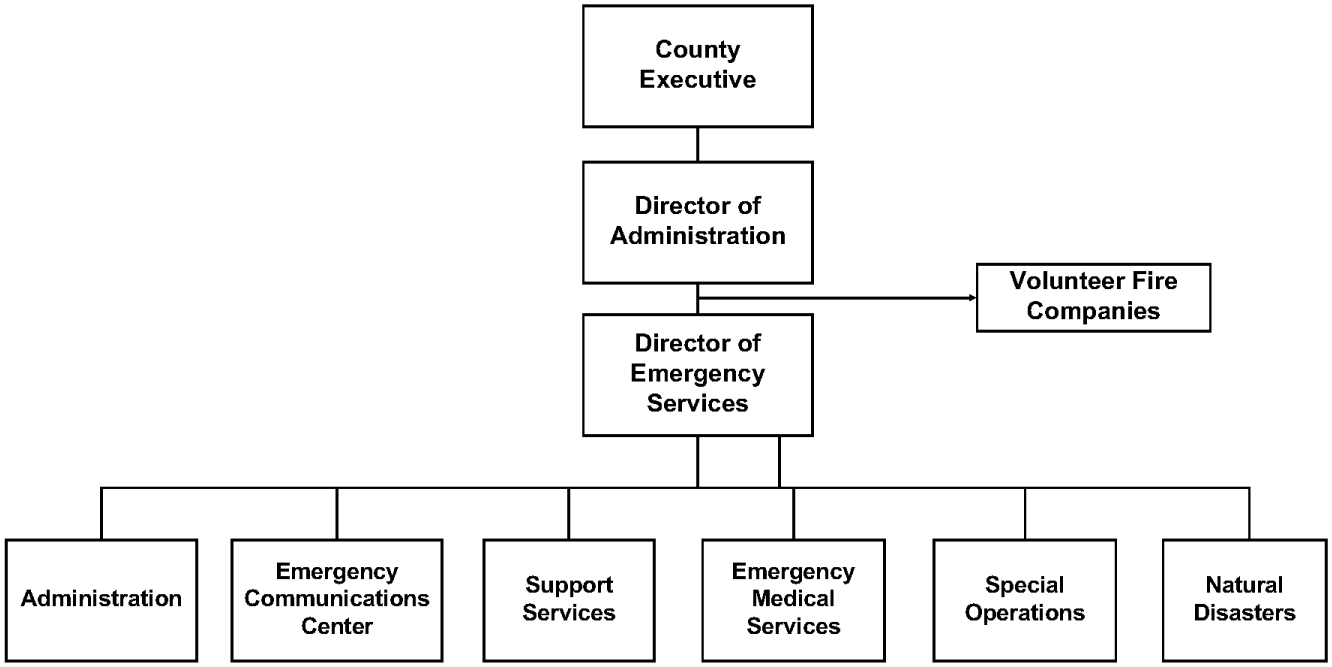
***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23
Summary of Grants

Harford County Sheriff's Office - Anticipated FY 23 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.	$443,222			$253,696	10/1/22 -9/30/23	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.	$58,000				10/21/22 -9/30/23	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				10/1/22 9/30/23	Recurring
Harford County Sheriff's Office Traffic Safety	Provides overtime for law enforcement deputies to perform traffic safety enforcement.	$30,000				10/1/22 -6/30/23	Recurring
STOP THIEF Grant	This grant will fund the purchase of additional license plate reader which will enhance pro-active auto theft details and community awareness.		$20,000			7/1/22 6/30/23	
SRO/Adequate Coverage Grant	This grant will enable the Harford County Sheriff's Office to hire three new deputies. This hiring will make it possible for the Sheriff's Office to then place three experienced deputies with the requisite training into the School Policing Unit without negatively impacting the agency's already limited manpower. The additional seputies added to the School Policing Unit will be assigned to a geographic region and be responsible for the elementary schools in that area.		$380,818			7/1/22 -6/30/23	
State Criminal Alien Assistance Program (SCAAP)	This grant provides federal funding to localities that incurred correctional costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law and have been incarcerated for at least four consecutive days during the reporting period. These funds are used to pay overtime and related FICA for correctional officers to fill in when there is a staff shortage.	$118,876				7/1/22 --6/30/23	

BJAG Local Solicitation Grant	This funding will be utilized to obtain equipment necessary for Patrol and the Traffic unit to engage in speed enforcement.	$26,389				10/1/22 9/30/23	
Tobacco Sales Enforcement Program	Undercover operators work with the county to enforce underage tobacco laws.	$14,000				7/1/22 -6/30/23	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.		$29,009			7/1/22 -6/30/23	Recurring
	TOTALS:	**$509,639**	**$149,430**	**$0**	**$253,696**		

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 23 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 READINESS 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	10,034,251	10,524,459	12,543,133	15,661,598	15,661,598
20	CONTRACTUAL SERVICES	7,636,760	8,839,688	9,411,944	11,191,044	11,191,044
30	SUPPLIES AND MATERIALS	472,582	565,538	697,000	1,003,800	1,003,800
40	BUSINESS AND TRAVEL	121,414	120,634	138,048	165,123	165,123
50	CAPITAL OUTLAY	116,855	103,309	0	60,000	60,000
70	MISCELLANEOUS	6,694,533	6,822,277	7,511,122	8,316,137	8,316,137
80	INTER-GOVERNMENTAL	0	0	0		0
	GRAND TOTAL	**25,076,395**	**26,975,905**	**30,301,247**	**36,397,702**	**36,397,702**
SUMMARY BY DIVISION:						
GENERAL FUND:						
221000	ADMINISTRATION	1,755,486	1,767,184	1,931,332	2,115,616	2,115,616
222100	EMERGENCY COMMUNICATIONS	6,821,891	7,015,751	8,324,369	9,314,082	9,314,082
222200	SUPPORT SERVICES	2,460,298	2,715,703	2,664,683	3,094,739	3,094,739
223000	VOLUNTEER FIRE COMPANIES	7,033,473	7,149,169	7,688,408	8,911,423	8,911,423
224000	EMERGENCY MEDICAL SERVICES	6,430,315	7,775,161	8,863,582	11,931,598	11,931,598
225000	SPECIAL OPERATIONS	373,025	366,467	728,873	930,244	930,244
226000	RESCUE SUPPORT	201,908	186,469	0	0	0
229000	NATURAL DISASTERS	0	0	100,000	100,000	100,000
	GRAND TOTAL	**25,076,395**	**26,975,904**	**30,301,247**	**36,397,702**	**36,397,702**

DEPARTMENT OF EMERGENCY SERVICES

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $3,118,466
6,775,760	6,946,253	170,493	Full-time salaries
			107,893 Salary adjustments
			(87,400) Staff Turnover (1.96)%
			150,000 Salary offset (reinstate half year funding for six EMTs)
			170,493
	60,000	60,000	One (1) full-time Computer Engineer position created in 221000
	130,222	130,222	Transfer of one (1) position from 222100 to 224000 and four (4) positions transferred to Emergency Medical Services from Parks and Recreation
	415,809	415,809	Four (4) new EMT positions and five (5) new Paramedic positions created
	858,389	858,389	FY 23 merit increase 3% and COLA of 7% for all eligible employees
541,679	587,252	45,573	Temporary Salaries
788,232	807,280	19,048	Pension adjustments
61,463	59,377	(2,086)	Workers' Compensation adjustments
2,050,597	2,592,257	541,660	Health Benefits are adjusted due to staff opting for changes in levels of coverage
351,000	402,080	51,080	Retirement Health Savings (RHS)
	209,309	209,309	Other Post Employment Benefits (OPEB)
1,185,000	1,285,000	100,000	Overtime adjusted based on actual expense
96,000	140,000	44,000	Shift Differential
677,721	694,879	17,158	FICA adjustments
	340,271	340,271	27th Pay

DEPARTMENT OF EMERGENCY SERVICES

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $1,779,100
5,497,069	6,497,069	1,000,000	Emergency Medical Services - Provides annual county contribution to Harford County Fire & EMS Foundation. Additional funds provide for pay equity with county employees
1,862,750	2,179,050	316,300	Communications service and increase in maintenance and operating equipment, Motorola contract expenses, radio system consultant/license fees
400,000	768,000	368,000	Funding for RMS Verizon iPads @ $67,000; dry hydrant repair @ $1,000; VFC Microsoft licenses @ $200,000 and insurance expenses @ $500,000
			SUPPLIES & MATERIALS increase $306,800
697,000	1,003,800	306,800	Safety equipment and computer supplies increase offset by decrease in uniform purchase based on actual expenses
			BUSINESS AND TRAVEL increase $27,075
138,048	165,123	27,075	Adjustments in membership fees & dues, training seminars, professional books and vehicle maintenance based on actual expense
			MISCELLANEOUS increase $805,015
7,511,122	8,316,137	805,015	Payments to Volunteer Fire Companies - 8.5% increase in contribution to each VFC and to Association; as well as funding for Fire Service Tuition Loan Forgiveness Program @ $300,000 as well as staffing incentives and marketing and recruitment expenses @ $261,000

DEPARTMENT STAFF SUMMARY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Budget Technician II	1.00	79,101	1.00	84,564	1.00	95,837
Administrative Secretary III	1.00	79,859	1.00	85,345	1.00	93,905
Computer System Engineer	1.00	50,000	0.00	0	1.00	60,000
Database Administrator	1.00	61,691	0.00	0	0.00	0
Deputy Director of Emergency Services	1.00	122,975	1.00	125,435	1.00	138,230
Director of Emergency Services	1.00	134,211	1.00	136,895	1.00	144,001
Electronic Services Technician II	1.00	57,320	1.00	62,130	1.00	68,323
GIS Analyst	0.00	0	1.00	62,842	1.00	74,635
Grants Coordinator	1.00	83,079	1.00	88,661	1.00	97,560
Paramedic	16.00	797,463	16.00	866,299	27.00	1,530,977
EMT	8.00	320,000	8.00	400,000	9.00	413,219
Public Safety Branch Manager	0.00	0	0.00	0	1.00	96,379
Public Safety Dispatcher I	14.00	549,831	13.00	530,870	12.00	570,138
Public Safety Dispatcher II	18.00	864,152	18.00	925,270	25.00	1,393,009
Public Safety Dispatcher III	26.00	1,561,360	27.00	1,751,982	22.00	1,657,021
Public Safety Hazmat Manager	1.00	63,236	1.00	68,223	1.00	75,037
Public Safety Manager	5.00	432,195	5.00	460,611	4.00	417,372
Public Safety Shift Manager	4.00	336,222	4.00	358,668	3.00	260,440
Public Safety Supervisor	8.00	582,031	7.00	546,353	6.00	514,818
Public Safety Support Specialist I	2.00	114,029	1.00	75,220	1.00	85,230
Public Safety Support Specialist II	3.00	202,745	5.00	338,540	5.00	376,187
Public Safety Support Specialist III	1.00	77,031	1.00	82,432	1.00	90,697
Public Safety Shift Supervisor I	0.00	0	1.00	55,872	1.00	66,120
Radio Shop Supervisor	0.00	0	0.00	0	1.00	92,432
FULL-TIME SALARIES	114.00	6,568,531	114.00	7,106,212	127.00	8,411,567
SALARY OFFSET		(184,452)		(330,452)		(180,452)
TOTAL FULL-TIME SALARIES	114.00	6,384,079	114.00	6,775,760	127.00	8,231,115
TEMPORARY SALARIES		472,661		541,679		645,515
SALARY TOTAL	**114.00**	**6,856,740**	**114.00**	**7,317,439**	**127.00**	**17,288,197**

DEPARTMENT STAFF SUMMARY
EMERGENCY SERVICES

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		715,837			788,232		941,940
Workers' Compensation		75,398			61,463		70,811
Health Benefits		2,026,885			2,050,597		2,592,255
Overtime & Shift Differential		1,351,000			1,281,000		1,425,000
RHS/OPEB		314,580			351,000		611,389
FICA		595,077			677,721		785,382
27th Pay		0			0		340,271
Miscellaneous		15,960			15,680		17,920
TOTAL OTHER PERSONAL SERVICES		**5,094,737**			**5,225,693**		**6,784,968**
TOTAL PERSONAL SERVICES	**114.00**	**11,951,477**	*	**114.00**	**12,543,132**	**127.00**	**15,661,598**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 23 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 MAN-MADE 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	966,278	985,750	1,032,679	1,303,563	1,303,563
20 CONTRACTUAL SERVICES	625,423	653,953	619,300	585,000	585,000
30 SUPPLIES AND MATERIALS	39,154	45,924	50,500	48,000	48,000
40 BUSINESS AND TRAVEL	18,623	16,849	28,853	29,053	29,053
50 CAPITAL OUTLAY	831	8,861	0	0	0
70 MISCELLANEOUS	105,177	55,848	200,000	150,000	150,000
80 INTER-GOVERNMENTAL	0	0	0	0	0
GRAND TOTAL	**1,755,486**	**1,767,184**	**1,931,332**	**2,115,616**	**2,115,616**
FUNDING SOURCE:					
11 GENERAL	**1,755,486**	**1,767,184**	**1,931,332**	**2,115,616**	**2,115,616**

DEPARTMENT OF EMERGENCY SERVICES
Administration
Index #221000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $270,884
592,575	603,680	11,105	Full-Time Salaries
		11,105	Salary Adjustments
	60,000	60,000	One full-time Computer Engineer position created
	74,614	74,614	FY 23 merit increase 3% and COLA of 7% for all eligible employees
75,563	96,022	20,459	Temporary Salaries - Building Attendants adjusted based on actuals
89,545	91,739	2,194	Pension adjustments
173,751	176,099	2,348	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	39,983	39,983	Other Post Employment Benefits (OPEB)
6,750	7,180	430	Retirement Health Savings (RHS)
	29,653	29,653	27th Pay Costs

DEPARTMENT OF EMERGENCY SERVICES
Administration
Index #221000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES decrease ($34,300)
619,300	585,000	(34,300)	Provides funding for electricity, water and sewer, building maintenance; decrease in funding for operating equipment (funds provided in FY 22 for basement roll up door)
50,500	48,000	(2,500)	SUPPLIES AND MATERIALS decrease ($2,500) Commercial Printing, Meals - Special Purpose, and Other Supplies & Materials adjusted based on actuals
28,853	29,053	200	BUSINESS AND TRAVEL increase $200 Professional Books/Periodicals, county owned vehicle expense, fuel and memberships and dues adjusted based on actuals
200,000	150,000	(50,000)	MISCELLANEOUS decrease ($50,000) Provides funding for VFC Ladies Auxiliary Legacy Service Program and EMS Community Service Scholarships

DIVISION STAFF SUMMARY

Administration

Index #221000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	0	0.00	0	0.00	0
Administrative Budget Technician II	1.00	79,101	1.00	84,564	1.00	95,837
Administrative Secretary III	1.00	79,859	1.00	85,345	1.00	93,905
Computer Systems Engineer	.00	0	.00	0	1.00	60,000
Deputy Director of Emergency Services	1.00	122,975	1.00	125,435	1.00	138,230
Director of Emergency Services	1.00	134,211	1.00	136,895	1.00	144,001
Grants Coordinator	1.00	83,079	1.00	88,661	1.00	97,560
Public Safety Manager	1.00	88,723	1.00	94,474	1.00	103,967
Public Safety Supervisor	1.00	0	0.00	0	0.00	0
Public Safety Support Specialist I	1.00	70,029	1.00	75,220	1.00	85,230
Public Safety Support Specialist III	1.00	77,031	1.00	82,433	1.00	90,697
FULL-TIME SALARIES	8.00	735,008	8.00	773,027	9.00	909,427
SALARY OFFSET		(184,452)		(180,452)		(180,452)
TOTAL FULL-TIME SALARIES	**8.00**	**550,556**	**8.00**	**592,575**	**8.00**	**728,975**
TEMPORARY SALARIES		77,652		75,563		105,817
SALARY TOTAL	**8.00**	**628,208**	**8.00**	**668,138**	**8.00**	**834,792**

DIVISION STAFF SUMMARY

Administration

Index #221000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		81,459			89,545		104,113
Workers' Compensation		7,534			7,593		7,408
Health Benefits		170,909			173,752		195,623
Overtime & Shift Differential		30,000			20,000		20,000
RHS/OPEB		6,420			6,750		47,163
FICA		63,154			65,642		63,411
27th Pay		0			0		29,653
Miscellaneous		1,120			1,260		1,400
TOTAL OTHER PERSONAL SERVICES		**360,595**			**364,541**		**468,770**
TOTAL PERSONAL SERVICES	**9.00**	**988,803**	*	**8.00**	**1,032,679**	**8.00**	**1,303,562**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	6,370,053	6,597,361	7,393,685	8,389,498	8,389,498
20 CONTRACTUAL SERVICES	424,971	396,721	896,000	892,000	892,000
30 SUPPLIES AND MATERIALS	10,219	17,630	12,000	9,000	9,000
40 BUSINESS AND TRAVEL	16,648	4,039	14,970	15,870	15,870
70 MISCELLANEOUS	0	0	7,714	7,714	7,714
80 INTER-GOVERNMENTAL	0	0	0	0	0
GRAND TOTAL	**6,821,891**	**7,015,751**	**8,324,369**	**9,314,082**	**9,314,082**
FUNDING SOURCE:					
11 GENERAL	**6,821,891**	**7,015,751**	**8,324,369**	**9,314,082**	**9,314,082**

DEPARTMENT OF EMERGENCY SERVICES
Emergency Communications Center
Index #222100

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $995,814
4,469,900	4,480,883	10,983	Full-Time Salaries
			100,618 Salary adjustments
			(89,635) Staff Turnover
			10,983
	(87,589)	(87,589)	Transfer of one (1) position (P0348) to the Emergency Medical Services index
	486,503	486,503	FY 23 merit increase 3% and COLA of 7% for all eligible employees
	198,809	198,809	27th Pay Costs
16,000	16,000	0	Temporary Salaries - For part-time Quality Assurance position
491,689	492,897	1,208	Pension adjustments
25,239	22,170	(3,069)	Workers' Compensation adjustments
1,276,806	1,373,202	96,396	Health Benefits are adjusted due to staff opting for changes in levels of coverage
222,750	251,300	28,550	Retirement Health Savings (RHS)
0	145,839	145,839	Other Post Employment Benefits (OPEB)
384,940	392,972	8,032	FICA adjustments
496,000	640,000	144,000	Overtime & Shift Differential
			CONTRACTUAL SERVICES decrease of ($4,000)
896,000	892,000	(4,000)	Funds provide for emergency reporting system, telephone service,communications service based on actuals
			SUPPLIES AND MATERIALS decrease in funding of ($3,000)
12,000	9,000	(3,000)	Decrease in uniform purchase based on actual spending
			BUSINESS AND TRAVEL increase in funding of $900
14,970	15,870	900	Funding provided for Training Seminars, County-owned Vehicles, Fuel; decrease in Professional Books and Periodicals based on actual spending history

DIVISION STAFF SUMMARY

Emergency Communications Center

Index #222100

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Database Administrator	1.00	61,691	0.00	0	0.00	0
GIS Analyst I	.00	0	1.00	62,842	1.00	74,635
Public Safety Dispatcher I	14.00	549,831	13.00	530,870	12.00	570,138
Public Safety Dispatcher II	18.00	864,152	18.00	925,270	25.00	1,393,009
Public Safety Dispatcher III	26.00	1,561,360	27.00	1,751,982	22.00	1,657,021
Public Safety Manager	2.00	169,383	2.00	180,645	1.00	104,452
Public Safety Shift Manager	3.00	257,660	3.00	274,660	3.00	260,440
Public Safety Shift Supervisor	.00	0	1.00	55,872	1.00	66,120
Public Safety Supervisor	7.00	514,272	6.00	473,471	5.00	434,646
Public Safety Support Specialist I	1.00	44,000	0.00	0	0.00	0
Public Safety Support Specialist II	2.00	139,173	3.00	214,288	3.00	241,240
FULL-TIME SALARIES	74.00	4,161,523	74.00	4,469,900	73.00	4,801,701
TEMPORARY SALARIES		16,000		16,000		16,000
SALARY TOTAL	**74.00**	**4,177,523**	**74.00**	**4,485,900**	**73.00**	**4,817,701**
OTHER PERSONAL SERVICES						
Pension & Retirement		436,960		491,689		528,187
Workers' Compensation		28,482		25,239		22,872
Health Benefits		1,199,669		1,276,807		1,357,056
Overtime & Shift Differential		546,000		496,000		640,000
RHS/OPEB		192,600		222,750		397,139
FICA		318,356		384,940		417,514
27th Pay		0		0		198,809
Miscellaneous		10,360		10,360		10,220
TOTAL OTHER PERSONAL SERVICES		**2,732,427**		**2,907,785**		**3,571,797**
TOTAL PERSONAL SERVICES	**74.00**	**6,909,950** *	**74.00**	**7,393,686**	**73.00**	**8,389,498**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	643,582	709,609	740,933	854,689	854,689
20 CONTRACTUAL SERVICES	1,762,452	1,932,542	1,862,750	2,179,050	2,179,050
30 SUPPLIES AND MATERIALS	40,126	58,762	55,000	55,000	55,000
40 BUSINESS AND TRAVEL	6,282	4,456	6,000	6,000	6,000
50 CAPITAL OUTLAY	7,856	10,334	0	0	0
GRAND TOTAL	**2,460,298**	**2,715,703**	**2,664,683**	**3,094,739**	**3,094,739**
FUNDING SOURCE:					
11 GENERAL	**2,460,298**	**2,715,703**	**2,664,683**	**3,094,739**	**3,094,739**

DEPARTMENT OF EMERGENCY SERVICES
Support Services
Index #222200

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $113,756
455,882	464,279	8,397	Full-Time Salaries
			8,397 Salary adjustments
	48,226	48,226	FY 23 merit increase 3% and COLA of 7% for all eligible employees
50,147	51,071	924	Pension adjustments
133,889	153,583	19,694	Health Benefits are adjusted due to staff opting for changes in levels of coverage
38,700	35,517	(3,183)	FICA adjustments
	20,895	20,895	27th Pay
	19,212	19,212	Other Post Employment Benefits (OPEB)
6,750	7,180	430	Retirement Health Savings (RHS)
			CONTRACTUAL SERVICES increase $316,300
1,862,750	2,179,050	316,300	Funds provide for telephone service, communications service, Motorola maintenance contract expenses, operating equipment service; increase in funding for Motorola contract, radio system consultant/license fees and BDA maintenance based on actual expenses.
			SUPPLIES AND MATERIALS no change in funding from FY 22
55,000	55,000	0	Funding provides for safety equipment for AED purchases computer supplies
			BUSINESS AND TRAVEL no change in funding from FY 22
6,000	6,000	0	Funds provide for vehicle maintenance and fuel.

DIVISION STAFF SUMMARY

Support Services

Index #222200

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Computer System Engineer I	1.00	50,000	0.00	0	0.00	0
Electronic Services Technician II	1.00	57,320	1.00	62,130	1.00	68,323
Public Safety Manager	2.00	174,090	2.00	185,492	2.00	208,953
Public Safety Shift Manager	1.00	78,561	1.00	84,008	.00	0
Public Safety Support Specialist II	1.00	63,572	2.00	124,252	2.00	134,947
Radio Shop Supervisor	.00	0	.00	0	1.00	92,432
FULL-TIME SALARIES	6.00	423,543	6.00	455,882	6.00	504,655
SALARY TOTAL	**6.00**	**423,543**	**6.00**	**455,882**	**6.00**	**504,655**
OTHER PERSONAL SERVICES						
Pension & Retirement		44,472		50,147		55,512
Workers' Compensation		5,283		4,725		4,206
Health Benefits		130,059		133,889		153,583
Overtime & Shift Differential		50,000		50,000		50,000
RHS/OPEB		6,420		6,750		26,392
FICA		32,401		38,700		38,606
27th Pay						20,895
Miscellaneous		840		840		840
TOTAL OTHER PERSONAL SERVICES		**269,475**		**285,051**		**350,034**
TOTAL PERSONAL SERVICES	**6.00**	**693,018** *	**6.00**	**740,933**	**6.00**	**854,689**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	397,609	387,023	400,000	768,000	768,000
30 SUPPLIES & MATERIALS	0	0	0	0	0
50 CAPITAL OUTLAY	48,619	0	0	0	0
70 MISCELLANEOUS	6,587,245	6,762,146	7,288,408	8,143,423	8,143,423
GRAND TOTAL	**7,033,473**	**7,149,169**	**7,688,408**	**8,911,423**	**8,911,423**
FUNDING SOURCE:					
11 GENERAL	**7,033,473**	**7,149,169**	**7,688,408**	**8,911,423**	**8,911,423**

DEPARTMENT OF EMERGENCY SERVICES
Volunteer Fire Companies
Index #223000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
400,000	768,000	368,000	CONTRACTUAL SERVICES increase in funding of $368,000 Funding provides for RMS Verizon iPads @ $67,000; dry hydrant repair @ $1,000; VFC Microsoft licenses @ $200,000, and insurance expenses @ $500,000
7,288,408	8,143,423	855,015	MISCELLANEOUS increases $503,546 Fire Service Tuition Loan Forgiveness Program funded at $300,000. Staffing incentives and recruiting marketing expenses @ $261,000 Payments to Volunteer Fire Companies increase by 8.5%:

	FY 22	FY 23	Change
Level	449,675	487,897	38,222
Aberdeen	712,810	773,399	60,589
Bel Air	1,015,588	1,101,913	86,325
Abingdon	847,393	919,421	72,028
Susquehanna Hose	439,812	477,196	37,384
HdG Ambulance	244,410	265,185	20,775
Whiteford	414,314	449,531	35,217
Jarrettsville	519,889	564,080	44,191
Joppa-Magnolia	807,701	876,356	68,655
Darlington	426,805	463,083	36,278
Norrisville	399,359	433,305	33,946
Fallston	537,645	583,345	45,700
	6,815,401	**7,394,711**	**579,310**

Funds provided for support services increase 8.5%:

	FY 22	FY 23	Change
Fire Training	8,667	9,404	737
Administration	14,864	16,127	1,263
Safety	1,238	1,343	105
Fire Prevention	21,053	22,843	1,790
EMS Ops & Training	61,921	67,184	5,263
Recruitment	13,624	14,782	1,158
Immunizations	6,191	6,717	526
Trainee Program	45,449	49,312	3,863
	173,007	**187,712**	**14,705**

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,671,768	1,834,159	2,734,113	4,422,329	4,422,329
20 CONTRACTUAL SERVICES	4,278,715	5,440,433	5,602,569	6,734,069	6,734,069
30 SUPPLIES AND MATERIALS	326,986	358,226	482,700	715,000	715,000
40 BUSINESS AND TRAVEL	44,679	58,229	44,200	60,200	60,200
50 CAPITAL OUTLAY	108,168	84,114	0	0	0
GRAND TOTAL	**6,430,315**	**7,775,161**	**8,863,582**	**11,931,598**	**11,931,598**
FUNDING SOURCE:					
11 GENERAL	**6,430,315**	**7,775,161**	**8,863,582**	**11,931,598**	**11,931,598**

DEPARTMENT OF EMERGENCY SERVICES
Emergency Medical Services
Index #224000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $1,688,216
1,189,181	1,329,319	140,138	Full-Time Salaries
		(12,096)	Salary Adjustments - seven (7) vacant EMT's increase in entry salary
		2,234	Turnover
		150,000	Offset - half funding for six (6) vacant EMT's
		140,138	
		217,811	Transfer of four positions to EMS:

PIN	Salary	
0348	87,458	Trsf from 222100
3286	43,451	Trsf from P&R
2808	43,451	Trsf from P&R
3403	43,451	Trsf from P&R
	217,811	

		415,809	Four (4) new EMT positions and five (5) new Paramedic positions created
	167,372	167,372	FY 23 merit increase 3% and COLA of 7% for all eligible employees
82,355	112,320	29,965	Temporary Salaries - provides for temporary on-call paramedics
130,810	146,226	15,416	Pension adjustments
17,802	21,903	4,101	Workers' Compensation adjustments
447,714	769,167	321,453	Health Benefits are adjusted due to staff opting for changes in levels of coverage
114,750	136,420	21,670	Retirement Health Savings (RHS)
143,172	187,994	44,822	FICA adjustments
600,000	600,000	0	Overtime - no change in funding from FY 22
0	4,275	4,275	Other Post Employment Benefits (OPEB)
0	87,807	87,807	27th Pay

DEPARTMENT OF EMERGENCY SERVICES
Emergency Medical Services
Index #224000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $1,131,500
5,497,069	6,497,069	1,000,000	Emergency Medical Services - Provides annual county contribution to Harford County Fire & EMS Foundation, increase to provide equity with county employees
96,500	207,000	110,500	Other Professional Services - provides for training, medicine disposal, medicaid director and EMS billing increased based on actual expense history
9,000	30,000	21,000	Operating equipment service increase based on actual spending
			SUPPLIES AND MATERIALS increase $232,300
482,700	715,000	232,300	Increase in safety equipment and other medical supplies based on actual spending
			BUSINESS AND TRAVEL increase $16,000
1,200	17,200	16,000	Increase based on actual expense history for training, seminars and courses

DIVISION STAFF SUMMARY

Emergency Medical Services

Index #224000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Public Safety Supervisor	1.00	67,760	1.00	72,882	1.00	80,172
Public Safety Branch Manager	.00	0	.00	0	1.00	96,379
Paramedic	16.00	797,462	16.00	866,299	27.00	1,530,977
EMT	8.00	320,000	8.00	400,000	9.00	413,219
TOTAL FULL-TIME SALARIES	25.00	1,185,222	25.00	1,339,181	38.00	2,120,747
SALARY OFFSET		0		(150,000)		0
TEMPORARY SALARIES		50,000		82,355		123,777
SALARY TOTAL	25.00	1,235,222	25.00	1,271,536	38.00	2,244,524
OTHER PERSONAL SERVICES						
Pension & Retirement		129,698		136,060		233,265
Workers' Compensation		19,912		17,802		26,753
Health Benefits		508,339		447,713		866,359
Overtime & Shift Differential		600,000		600,000		600,000
RHS/OPEB		109,140		114,750		140,695
FICA		140,394		143,172		217,605
27th Pay		0		0		87,807
Miscellaneous		3,500		3,080		5,320
TOTAL OTHER PERSONAL SERVICES		**1,510,983**		**1,462,577**		**2,177,804**
TOTAL PERSONAL SERVICES	**25.00**	**2,746,205**	**25.00**	**2,734,113**	**38.00**	**4,422,328**

DEPARTMENT OF EMERGENCY SERVICES
Special Operations
Index #225000

ORIGIN/PURPOSE:

Special Operations 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	244,792	281,932	541,723	591,519	591,519
20 CONTRACTUAL SERVICES	71,237	12,864	31,325	32,925	32,925
30 SUPPLIES AND MATERIALS	37,028	44,634	96,800	176,800	176,800
40 BUSINESS AND TRAVEL	19,968	24,968	44,025	54,000	54,000
50 CAPITAL OUTLAY	0	0	0	60,000	60,000
70 MISCELLANEOUS	0	2,068	15,000	15,000	15,000
80 INTER-GOVERNMENTAL	0	0	0	0	0
GRAND TOTAL	**373,025**	**366,467**	**728,873**	**930,244**	**930,244**
FUNDING SOURCE:					
11 GENERAL	**373,025**	**366,467**	**728,873**	**930,244**	**930,244**

DEPARTMENT OF EMERGENCY SERVICES
Special Operations
Index #225000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $49,796
68,223	68,092	(131)	Full-Time Salaries
	48,156	48,156	FY 23 merit increase 3% and COLA of 7% for all eligible employees
367,761	362,910	(4,851)	Temporary Salaries
20,792	20,098	(694)	Pension adjustments
6,104	9,495	3,391	Workers' Compensation adjustments
18,437	19,635	1,198	Health Benefits are adjusted due to staff opting for changes in levels of coverage
35,266	34,884	(382)	FICA adjustments
25,000	25,000	0	Overtime
0	3,107	3,107	27th Pay
			CONTRACTUAL SERVICES increase $1,600
8,900	10,000	1,100	Space & Real Estate Rental - CAM charges
500	1,000	500	Heating Fuel increased based on actual spending
			SUPPLIES AND MATERIALS increase of $80,000
96,800	176,800	80,000	Funding provided for Safety Equipment, Uniform Purchase, and Other Supplies & Materials increased based on actual expense
			BUSINESS AND TRAVEL increase $9,975
44,025	54,000	9,975	Increase based on actual expenses for county owned vehicles, non-targeted charges for vehicles, 2 and membership fees
15,000	15,000	0	MISCELLANEOUS no change in funding from FY 22

DIVISION STAFF SUMMARY
Special Operations
Index #225000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Public Safety Hazmat Manager	1.00	63,236		1.00	68,233	1.00	75,037
TOTAL FULL-TIME SALARIES	1.00	63,236		1.00	68,233	1.00	75,037
TEMPORARY SALARIES		215,168			367,761		399,921
SALARY TOTAL	**1.00**	**278,404**		**1.00**	**435,994**	**1.00**	**474,958**
OTHER PERSONAL SERVICES							
Pension & Retirement		12,989			20,792		20,862
Workers' Compensation		1,062			6,104		9,571
Health Benefits		17,909			18,437		19,636
Overtime & Shift Differential		25,000			25,000		25,000
FICA		21,298			35,266		38,245
27th Pay		0			0		3,107
Miscellaneous		140			140		140
TOTAL OTHER PERSONAL SERVICES		**78,398**			**105,739**		**116,561**
TOTAL PERSONAL SERVICES	**1.00**	**278,404**	*	**1.00**	**541,733**	**1.00**	**591,519**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 23 GOAL:

TO PROVIDE COORDINATED AND SPECIALIZED HIGH RISK RESCUES IN SUPPORT OF THE LOCAL VOLUNTEER FIRE AND EMS SERVICES.

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	89,161	115,649	0	0	0
20 CONTRACTUAL SERVICES	76,354	16,152	0	0	0
30 SUPPLIES AND MATERIALS	19,068	40,362	0	0	0
40 BUSINESS AND TRAVEL	15,215	12,092	0	0	0
70 MISCELLANEOUS	2,111	2,214	0	0	0
GRAND TOTAL	**201,908**	**186,469**	**0**	**0**	**0**
FUNDING SOURCE:					
11 GENERAL	**201,908**	**186,469**	**0**	**0**	**0**

DIVISION STAFF SUMMARY
Rescue Support
Index #226000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		113,841			0		0
SALARY TOTAL		**113,841**			**0**		**0**
OTHER PERSONAL SERVICES							
Pension & Retirement		10,259			0		0
Workers' Compensation		13,125			0		0
Overtime & Shift Differential		10,000			0		0
FICA		9,474			0		0
TOTAL OTHER PERSONAL SERVICES		42,858			0		0
TOTAL PERSONAL SERVICES		**156,699**	*		**0**		**0**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
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 23
Summary of Grants

Department of Emergency Services - Anticipated FY 23 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	10/1/22 - 6/30/23	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.	142,382				9/1/22 - 6/30/23	Recurring
Exelon Nuclear Emergency Planning	Funds are designated as corporate/business revenue to pay toward the Emergency Planner Position			50,000		1/1/22 - 12/31/23	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.	440,350				9/1/221 - 6/30/24	Recurring
Senator Amoss Grant	Funding is for the local Volunteer Fire Companies and the 3 Municipalities for their local Fire Companies	572,739				7/1/22 - 6/30/23	Recurring
Hazardous Materials Emergency Preparedness Grant Program	Grant monies provide for much needed training for the Harford County Hazmat team.	7,132			1,783	10/1/22 - 9/30/23	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.		15,000		24,000	12/1/22 - 5/11/23	Recurring
	TOTALS:	**1,293,055**	**15,000**	**50,000**	**156,235**		

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 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Number of Supervisors	5	6	5	6
Number of Dispatchers	62	57	51	59
Overtime Spent	$303,290	$462,219	$510,105	$500,000
Overtime Budgeted	$450,000	$450,000	$400,000	$500,000
Minimum # of Staff on Shift for 24 hrs.	29	31	31	34
Output:				
Number of inbound telephone calls into 9-1-1 Center	234,652	213,484	229,780	233,000
Number of outbound telephone calls from 9-1-1 Center	78,846	102,438	92,159	95,000
Total number of Computer Aided Dispatch incidents created	297,976	274,064	317,775	320,000
Outcome:				
Ratio Supervisors to Staff (optimal 1:7)	1 to 12.4	1 to 9.5	1 to 10.2	1 to 10
Overtime Difference	146,710	(12,219)	(110,105)	—

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 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Money allocated for training materials and supplies	$9,000	$18,535	$7,000	$7,500
Number of staff hours used to provide internal supplemental and external training	945	593	1209	620
Number of 911 calls to the 9-1-1 Center	104,350	101,784	103,421	106,000
Number of 10 digit calls to the 9-1-1 Center on Citizen inbound lines	180,336	192,115	123,421	100,000
Output:				
Number of events attended or hosted	105	91	84	60+
Number of staff hours per event	10	6.5	14.39	8
Number of individuals contacted or trained	3,680	1,477	3,426	3,800
Outcome:				
Ratio of individuals trained to staff hours	1:04	1:025	1:03	1:09
Ratio of telephone calls to individuals trained	77 to 1	87 to 1	66 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 was expanded in FY18 to include all forms of public outreach and education which justifies the increase in money allocated for supplies.

FY21 Budget reflects additional funds to purchase a Simulated Training Manikan which is a shared purchase with the HCSO Tactical team for the TEMS program.

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

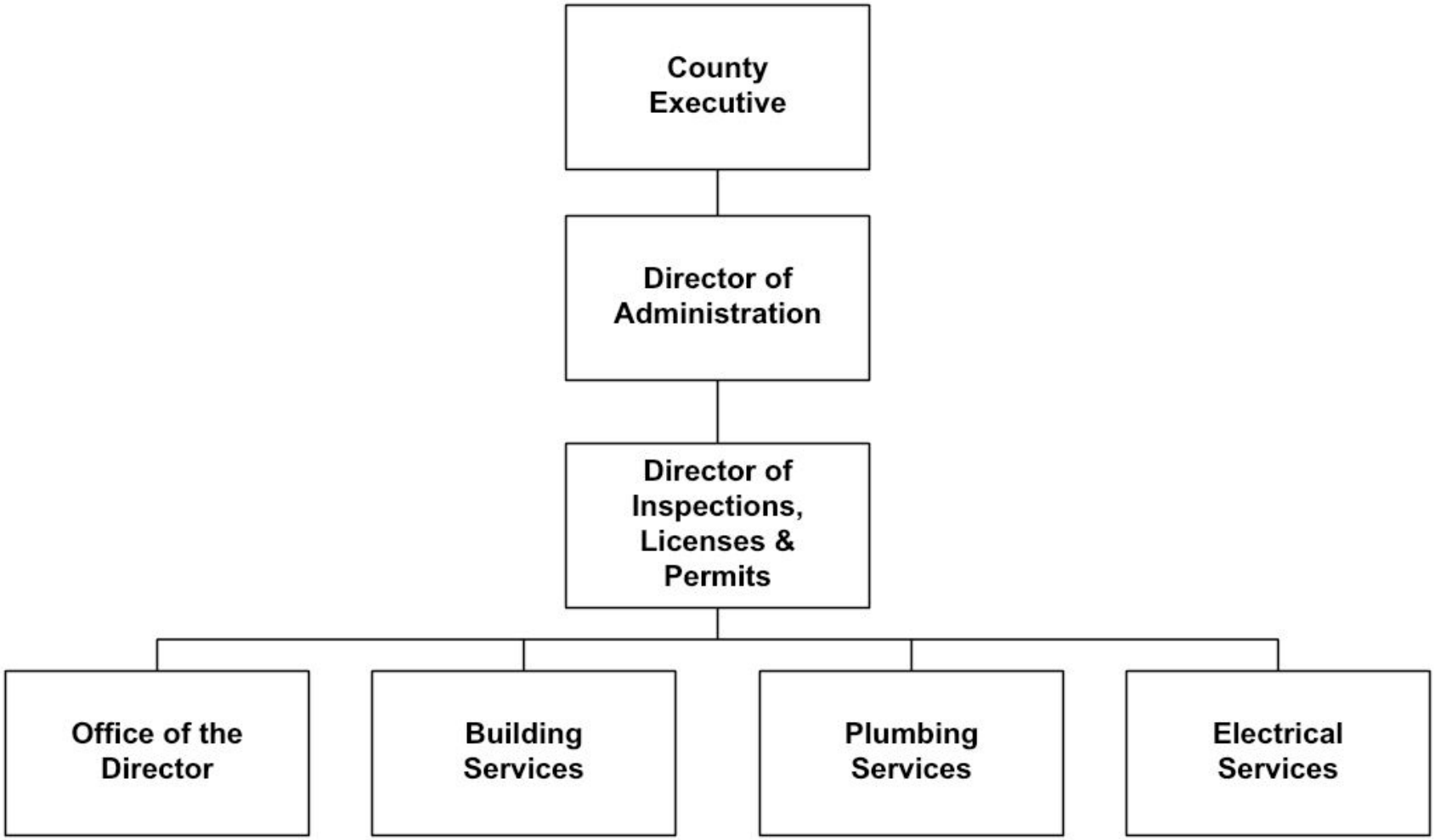
III. Strengthen Our Communities

Measure	Actual 2020	Budget 2021	Budget 2022	Estimated 2023
Input:				
Special Operations Budget	$758,337	$656,351	$728,873	$930,244
Output:				
# of Incidents	272	235	245	250
# of Training Manhours	3,776	2,711	2,500	2,500
# of Required Training man hours	800	1,600	1,600	1,600
Outcome:				
Percentage of Incidents Alerted for that Special Operations responded with adequately trained personnel	100%	100%	100%	100%
Additional training hours above required	1,236	1,111	891	900

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 23 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

INSPECTIONS, LICENSES & PERMITS

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,179,179	3,087,884	3,566,653	4,040,585	4,040,585
20	CONTRACTUAL SERVICES	45,606	23,377	55,781	55,781	55,781
30	SUPPLIES AND MATERIALS	14,702	20,068	28,275	28,275	28,275
40	BUSINESS AND TRAVEL	56,983	54,231	80,760	80,760	80,760
70	MISCELLANEOUS	2,160	680	2,500	2,500	2,500
	GRAND TOTAL	**3,298,629**	**3,186,240**	**3,733,969**	**4,207,901**	**4,207,901**
SUMMARY BY FUND:						
11	GENERAL	3,298,629	3,186,240	3,733,969	4,207,901	4,207,901
	GRAND TOTAL	**3,298,629**	**3,186,240**	**3,733,969**	**4,207,901**	**4,207,901**
SUMMARY BY DIVISION:						
261000	DIRECTOR OF DILP	797,199	799,440	887,660	1,019,704	1,019,704
263000	BUILDING SERVICES	1,099,090	989,951	1,252,445	1,385,860	1,385,860
264000	PLUMBING SERVICES	673,115	667,755	770,096	882,468	882,468
265000	ELECTRICAL SERVICES	729,227	729,708	823,767	919,868	919,868
	GRAND TOTAL	**3,298,631**	**3,186,853**	**3,733,969**	**4,207,901**	**4,207,901**

INSPECTIONS, LICENSES & PERMITS

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $473,932
2,215,487	2,225,144	9,657	Full-time Salaries
			21,546 Staff Turnover
			(11,889) Salary Adjustment
			9,657
	269,896	269,896	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	101,526	101,526	27th Pay
16,000	16,000	0	Temporary Salaries provides for summer intern and additional support as needed
243,704	244,766	1,062	Pension adjustments
24,372	19,525	(4,847)	Workers' Compensation adjustments
758,698	783,203	24,505	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	54,815	54,815	OPEB (Other Post Employment Benefits)
135,000	150,780	15,780	RHS (Retirement Health Savings)
168,851	170,389	1,538	FICA
			CONTRACTUAL SERVICES no change in funding over FY 22
55,781	55,781	0	Funding provides for Office Equipment, telephone services and other professional services
			SUPPLIES AND MATERIALS no change in funding over FY 22
28,275	28,275	0	Funding provides for office supplies, printing, safety equipment and small tools
			BUSINESS AND TRAVEL no change in funding over FY 22
80,760	80,760	0	Funding provides for Training Seminars, county owned vehicles, fuel, and travel expenses
			MISCELLANEOUS no change in funding over FY 22
2,500	2,500	0	Funding provides for Boards and Commissions

DEPARTMENT STAFF SUMMARY
INSPECTIONS, LICENSES AND PERMITS

	ENACTED FY 21		ENACTED FY 22		ENACTED FY 23	
POSITION TITLE	**POSITIONS**	**SALARIES**	**POSITIONS**	**SALARIES**	**POSITIONS**	**SALARIES**
Administrative Secretary III	1.00	81,748	1.00	87,290	1.00	96,050
Administrative Specialist I	0.00	0	1.00	57,217	1.00	62,953
Building Inspections Supervisor	1.00	108,130	0.00	0	0.00	0
Chief, Inspections, Licenses & Permits	2.00	182,788	3.00	270,517	3.00	294,370
Customer Support Analyst I	0.00	0	0.00	0	0.00	0
Customer Support Analyst II	7.00	330,260	6.00	310,448	5.00	279,977
Deputy Director of DILP	1.00	107,717	1.00	111,871	1.00	126,588
Director of Inspections, Licenses & Permits	1.00	124,233	1.00	128,718	1.00	149,409
Inspector II	8.00	435,012	7.00	417,409	4.00	257,821
Inspector III	5.00	360,350	6.00	445,241	9.00	697,335
Permits Review Supervisor	1.00	101,964	1.00	108,113	1.00	118,997
Plans Reviewer II	1.00	66,080	1.00	59,116	1.00	65,047
Senior Customer Support Analyst	1.00	56,620	1.00	61,409	2.00	129,583
Senior Plans Reviewer	2.00	147,533	2.00	158,139	2.00	173,979
FULL-TIME SALARIES	31.00	2,102,435	31.00	2,215,487	31.00	2,452,109
TEMPORARY SALARIES		16,000		16,000		16,000
SALARY TOTAL	**31.00**	**2,118,435**	**31.00**	**2,231,487**	**31.00**	**2,468,109**
OTHER PERSONAL SERVICES						
Pension & Retirement		220,756		243,704		269,732
Workers' Compensation		28,088		24,372		21,517
Health Benefits		735,859		758,699		783,204
RHS/OPEB		121,980		135,000		205,595
FICA		160,481		168,851		186,362
27 th Pay		0		0		101,526
Miscellaneous		4,540		4,540		4,540
TOTAL OTHER PERSONAL SERVICES		**1,271,704**		**1,335,166**		**1,572,476**
TOTAL PERSONAL SERVICES	**31.00**	**3,390,139**	**31.00**	**3,566,653**	**31.00**	**4,040,585**

***FY 21 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 23 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	745,107	749,574	821,873	953,917	953,917
20 CONTRACTUAL SERVICES	4,047	1,960	2,852	2,852	2,852
30 SUPPLIES AND MATERIALS	532	492	1,100	1,100	1,100
40 BUSINESS AND TRAVEL	47,512	47,414	61,835	61,835	61,835
GRAND TOTAL	**797,199**	**799,441**	**887,660**	**1,019,704**	**1,019,704**
FUNDING SOURCE:					
11 GENERAL	**797,199**	**799,441**	**887,660**	**1,019,704**	**1,019,704**

INSPECTIONS, LICENSES & PERMITS
Director of DILP
Index #261000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $132,044
532,847	542,184	9,337	Full-time Salaries
			9,337 Salary Adjustment
16,000	16,000	0	Temporary Salaries - provides for summer intern and additional support as needed
	24,738	24,738	27th Pay
	64,588	64,588	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
58,613	59,640	1,027	Pension adjustments
4,237	3,537	(700)	Workers' Compensation adjustment
148,757	158,537	9,780	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	20,471	20,471	OPEB (Other Post Employment Benefits)
20,250	21,540	1,290	RHS (Retirement Health Savings)
40,129	41,642	1,513	FICA adjustments
			CONTRACTUAL SERVICES no change in funding over FY 22
2,852	2,852	0	Funding provides for Office Equipment, telephone and fax service
			SUPPLIES AND MATERIALS no change in funding over FY 22
1,100	1,100	0	Funding provides for General Office Supplies, Printing and Safety Equipment
			BUSINESS AND TRAVEL no change in funding over FY 22
61,835	61,835	0	Funding County owned vehicles, fuel, non-targeted FVS charges and travel expenses

DIVISION STAFF SUMMARY

Director of Inspections, Licenses and Permits

Index #261000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	81,748		1.00	87,290	1.00	96,050
Customer Support Analyst I	0.00	0		0.00	0	0.00	0
Customer Support Analyst II	2.00	88,033		2.00	96,854	2.00	106,443
Deputy Director of DILP	1.00	107,717		1.00	111,871	1.00	126,588
Director of Inspections, Licenses & Permits	1.00	124,233		1.00	128,718	1.00	149,409
Permits Review Supervisor	1.00	101,964		1.00	108,113	1.00	118,997
FULL-TIME SALARIES	6.00	503,695		6.00	532,847	6.00	597,487
TEMPORARY SALARIES		16,000			16,000		16,000
SALARY TOTAL	**6.00**	**519,695**		**6.00**	**548,847**	**6.00**	**613,487**
OTHER PERSONAL SERVICES							
Pension & Retirement		52,888			58,613		65,724
Workers' Compensation		4,875			4,237		3,898
Health Benefits		144,420			148,757		158,536
RHS/OPEB		19,260			20,250		42,011
FICA		38,177			40,129		44,483
27 th Pay		0			0		24,738
Miscellaneous		1,040			1,040		1,040
TOTAL OTHER PERSONAL SERVICES		**260,660**			**273,026**		**340,430**
TOTAL PERSONAL SERVICES	**6.00**	**780,355**	*	**6.00**	**821,873**	**6.00**	**953,917**

***FY 21 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 23 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,051,781	957,444	1,186,830	1,320,245	1,320,245
20 CONTRACTUAL SERVICES	32,762	12,863	39,100	39,100	39,100
30 SUPPLIES AND MATERIALS	8,706	13,374	16,450	16,450	16,450
40 BUSINESS AND TRAVEL	5,841	5,656	10,065	10,065	10,065
50 CAPITAL OUTLAY	0	614	0	0	0
GRAND TOTAL	**1,099,090**	**989,951**	**1,252,445**	**1,385,860**	**1,385,860**
FUNDING SOURCE:					
11 GENERAL	**1,099,090**	**989,951**	**1,252,445**	**1,385,860**	**1,385,860**

INSPECTIONS, LICENSES & PERMITS
Building Services
Index #263000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $133,415
708,314	711,151	2,837	Full-time Salaries
			2,837 Salary Adjustments
	86,785	86,785	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	32,448	32,448	27th PAY
77,915	78,227	312	Pension adjustments
8,887	7,052	(1,835)	Workers' Compensation adjustments
268,487	271,692	3,205	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	5,146	5,146	OPEB (Other Post Employment Benefits)
67,500	71,800	4,300	RHS (Retirement Health Savings)
54,186	54,403	217	FICA adjustments
			CONTRACTUAL SERVICES no change in funding over FY 22
39,100	39,100	0	Funding provides for telephone service and other professional services
			SUPPLIES AND MATERIALS no change in funding over FY 22
16,450	16,450	0	Funding provides for general office mailing, office supplies and printing
			BUSINESS AND TRAVEL no change in funding over FY 22
10,065	10,065	0	Funding provides for training seminars and courses, membership fees and professional books

DIVISION STAFF SUMMARY
Building Services
Index #263000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Building Inspections Supervisor	1.00	108,130		0.00	0	0.00	0
Chief, Inspections, Licenses & Permits	0.00	0		1.00	76,066	1.00	80,375
Customer Support Analyst I	0.00	0		0.00	0	0.00	0
Customer Support Analyst II	2.00	91,054		2.00	99,966	1.00	49,624
Inspector II	4.00	210,582		3.00	173,886	3.00	190,415
Inspector III	1.00	77,108		2.00	141,142	2.00	162,192
Plans Reviewer II	1.00	66,080		1.00	59,116	1.00	65,047
Senior Customer Support Analyst	.00	0		.00	0	1.00	62,056
Senior Plans Reviewer	2.00	147,533		2.00	158,139	2.00	173,979
SALARY TOTAL	**11.00**	**700,487**		**11.00**	**708,314**	**11.00**	**783,688**
OTHER PERSONAL SERVICES							
Pension & Retirement		73,551			77,915		86,206
Workers' Compensation		10,657			8,887		7,772
Health Benefits		259,632			268,488		271,693
RHS/OPEB		57,780			67,500		76,946
FICA		53,587			54,186		59,952
27 th Pay		0			0		32,448
Miscellaneous		1,540			1,540		1,540
TOTAL OTHER PERSONAL SERVICES		**456,747**			**478,516**		**536,557**
TOTAL PERSONAL SERVICES	**11.00**	**1,157,234**	*	**11.00**	**1,186,830**	**11.00**	**1,320,245**

***FY 21 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 23 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	664,203	660,111	753,372	865,744	865,744
20 CONTRACTUAL SERVICES	4,771	4,521	7,229	7,229	7,229
30 SUPPLIES AND MATERIALS	3,094	2,305	5,000	5,000	5,000
40 BUSINESS AND TRAVEL	327	139	2,645	2,645	2,645
70 MISCELLANEOUS	720	680	1,850	1,850	1,850
GRAND TOTAL	**673,115**	**667,756**	**770,096**	**882,468**	**882,468**
FUNDING SOURCE:					
11 GENERAL	**673,115**	**667,756**	**770,096**	**882,468**	**882,468**

INSPECTIONS, LICENSES & PERMITS
Plumbing Services
Index #264000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $112,372
469,895	476,154	6,259	Full-time Salaries
			6,259 Salary Adjustment
	58,069	58,069	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	21,725	21,725	27 th Pay
51,688	52,377	689	Pension adjustments
5,372	4,349	(1,023)	Workers' Compensation adjustments
162,490	173,061	10,571	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	13,883	13,883	OPEB (Other Post Employment Benefits)
27,000	28,720	1,720	RHS (Retirement Health Savings)
35,947	36,426	479	FICA adjustments
			CONTRACTUAL SERVICES no change in funding over FY 22
7,229	7,229	0	Funding provides for telephone service
			SUPPLIES AND MATERIALS no change in funding over FY 22
5,000	5,000	0	Funding provides for general office supplies, printing and general office mailing
			BUSINESS AND TRAVEL no change in funding over FY 22
2,645	2,645	0	Funding provides for training, seminars and courses, professional books and membership fees

DIVISION STAFF SUMMARY

Plumbing Services

Index #264000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist I	0.00	0	1.00	57,217	1.00	62,953
Chief, Inspections, Licenses & Permits	1.00	83,501	1.00	89,096	1.00	98,038
Customer Support Analyst II	2.00	102,962	1.00	59,894	1.00	65,858
Inspector II	2.00	109,781	2.00	119,254	.00	0
Inspector III	2.00	134,228	2.00	144,435	4.00	297,874
SALARY TOTAL	**7.00**	**430,472**	**7.00**	**469,895**	**7.00**	**524,722**
OTHER PERSONAL SERVICES						
Pension & Retirement		45,200		51,688		57,719
Workers' Compensation		5,976		5,372		4,793
Health Benefits		157,817		162,490		173,061
RHS/OPEB		25,680		27,000		42,603
FICA		32,931		35,947		40,141
27 th Pay		0		0		21,725
Miscellaneous		980		980		980
TOTAL OTHER PERSONAL SERVICES		**268,584**		**283,477**		**341,022**
TOTAL PERSONAL SERVICES	**7.00**	**699,056** *	**7.00**	**753,372**	**7.00**	**865,744**

***FY 21 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 23 GOALS:

TO SUPPORT THE EMPLOYEE PERFORMANCE MATRIX

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	718,088	720,755	804,577	900,678	900,678
20 CONTRACTUAL SERVICES	4,026	4,033	6,600	6,600	6,600
30 SUPPLIES AND MATERIALS	2,371	3,897	5,725	5,725	5,725
40 BUSINESS AND TRAVEL	3,303	1,023	6,215	6,215	6,215
70 MISCELLANEOUS	1,440	0	650	650	650
GRAND TOTAL	**729,227**	**729,708**	**823,767**	**919,868**	**919,868**
FUNDING SOURCE:					
11 GENERAL	**729,227**	**729,708**	**823,767**	**919,868**	**919,868**

INSPECTIONS, LICENSES & PERMITS
Electrical Services
Index #265000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $96,101
504,431	495,655	(8,776)	Full-time Salaries
			3,113 Salary Adjustment
			(11,889) Turnover
			(8,776)
	60,453	60,453	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	22,615	22,615	27 th Pay
55,487	54,522	(965)	Pension adjustments
5,876	4,586	(1,290)	Workers' Compensation adjustments
178,964	179,914	950	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	15,315	15,315	OPEB (Other Post Employment Benefits)
20,250	28,720	8,470	RHS (Retirement Health Savings)
38,589	37,918	(671)	FICA adjustments

DIVISION STAFF SUMMARY

Electrical Services

Index #265000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Chief, Inspections, Licenses & Permits	1.00	99,287		1.00	105,355	1.00	115,957
Customer Support Analyst II	1.00	48,211		1.00	53,734	1.00	58,052
Inspector II	2.00	114,649		2.00	124,268	1.00	67,406
Inspector III	2.00	149,014		2.00	159,664	3.00	237,270
Senior Customer Support Analyst	1.00	56,620		1.00	61,409	1.00	67,527
SALARY TOTAL	**7.00**	**467,781**		**7.00**	**504,431**	**7.00**	**546,212**
OTHER PERSONAL SERVICES							
Pension & Retirement		49,117			55,487		60,083
Workers' Compensation		6,580			5,876		5,054
Health Benefits		173,991			178,964		179,914
RHS/OPEB		19,260			20,250		44,035
FICA		35,785			38,589		41,785
27 th Pay		0			0		22,615
Miscellaneous		980			980		980
TOTAL OTHER PERSONAL SERVICES		**285,713**			**300,146**		**354,466**
TOTAL PERSONAL SERVICES	**7.00**	**753,494**	*	**7.00**	**804,577**	**7.00**	**900,678**

***FY 21 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

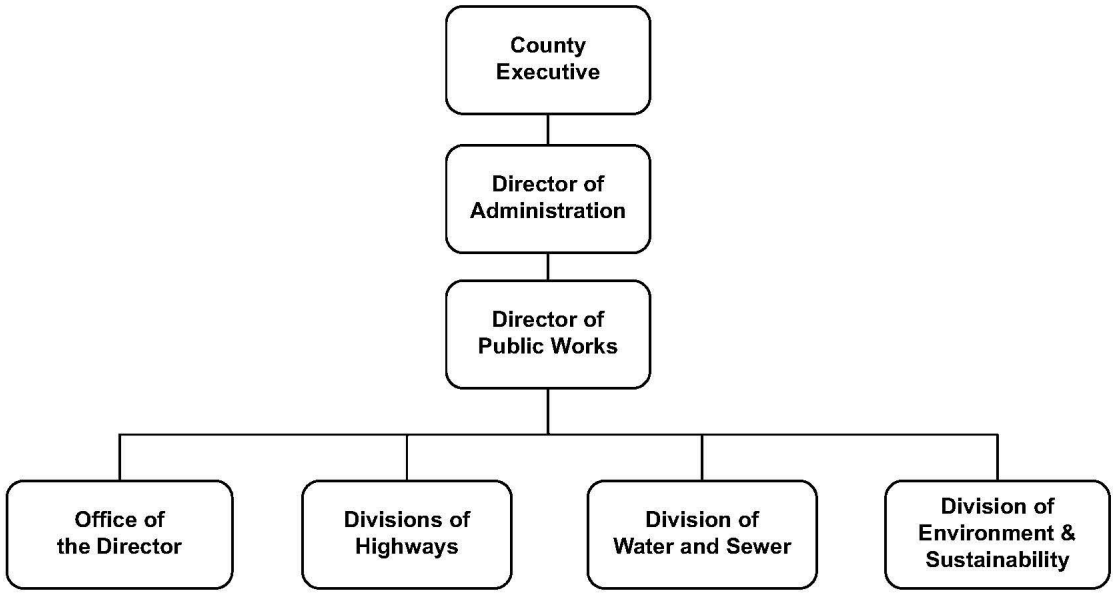
III. Strengthening Our Communities

Measure		Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:		*			
	Staff	31	31	31	31
Output:					
	Total number of permits	330	719	455	375
	Permit Eligibility Reports	Monthly	Monthly	Monthly	Monthly
Outcome:					
	Amount of eligible expired permits closed	128	385	141	94
	Percentage of eligible expired permits	39%	53%	31%	25%

Explanation and Analysis of Performance Measures

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 (9) 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 23 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

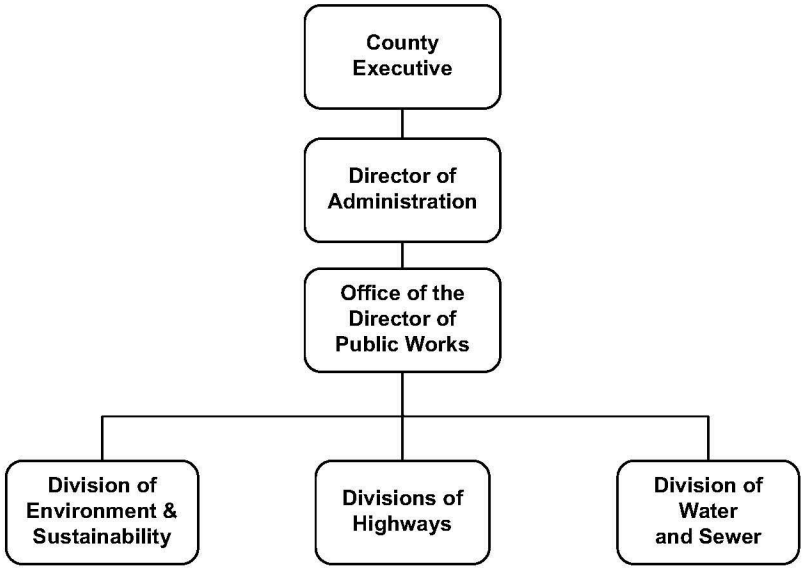
TO PROVIDE RESPONSIVE AND EFFECTIVE CUSTOMER SERVICE TO PUBLIC WORK'S STAKEHOLDERS

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
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 23 GOALS:

PROVIDE RESPONSIVE AND EFFECTIVE CUSTOMER SERVICE TO PUBLIC WORKS STAKEHOLDERS

QUALITY AND CUSTOMER SERVICE

INVEST IN EMPLOYEES AND ORGANIZATION

PUBLIC WORKS
Director's Office
Index #303110

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	313,826	312,936	343,423	375,064	375,064
20 CONTRACTUAL SERVICES	8,292	7,524	12,840	12,840	12,840
30 SUPPLIES & MATERIALS	678	820	975	975	975
40 BUSINESS AND TRAVEL	3,938	2,065	6,690	6,690	6,690
50 CAPITAL OUTLAY	0	0	0	0	
80 INTER-GOVERNMENTAL/INTERFUND	0	0	700	700	700
GRAND TOTAL	**326,733**	**323,345**	**364,628**	**396,269**	**396,269**
FUNDING SOURCE:					
25 HIGHWAYS	**326,733**	**323,345**	**364,628**	**396,269**	**396,269**

PUBLIC WORKS
Director's Office
Index #303110

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $31,641
243,075	234,859	(8,216)	Full-time salaries
			5,093 Salary adjustments
			(13,309) Turnover
			(8,216)
	27,399	27,399	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	10,716	10,716	27th Pay
26,738	25,834	(904)	Pension adjustments
899	799	(100)	Workers Compensation
43,514	46,345	2,831	Health Benefits are adjusted due to staff opting for changes in levels of coverage
13,500	14,360	860	RHS (Retirement Health Savings)
15,417	14,472	(945)	FICA adjustments
			CONTRACTUAL SERVICES no change in funding over FY 22
12,840	12,840	0	Funding for telephone service, contractual legal services, etc.
			SUPPLIES AND MATERIALS no change in funding over FY 22
975	975	0	Funding for computer supplies and printing
			BUSINESS AND TRAVEL no change in funding over FY 22
6,690	6,690	0	Funding provides for mileage, training seminars, conferences and related expenses

DIVISION STAFF SUMMARY

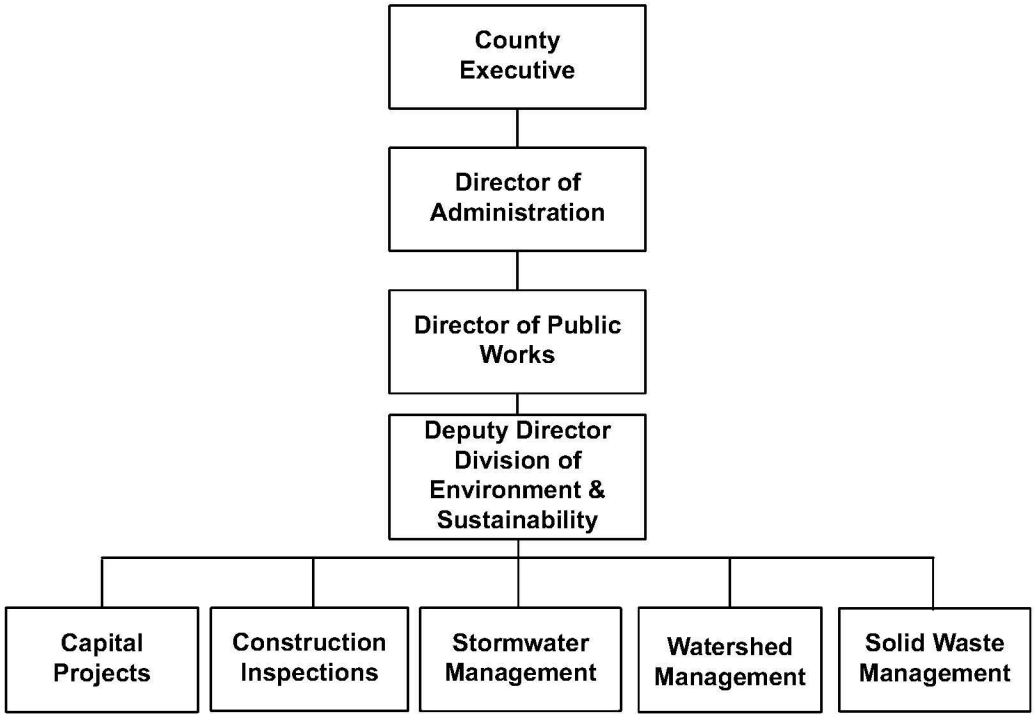
Director of Public Works

Index #303110

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Secretary III	1.00	68,175		1.00	73,309	1.00	66,120
Director of Public Works	1.00	164,476		1.00	169,766	1.00	192,695
SALARY TOTAL	**2.00**	**232,651**		**2.00**	**243,075**	**2.00**	**258,815**
OTHER PERSONAL SERVICES							
Pension & Retirement		24,428			26,738		28,470
Workers' Compensation		1,070			899		880
Health Benefits		42,263			43,514		46,345
RHS/OPEB		12,840			13,500		14,360
FICA		14,947			15,417		15,199
27th Pay							10,716
Miscellaneous		280			280		280
TOTAL OTHER PERSONAL SERVICES		**95,828**			**100,348**		**116,250**
TOTAL PERSONAL SERVICES	**2.00**	**328,479**	*	**2.00**	**343,423**	**2.00**	**375,064**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

DEPARTMENT OF PUBLIC WORKS
DIVISION OF ENVIRONMENT & SUSTAINABILITY



PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY

ORIGIN/PURPOSE:

The Division of Environment and Sustainability is one of three 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.

Environmental compliance and enforcement inspections for construction of stormwater management facilities and erosion & sediment control measures at all public and private construction sites county-wide.

Implementation of the County's Municipal Storm Separate Sewer System (MS4) Permit and compliance with our National Pollution Discharge Elimination Sustem (NPDES) permit.

Engineering plan review and approval services for stormwater management and sediment control, and post-construction/maintenance inspections for stormwater management facilities.

Implementation of the County's environmental, solid waste management and recycling programs, including the administration of the contracts with Maryland Environment Service (MES) and Baltimore County Government.

MISSION STATEMENT:
PROVIDE COMPREHENSIVE DESIGN, CONSTRUCTION, INSPECTION AND MANAGEMENT SERVICES ASSOCIATED WITH ENVIRONMENTAL AND SUSTAINABLE PROJECTS AND PROGRAMS IN A COST EFFECTIVE MANNER, AND DELIVER HIGH QUALITY INFRASTRUCTURE AND FACILITIES TO MEET THE NEEDS OF HARFORD COUNTY

FY 23 GOALS:
DIRECT AND MANAGE PROJECT DESIGN, CONSTRUCTION AND INSPECTIONS
COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM
MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES
MANAGE THE PERMIT AND REVIEW PROCESS AND ENFORCE GRADING AND SWM PERMIT REQUIREMENTS
ENSURE SWM FACILITIES FUNCTION LONG-TERM
MANAGE AND COORDINATE MS4 PERMIT COMPLIANCE ACTIVITIES
MAINTENANCE AND MONITORING OF COUNTY LANDFILLS AND COST EFFECTIVE RECYCLING PR
MANAGE AND OVERSEE M.E.S. CONTRACT

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Capital Projects
Index #302000

ORIGIN/PURPOSE:

The Capital Projects group 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.

FY 23 GOALS:

MANAGE PROJECT CONSTRUCTION AND INSPECTIONS

COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

DIRECT AND MANAGE PROJECT DESIGN

MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	725,955	713,802	908,648	1,303,986	1,303,986
20 CONTRACTUAL SERVICES	7,212	3,259	8,846	8,846	8,846
30 SUPPLIES & MATERIALS	5,321	2,234	4,200	5,200	5,200
40 BUSINESS AND TRAVEL	4,582	4,630	11,700	11,700	11,700
70 MISCELLANEOUS	0	0	4,718	5,791	5,791
80 INTER-GOVERNMENTAL/INTERFUND	0	0	400	400	400
GRAND TOTAL	**743,070**	**723,926**	**938,512**	**1,335,923**	**1,335,923**
FUNDING SOURCE:					
11 General	**743,071**	**723,926**	**938,512**	**1,335,923**	**1,335,923**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Capital Projects
Index #302000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $395,338
608,627	573,482	(35,145)	Full-time Salaries
			6,548 Salary Adjustment
			(41,693) Turnover
			(35,145)
	212,703	212,703	The net result of 2 Vacant positions transferred from Parks and Recreation and reclassified

Salary	Fringe	Total	
55,100	37,267	92,367	Engineer Associate II
77,140	43,196	120,336	Civil Engineer II
132,240	80,463	212,703	

	54,917	54,917	Temporary Salaries
	63,857	63,857	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	25,960	25,960	27th Pay
66,949	69,124	2,175	Pension adjustments
160,197	199,883	39,686	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	19,599	19,599	OPEB (Other Post Employment Benefits)
20,250	28,720	8,470	RHS (Retirement Health Savings)
45,432	48,149	2,717	FICA adjustments
			CONTRACTUAL SERVICES no change in funding over FY 22
8,846	8,846	0	Funding for telephone service, contractual legal services, etc.
			SUPPLIES AND MATERIALS increase $1,000
2,800	3,850	1,050	Increase in General Office Supplies, Uniform Purchase, Safety Equipment and Computer Hardware offset by decrease in Duplicating Supplies based on actual expenses
			MISCELLANEOUS increase $1,073
4,718	5,791	1,073	Pro Rata Shares - per formula

DIVISION STAFF SUMMARY
Capital Projects
Index #302000*

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist I	1.00	48,776	1.00	48,776	1.00	48,777
Administrator		0		0	1.00	121,220
Chief, Vertical Inspector	1.00	75,017	1.00	80,356	1.00	88,409
Civil Engineer II		0		0	1.00	77,140
Civil Engineer III		0		0	1.00	98,078
Civil Engineer IV	1.00	129,712	1.00	136,693	0.00	0
Engineering Associate II		0		0	1.00	55,100
Engineering Associate V	1.00	91,290	1.00	97,119	1.00	106,881
Inspector II	2.00	131,556	2.00	141,683	2.00	163,637
Inspector III	1.00	66,329	0.00	0	0.00	0
Project Manager	1.00	104,000	1.00	104,000	0.00	0
FULL TIME SALARIES	**8.00**	**646,680**	**7.00**	**608,627**	**9.00**	**759,242**
TEMPORARY SALARIES		**0**		**0**		**54,917**
SALARY TOTAL	**8.00**	**646,680**	**7.00**	**608,627**	**9.00**	**814,159**
OTHER PERSONAL SERVICES						
Pension & Retirement		67,901		66,949		89,558
Workers' Compensation		7,131		5,213		8,190
Health Benefits		180,050		160,197		253,210
RHS/OPEB		12,840		20,250		48,319
Overtime		1,000		1,000		1,000
FICA		48,776		45,432		62,191
27 th Pay		0		0		25,960
Miscellaneous		1,120		980		1,400
TOTAL OTHER PERSONAL SERVICES		**318,818**		**300,021**		**489,828**
TOTAL PERSONAL SERVICES	**8.00**	**965,498**	**7.00**	**908,648**	**9.00**	**1,303,986**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Construction Inspections
Index #303220

ORIGIN/PURPOSE:

Construction Inspections (BCI) provides inspection services for construction of roads, bridges, stormwater 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 environmental compliance and enforcement inspections of stormwater management facilities and erosion and sediment control measures at all public and private construction sites county-wide.

FY 23 GOALS:

MANAGE PROJECT CONSTRUCTION AND INSPECTION
COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM
ENFORCE GRADING AND SWM PERMIT REQUIREMENTS
ENSURE SWM FACILITES FUNCTION LONG-TERM
MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,844,855	1,580,746	2,047,201	2,326,393	2,326,393
20 CONTRACTUAL SERVICES	195,184	217,051	356,250	489,200	489,200
30 SUPPLIES & MATERIALS	6,960	10,650	13,959	13,700	13,700
40 BUSINESS AND TRAVEL	33,651	30,260	63,475	63,475	63,475
80 INTER-GOVERNMENTAL/INTERFUND	0	0	3,500	3,500	3,500
GRAND TOTAL	**2,080,650**	**1,838,707**	**2,484,385**	**2,896,268**	**2,896,268**
FUNDING SOURCE:					
25 HIGHWAYS	**2,080,650**	**1,838,707**	**2,484,385**	**2,896,268**	**2,896,268**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Construction Inspection
Index #303220

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $ 279,192
1,366,488	1,372,192	5,704	Full-time salaries
			643 Salary Adjustments
			5,061 Turnover
			5,704
	134,934	134,934	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	61,502	61,502	27th Pay
150,314	150,941	627	Pension adjustments
17,688	14,013	(3,675)	Workers' Compensation adjustments
324,059	345,075	21,016	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	52,718	52,718	OPEB (Other Post Employment Benefits
27,000	28,720	1,720	RHS (Retirement Health Savings)
104,133	108,778	4,645	FICA adjustments
			Contractual Services increase $132,950
333,000	466,000	133,000	Management Services and Other Professional Services adjusted for increased use of consultants for inspection services
			SUPPLIES & MATERIALS decrease ($259)
5,400	5,100	(300)	Decrease in Printing-Commercial, Meals and Equipment Repair Parts offset by increase in General Office Supplies and Computer Hardware

DIVISION STAFF SUMMARY
Construction Inspections
Index #303220

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	56,045	1.00	60,816	1.00	66,874
Administrative Budget Technician II	1.00	73,993	1.00	79,303	1.00	89,936
Chief, Bureau of Construction Mgt	1.00	109,088	1.00	115,451	1.00	127,083
Chief, Construction Inspector	2.00	178,179	2.00	189,704	2.00	208,765
Deputy Director of Public Works	1.00	125,000	1.00	125,000	1.00	125,000
Inspector II	8.00	464,557	7.00	437,030	7.00	480,732
Inspector III	4.00	277,083	5.00	359,184	5.00	387,018
FULL-TIME SALARIES	18.00	1,283,945	18.00	1,366,488	18.00	1,485,408
TEMPORARY SALARIES		0		0		0
SALARY TOTAL	**18.00**	**1,283,945**	**18.00**	**1,366,488**	**18.00**	**1,485,408**
OTHER PERSONAL SERVICES						
Pension & Retirement		134,814		150,314		163,395
Workers' Compensation		19,984		17,688		15,148
Health Benefits		313,633		324,058		345,075
RHS/OPEB		38,520		27,000		81,438
Overtime		55,000		55,000		55,000
FICA		97,819		104,133		116,907
27th Pay						61,502
Miscellaneous		2,520		2,520		2,520
TOTAL OTHER PERSONAL SERVICES		**662,290**		**680,713**		**840,985**
TOTAL PERSONAL SERVICES	**18.00**	**1,946,235** *	**18.00**	**2,047,201**	**18.00**	**2,326,393**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Stormwater Management
Index #301603

ORIGIN/PURPOSE:

The Stormwater Management group is responsible for:

Plan review and approval for stormwater management and sediment control facilities for all private and public construction projects

Post-construction/maintenance inspections for completed stormwater management facilities

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 and more effective 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.

FY 23 GOALS:

COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

MANAGE THE PERMIT AND REVIEW PROCESS

MEET FUNCTIONAL NEEDS OF CUSTOMER AGENCIES

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Stormwater Management
Index #301603

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,184,508	676,430	750,528	840,040	840,040
20	CONTRACTUAL SERVICES	266,022	174,106	192,730	886,450	886,450
30	SUPPLIES & MATERIALS	6,630	6,256	5,975	5,326	5,326
40	BUSINESS AND TRAVEL	8,661	3,223	9,225	9,226	9,226
50	CAPITAL OUTLAY	1,094	0	0	0	0
70	MISCELLANEOUS	6,586	4,530	4,841	7,575	7,575
80	INTER-GOVERNMENTAL/INTERFUND	0	0	100	100	100
	GRAND TOTAL	**1,473,500**	**864,545**	**963,399**	**1,748,717**	**1,748,717**
SUMMARY BY FUND:						
11	GENERAL	1,473,500	864,545	963,399	1,748,717	1,748,717
		1,473,500	**864,545**	**963,399**	**1,748,717**	**1,748,717**
SUMMARY BY DIVISION:						
301603	STORMWATER MANAGEMENT	1,473,500	864,545	963,399	1,748,717	1,748,717
	GRAND TOTAL	**1,473,500**	**864,545**	**963,399**	**1,748,717**	**1,748,717**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Stormwater Management
Index #301603

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $89,512
503,712	500,098	(3,614)	Full-time salaries
			(3,614) Salary Adjustment
30,000	16,800	(13,200)	Temporary funding for 2 summer Interns to assist with MS4 compliance moved to new division
	59,812	59,812	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	22,818	22,818	27 th Pay
55,408	55,011	(397)	Pension adjustments
1,007	2,250	1,243	Workers' Compensation adjustment
105,372	112,233	6,861	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	24,160	24,160	OPEB (Other Post Employment Benefits)
13,500	7,180	(6,320)	RHS (Retirement Health Savings)
40,829	38,257	(2,572)	FICA adjustments
			CONTRACTUAL SERVICES increase $693,720
185,000	880,000	695,000	Management Services and Other Professional Services increased current and anticipated additional Consultant inspection and plan review
7,450	6,200	(1,250)	Other Advertising, Data Processing Hardware and Operating Equipment Hardware decrease slightly offset by increase in Office Equipment and Telephone service
			SUPPLIES AND MATERIALS decrease ($649)
1,100	500	(600)	Laboratory Supplies and Drafting Supplies decreased offset by increase in Safety Equipment
			BUSINESS AND TRAVEL no change in funding from FY 22
9,225	9,225	0	Funding provides for mileage, training seminars, conferences and related expenses
			MISCELLANEOUS increase $2,734
4,841	7,575	2,734	Pro Rata Share per formula

DIVISION STAFF SUMMARY
Stormwater Management
Index #301603

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Civil Engineer IV	1.00	133,757	1.00	116,390	1.00	124,857
Engineering Associate II	1.00	55,196	1.00	59,942	1.00	65,912
Engineering Associate IV	1.00	98,026	1.00	104,057	1.00	114,525
Engineering Associate V	2.00	210,820	2.00	223,323	2.00	245,814
FULL-TIME SALARIES	**5.00**	**497,799**	**5.00**	**503,712**	**5.00**	**551,108**
TEMPORARY SALARIES		0		30,000		16,800
TOTAL	**5.00**	**497,799**	**5.00**	**533,712**	**5.00**	**567,908**
OTHER PERSONAL SERVICES						
Pension & Retirement		52,269		55,408		60,622
Workers' Compensation		1,294		1,007		2,480
Health Benefits		102,341		105,372		112,233
RHS/OPEB		3,210		13,500		31,340
FICA		37,136		40,829		41,219
27th Pay		0		0		22,818
Miscellaneous		700		700		1,420
TOTAL OTHER PERSONAL SERVICES		**196,950**		**216,816**		**272,132**
TOTAL PERSONAL SERVICES	**5.00**	**694,749** *	**5.00**	**750,528**	**5.00**	**840,040**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Watershed Management
Index #303320

ORIGIN/PURPOSE:

The Watershed Management group is responsible for implementation of the County's Municipal Storm Separate Sewer System (MS4) Permit and compliance with our National Pollution Discharge Elimination System (NPDES) permit.

The MS4 permit is required by the Environmental Protection Agency (EPA) and is issued by the Maryland Department of the Environment (MD). Harford County received its most recent five year MS4 permit ins December, 2014, which expired in December 3029. The permit has been administratively continued by MDE, and the MS4 program continues to operate under the terms of the previous permit. Permit requirements include assessing stream health through watershed assessments, identifying opportunities for improvement through watershed restoration plans, and designing and constructing watershed restoration projects.

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.

FY 23 GOALS:

MANAGE PROJECT CONSTRUCTION AND INSPECTION

COORDINATE ALL ACTIVITIES OF THE PROJECT TEAM

MANAGE AND COORDINATE MS4 ACTIVITIES

DIRECT AND MANAGE PROJECT DESIGN

MEET FUNCTIONAL NEEDS OF CUSTOMER

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Watershed Management
Index #303320

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	18,295	459,717	591,222	748,638	748,638
20	CONTRACTUAL SERVICES	0	426,456	599,091	638,119	638,119
30	SUPPLIES & MATERIALS	245	5,885	6,398	8,445	8,445
40	BUSINESS AND TRAVEL	0	676	10,050	17,750	17,750
70	MISCELLANEOUS	1,125,394	750,319	755,642	919,240	919,240
	GRAND TOTAL	**1,143,934**	**1,643,053**	**1,962,403**	**2,332,192**	**2,332,192**
SUMMARY BY FUND:						
29	WATERSHED MANAGEMENT	1,143,934	1,643,053	1,962,403	2,332,192	2,332,192
		1,143,934	**1,643,053**	**1,962,403**	**2,332,192**	**2,332,192**
SUMMARY BY DIVISION:						
303320	Bureau of Watershed Management	1,143,934	1,643,053	1,962,403	2,332,192	2,332,192
	GRAND TOTAL	**1,143,934**	**1,643,053**	**1,962,403**	**2,332,192**	**2,332,192**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Watershed Management
Index #303320

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $157,416
406,527	428,393	21,866	Full-time salaries
		2,526	Salary Adjustments
		19,340	Turnover
		21,866	
18,600	59,484	40,884	Temporary - increase for additional summer interns to assist with MS4 compliance
	42,775	42,775	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	19,251	19,251	27 th Pay
44,718	47,123	2,405	Pension adjustments
1,462	2,039	577	Workers' Compensation adjustment
84,681	90,134	5,453	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	16,897	16,897	OPEB (Other Post Employment Benefits)
3,210	3,210	0	RHS (Retirement Health Savings)
31,024	37,332	6,308	FICA adjustments
			CONTRACTUAL SERVICES increased $39,028
590,395	629,589	39,194	Management Services and Other Professional Services increased due to Programmatic needs
7,916	8,280	364	Increase in Office Equipment and Telephone Services offset by decrease in Data Processing Hardware and Advertising
			SUPPLIES AND MATERIALS increase $2,047
1,903	4,000	2,097	Increase in Other Supplies offset by decrease in Drafting and Lab supplies and Audio Visual supplies
			BUSINESS AND TRAVEL increase $7,700
3,500	11,150	7,650	Membership fees and Training increased due to anticipated dues and additional conferences
			MISCELLANEOUS increase $163,598
750,000	800,000	50,000	Payments to Other Government Agencies - payments to municipalities
5,642	119,240	113,598	Pro Rata Shares - per Treasury's recommendations

DIVISION STAFF SUMMARY
Watershed Management
Index #303320

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist I	1.00	53,040	1.00	57,721	1.00	66,637
Civil Engineer II	1.00	81,250	0.00	0	1.00	70,000
Civil Engineer III	1.00	89,760	2.00	183,189	2.00	196,528
Civil Engineer IV	1.00	113,230	1.00	119,717	1.00	131,784
GIS Technician	0.00	0	1.00	45,900	0.00	0
FULL-TIME SALARIES	4.00	337,280	5.00	406,527	5.00	464,949
TEMPORARY SALARIES		18,600		18,600		59,484
TOTAL	**4.00**	**355,880**	**5.00**	**425,127**	**5.00**	**524,433**
OTHER PERSONAL SERVICES						
Pension & Retirement		35,414		44,718		51,144
Workers' Compensation		982		1,462		2,197
Health Benefits		81,100		84,681		90,134
RHS/OPEB		3,210		3,210		20,107
FICA		27,224		31,024		39,372
27th Pay		0		0		19,251
Miscellaneous		860		1,000		2,000
TOTAL OTHER PERSONAL SERVICES		**148,790**		**166,095**		**224,205**
TOTAL PERSONAL SERVICES	**4.00**	**504,670** *	**5.00**	**591,222**	**5.00**	**748,638**

***FY 22 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Solid Waste Management

ORIGIN/PURPOSE:

The Solid Waste Management group implements the County's environmental, solid waste management and recycling programs. Responsibilities include administration 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.

Administer the County's environmental, solid waste management, and recycling programs, including management and oversight of the County's contract with Maryland Environmental Services (MES)

Administer and support the Municipal Solid Waste Disposal Agreement between Harford County Government and Baltimore County Government for trash disposal and recycling

Maintain and operate a sanitary landfill and homeowner drop-off center; process and dispose of residential refuse, recyclables, yard waste and miscellaneous debris; and oversee 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.

Educate and motivate 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.

Manage post closure care and monitoring associate with closed landfills.

FY 23 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 ENVIRONMENT & SUSTAINABILITY
Solid Waste Management - Administration & Engineering
Index #301111

ORIGIN/PURPOSE:

The Administration & Engineering staff 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.

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	174,554	179,630	185,488	211,088	211,088
40 BUSINESS AND TRAVEL	2,490	0	0	0	0
70 MISCELLANEOUS	0	0	937	995	995
	177,044	**179,630**	**186,425**	**212,083**	**212,083**
FUNDING SOURCE:					
11 GENERAL	**177,044**	**179,630**	**186,425**	**212,083**	**212,083**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Solid Waste Management - Administration & Engineering
Index #301111

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $25,600
130,979	130,848	(131)	Full-Time Salaries
			(131) Salary Adjustment
	15,054	15,054	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	5,970	5,970	27th Pay
14,408	14,393	(15)	Pension adjustments
485	445	(40)	Workers Compensation
30,230	26,821	(3,409)	Health Benefits adjusted for anticipated cost increase coverage
	8,173	8,173	OPEB (Other Post Employment Benefits
			MISCELLANEOUS increase $58
937	995	58	Pro Rata Shares for Director's Office

DIVISION STAFF SUMMARY

Solid Waste Management - Administration & Engineering

Index #301111

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrator	1.00	124,165		1.00	130,979	1.00	144,194
SALARY TOTAL	**1.00**	**124,165**		**1.00**	**130,979**	**1.00**	**144,194**
OTHER PERSONAL SERVICES							
Pension & Retirement		13,037			14,408		15,861
Workers' Compensation		571			485		490
Health Benefits		29,422			30,230		26,822
OPEB		0			0		8,173
Overtime		0			0		0
FICA		9,147			9,246		9,438
27 th Pay		0			0		5,970
Miscellaneous		140			140		140
TOTAL OTHER PERSONAL SERVICES		**52,317**			**54,509**		**66,894**
TOTAL PERSONAL SERVICES	**1.00**	**176,482**	*	**1.00**	**185,488**	**1.00**	**211,088**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Solid Waste Management - Transfer Station
Index #301213

ORIGIN/PURPOSE:

The Transfer Station 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.

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	10,959,003	11,294,614	13,270,000	15,500,000	15,500,000
GRAND TOTAL	**10,959,003**	**11,294,614**	**13,270,000**	**15,500,000**	**15,500,000**
FUNDING SOURCE:					
011 GENERAL	**10,959,003**	**11,294,614**	**13,270,000**	**15,500,000**	**15,500,000**

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
13,270,000	15,500,000	2,230,000	Management Services - Payment to Baltimore County for the Transfer Station Agreement

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Solid Waste Management - Environmental Services
Index #301214

ORIGIN/PURPOSE:

The Environmental Services budget funds the contract with Maryland Environmental Services (MES) to provide the daily service for the Landfill now under their oversight. MES is responsible to maintain and operate the sanitary landfill and homeowner drop-off center, process and dispose of residential refuse, recyclables, yard waste and miscellaneous debris; and oversee 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.

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	4,528,705	5,219,760	5,220,280	5,228,294	5,228,294
30 SUPPLIES & MATERIALS	2,639	610	300	53	53
40 BUSINESS AND TRAVEL	502,763	395,500	521,590	673,863	673,863
50 CAPITAL OUTLAY	1,258,891	975,000	850,000	1,262,800	1,262,800
80 INTER-GOVERNMENTAL/INTERFUND	67	0	1,800	0	0
GRAND TOTAL	**6,293,065**	**6,590,870**	**6,593,970**	**7,165,010**	**7,165,010**
FUNDING SOURCE:					
11 GENERAL	**6,293,065**	**6,590,870**	**6,593,970**	**7,165,010**	**7,165,010**

PUBLIC WORKS - DIVISION OF ENVIRONMENTAL SERVICES
Solid Waste Management - Environmental Services
Index #301214

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES increase $8,014
5,193,600	5,201,573	7,973	Other Professional Services - contract with Maryland Environmental Services includes 2% State increase and fee to Northeast Maryland Waste Disposal Authority
			BUSINESS AND TRAVEL increase $152,273
321,616	373,863	52,247	Vehicle Maintenance adjusted per the requested contract
199,774	300,000	100,226	Fuel Charges adjusted per the requested contract
			CAPITAL OUTLAY increase $412,800
850,000	1,262,800	412,800	Other funding - to purchase contractually obligated equip for landfill, to include two rubber tire loaders, compactor and a tanker trailer
			INTER-GOVERNMENTAL/INTERFUND decrease $1,800
1,800	0	(1,800)	Inspection fees - Per contract request

PUBLIC WORKS - DIVISION OF ENVIRONMENT & SUSTAINABILITY
Solid Waste Management - Post Closure
Index #301251

ORIGIN/PURPOSE:

The Administration and Engineering staff 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 is provided under a contract with 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	224,394	211,906	252,840	261,602	261,602
GRAND TOTAL	**224,394**	**211,906**	**252,840**	**261,602**	**261,602**
FUNDING SOURCE:					
11 GENERAL	**224,394**	**211,906**	**252,840**	**261,602**	**261,602**

DPW - DIVISION OF ENVIRONMENT & SUSTAINABILITY
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Ensure SWM facilities function long-term - Ensure completed storm water facilities continue to function properly through state mandated triennial maintenance inspections and coordination with owners of the storm water management facilities.

Department Objective

Complete triennial SWM Facility/BMP inspections by the due date for at least 300 inspections / assigned inspector.

County Goal(s) Supported

III. Strengthen Our Communities

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Number of Assigned Inspectors	2	2.5	2.5	3.3
Output:				
Number of SWM/BMP Inspections by Due Date	534	595	1,056	969
Outcome:				
Number of Inspections/Assigned Inspectors	267	241	331	293

Explanation and Analysis of Performance Measures

The data and database continue to be refined

This does not include re-inspections for failing facilities nor 1 year maintenance inspections

DPW - DIVISION OF ENVIRONMENT & SUSTAINABILITY
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

Manage project construction and inspections - to deliver projects that meet design intent, contract requirements, and applicable codes.

Department Objective

1. Improve Capital Project Processes through lessons learned meetings. Conduct at least 2 meetings per year.
2. Develop procedures to document lessons learned as they occur, convey lessons learned to appropriate staff, and implement an organized file storage/ retrieval process that allow staff to find applicable lessons learned.

County Goal(s) Supported

I. Fiscal Balance and Efficiency

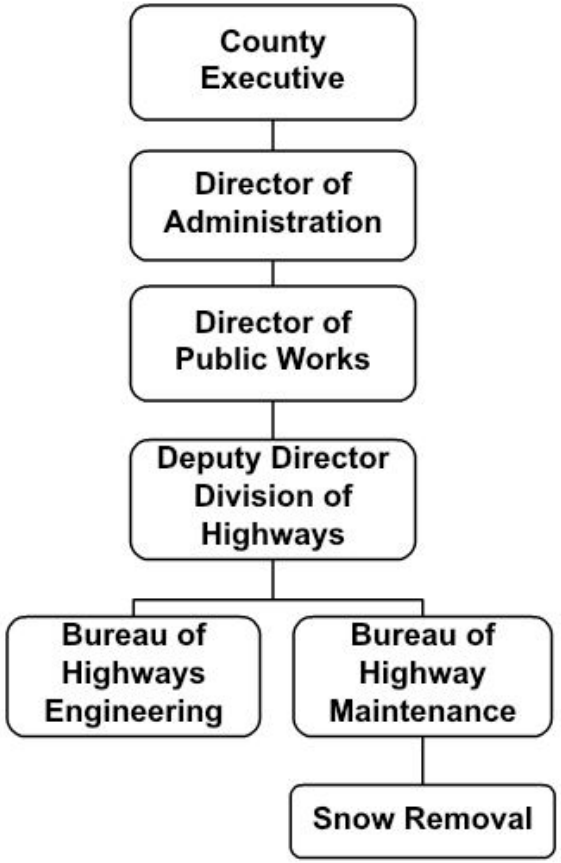
III. Strengthen Our Communities

Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Number of Meetings to Develop/ Review System	N/A	N/A	4	4
Output:				
Number of Lessons Learned in the Dataset	N/A	N/A	20	20
Outcome:				
Number of Lessons Learned Incorporated into design standards	N/A	N/A	10	10

Explanation and Analysis of Performance Measures

This is the first year for this objective & performance measure. No data is available yet. Capture of Lessons Learned Incorporated into design standards will provide for continuous improvement.

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	13,354,619	14,027,657	16,044,488	18,640,731	18,640,731
20	CONTRACTUAL SERVICES	4,100,104	4,294,124	4,883,941	5,786,541	5,786,541
30	SUPPLIES & MATERIALS	2,132,886	3,065,011	3,693,724	4,043,419	4,043,419
40	BUSINESS AND TRAVEL	1,288,725	1,318,390	1,739,750	1,773,850	1,773,850
50	CAPITAL OUTLAY	71,814	45,890	17,000	11,300	11,300
70	MISCELLANEOUS	3,047,482	3,103,160	3,445,820	3,624,819	3,624,819
80	INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
	GRAND TOTAL	**23,995,631**	**25,854,233**	**29,824,923**	**33,880,860**	**33,880,860**
SUMMARY BY FUND:						
25	HIGHWAYS	23,995,631	25,854,233	29,824,923	33,880,860	33,880,860
	GRAND TOTAL	**23,995,631**	**25,854,233**	**29,824,923**	**33,880,860**	**33,880,860**
SUMMARY BY DIVISION:						
303210	BUREAU OF HIGHWAYS ENGINEERING	2,196,414	1,968,494	2,715,951	3,053,096	3,053,096
303410	BUREAU OF HIGHWAYS MAINTENANCE	21,372,385	22,101,568	24,544,474	28,041,466	28,041,466
303430	SNOW REMOVAL	471,404	1,784,171	2,564,498	2,786,298	2,786,298
	GRAND TOTAL	**24,040,203**	**25,854,233**	**29,824,923**	**33,880,860**	**33,880,861**

DEPARTMENT STAFF SUMMARY
PUBLIC WORKS - DIVISION OF HIGHWAYS

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
DIVISION OF HIGHWAYS - HIGHWAYS FUND						
Accounting Technician II	1.00	61,678	1.00	65,588	1.00	75,585
Administrative Assistant II	4.00	216,220	4.00	235,067	4.00	258,465
Administrative Specialist I	2.00	104,485	2.00	112,770	2.00	133,805
Administrator	1.00	70,978	1.00	76,197	1.00	91,771
Central Stores Coordinator	1.00	44,123	1.00	48,537	1.00	58,733
Central Stores Manager	1.00	69,891	1.00	75,078	1.00	86,555
Chauffeur-Laborer	15.00	720,917	14.00	717,146	11.00	643,084
Chief, Engineering Division	1.00	135,469	1.00	120,000	1.00	139,513
Chief, Highways Division	1.00	98,940	1.00	104,998	1.00	115,563
Civil Engineer III	4.00	424,468	4.00	425,962	4.00	452,785
Civil Engineer IV	1.00	110,071	1.00	110,071	0.00	0
Communications Specialist II	1.00	58,117	1.00	62,951	1.00	69,227
Crew Chief	12.00	696,439	12.00	736,079	12.00	896,244
Customer Support Analyst I	1.00	40,800	0.00	0	0.00	0
Customer Support Analyst II	1.00	71,234	2.00	137,354	2.00	145,009
Deputy Director of Public Works	1.00	127,500	1.00	146,118	1.00	159,638
Engineering Associate I	1.00	44,880	1.00	49,902	0.00	0
Engineering Associate II	0.00	0	0.00	0	1.00	55,100
Engineering Associate III	3.00	207,359	3.00	222,849	3.00	245,145
Engineering Associate IV	1.00	84,045	0.00	0	1.00	88,160
Engineering Associate V	0.00	0	1.00	96,820	1.00	106,596
Equipment Operator	28.00	1,374,808	29.00	1,555,120	32.00	1,970,600
Equipment Operator Trainee	13.00	502,270	14.00	565,740	13.00	630,534
Equipment Repair Specialist	6.00	358,353	6.00	387,644	5.00	379,495

DEPARTMENT STAFF SUMMARY
PUBLIC WORKS - DIVISION OF HIGHWAYS

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
DIVISION OF HIGHWAYS - HIGHWAYS FUND						
GIS Coordinator	1.00	84,045	1.00	89,656	1.00	98,657
Inspector I	1.00	44,705	1.00	40,800	0.00	0
Inspector II	2.00	115,603	2.00	114,871	3.00	182,294
Inspector III	2.00	153,386	2.00	164,168	2.00	180,624
Laborer	3.00	142,388	2.00	97,778	2.00	110,879
Land Surveyor	1.00	104,700	1.00	110,931	1.00	99,180
Maintenance Supervisor	7.00	456,775	7.00	492,109	7.00	586,398
Management Assistant II	1.00	98,026	1.00	104,057	0.00	0
Permits Review Supervisor	0.00	0	0.00	0	1.00	70,356
Road Marking Equipment Operator I	2.00	99,039	3.00	147,439	4.00	197,299
Road Marking Equipment Operator II	1.00	43,071	1.00	47,453	0.00	0
Road Marking Equipment Operator III	1.00	50,084	1.00	54,677	1.00	70,013
Senior Equipment Operator	14.00	725,772	14.00	793,624	14.00	945,173
Storekeeper	0.00	0	0.00	0	1.00	50,172
Superintendent Highways	2.00	164,730	2.00	175,852	2.00	193,694
Trades / Laborer	6.00	245,097	4.00	188,295	4.00	189,500
Traffic Operations Supervisor	2.00	144,647	2.00	155,166	2.00	179,354
Traffic Sign Mechanic I	1.00	66,338	2.00	105,501	1.00	78,557
Traffic Sign Mechanic II	3.00	149,703	2.00	116,072	4.00	230,891
Traffic Sign Mechanic III	1.00	59,710	1.00	51,778	1.00	67,944
Utility Worker I	2.00	93,051	3.00	137,856	3.00	158,619
Utility Worker II	4.00	186,289	4.00	204,238	4.00	242,858
FULL-TIME SALARIES HIGHWAYS FUND	**157.00**	**8,850,204**	**157.00**	**9,444,312**	**157.00**	**10,734,069**
TEMPORARY SALARIES		**50,000**		**50,000**		**120,240**
SALARY TOTAL HIGHWAYS FUND	**157.00**	**8,900,204**	**157.00**	**9,494,312**	**157.00**	**10,854,310**

DEPARTMENT STAFF SUMMARY
PUBLIC WORKS - DIVISION OF HIGHWAYS

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES						
Uniform Allowance		20,200		20,200		20,200
Pension & Retirement		929,271		1,038,874		1,180,748
Workers' Compensation		600,936		590,051		527,718
Health Benefits		2,912,303		2,907,665		3,076,821
RHS/OPEB		393,225		432,000		863,567
Overtime		760,000		760,000		765,000
FICA		720,266		778,256		884,455
27th Pay		0		0		444,432
Miscellaneous		23,130		23,130		23,480
TOTAL OTHER PERSONAL SERVICES		**6,359,331**		**6,550,176**		**7,786,421**
***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**						
TOTAL SALARIES	**157.00**	**8,900,204**	**157.00**	**9,494,312**	**157.00**	**10,854,310**
TOTAL OTHER PERSONAL SERVICES		**6,359,331**		**6,550,176**		**7,786,421**
TOTAL	**157.00**	**15,259,535**	**157.00**	**16,044,488**	**157.00**	**18,640,731**

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	2,062,748	1,841,410	2,462,500	2,788,850	2,788,850
20 CONTRACTUAL SERVICES	34,352	32,754	117,996	140,596	140,596
30 SUPPLIES & MATERIALS	13,429	9,870	30,605	18,500	18,500
40 BUSINESS AND TRAVEL	17,103	12,948	25,650	27,650	27,650
50 CAPITAL OUTLAY	0	1,497	4,000	2,300	2,300
70 MISCELLENOUS	68,782	70,014	75,000	75,000	75,000
80 INTER-GOVERNMENTAL/INTERFUND	0	0	200	200	200
GRAND TOTAL	**2,196,414**	**1,968,493**	**2,715,951**	**3,053,096**	**3,053,096**
FUNDING SOURCE:					
25 HIGHWAYS	**2,196,414**	**1,968,493**	**2,715,951**	**3,053,096**	**3,053,096**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Engineering
Index #303210

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase 326,350
1,692,876	1,602,957	(89,919)	Full-time salaries
			2,552 Salary adjustments
			(92,471) Staff Turnover
			(89,919)
50,000	120,240	70,240	Temporary funds for summer engineering interns
	170,300	170,300	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	72,342	72,342	27th Pay
1,150	1,500	350	Cell Phone Reimbursement moved here from telephone service
186,216	176,325	(9,891)	Pension adjustments
8,770	9,052	282	Workers' Compensation adjustment
360,087	399,881	39,794	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
	56,151	56,151	OPEB (Other Post Employment Benefits)
33,750	43,080	9,330	RHS (Retirement Health Savings)
0	5,000	5,000	Overtime
127,131	129,502	2,371	FICA adjustments
			CONTRACTUAL SERVICES increase $22,600
58,000	90,000	32,000	Funding for Other Professional Services increased for Traffic Engineer and Surveyor
44,500	35,000	(9,500)	Office Equipment Service and Operating Equipment Service decreased based on actuals
			SUPPLIES & MATERIALS decrease ($12,105)
15,805	3,000	(12,805)	Funding for Computer Hardware decreased due to one time purchase in FY22
			BUSINESS AND TRAVEL increased $2,000
3,000	5,000	2,000	Training and Seminars increase for employees to meet certification/license requirements
			CAPITAL OUTLAY decrease ($1,700)
4,000	2,300	(1,700)	Decrease based on actual expense history

DIVISION STAFF SUMMARY
Bureau of Highways Engineering
Index #303210

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	73,850	1.00	79,156	1.00	87,086
Chief, Engineering Division	1.00	135,469	1.00	120,000	1.00	139,513
Civil Engineer III	4.00	424,468	4.00	425,962	4.00	452,785
Civil Engineer IV	1.00	110,071	1.00	110,071	0.00	0
Customer Support Analyst I	1.00	40,800	0.00	0	0.00	0
Customer Support Analyst II	1.00	71,234	2.00	137,354	2.00	145,009
Deputy Director Public Works	1.00	127,500	1.00	146,118	1.00	159,638
Engineering Associate I	1.00	44,880	1.00	49,902	0.00	0
Engineering Associate II	0.00	0		0	1.00	55,100
Engineering Associate III	3.00	207,359	3.00	222,849	3.00	245,145
Engineering Associate IV	1.00	84,045	0.00	0	1.00	88,160
Engineering Associate V	0.00	0	1.00	96,820	1.00	106,596
GIS Coordinator	1.00	84,045	1.00	89,656	1.00	98,657
Land Surveyor	1.00	104,700	1.00	110,931	1.00	99,180
Management Assistant II	1.00	98,026	1.00	104,057	0.00	0
Permits Review Supervisor	0.00	0	0.00	0	1.00	70,356
FULL-TIME SALARIES	**18.00**	**1,606,447**	**18.00**	**1,692,876**	**18.00**	**1,747,225**
TEMPORARY SALARIES		**50,000**		**50,000**		**120,240**
SALARY TOTAL	**18.00**	**1,656,447**	**18.00**	**1,742,876**	**18.00**	**1,867,465**

DIVISION STAFF SUMMARY

Bureau of Highways Engineering

Index #303210

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Cell Phone Reimbursement		1,150			1,150		1,500
Pension & Retirement		168,677			186,216		192,195
Workers' Compensation		10,313			8,770		9,895
Health Benefits		359,408			360,087		399,881
RHS/OPEB		19,260			33,750		99,231
FICA		120,219			127,131		138,821
27th Pay		0			0		72,342
Miscellaneous		2,520			2,520		7,520
TOTAL OTHER PERSONAL SERVICES		**681,547**			**719,624**		**921,385**
TOTAL PERSONAL SERVICES	**18.00**	**2,337,994**	*	**18.00**	**2,462,500**	**18.00**	**2,788,850**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	11,173,880	11,455,222	12,936,088	15,205,981	15,205,981
20 CONTRACTUAL SERVICES	3,892,924	4,093,452	4,473,507	5,353,507	5,353,507
30 SUPPLIES & MATERIALS	1,950,222	2,191,527	2,347,959	2,491,459	2,491,459
40 BUSINESS AND TRAVEL	1,260,272	1,283,827	1,403,100	1,431,700	1,431,700
50 CAPITAL OUTLAY	116,387	44,393	13,000	9,000	9,000
70 MISCELLANEOUS	2,978,700	3,033,146	3,370,820	3,549,819	3,549,819
GRAND TOTAL	**21,372,385**	**22,101,567**	**24,544,474**	**28,041,466**	**28,041,466**
FUNDING SOURCE:					
25 HIGHWAYS	**21,372,385**	**22,101,567**	**24,544,474**	**28,041,466**	**28,041,466**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Maintenance
Index #303410

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
7,751,436	8,160,372	408,936	PERSONAL SERVICES increase $2,269,893
			Full-time salaries
			435,619 Salary adjustments
			(26,683) Staff Turnover
			408,936
	372,090	372,090	27th Pay
	1,028,163	1,028,163	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
20,200	20,200	0	Uniform allowance
852,658	897,641	44,983	Pension/Retirement adjustments
2,547,577	2,676,940	129,363	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	286,866	286,866	OPEB (Other Post Employment Benefits)
398,250	477,470	79,220	RHS (Retirement Health Savings)
605,225	636,508	31,283	FICA adjustments
			CONTRACTUAL SERVICES increase $880,000
150,000	200,000	50,000	Funding for County Facility repair increased based on actual expense history and aging facilities
250,000	0	(250,000)	Funding for Curb repair moved to a capital budget for FY 23
500,000	679,000	179,000	Pipe Repair and Building Custodial fees increased based on actuals
1,761,000	2,661,000	900,000	Increase in Tree Trimming with one new additional Asplundh Crew due to increased work and increase in Mowing Contracts
			SUPPLIES AND MATERIALS increase $143,500
919,559	1,064,559	145,000	Funding for Bituminous Concrete, Traffic Signs, Paint and Pipes and Culverts & Fittings increased based on expense history and ever rising material costs
			BUSINESS AND TRAVEL increase $28,600
672,000	700,000	28,000	County Owned Vehicle increase based on actual expense history
			MISCELLANEOUS increase $178,999
3,370,820	3,549,819	178,999	Pro Rata Shares per formula

DIVISION STAFF SUMMARY

Bureau of Highways Maintenance

Index #303410

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accounting Technician II	1.00	61,678	1.00	65,588	1.00	75,585
Administrative Assistant II	3.00	142,370	3.00	155,911	3.00	171,380
Administrative Specialist I	2.00	104,485	2.00	112,770	2.00	133,805
Administrator	1.00	70,978	1.00	76,197	1.00	91,771
Central Stores Coordinator	1.00	44,123	1.00	48,537	1.00	58,733
Central Stores Manager	1.00	69,891	1.00	75,078	1.00	86,555
Chauffeur-Laborer	15.00	720,917	14.00	717,146	11.00	643,084
Chief, Highways Division	1.00	98,940	1.00	104,998	1.00	115,563
Communications Specialist II	1.00	58,117	1.00	62,951	1.00	69,227
Crew Chief	12.00	696,439	12.00	736,079	12.00	896,244
Equipment Operator	28.00	1,374,808	29.00	1,555,120	32.00	1,970,600
Equipment Operator Trainee	13.00	502,270	14.00	565,740	13.00	630,534
Equipment Repair Specialist	6.00	358,353	6.00	387,644	5.00	379,495
Inspector I	1.00	44,705	1.00	40,800	0.00	0
Inspector II	2.00	115,603	2.00	114,871	3.00	182,294
Inspector III	2.00	153,386	2.00	164,168	2.00	180,624
Laborer	3.00	142,388	2.00	97,778	2.00	110,879
Maintenance Supervisor	7.00	456,775	7.00	492,109	7.00	586,398
Road Marking Equipment Operator I	2.00	99,039	3.00	147,439	4.00	197,299
Road Marking Equipment Operator II	1.00	43,071	1.00	47,453	0.00	0
Road Marking Equipment Operator III	1.00	50,084	1.00	54,677	1.00	70,013
Senior Equipment Operator	14.00	725,772	14.00	793,624	14.00	945,173
Storekeeper	0.00	0	0.00	0	1.00	50,172
Superintendent Highways	2.00	164,730	2.00	175,852	2.00	193,694
Trades/Laborer	6.00	245,097	4.00	188,295	4.00	189,500
Traffic Operations Supervisor	2.00	144,647	2.00	155,166	2.00	179,354
Traffic Sign Mechanic I	1.00	66,338	2.00	105,501	1.00	78,557

DIVISION STAFF SUMMARY

Bureau of Highways Maintenance

Index #303410

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Traffic Sign Mechanic II	3.00	149,703		2.00	116,072	4.00	230,891
Traffic Sign Mechanic III	1.00	59,710		1.00	51,778	1.00	67,944
Utility Worker I	2.00	93,051		3.00	137,856	3.00	158,619
Utility Worker II	4.00	186,289		4.00	204,238	4.00	242,858
SALARY TOTAL	**139.00**	**7,243,757**		**139.00**	**7,751,436**	**139.00**	**8,986,845**
OTHER PERSONAL SERVICES							
Uniform Allowance		20,200			20,200		20,200
Pension & Retirement		760,594			852,658		988,553
Workers' Compensation		590,623			581,281		517,823
Health Benefits		2,552,894			2,547,578		2,676,940
RHS/OPEB		373,965			398,250		764,336
Overtime		160,000			160,000		160,000
FICA		554,147			605,225		699,734
27th Pay		0			0		372,090
Miscellaneous		19,460			19,460		19,460
TOTAL OTHER PERSONAL SERVICES		**5,031,883**			**5,184,652**		**6,219,136**
TOTAL PERSONAL SERVICES	**139.00**	**12,275,640**	*	**139.00**	**12,936,088**	**139.00**	**15,205,981**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	117,991	731,024	645,900	645,900	645,900
20 CONTRACTUAL SERVICES	172,827	167,918	292,438	292,438	292,438
30 SUPPLIES & MATERIALS	169,236	863,614	1,315,160	1,533,460	1,533,460
40 BUSINESS AND TRAVEL	11,349	21,615	311,000	314,500	314,500
GRAND TOTAL	**471,403**	**1,784,172**	**2,564,498**	**2,786,298**	**2,786,298**
FUNDING SOURCE:					
25 HIGHWAYS	**471,403**	**1,784,172**	**2,564,498**	**2,786,298**	**2,786,298**

PUBLIC WORKS - DIVISION OF HIGHWAYS
Bureau of Highways Maintenance - Snow Removal
Index #303430

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES no change in funding over FY 22
645,900	645,900	0	Overtime and FICA funding for Plow drivers
			CONTRACTUAL SERVICES no change in funding over FY 22
292,438	292,438	0	Funding for Vehicle Operating Equipment and Snow Plow software
			SUPPLIES AND MATERIALS increase $218,300
65,000	83,000	18,000	Equipment repair parts increased based on actual expense history and rising costs
1,200,000	1,400,000	200,000	Sand and Salt increased due to rising cost of material
			BUSINESS AND TRAVEL increase $3,500
311,000	314,500	3,500	Training Seminars, Courses increased based on actual expense history

DIVISION STAFF SUMMARY
Snow Removal
Index #303430

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Overtime		600,000			600,000		600,000
FICA		45,900			45,900		45,900
TOTAL OTHER PERSONAL SERVICES		645,900			645,900		645,900
TOTAL PERSONAL SERVICES	**0.00**	**645,900**	*	**0.00**	**645,900**	**0.00**	**645,900**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

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 2020	Actual 2021	Actual 2022	Estimate 2023
Input:					
	Dollars allocated (materials)	$75,434	$119,881	$128,769	$177,000
	Number of staff	8	8	8	8
Output:					
	Number of road miles striped	740.55	779.1	596.69	800.00
	Cost per mile	$284	$290	$261	$221
Outcome:					
	Percentage of roads that needed to be striped that were completed	93%	91%	75%	95%

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 - ENGINEERING 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

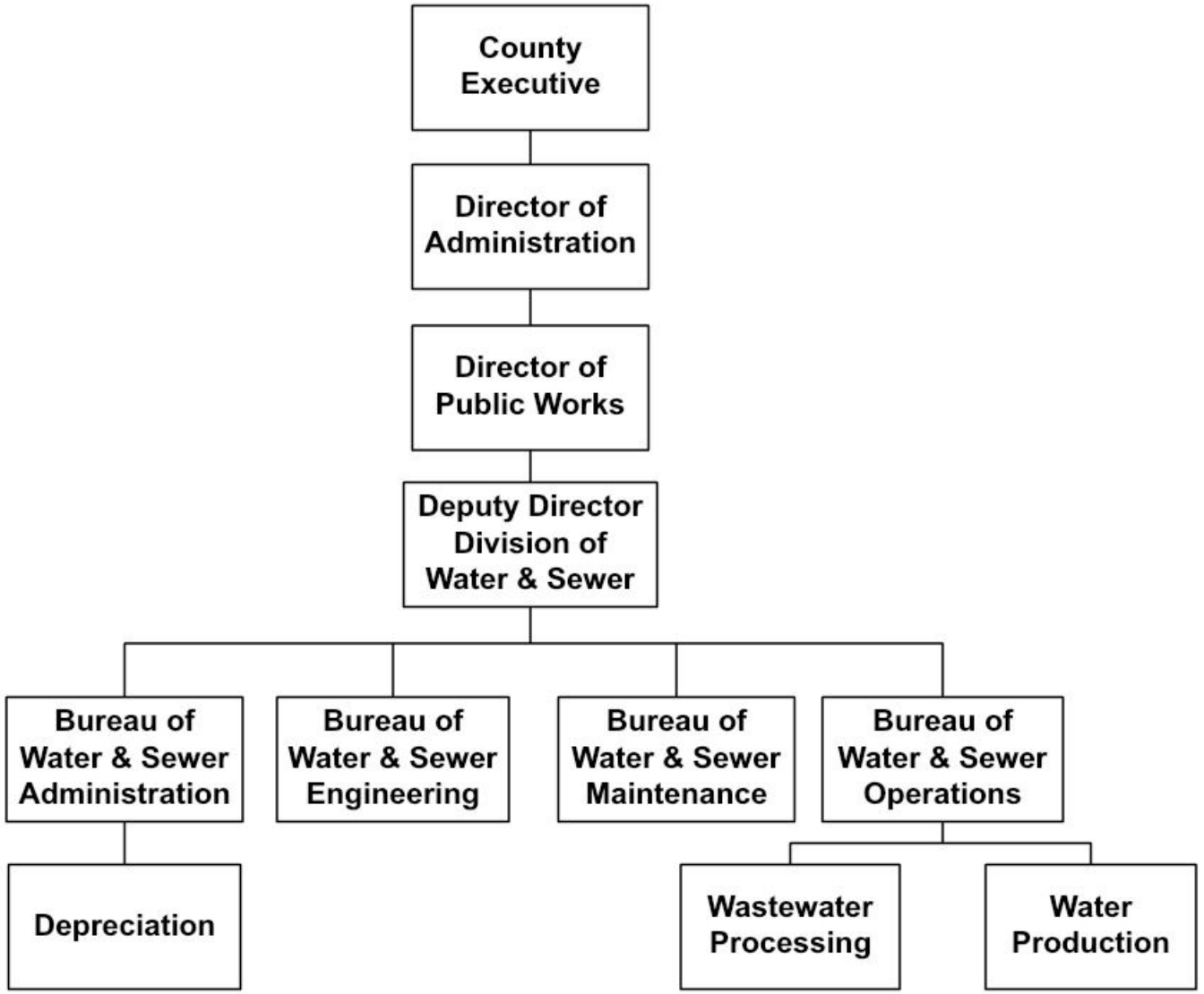
Measure	Actual 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars allocated (Total FY Bridge Funds)	$8,265,000	$8,625,392	$7,950,000	$6,825,000
Number of Staff	1.0+*	1.0+*	1.0+*	1.0+*
Output:				
Number of bridges in need of repair (i.e. those having rating < 60)	46	39	34	30
Average cost to bring bridges up to satisfactory rating	$950,000	$1,000,000	$1,050,000	$1,100,000
Outcome:				
Average rating of all County bridges	76.8	77.6	78.2	78.95
Percent of all bridges Countywide with rating of < 60	20.6%	17.33%	15.11%	13.22%

*** One full time structural engineer supported by 2 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 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	15,818,168	16,727,104	18,967,401	21,747,443	21,747,443
20 CONTRACTUAL SERVICES	7,210,958	7,547,746	13,416,718	13,935,282	13,935,282
30 SUPPLIES & MATERIALS	4,187,038	4,805,853	5,063,360	6,806,517	6,806,517
40 BUSINESS AND TRAVEL	546,879	626,298	929,275	972,075	972,075
50 CAPITAL OUTLAY	1,579,508	1,058,782	2,034,220	3,170,720	3,170,720
70 MISCELLANEOUS	3,613,822	3,680,551	17,996,299	18,628,446	18,628,446
GRAND TOTAL	**32,956,372**	**34,446,334**	**58,407,273**	**65,260,482**	**65,260,482**
SUMMARY BY FUND:					
51 WATER & SEWER OPERATING	32,956,372	34,446,334	58,407,273	65,260,482	65,260,482
GRAND TOTAL	**32,956,372**	**34,446,334**	**58,407,273**	**65,260,482**	**65,260,482**

PUBLIC WORKS - DIVISION OF WATER & SEWER

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY DIVISION:					
BUREAU OF ADMINISTRATION	4,294,596	4,520,031	5,161,957	5,807,192	5,807,192
DEPRECIATION	0	0	13,965,000	14,300,000	14,300,000
BUREAU OF ENGINEERING	1,327,814	1,440,071	1,830,337	2,214,504	2,214,504
BUREAU OF WATER & SEWER MAINTENANCE	7,193,119	7,720,209	9,786,435	10,745,221	10,745,221
WASTEWATER PROCESSING	13,285,016	13,042,790	16,920,053	18,845,582	18,845,582
WATER PRODUCTION	6,855,827	7,723,233	10,743,490	13,347,984	13,347,984
GRAND TOTAL	**32,956,372**	**34,446,334**	**58,407,273**	**65,260,482**	**65,260,482**

PUBLIC WORKS - DIVISION OF WATER & SEWER

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $2,780,042
11,614,334	11,661,489	47,155	Full-time salaries
			54,558 Salary adjustments
			(7,403) Staff Turnover (0.06)%
			47,155
102,170	100,713	(1,457)	Temporary Salaries
	1,425,358	1,425,358	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	535,494	535,494	27 th Pay
	85,860	85,860	The net result of transfers between divisions of Water and Sewer:
5,260	5,260	0	Cell Phone Reimbursement
1,286,563	1,302,282	15,719	Pension adjustments
268,761	219,445	(49,316)	Workers' Compensation adjustments
3,054,786	3,211,754	156,968	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	349,130	349,130	OPEB (Other Post Employment Benefits)
553,504	602,761	49,257	RHS (Retirement Health Savings)
1,134,800	1,235,000	100,200	Overtime and Shift Differential
923,703	989,377	65,674	FICA Adjustments
			CONTRACTUAL SERVICES increase $518,564
3,848,254	3,927,922	79,668	Electricity and Heating Fuel increased based on actual expense history and rising rates
2,740,000	2,820,500	80,500	County Facility Repairs & Renovations - renovation of pumps and valves, HVAC etc
336,000	360,000	24,000	Engineering Services increased offset slightly by a decrease in Temporary Services
190,000	490,000	300,000	Water Line Rehab increased due to moving Fire Hydrant repainting from Capital to Operating
3,946,700	3,851,700	(95,000)	Other Professional Services decreased due to one time services during FY 22 offset slightly by the replacement of 3 Pressure Reducing Valves
246,050	303,050	57,000	Operating Equipment Service increased for the purchase of chemical measuring pumps and repairs to Centrifuge
79,150	30,000	(49,150)	Data Processing Software decreased due to certain expenses moved to Capital budget
194,800	301,646	106,846	Security Systems, Other expenses and Maryland American increased due to new projects

PUBLIC WORKS - DIVISION OF WATER & SEWER

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			SUPPLIES AND MATERIALS increase $1,743,157
36,300	39,100	2,800	Meals special purpose increased based on actual expense history
863,000	948,500	85,500	Equipment repair parts increased based on actual expense history
2,324,640	3,939,022	1,614,382	Chemicals in Bulk increased for addition of Caustic soda 25% for AWTP pH backup system processing components
331,750	371,250	39,500	Safety Equipment, W & S Line Service Parts, Crushed Aggregate, Bituminous Concrete and Pipes, Culvert parts increased based on expense history and rising costs
			BUSINESS AND TRAVEL increase $42,800
735,550	778,050	42,500	County-owned Vehicles, Fuel, Non-Target, Meals and Lodging increased
			EQUIPMENT increase $1,136,500
0	1,000,000	1,000,000	W&S - Elevated Water Tank maintenance moved here to the Operating budget from the Capital budget
2,034,220	2,170,720	136,500	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. Among the larger purchases are SCADA equipment upgrade, meter reading system equipment, flow tube replacement for new modern equipment, new portable load bank tester for generators and specialized remote controlled sewer inspection camera system
			MISCELLANEOUS increase $632,147
3,802,099	4,099,246	297,147	Pro Rata Shares
13,965,000	14,300,000	335,000	Depreciation - per Treasury's recommendations
180,000	180,000	0	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 as well as Delta Borough for treatment of waste as required by inter-state agreement

DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF WATER AND SEWER

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accountant II	0.00	0	1.00	66,435	1.00	73,112
Accountant III	1.00	125,301	0.00	0	0.00	0
Administrative Assistant II	9.00	547,772	9.00	587,874	7.00	539,945
Admin Specialist II	0.00	0	0.00	0	2.00	93,556
Assistant Superintendent	6.00	550,985	7.00	683,327	7.00	752,151
Central Stores Manager	2.00	110,058	2.00	117,461	3.00	188,466
Chief, Water & Sewer	4.00	511,456	4.00	539,160	4.00	619,209
Civil Engineer II	2.00	154,530	1.00	74,006	1.00	85,030
Civil Engineer III	3.00	309,770	4.00	417,943	4.00	463,490
Civil Engineer IV	3.00	388,238	3.00	400,226	4.00	532,447
Computer System Engineer III	1.00	90,307	1.00	96,106	1.00	105,910
Customer Support Analyst I	0.00	0	1.00	49,275	0.00	0
Customer Support Analyst II	2.00	108,192	1.00	47,882	1.00	55,828
Deputy Director of Public Works	1.00	137,704	1.00	141,862	1.00	159,638
Drafting Technician II	1.00	72,272	1.00	77,530	1.00	85,295
Engineering Associate II	1.00	73,799	1.00	79,103	1.00	87,027
Engineering Associate III	1.00	57,138	1.00	61,942	1.00	68,116
Engineering Associate IV	1.00	70,337	1.00	75,537	1.00	83,097
Environmental Chemist	1.00	57,516	1.00	62,331	1.00	68,544
Equipment Repair Specialist	1.00	50,468	1.00	47,478	0.00	0
GIS Coordinator	1.00	92,537	1.00	98,403	1.00	108,297
Instrumentation Technician	1.00	72,299	1.00	77,558	1.00	85,325
Laboratory Technician	4.00	222,168	4.00	234,408	4.00	254,478
Management Assistant II	2.00	153,436	2.00	171,105	2.00	188,313
Permits Review Supervisor	1.00	92,175	1.00	66,740	1.00	73,402
Plant Operations Manager	1.00	71,665	2.00	153,769	2.00	169,210
Plant Operator (Water/Wastewater)	20.00	1,221,215	20.00	1,311,378	21.00	1,502,044
Plant Operator Trainee I (Water/Wastewater)	7.00	286,784	6.00	262,044	5.00	241,526

DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF WATER AND SEWER

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Plant Operator Trainee II (Water/Wastewater)	4.00	180,611	6.00	292,995	6.00	324,434
Plant Superintendent Water & Sewer	2.00	211,900	1.00	122,570	1.00	134,973
Pretreatment Inspector	1.00	58,118	0.00	0	0.00	0
Process Engineer	1.00	107,107	1.00	113,410	1.00	124,979
Risk and Safety Officer	0.00	0	0.00	0	1.00	70,374
Senior Computer Engineer	1.00	93,625	1.00	89,789	2.00	203,870
Senior Customer Support Analyst	0.00	0	0.00	0	1.00	60,610
Senior Electrician Water & Sewer	2.00	140,250	2.00	150,637	2.00	165,858
Senior Instrumentation Technician	2.00	150,001	2.00	160,682	2.00	176,783
Senior Laboratory Technician	2.00	125,370	2.00	131,129	2.00	147,666
Senior Plant Operator	3.00	242,974	4.00	327,753	4.00	360,697
Senior Water/Wastewater Facility Mechanic	3.00	220,722	3.00	235,584	3.00	262,631
Shift Supervisor/Plant Operations	6.00	408,280	5.00	350,978	5.00	405,501
Storekeeper	1.00	40,955	1.00	45,274	1.00	49,746
Superintendent of Laboratories	1.00	96,791	1.00	116,390	1.00	128,163
Superintendent of Water & Sewer Facilities	1.00	93,239	1.00	99,126	1.00	129,298
Water & Sewer Facilities Maintenance Specialist	1.00	84,362	1.00	89,983	1.00	99,017
Water & Sewer Utility Crew Chief	6.00	376,588	6.00	417,541	6.00	452,253
Water & Sewer Utility Technician I	3.00	155,824	3.00	169,770	2.00	121,936
Water & Sewer Utility Technician II	1.00	60,221	1.00	65,118	1.00	67,952
Water & Sewer Utility Technician III	1.00	83,399	1.00	88,991	2.00	173,120
Water & Sewer Utility Worker I	6.00	246,168	3.00	110,515	6.00	236,181
Water & Sewer Utility Worker II	6.50	288,203	10.00	477,528	5.00	248,356
Water & Sewer Utility Worker III (Certified)	3.00	150,035	3.00	160,728	2.00	96,991
Water & Sewer Utility Worker III (Non-Certified)	7.50	354,587	7.00	365,318	7.00	401,845
Water & Sewer Utility Worker IV	3.00	159,892	3.00	173,959	4.00	258,006
Water/Wastewater Facility Mechanic	10.00	588,783	9.00	550,107	8.00	550,745
Water/Wastewater Facility Mechanic Trainee	2.00	96,217	2.00	96,531	2.00	112,305
Water Meter Mechanic I	4.00	150,423	3.00	128,666	3.00	151,099
Water Meter Mechanic II	4.00	211,527	3.00	154,404	3.00	169,812
Water Meter Technician I	1.00	56,480	3.00	185,011	3.00	203,539

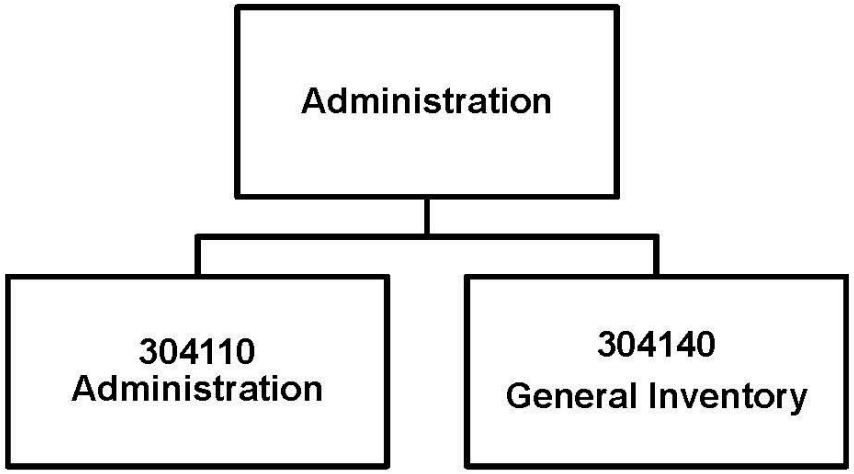
DEPARTMENT STAFF SUMMARY

PUBLIC WORKS - DIVISION OF WATER AND SEWER

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Water Meter Technician II	1.00	75,985		2.00	142,964	2.00	161,263
Water Meter Technician III	1.00	55,905		0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	168.00	10,992,664		168.00	11,614,334	168.00	12,933,459
TEMPORARY SALARIES		93,313			102,170		106,284
SALARY TOTAL	**168.00**	**11,085,977**		**168.00**	**11,716,504**	**168.00**	**13,039,743**
OTHER PERSONAL SERVICES							
Pension & Retirement		1,162,014			1,286,563		1,433,368
Workers' Compensation		319,334			268,761		241,753
Health Benefits		2,928,802			3,054,786		3,211,754
RHS/OPEB		454,496			553,504		951,891
Overtime & Shift Differential		1,117,000			1,134,800		1,235,000
FICA		834,410			923,703		1,069,660
27th Pay		0			0		535,494
Miscellaneous		28,640			28,780		28,780
TOTAL OTHER PERSONAL SERVICES		**6,844,696**			**7,250,897**		**8,707,700**
TOTAL PERSONAL SERVICES	**168.00**	**17,930,673**	*	**168.00**	**18,967,401**	**168.00**	**21,747,443**

***FY 21 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, Intergovernmental Water & Sewer Agreements, Building Permits, Master Plan Revisions, Capital Projects, Petitions, Commercial Applications, Budget and Personnel Management and Bureau Rules and Regulations.

FY 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,003,299	1,001,626	1,065,150	1,435,388	1,435,388
20	CONTRACTUAL SERVICES	171,338	93,039	201,575	154,425	154,425
30	SUPPLIES AND MATERIALS	(328,015)	(60,310)	58,650	58,650	58,650
40	BUSINESS AND TRAVEL	30,289	27,333	34,483	34,483	34,483
50	CAPITAL OUTLAY	2,478	713	0	25,000	25,000
70	MISCELLANEOUS	3,415,207	3,457,630	3,802,099	4,099,246	4,099,246
	GRAND TOTAL	**4,294,596**	**4,520,031**	**5,161,957**	**5,807,192**	**5,807,192**
FUNDING SOURCE:						
51	WATER & SEWER OPERATING	**4,294,596**	**4,520,031**	**5,161,957**	**5,807,192**	**5,807,192**
SUMMARY BY DIVISION:						
304110	BUREAU OF WATER & SEWER ADMINISTRATION	4,628,482	4,586,020	5,111,957	5,757,192	5,757,192
304140	GENERAL INVENTORY	(333,886)	(65,989)	50,000	50,000	50,000
		4,294,596	**4,520,031**	**5,161,957**	**5,807,192**	**5,807,192**

PUBLIC WORKS - DIVISION OF WATER & SEWER
Bureau of Water & Sewer Administration
Index #304110, 304140

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $370,238
650,614	661,569	10,955	Full-time salaries
		2,451	Salary Adjustment
		8,504	Turnover
		10,955	
	100,116	100,116	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	35,551	35,551	27th Pay
	195,047	195,047	The net result of transfers between divisions of Water and Sewer
50,450	55,713	5,263	Temporary Administrative position and summer clerical intern
76,608	78,900	2,292	Pension/Retirement adjustments
3,809	3,936	127	Workers Compensation
165,824	171,491	5,667	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	9,536	9,536	OPEB (Other Post Employment Plan)
55,688	59,235	3,547	RHS (Retirement Health Savings)
8,000	9,000	1,000	Overtime
52,376	53,513	1,137	FICA adjustments
			CONTRACTUAL SERVICES decrease ($47,150)
201,575	154,425	(47,150)	Funding provides for electricity, telephone, building/custodial services, legal services, county facility repair and renovation, etc. - adjusted based on actual spending
			BUSINESS AND TRAVEL no change for FY 23
34,483	34,483	0	Training Seminars increased based on actual expense history
			CAPITAL OUTLAY increase $25,000
0	25,000	25,000	Audio Visual supplies increase for one time upgrade of training room with teleconference equip and monitors
			MISCELLANEOUS increase $297,147
3,802,099	4,099,246	297,147	Pro Rata shares per formula

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Administration

Index #304110

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accountant II	0.00	0	1.00	66,435	1.00	73,112
Accountant III	1.00	125,301	0.00	0	0.00	0
Administrative Assistant II	1.00	46,920	1.00	49,316	2.00	113,558
Chief, Water & Sewer (Administration)	0.75	101,394	0.50	65,993	0.50	72,652
Customer Support Analyst I	0.00	0	1.00	49,275	1.00	55,828
Customer Support Analyst II	2.00	108,194	1.00	47,882	0.00	0
Deputy Director of Public Works	1.00	137,704	1.00	141,862	1.00	159,638
Engineering Associate II	1.00	73,799	1.00	79,103	1.00	87,027
Management Assistant II	1.00	78,561	1.00	84,008	1.00	92,431
Permits Review Supervisor	1.00	92,175	1.00	66,740	1.00	73,402
Risk and Safety Officer	0.00	0	0.00	0	1.00	70,374
SR Customer Support Analyst	0.00	0	0.00	0	1.00	60,610
FULL-TIME SALARIES	**8.75**	**764,048**	**8.50**	**650,614**	**10.50**	**858,633**
TEMPORARY SALARIES		**44,833**		**50,450**		**61,284**
SALARY TOTAL	**8.75**	**808,881**	**8.50**	**701,064**	**10.50**	**919,917**
OTHER PERSONAL SERVICES						
Pension & Retirement		84,063		76,608		101,191
Workers' Compensation		5,840		3,809		6,084
Health Benefits		141,898		165,825		225,133
RHS/OPEB		32,381		55,688		68,771
Overtime & Shift Differential		6,000		8,000		9,000
FICA		56,061		52,376		67,681
27th Pay		0		0		35,551
Miscellaneous		1,675		1,780		2,060
TOTAL OTHER PERSONAL SERVICES		**327,918**		**364,086**		**515,471**
TOTAL PERSONAL SERVICES	**8.75**	**1,136,799** *	**8.50**	**1,065,150**	**10.50**	**1,435,388**

***FY 21 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

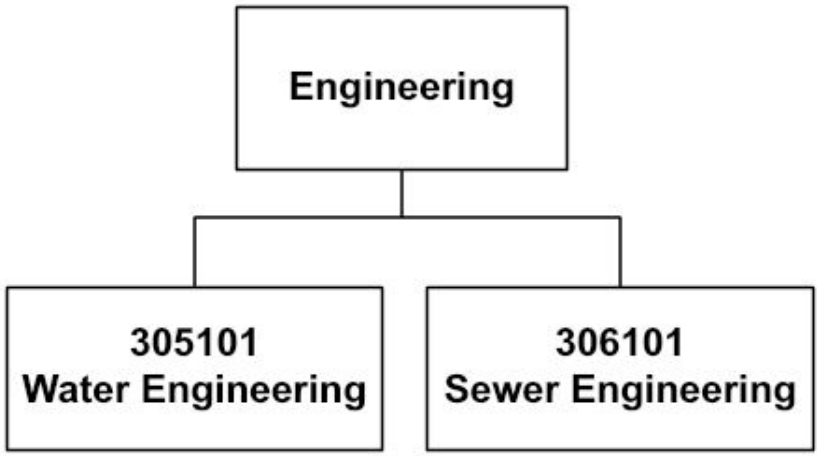
ORIGIN/PURPOSE:

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 23 will be $14,300,000. This total expense is reduced by the Depreciation Expense from Contributed Capital.

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
70	MISCELLANEOUS	0	0	13,965,000	14,300,000	14,300,000
	GRAND TOTAL	**0**	**0**	**13,965,000**	**14,300,000**	**14,300,000**
FUNDING SOURCE:						
51	WATER & SEWER OPERATING	**0**	**0**	**13,965,000**	**14,300,000**	**14,300,000**
SUMMARY BY DIVISION:						
304130	DEPRECIATION	0	0	13,965,000	14,300,000	14,300,000
	GRAND TOTAL	**0**	**0**	**13,965,000**	**14,300,000**	**14,300,000**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,245,199	1,345,169	1,672,962	2,060,754	2,060,754
20	CONTRACTUAL SERVICES	66,964	86,035	132,650	108,250	108,250
30	SUPPLIES AND MATERIALS	6,003	5,500	9,425	5,200	5,200
40	BUSINESS AND TRAVEL	7,368	3,331	15,300	15,300	15,300
50	CAPITAL OUTLAY	2,280	36	0	25,000	25,000
	GRAND TOTAL	**1,327,815**	**1,440,071**	**1,830,337**	**2,214,504**	**2,214,504**
FUNDING SOURCE:						
51	WATER & SEWER OPERATING	**1,327,815**	**1,440,071**	**1,830,337**	**2,214,504**	**2,214,504**
SUMMARY BY DIVISION:						
305101	WATER ENGINEERING	695,569	747,211	936,750	1,109,000	1,109,000
306101	SEWER ENGINEERING	632,245	692,860	893,588	1,105,505	1,105,505
	GRAND TOTAL	**1,327,814**	**1,440,071**	**1,830,337**	**2,214,504**	**2,214,504**

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Engineering
Index #305101, 306101

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $387,792
1,202,032	1,203,830	1,798	Full-time salaries
			1,798 Turnover
	139,531	139,531	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	58,532	58,532	27th Pay
18,000	9,000	(9,000)	Temporary Salaries - funding provides for summer interns and adjusted based on actual expenses
	133,994	133,994	The net result of personnel transfers between divisions of Water and Sewer
4,434	6,206	1,772	Workers Compensation adjustments
187,071	199,258	12,187	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in coverage
	44,164	44,164	OPEB (Other Post Employment Benefits)
25,313	26,925	1,612	RHS (Retirement Health Savings)
10,000	12,000	2,000	Overtime adjusted based on actual expense history
88,332	89,337	1,005	FICA adjustments
			CONTRACTUAL SERVICES decrease ($24,400)
78,200	53,500	(24,700)	Data Processing Software and telephone service decrease due to the removal of lines in meter stations offset slightly by increase for stormwater management maintenance
			SUPPLIES AND MATERIALS decrease ($4,225)
9,425	5,200	(4,225)	Funding provides for general office mailing, printing, paper supplies, etc. - reallocated computer software to data processing software line item
			CAPITAL OUTLAY increase $25,000
0	25,000	25,000	Audio Visual supplies increase for one time upgrade of training room with teleconference equip and monitors

DIVISION STAFF SUMMARY

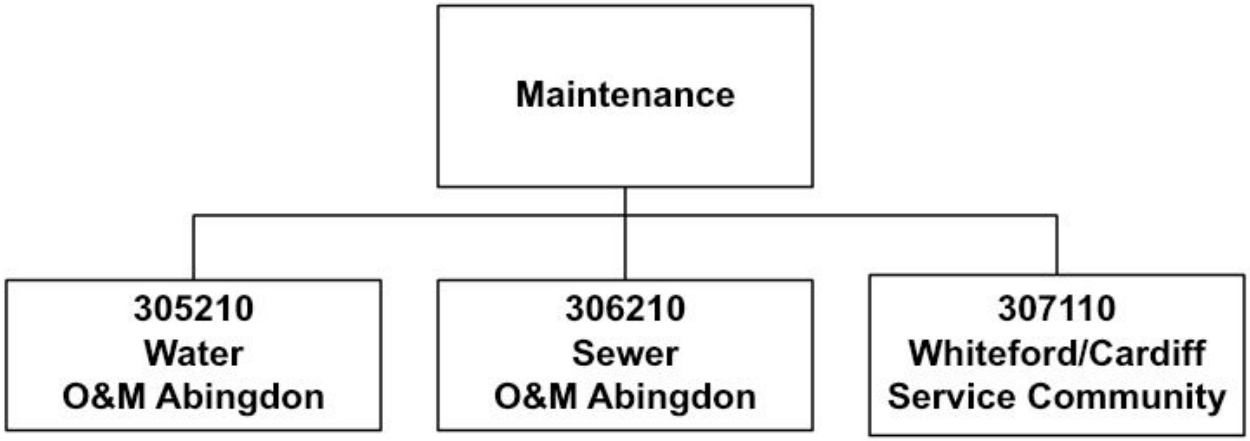
Bureau of Water & Sewer Engineering

Index #305101, 306101

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Chief, Water & Sewer	1.25	163,966		1.50	213,508	1.50	235,069
Civil Engineer II	1.00	83,640		0.00	0	0.00	0
Civil Engineer III	3.00	309,771		4.00	417,943	4.00	463,490
Civil Engineer IV	2.00	252,347		2.00	257,169	3.00	370,316
Drafting Technician II	1.00	72,272		1.00	77,530	1.00	85,295
Engineering Associate II	0.00	0		0.00	0	0.00	0
Engineering Associate III	1.00	57,138		1.00	61,942	1.00	68,116
Engineering Associate IV	1.00	70,337		1.00	75,537	1.00	83,097
GIS Coordinator	1.00	92,537		1.00	98,403	1.00	108,297
FULL-TIME SALARIES	**11.25**	**1,102,008**		**11.50**	**1,202,032**	**12.50**	**1,413,681**
TEMPORARY SALARIES		18,000			18,000		9,000
SALARY TOTAL	**11.25**	**1,120,008**		**11.50**	**1,220,032**	**12.50**	**1,422,681**
OTHER PERSONAL SERVICES							
Pension & Retirement		119,657			136,170		159,451
Workers' Compensation		4,146			4,434		7,232
Health Benefits		167,452			187,071		225,919
RHS/OPEB		24,075			25,313		71,089
Overtime & Shift Differential		2,000			10,000		12,000
FICA		81,875			88,332		102,100
27th Pay		0			0		58,532
Miscellaneous		1,575			1,610		1,750
TOTAL OTHER PERSONAL SERVICES		**400,780**			**452,930**		**638,073**
TOTAL PERSONAL SERVICES	**11.25**	**1,520,788**	*	**11.50**	**1,672,962**	**12.50**	**2,060,754**

***FY 21 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 23 GOALS:

TO PROVIDE RESPONSIVE, AND ECONOMICAL SERVICE TO OUR CUSTOMERS
TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	5,131,642	5,494,774	6,037,430	6,790,816	6,790,816
20 CONTRACTUAL SERVICES	713,454	687,499	1,479,330	1,907,430	1,907,430
30 SUPPLIES AND MATERIALS	784,855	948,007	1,181,475	1,244,475	1,244,475
40 BUSINESS AND TRAVEL	296,034	329,856	435,400	478,200	478,200
50 CAPITAL OUTLAY	87,135	56,073	496,800	168,300	168,300
70 MISCELLANEOUS	180,000	204,000	156,000	156,000	156,000
GRAND TOTAL	**7,193,119**	**7,720,209**	**9,786,435**	**10,745,221**	**10,745,221**
FUNDING SOURCE:					
51 WATER & SEWER OPERATING	**7,193,119**	**7,720,209**	**9,786,435**	**10,745,221**	**10,745,221**

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Maintenance
Index #305210, 306210, 307110

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY DIVISION:						
305210	WATER O & M ABINGDON	4,360,763	4,615,721	5,649,232	6,603,465	6,603,465
306210	SEWER O & M ABINGDON	2,652,357	2,900,488	3,974,552	3,979,107	3,979,107
307110	SEWER WHITEFORD/CARDIFF SERVICE COMMUNITY	180,000	204,000	162,650	162,650	162,650
	GRAND TOTAL	**7,193,119**	**7,720,209**	**9,786,435**	**10,745,221**	**10,745,221**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $753,386
3,614,493	3,601,521	(12,972)	Full-time salaries
			44,391 Salary adjustments
			(57,363) Staff Turnover
			(12,972)
6,720	0	(6,720)	Temporary salaries eliminated based on actual expense history
	435,965	435,965	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	162,536	162,536	27th Pay
	(72,561)	(72,561)	The net result of personnel transfers between divisions of Water and Sewer:
397,594	396,167	(1,427)	Pension/Retirement adjustments
92,118	73,822	(18,296)	Workers' Compensation adjustments

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Maintenance
Index #305210, 306210, 307110

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES continued
1,089,734	1,124,612	34,878	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	129,623	129,623	OPEB (Other Post Employment Benefits)
175,500	183,090	7,590	RHS (Retirement Health Savings)
326,000	410,000	84,000	Overtime - for emergency utility crews to cover 24 hour operations
25,000	32,000	7,000	Shift Differential based on actual expenses
302,011	305,781	3,770	FICA adjustments
			CONTRACTUAL SERVICES increase $428,100
110,000	118,500	8,500	Electricity, Heating, Telephone, Answering Svc and Emergency Reporting increase based on expense history
40,000	340,000	300,000	Water line maintenance moved fire hydrant painting from Capital to Operating
248,000	348,000	100,000	Other Professional services increase for replacement of three pressure reducing valves
40,000	50,000	10,000	Uniform rental, custodial services increase based on actual expenses
136,400	143,900	7,500	Other expenses and MD American increased due to increase of hydrants in Bel Air
			SUPPLIES AND MATERIALS increase $63,000
45,100	55,800	10,700	Meals, Other Food, Uniform Purchase and Equipment repair parts increase based on actual expenses
189,500	240,000	50,500	Chemicals in bulk, Safety Equipment, W & S Line parts, Stone, Asphalt and Pipes and Culverts increase based on actuals and contract increases
			BUSINESS AND TRAVEL increase $42,800
388,700	431,200	42,500	County-owned Vehicles, Fuel, Non-Target, Meals and Lodging increase based on actual expense history
			CAPITAL OUTLAY decrease ($328,500)
45,000	15,000	(30,000)	Electronic Process Control Equipment decrease due one time purchase of meter reading equipment in FY 22
5,000	21,000	16,000	Work Stations, Saws, Shoring Boxes and Metal Detectors increase based on actual expenses
357,000	42,000	(315,000)	Other Equipment decrease for one time purchase of remote controlled sewer inspection camera in FY 22 offset slightly by purchase of order picker for shop/parts area

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Maintenance
Index #305210, 306210, 307110

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			MISCELLANEOUS no change from FY 22
6,000	6,000	0	Payments to Other Government Agencies - provided for any MDE fines
150,000	150,000	0	Payment to Other Government Agencies for Services - payments to Delta Borough for treatment of waste, as required by the inter-state agreement

DIVISION STAFF SUMMARY
Bureau of Water & Sewer Maintenance
Index #305210, 306210

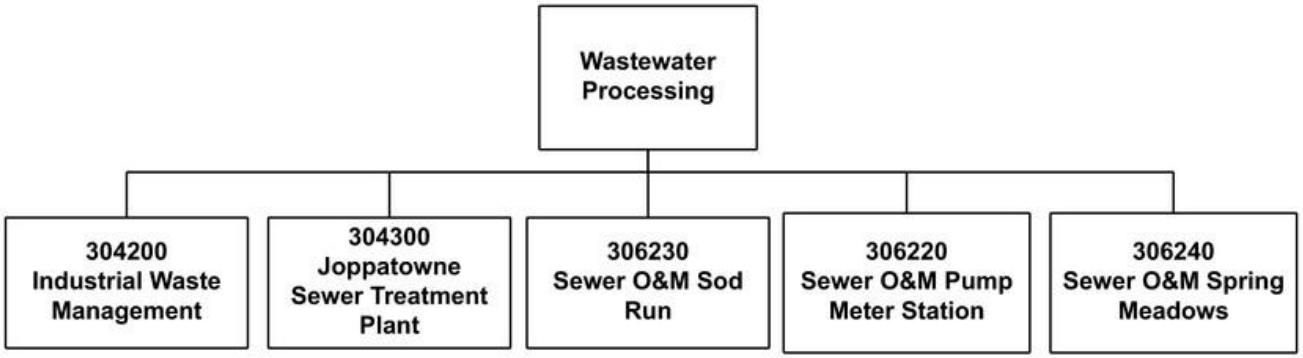
POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	4.00	224,012	4.00	243,091	4.00	267,311
Assistant Superintendent	3.00	240,839	3.00	259,321	3.00	285,385
Central Stores Manager	0.00	0	0.00	0	1.00	62,428
Chief, Water & Sewer	1.00	117,383	1.00	123,994	1.00	162,131
Civil Engineer IV	1.00	135,891	1.00	143,058	1.00	162,131
Equipment Repair Specialist	1.00	50,468	1.00	47,478	0.00	0
Management Assistant II	1.00	74,874	1.00	87,097	1.00	95,882
Storekeeper	1.00	40,955	1.00	45,274	1.00	49,746
Superintendent of Water & Sewer Facilities	1.00	93,239	1.00	99,126	1.00	129,298
Water & Sewer Facilities Maintenance Specialist	1.00	84,362	1.00	89,983	1.00	99,017
Water & Sewer Utility Crew Chief	6.00	376,588	6.00	417,541	6.00	452,253
Water & Sewer Utility Technician I	3.00	155,824	3.00	169,770	2.00	121,936
Water & Sewer Utility Technician II	1.00	60,221	1.00	65,118	1.00	67,952
Water & Sewer Utility Technician III	1.00	83,399	1.00	88,991	2.00	173,120
Water & Sewer Utility Worker I	6.00	246,168	3.00	110,515	6.00	236,181
Water & Sewer Utility Worker II	6.50	288,202	10.00	477,528	5.00	248,356
Water & Sewer Utility Worker III (Certified)	3.00	150,035	3.00	160,728	2.00	96,992
Water & Sewer Utility Worker III (Non Certified)	4.50	203,933	4.00	200,875	5.00	271,790
Water & Sewer Utility Worker IV	3.00	159,892	3.00	173,959	4.00	258,006
Water Meter Mechanic I	4.00	150,423	3.00	128,666	3.00	151,099
Water Meter Mechanic II	4.00	211,527	3.00	154,404	3.00	169,812
Water Meter Technician I	1.00	56,480	3.00	185,011	3.00	203,539
Water Meter Technician II	2.00	131,890	2.00	142,964	2.00	161,263
FULL-TIME SALARIES	59.00	3,336,605	59.00	3,614,493	58.00	3,925,626
TEMPORARY SALARIES		12,480		6,720		0
SALARY TOTAL	**59.00**	**3,349,085**	**59.00**	**3,621,213**	**58.00**	**3,925,626**

DIVISION STAFF SUMMARY
Bureau of Water & Sewer Maintenance
Index #305210, 306210

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		350,344			397,594		431,819
Workers' Compensation		107,269			92,118		79,713
Health Benefits		1,038,949			1,089,734		1,100,245
RHS/OPEB		160,500			175,500		312,713
Overtime & Shift Differential		351,000			351,000		442,000
FICA		254,172			302,011		328,044
27th Pay		0			0		162,536
Miscellaneous		8,260			8,260		8,120
TOTAL OTHER PERSONAL SERVICES		**2,270,494**			**2,416,217**		**2,865,190**
TOTAL PERSONAL SERVICES	**59.60**	**5,619,579**	*	**59.00**	**6,037,430**	**58.00**	**6,790,816**

***FY 21 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 sludge 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 23 GOALS:
TO PROVIDE RESPONSIVE, AND ECONOMICAL SERVICE TO OUR CUSTOMERS
TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	5,431,385	5,616,550	6,477,007	7,060,842	7,060,842
20 CONTRACTUAL SERVICES	4,266,606	4,270,466	6,926,805	6,941,478	6,941,478
30 SUPPLIES AND MATERIALS	2,383,566	2,360,410	2,234,620	3,561,641	3,561,641
40 BUSINESS AND TRAVEL	180,855	231,479	328,171	328,171	328,171
50 CAPITAL OUTLAY	1,003,989	544,964	910,250	910,250	910,250
70 MISCELLANEOUS	18,615	18,921	43,200	43,200	43,200
GRAND TOTAL	**13,285,016**	**13,042,790**	**16,920,053**	**18,845,582**	**18,845,582**
FUNDING SOURCE:					
51 WATER & SEWER OPERATING	**13,285,016**	**13,042,790**	**16,920,053**	**18,845,582**	**18,845,582**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
304200	INDUSTRIAL WASTE MANAGEMENT	205,608	151,405	121,999	101,854	101,854
304300	JOPPATOWNE SEWERAGE TREATMENT PLANT	562,495	534,736	1,124,053	1,114,295	1,114,295
306220	SEWER O & M PUMP/METER STATIONS	2,416,346	2,680,530	3,586,788	3,450,025	3,450,025
306230	SEWER O & M SOD RUN	9,992,019	9,589,349	11,943,623	14,108,208	14,108,208
306240	SEWER O & M SPRING MEADOW	108,547	86,771	143,590	71,200	71,200
	GRAND TOTAL	**13,285,016**	**13,042,790**	**16,920,053**	**18,845,582**	**18,845,582**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $583,835
3,906,098	3,947,389	41,291	Full-time salaries
		8,360	Salary adjustments
		32,931	
		41,291	
9,000	18,000	9,000	Temporary salaries adjusted to provide for summer interns
	459,458	459,458	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	170,693	170,693	27th Pay
	(206,318)	(206,318)	The net result of personnel transfers between divisions of Water and Sewer:
429,671	411,518	(18,153)	Pension/Retirement adjustments
111,189	84,222	(26,967)	Workers' Compensation adjustments
1,047,532	1,043,243	(4,289)	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 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES continued
	113,550	113,550	OPEB (Other Post Employment Benefits)
186,977	204,989	18,012	RHS (Retirement Health Savings)
429,000	446,000	17,000	Overtime adjusted based on actual expense history
38,300	34,300	(4,000)	Shift differential adjusted based on actual expense history
308,481	323,430	14,949	FICA adjustments
			CONTRACTUAL SERVICES increase $14,673
3,739,495	3,739,495	0	Electricity and County Facility Repair unchanged for FY 23
2,084,800	2,084,800	0	Other Professional Services unchanged for FY 23
26,700	41,373	14,673	Other expenses increased for Radley barcoding systems upgrade for Central Stores'
			SUPPLIES AND MATERIALS increase $1,327,021
654,000	654,000	0	Equipment Repair parts and Laboratory Supplies unchanged for FY23
1,175,150	2,502,171	1,327,021	Chemicals in Bulk increased based on actual expenses and rising costs
328,171	328,171	0	BUSINESS AND TRAVEL no change in funding for FY 23
			Funds provide for vehicle maintenance, fuel and training, seminars and courses
910,250	910,250	0	CAPITAL OUTLAY no change in funding for FY 23
			Funds provide for generators, pumps, lab equipment, etc for normal annual replacements

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Operations - Wastewater Processing

Index #304200, 304300, 306220, 306230, 306240

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	2.00	134,403	2.00	144,615	2.00	159,077
Administrative Specialist II	0.50	40,800	0.50	43,075	0.50	46,778
Assistant Superintendent	2.00	204,065	2.00	226,163	1.50	181,765
Central Stores Manager	1.00	57,120	1.00	59,781	1.00	65,880
Chief, Water & Sewer	0.70	90,099	0.70	94,965	0.50	74,679
Civil Engineer II	0.00	0	1.00	74,006	1.00	85,030
Computer System Engineer II	1.00	70,890	0.00	0	0.00	0
Environmental Chemist	0.50	28,758	0.50	31,166	0.90	61,690
Instrumentation Technician	1.00	72,299	1.00	77,558	0.50	42,662
Laboratory Technician	2.80	157,647	2.70	156,823	2.10	126,473
Plant Operations Manager	0.50	35,833	1.50	115,316	1.50	126,907
Plant Operator (Water/Wastewater)	10.00	630,662	10.00	674,348	11.00	802,029
Plant Operator Trainee I (Water/Wastewater)	4.00	167,280	2.00	93,730	1.00	48,240
Plant Operator Trainee II (Water/Wastewater)	3.00	140,742	6.00	292,995	6.00	324,434
Plant Superintendent Water & Sewer	1.00	101,698	1.00	122,570	1.00	134,973
Pretreatment Inspector	1.00	58,118	0.00	0	0.00	0
Senior Computer Engineer	1.00	93,625	1.00	89,789	2.00	203,870
Senior Electrician Water & Sewer	1.70	117,795	1.70	126,582	1.50	127,038
Senior Instrumentation Technician	1.30	97,898	1.30	104,853	1.50	134,842
Senior Lab Technician	0.75	47,670	1.25	78,360	1.20	85,753
Senior Plant Operator	2.00	158,930	2.00	169,837	2.00	186,917
Senior Water/Wastewater Facility Mechanic	2.85	208,758	2.85	222,797	3.00	262,631
Shift Supervisor/Plant Operations	3.00	212,520	3.00	208,290	3.00	239,117
Superintendent of Laboratories	1.00	96,791	1.00	116,390	0.50	64,081
Water & Sewer Utility Worker III (Non Certified)	3.00	150,654	3.00	164,444	2.00	130,055
Water/Wastewater Facility Mechanic	6.00	372,217	5.00	321,114	5.00	353,154
Water/Wastewater Facility Mechanic Trainee	2.00	96,217	2.00	96,531	1.00	54,584
FULL-TIME SALARIES	55.60	3,643,489	56.00	3,906,098	53.20	4,122,660

DIVISION STAFF SUMMARY

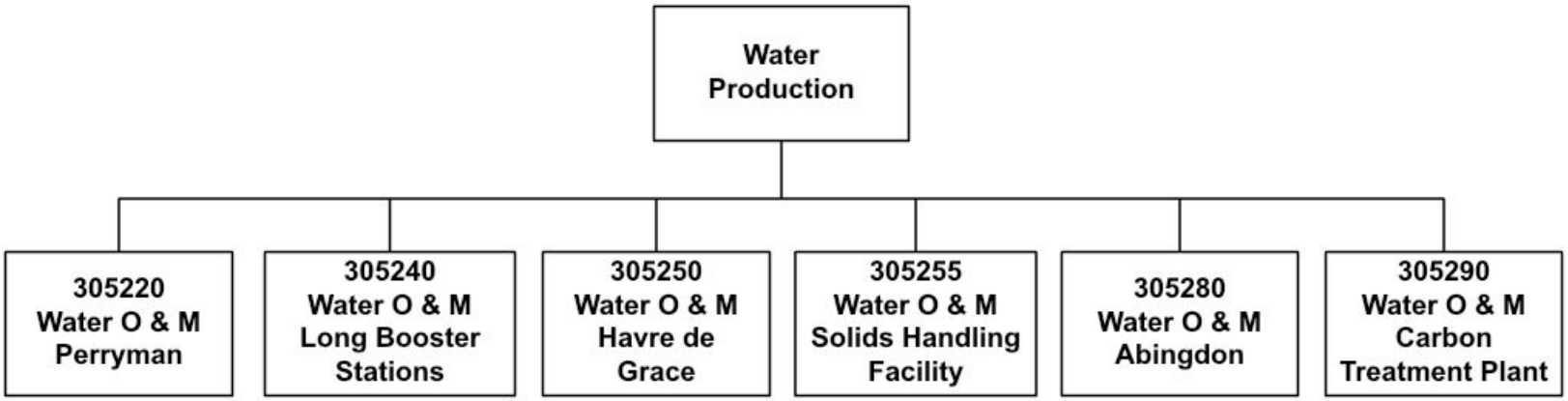
Bureau of Water & Sewer Operations - Wastewater Processing

Index #304200, 304300, 306220, 306230, 306240

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		9,000			9,000		18,000
SALARY TOTAL	**56.75**	**3,652,489**		**55.60**	**3,915,098**	**53.20**	**4,140,660**
OTHER PERSONAL SERVICES							
Pension & Retirement		382,566			429,671		453,493
Workers' Compensation		130,780			111,189		92,812
Health Benefits		1,027,553			1,047,531		1,043,244
RHS/OPEB		153,759			186,977		318,539
Overtime & Shift Differential		459,500			467,300		480,300
FICA		278,284			308,481		350,733
27th Pay		0			0		170,693
Miscellaneous		10,704			10,760		10,368
TOTAL OTHER PERSONAL SERVICES		**2,443,146**			**2,561,909**		**2,920,182**
TOTAL PERSONAL SERVICES	**56.75**	**6,095,635**	*	**55.60**	**6,477,007**	**53.20**	**7,060,842**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amount**

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 23 GOALS:

TO PROVIDE CLEAN, AFFORDABLE WATER TO CUSTOMERS
TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	3,006,644	3,268,983	3,714,851	4,399,643	4,399,643
20 CONTRACTUAL SERVICES	1,992,597	2,410,709	4,676,358	4,823,699	4,823,699
30 SUPPLIES AND MATERIALS	1,340,629	1,552,246	1,579,190	1,936,551	1,936,551
40 BUSINESS AND TRAVEL	32,331	34,299	115,921	115,921	115,921
50 CAPITAL OUTLAY	483,626	456,998	627,170	2,042,170	2,042,170
70 MISCELLANEOUS	0	0	30,000	30,000	30,000
GRAND TOTAL	**6,855,827**	**7,723,235**	**10,743,490**	**13,347,984**	**13,347,984**
FUNDING SOURCE:					
51 WATER & SEWER OPERATING	**6,855,827**	**7,723,235**	**10,743,490**	**13,347,984**	**13,347,984**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY DIVISION:						
305220	WATER O & M PERRYMAN	690,208	699,481	1,241,205	2,108,525	2,108,525
305240	WATER O & M LONG BOOSTER STATIONS	426,370	512,453	996,468	850,275	850,275
305250	WATER O & M HAVRE DE GRACE	357,122	297,264	939,679	789,220	789,220
305255	WATER O & M SOLIDS HANDLING FACILITY	6,730	22,097	125,250	139,750	139,750
305280	WATER O & M ABINGDON	5,360,047	6,161,174	7,383,387	9,402,714	9,402,714
305290	WATER O & M CARBON TREATMENT PLANT	15,349	30,765	57,500	57,500	57,500
	GRAND TOTAL	**6,855,826**	**7,723,235**	**10,743,490**	**13,347,984**	**13,347,984**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $684,792
2,241,098	2,247,181	6,083	Full-time salaries
		(648)	Salary adjustments
		6,731	Staff Turnover
		6,083	
	290,287	290,287	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	108,182	108,182	27 th Pay
	123,835	123,835	The net result of personnel transfers between divisions of Water and Sewer:
246,521	260,812	14,291	Pension adjustments
57,211	50,737	(6,474)	Workers' Compensation adjustments
564,623	617,210	52,587	Health Benefits are adjusted due to staff opting for changes in levels of coverage

PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305255, 305280, 305290

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES (cont'd)
	52,257	52,257	OPEB (Other Post Employment Benefits)
110,026	128,522	18,496	RHS (Retirement Health Savings)
36,500	29,700	(6,800)	Shift Differential
172,502	204,438	31,936	FICA adjustments
			CONTRACTUAL SERVICES increase $147,341
1,372,884	1,446,927	74,043	Electricity increase based on actual expense history
1,068,200	1,118,200	50,000	County Facility Repairs & Renovations - slight increase to repairing of epoxy flooring in facilities, Along with repair and replacement of valves, pumps, lines, electrical and HVAC systems
86,000	160,000	74,000	Engineering Services increase for SCADA repairs and process modifications
1,286,300	1,091,300	(195,000)	Other Professional Services reduction in overall expenses offset slightly for additional funds for Instrument Technicians and Electrical Apprentices to ensure succession planning and lab/instrument testing
55,250	112,250	57,000	Operating Equipment increased for replacement of chemical metering pumps and centrifuge repairs
31,700	116,373	84,673	Security System and Other expenses increased for the partial replacement of Cyberlock system and purchase of Radley Barcoding system for Central Stores
			SUPPLIES AND MATERIALS increase $357,361
167,500	248,500	81,000	Equipment repair parts increased based on actual expense history as well as aging equipment
1,127,490	1,403,851	276,361	Chemicals in Bulk increased due to supply issues and petroleum prices increasing

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PUBLIC WORKS - DIVISION OF WATER AND SEWER
Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305255, 305280, 305290

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			BUSINESS AND TRAVEL no change for For FY 23
115,921	115,921	0	Funds provide for in-housing training, vehicle maintenance and fuel
			EQUIPMENT increase $1,415,000
0	1,000,000	1,000,000	Additional funds provided for Elevated Water Tanks this funding was previously appropriated in the capital budget for maintenance and rehabilitation
150,000	165,000	15,000	Electronic Process Control Equipment increased for communication equipment
78,000	478,000	400,000	Lab Equipment increased for purchase of water testing equipment.
			MISCELLANEOUS no change in funding for FY 23
30,000	30,000	0	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

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Operations - Water Production
Index #305220, 305240, 305250, 305280

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.50	101,637	1.50	107,776	0.00	0
Administrative Specialist II	0.00	0	0.00	0	0.50	46,778
Assistant Superintendent	1.00	106,080	2.00	197,842	2.50	285,001
Central Stores Manager	1.00	52,938	1.00	57,680	1.00	60,158
Chief Water & Sewer	0.30	38,614	0.30	40,699	0.50	74,679
Computer System Engineer III	1.00	90,307	1.00	96,106	1.00	105,910
Environmental Chemist	0.50	28,758	0.50	31,166	0.10	6,854
Instrumentation Technician	0.00	0	0.00	0	0.50	42,662
Laboratory Technician	1.20	64,521	1.30	77,586	1.90	128,005
Plant Operations Manager	0.50	35,833	0.50	38,452	0.50	42,302
Plant Operator Water/Wastewater	10.00	590,553	10.00	637,029	10.00	700,014
Plant Operator Trainee I Water/Wastewater	3.00	119,504	4.00	168,314	4.00	193,286
Plant Operator Trainee II Water/Wastewater	1.00	39,870	0.00	0	0.00	0
Plant Superintendent Water & Sewer	1.00	110,202	0.00	0	0.00	0
Process Engineer	1.00	107,107	1.00	113,410	1.00	124,979
Senior Electrician Water & Sewer	0.30	22,454	0.30	24,055	0.50	38,821
Senior Instrumentation Technician	0.70	52,103	0.70	55,829	0.50	41,940
Senior Laboratory Technician	1.25	77,700	0.75	52,769	0.80	61,913
Senior Plant Operator	1.00	84,044	2.00	157,917	2.00	173,780
Senior Water/Wastewater Facility Mechanic	0.15	11,964	0.15	12,787	0.00	0
Shift Supervisor/Plant Operations	3.00	195,760	2.00	142,688	2.00	166,383
Superintendent of Lab	0.00	0	0.00	0	0.50	64,081
Water/Wastewater Facility Mechanic	4.00	216,565	4.00	228,993	3.00	197,592
Water/Wastewater Mechanic Trainee	0.00	0	0.00	0	1.00	57,721
FULL-TIME SALARIES	33.40	2,146,514	33.00	2,241,098	33.80	2,612,860
TEMPORARY SALARIES		9,000		18,000		18,000
SALARY TOTAL	**33.40**	**2,155,514**	**33.00**	**2,259,098**	**33.80**	**2,630,860**

DIVISION STAFF SUMMARY

Bureau of Water & Sewer Operations - Water Production

Index #305220, 305240, 305250, 305280

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		225,384			246,521		287,415
Workers' Compensation		71,300			57,211		55,913
Health Benefits		552,949			564,623		617,209
RHS/OPEB		83,781			110,026		180,779
Overtime & Shift Differential		298,500			298,500		291,700
FICA		164,018			172,502		221,103
27th Pay		0			0		108,182
Miscellaneous		6,426			6,370		6,482
TOTAL OTHER PERSONAL SERVICES		**1,402,358**			**1,455,753**		**1,768,783**
TOTAL PERSONAL SERVICES	**33.40**	**3,557,872**	*	**33.00**	**3,714,851**	**33.80**	**4,399,643**

***FY 21 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 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Expenditures for wastewater processing	$13,285,016	$13,042,790	$16,920,053	$18,845,582
Output:				
Millions of gallons treated	4,402	4,442	4,060	4,511
Cost per million gallons of treated	$3,018	$2,936	$4,168	$4,178
Outcome:				
Permit Parameters				
Total Suspended Solids (TSS)	<=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
Total Phosphorus (TP)	<=0.30 mg/l	<=0.30 mg/l	<=0.30 mg/l	<=0.30 mg/l
Total Nitrogen (TN)	<=4.0 mg/l	<=4.0 mg/l	<=4.0 mg/l	<=4.0 mg/l
Harford County Averages				
Average concentration TSS achieved	3	3.0	2.0	2.0
Average concentration of BOD achieved	3	4.0	3.0	2.0
Average concentration of TP achieved	0.2	0.1	0.1	0.2
Average concentration of TN achieved	2.1	2.4	2.3	2.4

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

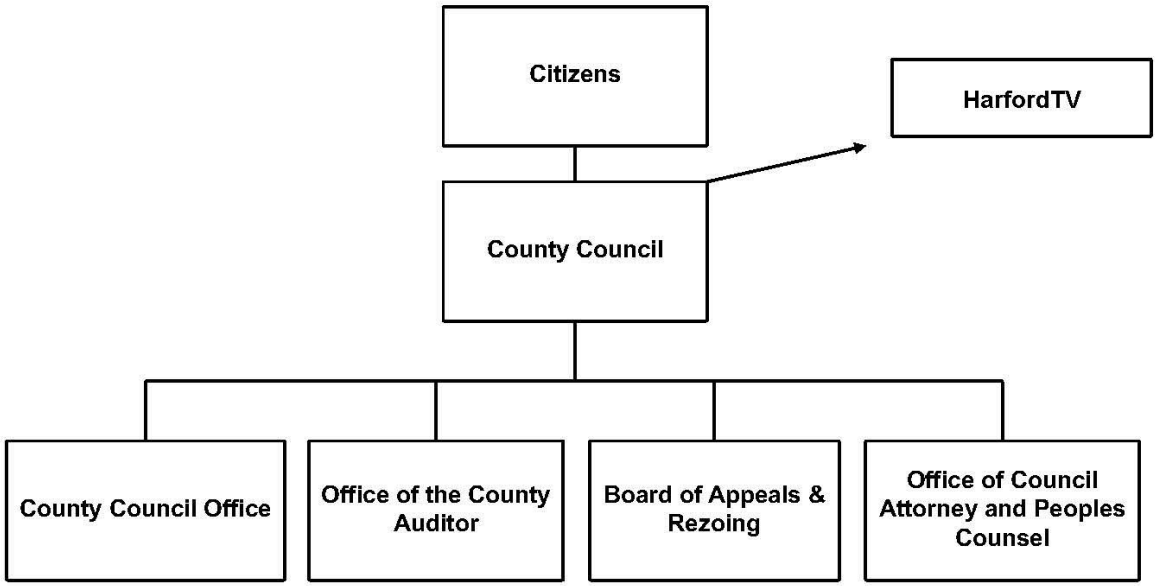
III. Strengthening Our Communities

Measure	Actual 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Expenditures for water production	$6,855,827	$7,723,235	$10,743,491	$13,347,984
Output:				
Millions of gallons of water produced	4,729	4,759	4,633	4,665
Cost per million gallons produced	$1,450	$1,623	$2,319	$2,861
Outcome:				
Federal and State goal for water turbidity	<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
Average water turbidity	0.045 ntu	0.040 ntu	0.045 ntu	0.041 ntu
Number of days when turbidity failed to meet standard	0	0	0	0
Federal, State goal for chlorine level	<4 mg/l	<4 mg/l	<4 mg/l	<4 mg/l
Average chlorine level	1.7 mg/l	1.7 mg/l	1.8 mg/l	1.7 mg/l
Number of days when chlorine content failed to meet standard	0	0	0	0

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 HarfordTV. The County Council Department consists of five divisions: Council Office, Board of Appeals and Rezoning, Office of Council Attorney and the People's Counsel, HarfordTV, 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	2,664,171	2,696,178	3,007,791	3,543,041	3,543,041
20	CONTRACTUAL SERVICES	334,233	310,116	548,589	662,460	662,460
30	SUPPLIES AND MATERIALS	22,123	24,783	44,875	55,975	55,975
40	BUSINESS AND TRAVEL	44,777	33,897	84,209	95,509	95,509
50	CAPITAL OUTLAY	960	11,418	20,191	20,191	20,191
	GRAND TOTAL	**3,066,264**	**3,076,392**	**3,705,655**	**4,377,176**	**4,377,176**
SUMMARY BY FUND:						
11	GENERAL	3,066,264	3,076,392	3,705,655	4,377,176	4,377,176
	GRAND TOTAL	**3,066,264**	**3,076,392**	**3,705,655**	**4,377,176**	**4,377,176**
SUMMARY BY DIVISION:						
401000	COUNTY COUNCIL OFFICE	1,490,750	1,470,764	1,747,069	2,129,045	2,129,045
402000	OFFICE OF THE COUNTY AUDITOR	444,052	470,212	525,604	607,000	607,000
404000	BOARD OF APPEALS & REZONING	148,029	162,214	192,464	241,009	241,009
405000	OFFICE OF COUNCIL ATTY/COUNSEL	214,081	233,513	330,733	407,319	407,319
406000	HARFORD TV	769,352	739,689	909,785	992,802	992,802
	GRAND TOTAL	**3,066,264**	**3,076,392**	**3,705,655**	**4,377,176**	**4,377,176**

COUNTY COUNCIL

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $535,250
1,940,826	1,950,306	9,480	Full-time salaries
			(7,354) turnover
			16,834 salary adjustments
			9,480
	222,668	222,668	FY 23 merit increase of 3% and a 7% COLA for eligible employees and legislative salary increases for Council President and Council Members
11,200	11,200	0	Temporary Salaries - provides for summer intern for County Auditor and County Council Office
213,491	214,534	1,043	Pension adjustments
511,127	698,743	187,616	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage and sufficient funds appropriated for staff turnover due to election
15,290	12,609	(2,681)	Workers' Compensation Adjustment
	18,424	18,424	OPEB (Other Post Employment Benefits)
162,000	172,320	10,320	RHS (Retirement Health Savings)
	87,638	87,638	27th pay costs
			CONTRACTUAL SERVICES increase $113,871
548,589	662,460	113,871	As requested by the County Council additional funds are provided for legal services based on actual expense history as well as additional funds for other professional services, telephone service, etc. in anticipation of new council members.
			SUPPLIES AND MATERIALS increase $11,100
44,875	55,975	11,100	As requested by the County Council additional funds are provided for printing, office supplies in anticipation of new council members

COUNTY COUNCIL

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
84,209	95,509	11,300	BUSINESS AND TRAVEL increase $11,300 Increase in funds provided for lodging, meals, training seminars and courses,etc. as requested by the County Council
20,191	20,191	0	EQUIPMENT no change in funding over FY 22 Funds provide for equipment as requested by the County Council

DEPARTMENT STAFF SUMMARY
COUNTY COUNCIL

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant I	1.00	53,721	1.00	58,423	1.00	64,237
Administrative Specialist II	2.00	132,054	2.00	142,196	2.00	156,410
Auditor I	1.00	56,271	1.00	61,050	0.00	0
Auditor II	1.00	82,881	1.00	88,458	2.00	182,365
Broadcast Technician	1.00	46,241	1.00	50,718	1.00	55,747
Council Administrator	1.00	96,392	1.00	102,374	1.00	112,672
Council Attorney	1.00	145,430	1.00	152,882	1.00	168,332
County Auditor	1.00	118,682	1.00	125,333	1.00	137,972
Council Members	6.00	266,964	6.00	270,600	6.00	289,638
Executive Director, HCN	1.00	106,118	1.00	112,391	1.00	123,712
Legislative Aide	7.00	349,317	7.00	392,714	7.00	421,630
Legislative Aide to President	1.00	60,078	1.00	64,970	1.00	77,169
Management Assistant II	1.00	84,843	1.00	90,478	1.00	99,562
President of Council	1.00	48,074	1.00	48,729	1.00	52,158
Producer Manager, HTV	1.00	108,221	1.00	114,558	1.00	126,097
Production Supervisor, HTV	1.00	60,061	1.00	64,952	1.00	71,433
TOTAL FULL-TIME SALARIES	**28.00**	**1,815,348**	**28.00**	**1,940,826**	**28.00**	**2,139,134**

DEPARTMENT STAFF SUMMARY
COUNTY COUNCIL

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		11,200			11,200		11,200
SALARY TOTAL	**28.00**	**1,826,548**		**28.00**	**1,952,026**	**28.00**	**2,150,334**
OTHER PERSONAL SERVICES							
Pension & Retirement		190,612			213,491		235,305
Workers' Compensation		17,554			15,290		13,784
Health Benefits		496,656			511,127		698,743
RHS/OPEB		154,080			162,000		190,744
FICA		137,192			145,918		158,553
27th pay costs		0			0		87,638
Miscellaneous		7,940			7,940		7,940
TOTAL OTHER PERSONAL SERVICES		**1,004,034**			**1,055,766**		**1,392,707**
TOTAL PERSONAL SERVICES	**28.00**	**2,830,582**	*	**28.00**	**3,007,792**	**28.00**	**3,543,041**

***FY 21 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 23 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 TECHNOLOGY 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,442,454	1,424,296	1,646,369	1,982,045	1,982,045
20 CONTRACTUAL SERVICES	4,528	6,247	7,300	32,000	32,000
30 SUPPLIES AND MATERIALS	12,293	12,473	29,800	40,900	40,900
40 BUSINESS AND TRAVEL	30,894	21,640	58,100	68,600	68,600
50 CAPITAL OUTLAY	581	6,108	5,500	5,500	5,500
GRAND TOTAL	**1,490,750**	**1,470,764**	**1,747,069**	**2,129,045**	**2,129,045**
FUNDING SOURCE:					
11 GENERAL	**1,490,750**	**1,470,764**	**1,747,069**	**2,129,045**	**2,129,045**

COUNTY COUNCIL
County Council Office
Index #401000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $335,676
1,021,583	1,016,135	(5,448)	Full Time Salaries
			1,906 Salary Adjustments
			(7,354) Turnover (0.7%)
			(5,448)
	111,476	111,476	FY 23 merit increase of 3% and a 7% COLA for eligible employees and legislative increase for Council President and Council Members
112,374	111,775	(599)	Pension Adjustment
7,069	5,882	(1,187)	Workers' Compensation Adjustment
307,671	481,993	174,322	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage and in anticipation of new council members
3,000	3,000	0	Cell Phone Reimbursement
108,000	114,880	6,880	RHS (Retirement Health Savings)
	5,634	5,634	OPEB (Other Post Employment Benefits
	45,015	45,015	27th Pay Costs
7,300	32,000	24,700	CONTRACTUAL SERVICES increase $24,700 As requested by the County Council additional funds are provided for telephone/fax service and other professional service in anticipation of new council members

COUNTY COUNCIL
County Council Office
Index #401000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
29,800	40,900	11,100	SUPPLIES AND MATERIALS increase $11,100 Per County Council request additional funds are provided for office supplies, printing, and other supplies and materials in anticipation of new council members
58,100	68,600	10,500	BUSINESS AND TRAVEL increase $10,500 Per County Council request additional funds are provided for lodging, meals, books/periodicals and training seminars and courses in anticipation of new council members
5,500	5,500	0	CAPITAL OUTLAY no change in funding over FY 22 Funded per request of the County Council

DIVISION STAFF SUMMARY

County Council Office

Index #401000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist II	2.00	132,054		2.00	142,196	2.00	156,410
Council Administrator	1.00	96,392		1.00	102,374	1.00	112,672
Council Members	6.00	266,964		6.00	270,600	6.00	289,638
Legislative Aide	7.00	349,318		7.00	392,714	7.00	421,630
Legislative Aide to President	1.00	60,078		1.00	64,970	1.00	77,169
President of the Council	1.00	48,074		1.00	48,729	1.00	52,158
FULL-TIME SALARIES	17.00	952,880		18.00	1,021,583	18.00	1,109,677
TEMPORARY SALARIES		6,000			6,000		6,000
SALARY TOTAL	**18.00**	**958,880**		**18.00**	**1,027,583**	**18.00**	**1,115,677**
OTHER PERSONAL SERVICES							
Pension & Retirement		100,052			112,374		122,064
Workers' Compensation		8,227			7,069		6,371
Health Benefits		299,024			307,671		481,993
RHS/OPEB		102,720			108,000		120,514
FICA		72,895			78,152		84,891
27th pay costs							45,015
Miscellaneous		5,520			5,520		5,520
TOTAL OTHER PERSONAL SERVICES		**588,438**			**618,786**		**866,368**
TOTAL PERSONAL SERVICES	**18.00**	**1,547,318**	*	**18.00**	**1,646,369**	**18.00**	**1,982,045**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	366,046	383,179	412,450	483,846	483,846
20 CONTRACTUAL SERVICES	73,965	81,824	100,950	110,950	110,950
30 SUPPLIES AND MATERIALS	(50)	84	275	275	275
40 BUSINESS AND TRAVEL	4,091	5,126	10,929	10,929	10,929
50 CAPITAL OUTLAY	0	0	1,000	1,000	1,000
GRAND TOTAL	**444,052**	**470,213**	**525,604**	**607,000**	**607,000**
FUNDING SOURCE:					
11 GENERAL	**444,052**	**470,213**	**525,604**	**607,000**	**607,000**

COUNTY COUNCIL
Office of the County Auditor
Index #402000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $71,396
274,840	290,687	15,847	Full Time Salaries 15,847 salary adjustment
	34,586	34,586	FY 23 merit increase of 3% and a 7% COLA for all eligible employees
2,308	1,940	(368)	Workers' Compensation Adjustment
58,179	61,993	3,814	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
420	420	0	Cell Phone Reimbursement
20,250	21,540	1,290	RHS (Retirement Health Savings)
	13,263	13,263	27th Pay Costs
30,232	31,976	1,744	Pension adjustment
20,602	21,822	1,220	FICA
100,950	110,950	10,000	CONTRACTUAL SERVICES increase $10,000 Additional funds are provided as requested for financial audit
275	275	0	SUPPLIES & MATERIALS no change in funding over FY 22 Fund provide for general office and computer supplies
10,929	10,929	0	BUSINESS & TRAVEL no change in funding over FY 22 Funds provide for membership Fees & Dues, travel costs and seminars and courses
1,000	1,000	0	CAPITAL OUTLAY no change in funding over FY 22

DIVISION STAFF SUMMARY

Office of County Auditor

Index #402000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Auditor I	1.00	56,272		1.00	61,050	0.00	0
Auditor II	1.00	82,881		1.00	88,457	2.00	182,365
County Auditor	1.00	118,682		1.00	125,333	1.00	137,972
TOTAL FULL-TIME SALARIES	**3.00**	**257,835**		**3.00**	**274,840**	**3.00**	**320,337**
TEMPORARY SALARIES		5,200			5,200		5,200
SALARY TOTAL	**3.00**	**263,035**		**3.00**	**280,040**	**3.00**	**325,537**
OTHER PERSONAL SERVICES							
Pension & Retirement		27,072			30,232		35,237
Workers' Compensation		2,634			2,308		2,138
Health Benefits		56,518			58,179		61,993
RHS		19,260			20,250		21,540
FICA		19,713			20,601		23,298
27th pay costs							13,263
Miscellaneous		840			840		840
TOTAL OTHER PERSONAL SERVICES		**126,037**			**132,410**		**158,309**
TOTAL PERSONAL SERVICES	**3.00**	**389,072**	*	**3.00**	**412,450**	**3.00**	**483,846**

***FY 21 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 23 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

COUNTY COUNCIL
Board of Appeals and Rezoning
Index #404000

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	116,525	120,936	126,264	148,009	148,009
20 CONTRACTUAL SERVICES	30,617	39,679	63,500	89,500	89,500
30 SUPPLIES AND MATERIALS	483	977	1,500	1,500	1,500
40 BUSINESS AND TRAVEL	404	622	1,200	2,000	2,000
GRAND TOTAL	**148,029**	**162,214**	**192,464**	**241,009**	**241,009**
FUNDING SOURCE:					
11 GENERAL	**148,029**	**162,214**	**192,464**	**241,009**	**241,009**

COUNTY COUNCIL
Board of Appeals and Rezoning
Index #404000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $21,745
	10,966	10,966	FY 23 merit increase of 3% and a 7% COLA for all eligible employees
18,437	19,635	1,198	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage.
9,953	9,938	(15)	Pension adjusted per actuarial
	5,643	5,643	OPEB (Other Post Employment Benefits
	4,122	4,122	27th Pay Costs
63,500	89,500	26,000	CONTRACTUAL SERVICES increase $26,000 Additional funds provided per County Council request for legal services and other profession service due to increase in cases
1,200	2,000	800	BUSINESS AND TRAVEL increase $800 Additional funds provided per County Council request for professional books and periodicals

DIVISION STAFF SUMMARY

Board of Appeals and Rezoning

Index #404000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Management Assistant II	1.00	84,843		1.00	90,478	1.00	99,562
SALARY TOTAL	**1.00**	**84,843**		**1.00**	**90,478**	**1.00**	**99,562**
OTHER PERSONAL SERVICES							
Pension & Retirement		8,909			9,953		10,952
Workers' Compensation		390			335		339
Health Benefits		17,909			18,437		19,635
OPEB		0			0		5,643
FICA		6,490			6,921		7,616
27th pay costs		0			0		4,122
Miscellaneous		140			140		140
TOTAL OTHER PERSONAL SERVICES		**33,838**			**35,786**		**48,447**
TOTAL PERSONAL SERVICES	**1.00**	**118,681**	*	**1.00**	**126,264**	**1.00**	**148,009**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	193,291	195,706	212,504	238,919	238,919
20 CONTRACTUAL SERVICES	15,205	33,375	109,429	159,600	159,600
30 SUPPLIES & MATERIALS	13	6	0	0	0
40 BUSINESS & TRAVEL	5,572	3,575	8,800	8,800	8,800
50 CAPITAL OUTLAY	0	852	0	0	0
GRAND TOTAL	**214,081**	**233,513**	**330,733**	**407,319**	**407,319**
FUNDING SOURCE:					
11 GENERAL	**214,081**	**233,513**	**330,733**	**407,319**	**407,319**

COUNTY COUNCIL
Office of the Council Attorney and People's Counsel
Index #405000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $26,415
	17,573	17,573	FY 23 merit increase 3% and a 7% COLA for eligible employees
25,185	26,821	1,636	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
6,750	7,180	430	RHS (Retirement Health Savings)
600	600	0	Cell Phone Reimbursement
	6,970	6,970	27th Pay costs
109,429	159,600	50,171	CONTRACTUAL SERVICES increase $50,171 Additional funds are provided for legal services as requested by the County Council

DIVISION STAFF SUMMARY

Office of Council Attorney/Peoples Counsel

Index #405000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Council Attorney	1.00	145,430		1.00	152,882	1.00	168,332
SALARY TOTAL	**1.00**	**145,430**		**1.00**	**152,882**	**1.00**	**168,332**
OTHER PERSONAL SERVICES							
Pension & Retirement		15,269			16,817		18,516
Workers' Compensation		669			566		572
Health Benefits		24,462			25,185		26,821
FICA		9,456			9,564		9,788
RHS		6,420			6,750		7,180
27th pay costs		0			0		6,970
Miscellaneous		740			740		740
TOTAL OTHER PERSONAL SERVICES		**57,016**			**59,622**		**70,587**
TOTAL PERSONAL SERVICES	**1.00**	**202,446**	*	**1.00**	**212,504**	**1.00**	**238,919**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amount**

COUNTY COUNCIL
HarfordTV
Index #406000

ORIGIN/PURPOSE:

HarfordTV is a public, educational and governmental channel that functions as Harford County's community access station. HTV is dedicated to serving the growing population of Harford County, the Harford County Government, and the County's Emergency Response Center. HTV supports public and non-public education.

FY 23 GOALS:

TO SIGNIFICANTLY EXPAND THE PROGRAMMING AND SERVICES PROVIDED BY HTV, ESPECIALLY LOCAL PROGRAMMING

TO UPGRADE TECHNICAL EQUIPMENT TO ENHANCE THE QUALITY OF HTV PROGRAMS AND MAKE HTV DIGITALLY COMPATIBLE

TO CONTINUE TO WORK WITH THE HTV BOARD AND THE COUNTY COUNCIL TO ENSURE THAT THEY CONTINUE TO MEET THE FUTURE NEEDS OF THE GROWING POPULATION

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	545,855	572,062	610,204	690,221	690,221
20 CONTRACTUAL SERVICES	209,919	148,991	267,410	270,410	270,410
30 SUPPLIES AND MATERIALS	9,383	11,243	13,300	13,300	13,300
40 BUSINESS AND TRAVEL	3,816	2,934	5,180	5,180	5,180
50 CAPITAL OUTLAY	379	4,458	13,691	13,691	13,691
GRAND TOTAL	**769,352**	**739,689**	**909,785**	**992,802**	**992,802**
FUNDING SOURCE:					
11 GENERAL	**769,352**	**739,689**	**909,785**	**992,802**	**992,802**

COUNTY COUNCIL
HarfordTV
Index #406000

FINANCIAL NOTES:

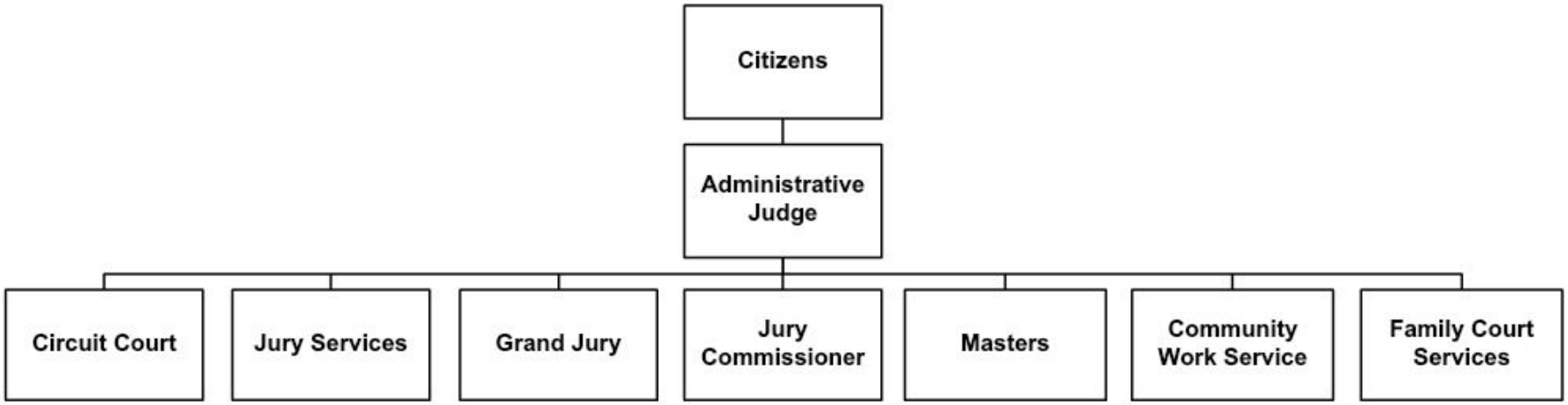
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $80,017
	48,066	48,066	FY 23 merit increase of 3% and a 7% COLA for eligible employees
101,655	108,301	6,646	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes in level of coverage
5,013	3,961	(1,052)	Workers' Compensation Adjustment
27,000	28,720	1,720	RHS (Retirement Health Savings)
	7,147	7,147	OPEB (Other Post Employment Benefits)
	18,268	18,268	27th pay costs
44,115	44,042	(73)	Pension adjustments
267,410	270,410	3,000	CONTRACTUAL SERVICES increase $3,000 Additional funds are provided website maintenance and server costs as requested by the County Council

DIVISION STAFF SUMMARY
HarfordTV
Index #406000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant I	1.00	53,721		1.00	58,423	1.00	64,237
Broadcast Technician	1.00	46,241		1.00	50,718	1.00	55,747
Executive Director, HTV	1.00	106,118		1.00	112,391	1.00	123,712
Producer Manager, HTV	1.00	108,220		1.00	114,558	1.00	126,096
Production Supervisor, HTV	1.00	60,061		1.00	64,952	1.00	71,433
FULL-TIME SALARIES	**5.00**	**374,361**		**5.00**	**401,042**	**5.00**	**441,225**
OTHER PERSONAL SERVICES							
Pension & Retirement		39,308			44,115		48,535
Workers' Compensation		5,634			5,013		4,365
Health Benefits		98,743			101,655		108,301
RHS/OPEB		25,680			27,000		35,867
FICA		28,639			30,679		32,960
27th pay costs		0			0		18,268
Miscellaneous		700			700		700
TOTAL OTHER PERSONAL SERVICES		**198,704**			**209,162**		**248,996**
TOTAL PERSONAL SERVICES	**5.00**	**573,065**	*	**5.00**	**610,204**	**5.00**	**690,221**

*FY 21 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 23 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 SERVICES TO ASSIST FAMILIES AND THE COURT TO PROMPTLY AND EFFICIENTLY RESOLVE CUSTODY AND VISITATION DISPUTES

JUDICIAL

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	3,008,057	3,013,192	3,627,792	4,198,658	4,198,658
20	CONTRACTUAL SERVICES	356,084	265,079	492,992	528,992	528,992
30	SUPPLIES AND MATERIALS	58,725	62,246	88,900	95,315	95,315
40	BUSINESS AND TRAVEL	19,575	16,796	24,740	27,340	27,340
50	CAPITAL OUTLAY	91,974	92,369	0	32,109	32,109
70	MISCELLANEOUS	1,500	0	7,496	7,180	7,180
80	INTER-GOVERNMENTAL/INTERFUND	84	0	300	300	300
	GRAND TOTAL	**3,536,000**	**3,618,220**	**4,242,220**	**4,889,894**	**4,889,894**
SUMMARY BY FUND:						
11	GENERAL	3,536,000	3,618,220	4,242,220	4,889,894	4,889,894
	GRAND TOTAL	**3,536,000**	**3,618,220**	**4,242,220**	**4,889,894**	**4,889,894**
SUMMARY BY DIVISION:						
411000	CIRCUIT COURT	1,874,426	1,968,491	2,174,892	2,557,675	2,557,675
412000	JURY SERVICES	179,846	45,865	278,000	278,000	278,000
413000	GRAND JURY	8,400	9,520	14,000	14,000	14,000
414000	JURY COMMISSIONER	270,872	338,555	397,818	453,209	453,209
415000	MAGISTRATES	212,734	221,087	255,796	289,141	289,141
416000	COMMUNITY WORK SERVICE	359,582	378,575	411,016	482,160	482,160
417000	FAMILY COURT SERVICES	630,140	656,127	710,697	815,709	815,709
	GRAND TOTAL	**3,536,000**	**3,618,220**	**4,242,220**	**4,889,894**	**4,889,894**

JUDICIAL

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $570,866
2,312,671	2,323,203	10,532	Full-time salaries
			(809) Salary Adjustments
			11,341 Staff Turnover
			10,532
128,162	140,158	11,996	Temporary Salaries
	280,195	280,195	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	106,001	106,001	27th Pay
269,962	270,969	1,007	Pension adjustments
8,981	8,165	(816)	Workers' Compensation adjustments
568,316	647,426	79,110	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
	64,470	64,470	OPEB (Other Post Employment Benefits
148,500	165,140	16,640	RHS (Retirement Health Savings)
186,159	187,891	1,732	FICA

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
492,992	528,992	36,000	CONTRACTUAL SERVICES increase of $36,000 Funds provide for contractual evaluators/mediators, juror's fees, telephone service, office equipment service and other advertising adjusted based on actual expenses
88,900	95,315	6,415	SUPPLIES AND MATERIALS increase of $6,415 Funds provide for General Office Mailing, Computer Software, Duplicating Machine Supplies, Commercial Printing and Ice & Bottled Water adjusted based on actual expenses
24,740	27,340	2,600	BUSINESS AND TRAVEL increase of $2,600 Funds provide for Mileage, Parking & Tolls, and Training Seminars
0	32,109	32,109	CAPITAL OUTLAY increase of $32,109 Purchase and installation of Courtroom AV Presentation System and upgrade/repair sound system for ceremonial courtroom
7,496	7,180	(316)	MISCELLANEOUS - decrease of ($316) Funds provide for PEHP contribution for grant employees

DEPARTMENT STAFF SUMMARY
JUDICIAL

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant I	4.00	202,711	4.00	221,152	3.00	182,346
Assignment Clerk	1.00	51,606	1.00	56,244	2.00	123,674
Deputy Court Administrator	1.00	77,646	1.00	83,066	1.00	91,394
Assistant to Jury Commissioner	1.00	59,957	1.00	64,845	1.00	71,316
Community Work Service Case Manager	3.00	161,012	3.00	175,112	3.00	192,540
Court Administrator	1.00	109,760	1.00	116,143	1.00	127,844
Administrative Court Reporter	1.00	84,748	1.00	90,380	1.00	99,453
Court Reporter I	1.00	79,647	1.00	85,126	2.00	218,138
Court Reporter II	1.00	106,791	1.00	113,085	0.00	0
Digital Court Reporter	2.00	109,512	2.00	120,711	2.00	136,184
Director, Community Work Svc Program	1.00	70,534	1.00	75,740	1.00	83,321
Director, Family Court Services	1.00	120,894	1.00	127,611	1.00	140,483
Evaluator/Mediator	1.00	89,164	1.00	94,929	1.00	104,468
Family Services Coordinator	1.00	77,315	1.00	82,724	1.00	91,017
Jury Commissioner	1.00	70,605	1.00	75,814	1.00	83,402
Jury Clerk	1.00	42,646	1.00	40,973	2.00	110,595
Law Clerk	1.00	55,693	1.00	51,376	1.00	61,808
Civil Assignment Clerk	1.00	51,606	1.00	56,244	0.00	0
Office Manager	1.00	66,211	1.00	71,288	1.00	78,414
Administrative Judicial Assistant	1.00	79,756	1.00	85,239	1.00	93,788
ADR Coordinator	1.00	75,813	1.00	81,177	1.00	89,313
Judicial Assistant	6.00	330,859	6.00	343,692	6.00	380,671
FULL-TIME SALARIES	33.00	2,174,486	33.00	2,312,671	33.00	2,560,169
TEMPORARY SALARIES		107,360		128,162		140,158
SALARY OFFSET		(36,163)		0		0
SALARY TOTAL	**33.00**	**2,245,683**	**33.00**	**2,440,833**	**33.00**	**2,700,327**

DEPARTMENT STAFF SUMMARY
JUDICIAL

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		239,593			269,962		297,036
Workers' Compensation		9,806			8,981		8,955
Health Benefits		507,030			568,316		647,426
OPEB/RHS		121,980			148,500		229,610
FICA		174,413			186,159		204,263
27 th Pay		0			0		106,001
Miscellaneous		5,040			5,040		5,040
TOTAL OTHER PERSONAL SERVICES		**1,057,862**			**1,186,958**		**1,498,331**
TOTAL PERSONAL SERVICES	**33.00**	**3,303,545**	*	**33.00**	**3,627,791**	**33.00**	**4,198,658**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,724,098	1,820,719	2,100,012	2,422,186	2,422,186
20 CONTRACTUAL SERVICES	13,722	39,583	19,700	40,700	40,700
30 SUPPLIES AND MATERIALS	30,852	30,256	41,300	46,300	46,300
40 BUSINESS AND TRAVEL	12,278	12,456	13,880	16,380	16,380
50 CAPITAL OUTLAY	91,975	65,477	0	32,109	32,109
70 MISCELLANEOUS	1,500	0	0	0	0
GRAND TOTAL	**1,874,425**	**1,968,491**	**2,174,892**	**2,557,675**	**2,557,675**
FUNDING SOURCE:					
11 GENERAL	**1,874,425**	**1,968,491**	**2,174,892**	**2,557,675**	**2,557,675**

JUDICIAL
Circuit Court
Index #411000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase 322,174
1,282,482	1,290,624	8,142	Full-time salaries
			1,030 Staff Turnover 0.08%
			7,112 Salary adjustments - ADR Coordinator no longer supported by grant
			8,142
101,631	112,831	11,200	Temporary Salaries
	155,694	155,694	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	58,887	58,887	27 th Pay
151,236	154,380	3,144	Pension adjustments
5,202	4,726	(476)	Workers' Compensation adjustments
363,026	399,393	36,367	Health Benefits are adjusted for staff opting for changes in levels of coverage
	34,966	34,966	OPEB (Other Post Employment Beneifts)
87,750	100,520	12,770	RHS (Retirement Health Savings)
105,885	107,365	1,480	FICA Adjustments
19,700	40,700	21,000	CONTRACTUAL SERVICES increase of $21,000
			Audio Vendor annual service contract increase
			SUPPLIES AND MATERIALS increase of $5,000
15,000	20,000	5,000	General office supplies increase based on actuals
13,880	16,380	2,500	BUSINESS & TRAVEL increase of $2,500
			Professional Books and periodicals increased based on actuals
0	32,110	32,110	CAPITAL OUTLAY increase of $32,110
			Purchase and installation of Courtroom AV Presentation System and upgrade/repair sound system for ceremonial courtroom

DIVISION STAFF SUMMARY

Circuit Court

Index #411000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Assignment Clerk	1.00	51,606		1.00	56,244	2.00	123,674
Court Administrator	1.00	109,760		1.00	116,143	1.00	127,844
Deputy Court Administrator	1.00	77,646		1.00	83,066	1.00	91,394
Administrative Court Reporter	1.00	84,748		1.00	90,380	1.00	99,453
Court Reporter I	1.00	79,647		1.00	85,126	2.00	218,138
Court Reporter II	1.00	106,791		1.00	113,085	0.00	0
Digital Court Reporter	2.00	109,512		2.00	120,711	2.00	136,184
Criminal Assignment Clerk	1.00	51,606		1.00	56,244	0.00	0
Law Clerk	1.00	55,693		1.00	51,376	1.00	61,808
Administrative Judicial Assistant	1.00	79,756		1.00	85,239	1.00	93,788
Judicial Assistant	6.00	330,859		6.00	343,691	6.00	380,672
ADR Coordinator	1.00	75,813		1.00	81,177	1.00	89,313
TOTAL FULL TIME SALARIES	18.00	1,213,437		18.00	1,282,482	18.00	1,422,268
SALARY OFFSET		(36,163)			0		0
TEMPORARY SALARIES		81,146			101,631		112,831
SALARY TOTAL	**18.00**	**1,258,420**		**18.00**	**1,384,113**	**18.00**	**1,535,099**
OTHER PERSONAL SERVICES							
Pension & Retirement		135,931			151,236		168,860
Workers' Compensation		5,582			5,202		5,174
Health Benefits		307,482			363,026		399,394
OPEB and PEHP		70,620			87,750		135,486
FICA		99,036			105,885		116,486
27 th Pay		0			0		58,887
Miscellaneous		2,800			2,800		2,800
TOTAL OTHER PERSONAL SERVICES		**621,451**			**715,899**		**887,087**
TOTAL PERSONAL SERVICES	**18.00**	**1,879,870**	*	**18.00**	**2,100,012**	**18.00**	**2,422,186**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	176,240	43,720	270,000	270,000	270,000
30 SUPPLIES AND MATERIALS	3,606	2,145	8,000	8,000	8,000
GRAND TOTAL	**179,846**	**45,865**	**278,000**	**278,000**	**278,000**
FUNDING SOURCE:					
11 GENERAL	**179,846**	**45,865**	**278,000**	**278,000**	**278,000**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES no change for FY 22
270,000	270,000	0	For Juror's Fees
8,000	8,000	0	SUPPLIES & MATERIALS no change for FY 22
			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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	8,400	9,520	14,000	14,000	14,000
GRAND TOTAL	**8,400**	**9,520**	**14,000**	**14,000**	**14,000**
FUNDING SOURCE:					
11 GENERAL	**8,400**	**9,520**	**14,000**	**14,000**	**14,000**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICE no change for FY 23
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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	256,308	327,489	370,418	425,659	425,659
20 CONTRACTUAL SERVICES	330	508	850	850	850
30 SUPPLIES AND MATERIALS	14,233	10,557	26,250	26,400	26,400
40 BUSINESS AND TRAVEL	0	0	300	300	300
50 CAPITAL OUTLAY	0	0	0	0	0
GRAND TOTAL	**270,872**	**338,555**	**397,818**	**453,209**	**453,209**
FUNDING SOURCE:					
11 GENERAL	**270,872**	**338,555**	**397,818**	**453,209**	**453,209**

JUDICIAL
Jury Commissioner
Index #414000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $55,241
236,920	240,755	3,835	Full-time salaries
			(394) Salary Adjustments
			4,229 Turnover
			3,835
	29,204	29,204	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	10,985	10,985	27 th Pay
26,061	26,483	422	Pension adjustments
67,778	72,322	4,544	Health Benefits are adjusted for staff opting for changes in levels of coverage
	4,727	4,727	OPEB (Other Post Employment Benefits)
20,250	21,540	1,290	RHS (Retirement Health Savings)
18,124	18,418	294	FICA
850	850	0	CONTRACTUAL SERVICES no change in funding from FY 22
			Funds provide for office equipment and telephone service
26,250	26,400	150	SUPPLIES & MATERIALS increase $150
			General Office supplies increased slightly

DIVISION STAFF SUMMARY

Jury Commissioner

Index #414000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant I	1.00	50,678		1.00	55,288	0.00	0
Assistant to Jury Commissioner		0			0	1.00	71,316
Jury Clerk	1.00	42,646		1.00	40,973	2.00	110,595
Deputy to Jury Commissioner	1.00	59,957		1.00	64,845	0.00	0
Jury Commissioner	1.00	70,605		1.00	75,814	1.00	83,402
SALARY TOTAL	**4.00**	**223,886**		**4.00**	**236,920**	**4.00**	**265,312**
OTHER PERSONAL SERVICES							
Pension & Retirement		23,508			26,061		29,184
Workers' Compensation		834			725		733
Health Benefits		65,845			67,778		72,322
OPEB/RHS		12,840			20,250		26,267
FICA		17,127			18,124		20,296
27 th Pay		0			0		10,985
Miscellaneous		560			560		560
TOTAL OTHER PERSONAL SERVICES		**120,714**			**133,498**		**160,347**
TOTAL PERSONAL SERVICES	**4.00**	**344,600**	*	**4.00**	**370,418**	**4.00**	**425,659**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

JUDICIAL
Magistrates
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 Magistrate hears all juvenile cases. All the Magistrates 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 Magistrate 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 23 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
Magistrates
Index #415000

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	205,403	217,164	239,050	272,211	272,211
20 CONTRACTUAL SERVICES	418	434	550	550	550
30 SUPPLIES AND MATERIALS	4,462	1,671	5,200	5,700	5,700
40 BUSINESS AND TRAVEL	2,451	1,819	3,500	3,500	3,500
70 MISCELLANEOUS	0	0	7,496	7,180	7,180
GRAND TOTAL	**212,734**	**221,088**	**255,796**	**289,141**	**289,141**
FUNDING SOURCE:					
11 GENERAL	**212,734**	**221,088**	**255,796**	**289,141**	**289,141**

JUDICIAL
Magistrates
Index #415000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $33,161
165,864	165,468	(396)	Full-time Salaries
		(396)	Salary Adjustments
	20,083	20,083	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	7,550	7,550	27th Pay
18,245	18,201	(44)	Pension adjustments
27,719	29,463	1,744	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes in levels of coverage
	3,445	3,445	OPEB (Other Post Employment Benefits)
13,500	14,360	860	RHS (Retirement Health Savings)
			SUPPLIES AND MATERIALS increase by $500
500	1,000	500	General Office supplies increased based on actuals
			MISCELLANEOUS decrease of ($316)
7,496	7,180	(316)	Decrease of PEHP contribution for grant employees

DIVISION STAFF SUMMARY

Magistrates

Index #415000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant I	3.00	152,033		3.00	165,864	3.00	182,346
TOTAL FULL-TIME SALARIES	**3.00**	**152,033**		**3.00**	**165,864**	**3.00**	**182,346**
OTHER PERSONAL SERVICES							
Pension & Retirement		15,963			18,245		20,058
Workers' Compensation		699			614		620
Health Benefits		26,976			27,718		29,463
OPEB/RHS		12,840			13,500		17,805
FICA		11,631			12,689		13,949
27 th Pay		0			0		7,550
Miscellaneous		420			420		420
TOTAL OTHER PERSONAL SERVICES		**68,529**			**73,186**		**89,865**
TOTAL PERSONAL SERVICES	**3.00**	**220,562**	*	**3.00**	**239,050**	**3.00**	**272,211**

***FY 21 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 23 GOAL:

TO PROVIDE AN OPPORTUNITY FOR NON-VIOLENT OFFENDERS TO PAY BACK TO THE COMMUNITY THROUGH THE PERFORMANCE OF COMMUNITY WORK SERVICE

- 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	356,935	376,251	406,066	476,910	476,910
20 CONTRACTUAL SERVICES	909	838	1,850	1,850	1,850
30 SUPPLIES AND MATERIALS	1,629	1,486	2,550	2,750	2,750
40 BUSINESS AND TRAVEL	25	0	250	350	350
50 CAPITAL OUTLAY	0	0	0	0	0
80 INTER-GOVERNMENTAL/INTERFUND	84	0	300	300	300
GRAND TOTAL	**359,582**	**378,575**	**411,016**	**482,160**	**482,160**
FUNDING SOURCE:					
11 GENERAL	**359,582**	**378,575**	**411,016**	**482,160**	**482,160**

JUDICIAL
Community Work Service
Index #416000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $70,844
250,853	250,328	(525)	Full Time Salaries
			(525) Salary Adjustments
26,531	27,327	796	Temporary Salaries
	30,383	30,383	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	11,422	11,422	27th Pay
32,999	30,542	(2,457)	Pension adjustments per Treasury
59,216	81,463	22,247	Health Benefits are adjusted for a cost increase as well as staff opting for changes in level of coverage
	8,211	8,211	OPEB (Other Post Employment Benefits)
13,500	14,360	860	RHS (Retirement Health Savings)
1,850	1,850	0	CONTRACTUAL SERVICES no change from FY 22 Telephone Service, Fax Service, and Other Insurance
2,550	2,750	200	SUPPLIES AND MATERIALS increase $200 General Office supplies increased $200
250	350	100	BUSINESS AND TRAVEL increased $100 Lodging increase $100
300	300	0	MISCELLANEOUS no change from FY 22 Fleet Daily Carpool Rental

DIVISION STAFF SUMMARY

Community Work Services

Index #416000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Community Work Service Case Manager	3.00	161,012		3.00	175,113	3.00	192,540
Director, Community Work Svc Program	1.00	70,534		1.00	75,740	1.00	83,321
FULL-TIME SALARIES	4.00	231,546		4.00	250,853	4.00	275,861
TEMPORARY SALARIES		26,214			26,531		27,327
SALARY TOTAL	**4.00**	**257,760**		**4.00**	**277,384**	**4.00**	**303,188**
OTHER PERSONAL SERVICES							
Pension & Retirement		27,064			32,999		33,351
Workers' Compensation		1,065			1,047		1,020
Health Benefits		57,555			59,216		81,464
OPEB/RHS		12,840			13,500		22,571
FICA		19,718			21,220		23,194
27 th Pay		0			0		11,422
Miscellaneous		700			700		700
TOTAL OTHER PERSONAL SERVICES		**118,942**			**128,682**		**173,722**
TOTAL PERSONAL SERVICES	**4.00**	**376,703**	*	**4.00**	**406,067**	**4.00**	**476,910**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	465,312	480,836	512,245	601,692	601,692
20 CONTRACTUAL SERVICES	156,064	170,475	186,042	201,042	201,042
30 SUPPLIES AND MATERIALS	3,942	2,294	5,600	6,165	6,165
40 BUSINESS AND TRAVEL	4,822	2,522	6,810	6,810	6,810
GRAND TOTAL	**630,140**	**656,127**	**710,697**	**815,709**	**815,709**
FUNDING SOURCE:					
11 GENERAL	**630,140**	**656,127**	**710,697**	**815,709**	**815,709**

JUDICIAL
Family Court Services
Index #417000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $89,447
376,553	376,028	(525)	Full Time Salaries
			(525) Salary Adjustment
	44,833	44,833	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	17,157	17,157	27th Pay
41,421	41,363	(58)	Pension adjustments per Treasury
1,393	1,278	(115)	Workers' Compensation adjustments
50,577	64,784	14,207	Health Benefits are adjusted for a cost increase as well as staff opting for changes in levels of coverage
	13,121	13,121	OPEB (Other Post Employment Benefits)
13,500	14,360	860	RHS (Retirement Health Savings)
186,042	201,042	15,000	CONTRACTUAL SERVICES increase $15,000 Funding in Other Professional Services provides for contractual Evaluators/Mediators increase based on actuals
5,600	6,165	565	SUPPLIES AND MATERIALS increase $565 Computer software increased for Zoom service due to virtual client meetings
6,810	6,810	0	BUSINESS AND TRAVEL no change in funding from FY 22 Funding provided for Training Seminars & Meetings, Membership Fees, Professional Books, and Mileage

DIVISION STAFF SUMMARY
Family Court Service Division
Index #417000

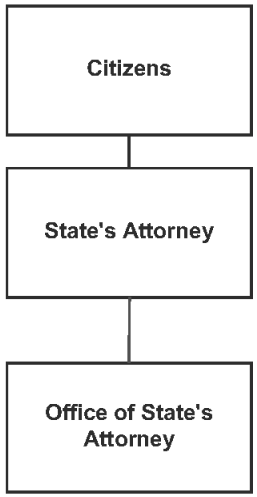
POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Office Manager	1.00	66,211		1.00	71,288	1.00	78,414
Director, Family Court Services	1.00	120,894		1.00	127,611	1.00	140,483
Evaluator/Mediator	1.00	89,164		1.00	94,929	1.00	104,468
Family Services Coordinator	1.00	77,315		1.00	82,724	1.00	91,017
FULL-TIME SALARIES	4.00	353,585		4.00	376,553	4.00	414,382
SALARY OFFSET		0			0		0
TOTAL FULL-TIME SALARIES	**4.00**	**353,585**		**4.00**	**376,553**	**4.00**	**414,382**
OTHER PERSONAL SERVICES							
Pension & Retirement		37,126			41,421		45,582
Workers' Compensation		1,626			1,393		1,409
Health Benefits		49,172			50,577		64,784
OPEB/RHS		12,840			13,500		27,481
FICA		26,901			28,241		30,337
27 th Pay		0			0		17,157
Miscellaneous		560			560		560
TOTAL OTHER PERSONAL SERVICES		**128,226**			**135,692**		**187,310**
TOTAL PERSONAL SERVICES	**4.00**	**481,811**	*	**4.00**	**512,245**	**4.00**	**601,692**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 22
Summary of Grants

Circuit Court for Harford County - Anticipated FY 23 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.		680,397		10,000	7/1/21 - 6/30/22	Recurring
CASA	This grant focuses on representing the best interest of abused, neglected and dependent children in Court proceedings.		80,000			7/1/21 - 6/30/22	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.		527,037	60,200		10/1/21 - 9/30/22	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	10/1/21 - 9/30/22	Recurring
	TOTALS:	**69,741**	**1,287,434**	**0**	**27,435**		

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	5,909,190	6,281,117	7,286,925	8,906,149	8,906,149
20	CONTRACTUAL SERVICES	34,795	46,252	49,220	49,320	49,320
30	SUPPLIES AND MATERIALS	68,488	39,840	66,100	81,100	81,100
40	BUSINESS AND TRAVEL	37,074	24,312	89,420	84,150	84,150
50	CAPITAL OUTLAY	6,423	1,229	0	0	0
80	INTERGOVERNMENTAL/INTERFUND	0	0	0	0	0
	GRAND TOTAL	**6,055,970**	**6,392,749**	**7,491,665**	**9,120,719**	**9,120,719**
SUMMARY BY FUND:						
11	GENERAL	6,055,970	6,392,749	7,491,665	9,120,719	9,120,719
	GRAND TOTAL	**6,055,970**	**6,392,749**	**7,491,665**	**9,120,719**	**9,120,719**
SUMMARY BY DIVISION:						
431000	OFFICE OF STATE'S ATTORNEY	6,055,970	6,392,749	7,491,665	9,120,719	9,120,719
	GRAND TOTAL	**6,055,970**	**6,392,749**	**7,491,665**	**9,120,719**	**9,120,719**

STATE'S ATTORNEY

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $1,619,224
4,755,133	4,727,904	(27,229)	Full-time salaries
			5,966 Salary adjustments
			(33,195) Staff Turnover
			(27,229)
313,420	324,764	11,344	Temporary Salaries
	549,648	549,648	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	229,437	229,437	27th Pay
	575,543	575,543	New positions for the new Body Camera's for local Law Enforcement

Salary	Benefits	Total	
135,546	79,662	215,208	Two Asst States Attorney I
212,196	148,139	360,335	Four Legal Assistants
347,742	227,801	575,543	

526,968	539,519	12,551	Pension rate adjustments per Treasury
19,256	18,631	(625)	Workers' Compensation adjustments
8,820	9,380	560	Life Insurance
984,874	1,136,701	151,827	Health Benefits adjusted for staff opting for changes in level of coverage
	98,430	98,430	OPEB (other Post Employment Benefits)
297,000	315,920	18,920	RHS (Retirement Health Savings)
381,454	380,272	(1,182)	FICA adjustments

STATE'S ATTORNEY

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
49,220	49,320	100	CONTRACTUAL SERVICES increase $100 Office Equipment, Telephone, Fax, Legal Services, Other Professional Services, Office Equipment Service
66,100	81,100	15,000	SUPPLIES AND MATERIALS increase $15,000 Increase in Meal Special Purpose for quarterly offsite meetings and Uniform Purchase to replenish apparel
89,420	84,150	(5,270)	BUSINESS AND TRAVEL decrease ($5,270) Decrease in Membership fees and dues based on actuals

DEPARTMENT STAFF SUMMARY
STATE'S ATTORNEY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
State's Attorney	1.00	156,333	1.00	161,333	1.00	161,333
Deputy State's Attorney	2.00	232,560	2.00	263,680	2.00	290,377
Senior Trial Assistant	1.00	95,880	0.00	0	0.00	0
Administrative Assistant	0.00	0	1.00	49,316	1.00	54,202
Assistant State's Attorney I	9.00	578,544	15.00	1,037,267	17.00	1,250,564
Assistant State's Attorney II	6.00	432,311	4.00	334,243	5.00	467,680
Assistant State's Attorney III	2.00	159,977	5.00	511,910	4.00	467,248
Assistant State's Attorney IV	0.00	0	0.00	0	0.00	0
Assistant State's Attorney V	3.00	278,173	0.00	0	0.00	0
Computer Engineer	0.00	0	1.00	45,000	1.00	51,794
Computer System Engineer	0.00	0	1.00	70,040	1.00	77,085
Senior Assistant State's Attorney I	2.00	199,512	0.00	0	0.00	0
Senior Assistant State's Attorney II	1.00	112,709	1.00	119,180	0.00	0
Senior Assistant State's Attorney III	2.00	262,145	3.00	354,273	4.00	521,257
Legal Assistant I	1.00	37,740	9.00	511,205	14.00	830,187
Legal Assistant II	10.00	551,184	8.00	475,163	8.00	522,516
Legal Assistant III	2.00	160,247	0.00	0	0.00	0
Legal Clerk I	1.00	37,830	1.00	44,290	1.00	48,708
Legal Clerk II	5.00	213,153	4.00	190,093	3.00	151,275
Legal Specialist I	2.00	90,760	2.00	171,234	2.00	188,411
Legal Specialist II	8.00	489,665	4.00	285,068	4.00	313,610
Administrator, State's Attorney Office	1.00	116,280	1.00	131,840	1.00	145,189
FULL TIME SALARIES	59.00	4,205,003	63.00	4,755,135	69.00	5,541,436
TEMPORARY SALARIES		313,420		313,420		324,764
SALARY TOTAL	**59.00**	**4,518,423**	**63.00**	**5,068,555**	**69.00**	**5,866,200**

DEPARTMENT STAFF SUMMARY
STATE'S ATTORNEY

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension & Retirement		445,428			526,968		629,009
Workers' Compensation		21,250			19,256		21,269
Health Benefits		897,718			984,872		1,297,628
OPEB/RHS		247,170			297,000		414,350
FICA		337,012			381,454		438,036
27 th Pay		0			0		229,437
Miscellaneous		8,820			8,820		10,220
TOTAL OTHER PERSONAL SERVICES		**1,957,398**			**2,218,370**		**3,039,949**
TOTAL PERSONAL SERVICES	**59.00**	**6,475,821**	*	**63.00**	**7,286,925**	**69.00**	**8,906,149**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23
Summary of Grants

Office of State's Attorney - Anticipated Funding FY 23 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Technology Facilitated Crimes Against Children Support	Technology and equipment upgrades and training to improve the investigation and prosecution of internet crimes against children.		45,000			7/1/22 6/30/23	Recurring
Child Advocacy Center Investigative Enhancement	Secure products and services to improve investigation of child abuse and exploitation crimes, better present evidence in the courtroom, and raise awareness of child abuse prevention.		12,500			7/1/22 6/30/23	
MCIN Harford County	The project will develop timely and accurate intelligence with the goal of dismantling organized criminal activity throughout Harford County. Grant funds provide salaries, overtime for law enforcement, training and equipment.		400,000			7/1/22 6/30/23	Recurring
	TOTALS:	**0**	**57,500**		**0**		

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 23 GOAL:

TO ENSURE THAT EVERY ELIGIBLE CITIZEN IS GIVEN THE OPPORTUNITY TO REGISTER TO VOTE

ELECTIONS

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	512,627	646,149	666,233	761,590	761,590
20	CONTRACTUAL SERVICES	37,344	61,093	51,456	53,956	53,956
30	SUPPLIES AND MATERIALS	201,984	151,873	346,900	346,100	346,100
40	BUSINESS AND TRAVEL	9,801	14,289	43,400	43,830	43,830
50	CAPITAL OUTLAY	0	0	95,424	95,424	95,424
70	MISCELLANEOUS	1,033,617	1,786,913	1,690,931	2,113,175	2,113,175
80	INTER-GOVERNMENTAL/INTERFUND	0	9,312	15,000	15,000	15,000
	GRAND TOTAL	**1,795,374**	**2,669,628**	**2,909,344**	**3,429,075**	**3,429,075**
SUMMARY BY FUND:						
11	GENERAL	1,795,374	2,669,628	2,909,344	3,429,075	3,429,075
	GRAND TOTAL	**1,795,374**	**2,669,628**	**2,909,344**	**3,429,075**	**3,429,075**
SUMMARY BY DIVISION:						
481000	HC BOARD OF ELECTIONS	985,904	1,418,503	1,241,889	1,434,553	1,434,553
482000	ELECTION EXPENSE	809,470	1,251,125	1,667,455	1,994,522	1,994,522
	GRAND TOTAL	**1,795,374**	**2,669,628**	**2,909,344**	**3,429,075**	**3,429,075**

ELECTIONS

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $95,357
541,000	641,500	100,500	Temporary salaries for office staff and Election Judges
15,499	15,499	0	Pension
18,644	18,644	0	Health Benefits
27,000	14,360	(12,640)	RHS (Retirement Health Savings)
42,530	50,027	7,497	FICA
21,000	21,000	0	Overtime
51,456	53,956	2,500	CONTRACTUAL SERVICES increase $2,500
			Space and Real Estate rental increased for polling property rental during FY 23
346,900	346,100	(800)	SUPPLIES AND MATERIALS decrease ($800)
			Computer Hardware and Software decreased due to one time purchase in FY 23
95,424	95,424	0	CAPITAL OUTLAY no change from FY 22
			Funds are provided for poll books and printers as mandated by the State
1,690,931	2,113,175	422,244	MISCELLANEOUS increase $422,244
			Payments to Other Government Agencies - reimbursement to the State for the salaries, fringes, and overtime for State election employees as mandated by SBE.

DEPARTMENT STAFF SUMMARY
HARFORD COUNTY BOARD OF ELECTIONS

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		501,178		541,000		641,500
SALARY TOTAL		**501,178**		**541,000**		**641,500**
OTHER PERSONAL SERVICES						
Pension		10,203		15,499		15,499
Overtime		21,000		21,000		21,000
Health Benefits		24,717		18,644		18,644
RHS		32,100		27,000		14,360
FICA		39,743		42,530		50,027
Miscellaneous		140		560		560
TOTAL OTHER PERSONAL SERVICES		**127,903**		**125,233**		**120,090**
TOTAL PERSONAL SERVICES		**629,081**		**666,233**		**761,590**

***FY 21 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 23 GOAL:

TO ENSURE THAT EVERY ELIGIBLE CITIZEN IS GIVEN THE OPPORTUNITY TO REGISTER TO VOTE

ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	443,027	342,046	229,633	219,493	219,493
20 CONTRACTUAL SERVICES	36,829	52,566	43,956	43,956	43,956
30 SUPPLIES AND MATERIALS	26,579	49,461	76,900	76,100	76,100
40 BUSINESS AND TRAVEL	9,566	6,095	31,400	31,830	31,830
70 MISCELLANEOUS	469,903	968,335	860,000	1,063,174	1,063,174
GRAND TOTAL	**985,904**	**1,418,503**	**1,241,889**	**1,434,553**	**1,434,553**
FUNDING SOURCE:					
11 GENERAL	**985,904**	**1,418,503**	**1,241,889**	**1,434,553**	**1,434,553**

ELECTIONS
Harford County Board of Elections
Index #481000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES decrease ($10,140)
141,000	143,500	2,500	Temporary salaries - Funding provides for Election Board members and staff
15,499	15,499	0	Pension
18,644	18,644	0	Health Benefits
27,000	14,360	(12,640)	RHS (Retirement Health Savings)
11,930	11,930	0	FICA adjustments
43,956	43,956	0	CONTRACTUAL SERVICES no change for FY 23
			Funds are provided for legal services, office equipment service, telephone, etc.
76,900	76,100	(800)	SUPPLIES AND MATERIALS decrease ($800)
			Computer Hardware and Software decreased due to one time purchase in FY 23
31,400	31,830	430	BUSINESS AND TRAVEL increase $430
			Membership fees and dues increase based on actual expenses
			MISCELLANEOUS increase $203,174
860,000	1,063,174	203,174	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 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		101,187		141,000		143,500
SALARY TOTAL		**101,187**		**141,000**		**143,500**
OTHER PERSONAL SERVICES						
Pension		10,203		15,499		15,499
Overtime		15,000		15,000		15,000
Health Benefits		24,717		18,644		18,644
RHS		32,100		27,000		14,360
FICA		9,143		11,930		11,930
Other		140		560		560
TOTAL OTHER PERSONAL SERVICES		**91,303**		**88,633**		**75,993**
TOTAL PERSONAL SERVICES		**192,490**		**229,633**		**219,493**

***FY 20 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	69,600	304,104	436,600	542,097	542,097
20 CONTRACTUAL SERVICES	515	8,527	7,500	10,000	10,000
30 SUPPLIES AND MATERIALS	175,406	102,411	270,000	270,000	270,000
40 BUSINESS AND TRAVEL	235	8,194	12,000	12,000	12,000
50 CAPITAL OUTLAY	0	0	95,424	95,424	95,424
70 MISCELLANEOUS	563,714	818,578	830,931	1,050,001	1,050,001
80 INTER-GOVERNMENTAL/INTERFUND	0	9,312	15,000	15,000	15,000
GRAND TOTAL	**809,470**	**1,251,125**	**1,667,455**	**1,994,522**	**1,994,522**
FUNDING SOURCE:					
11 GENERAL	**809,470**	**1,251,125**	**1,667,455**	**1,994,522**	**1,994,522**

ELECTIONS
Election Expense
Index #482000

FINANCIAL NOTES:

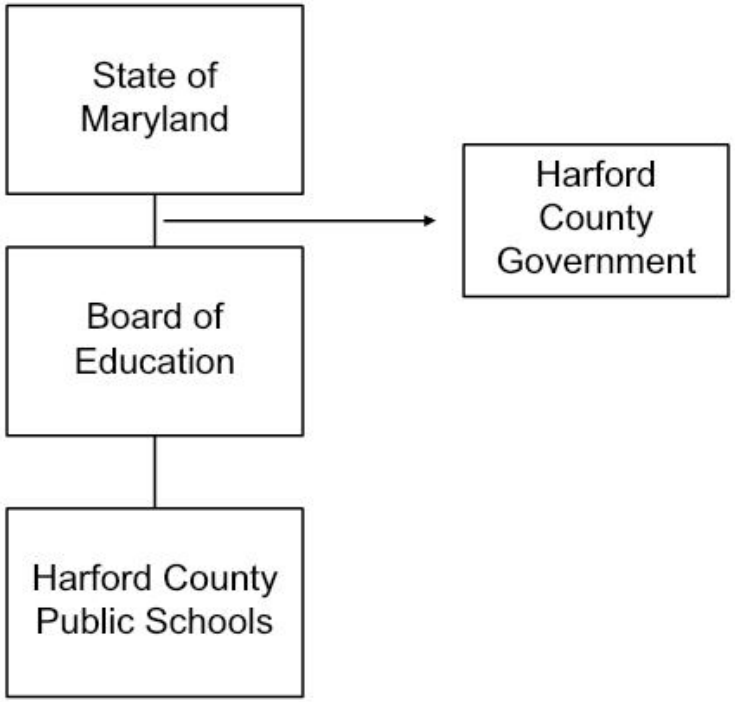
FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $105,497
400,000	498,000	98,000	Temporary salaries - Election Judges and Election Day Support Specialists
6,000	6,000	0	Overtime
30,600	38,097	7,497	FICA
7,500	10,000	2,500	CONTRACTUAL SERVICES increase $2,500 Space and Real Estate rental increase for polling property rental during FY 23
270,000	270,000	0	SUPPLIES & MATERIALS no change for FY23 Funds provide for office supplies, printing, mailing, etc.
95,424	95,424	0	CAPITAL OUTLAY no change for FY 23 Funds provide for pollbooks and printers as mandated by the State
830,931	1,050,001	219,070	MISCELLANEOUS increase $219,070 Payments to Other Government Agencies - Funds for reimbursements to State Board of Elections (SBE) for share of Billing and State employee admin fees.

DIVISION STAFF SUMMARY
ELECTION EXPENSE
Index #482000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		400,000		400,000		498,000
SALARY TOTAL		**400,000**		**400,000**		**498,000**
OTHER PERSONAL SERVICES						
Overtime		6,000		6,000		6,000
FICA		30,600		30,600		38,097
TOTAL OTHER PERSONAL SERVICES		**36,600**		**36,600**		**44,097**
TOTAL PERSONAL SERVICES		**436,600**		**436,600**		**542,097**

***FY 21 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 23 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 23 BOARD OF EDUCATION OPERATING FUNDING:

	FY 22 APPROVED BUDGET	FY 23 APPROVED BUDGET	$ CHANGE
County	**293,812,984**	**324,237,657**	**30,424,673**
State - Unrestricted	218,249,613	235,200,912	**16,951,299**
Federal - Unrestricted	420,000	420,000	**0**
Other - Unrestricted	4,115,500	4,115,500	**0**
	516,598,097	563,974,069	47,375,972
Fund Balance	2,989,500	4,791,581	1,802,081
Total Unrestricted Funds	**519,587,597**	**568,765,650**	**49,178,053**
State - Restricted	16,037,714	19,896,403	3,858,689
Federal - Restricted	68,960,504	19,416,908	(49,543,596)
Other - Restricted	86,500	86,500	0
Total Restricted Funds	85,084,718	39,399,811	(45,684,907)
Total Funding	**604,672,315**	**608,165,461**	**3,493,146**

COUNTY FUNDING

FY 22	FY 23	CHANGE
293,812,984	324,237,657	30,424,673

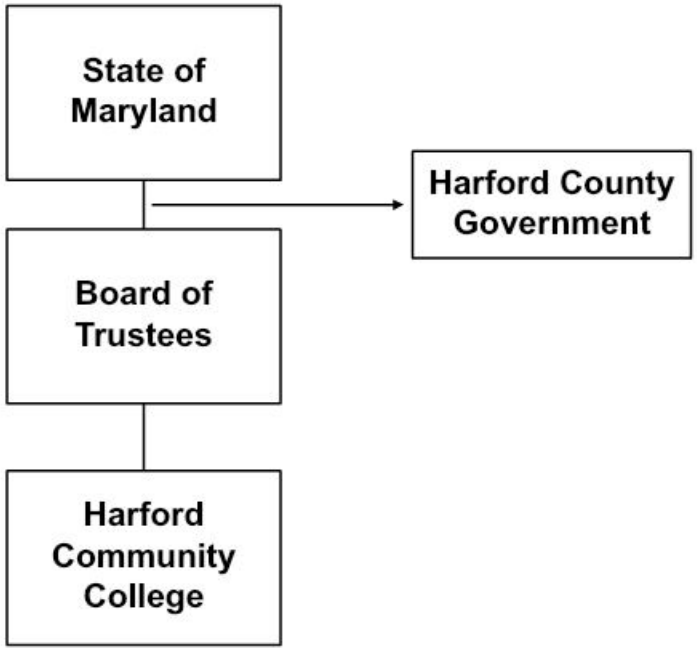
Harford County has fully funded the Board of Education's FY 23 Operating budget request @ $324,237,657 an increase of $30,424,673 over FY 22. This increase exceeds Maintenance of Effort.

HARFORD COUNTY BOARD OF EDUCATION

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER					
70	MISCELLANEOUS	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657
	GRAND TOTAL	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657
	SUMMARY BY FUND					
11	GENERAL	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657
	GRAND TOTAL	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657
	SUMMARY BY DIVISION					
541000	PUBLIC SCHOOLS	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657
	GRAND TOTAL	256,465,645	276,927,778	293,812,984	324,237,657	324,237,657

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 23 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

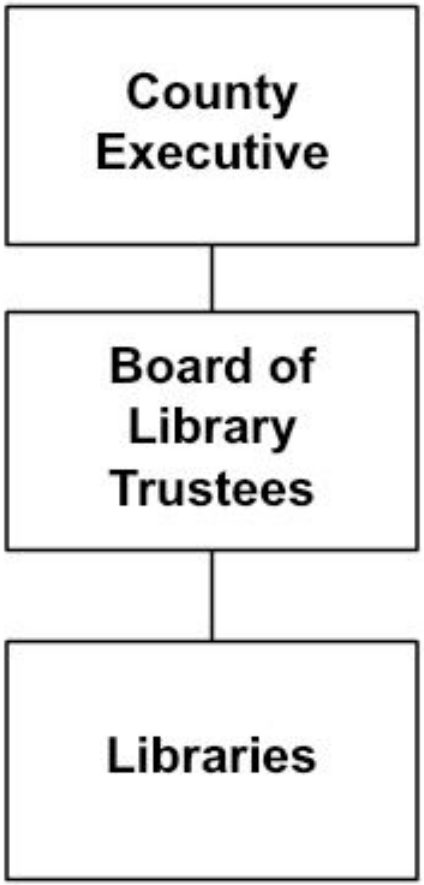
ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER					
70	MISCELLANEOUS	17,147,844	17,547,931	18,074,369	19,881,806	19,881,806
	GRAND TOTAL	**17,147,844**	**17,547,931**	**18,074,369**	**19,881,806**	**19,881,806**
	SUMMARY BY FUND					
11	GENERAL	17,147,844	17,547,931	18,074,369	19,881,806	19,881,806
	GRAND TOTAL	**17,147,844**	**17,547,931**	**18,074,369**	**19,881,806**	**19,881,806**
	SUMMARY BY DIVISION					
561000	HARFORD COMMUNITY COLLEGE	17,147,844	17,547,931	18,074,369	19,881,806	19,881,806
	GRAND TOTAL	**17,147,844**	**17,547,931**	**18,074,369**	**19,881,806**	**19,881,806**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	
18,074,369	19,881,806	1,807,437	MISCELLANEOUS increase $1,807,437
			Fully funded the College's request

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 23 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 23 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

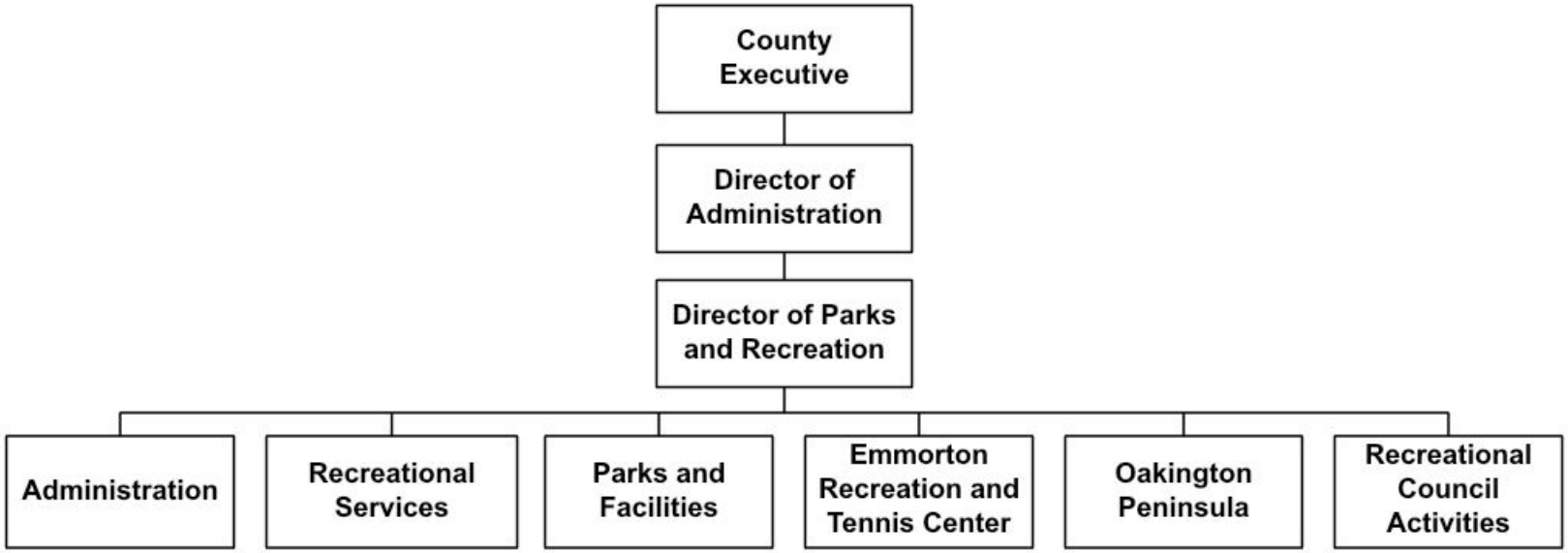
ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER					
20	CONTRACTUAL SERVICES	9,631	10,555	11,684	7,645	7,645
70	MISCELLANEOUS	17,795,277	18,329,135	18,879,009	20,879,009	20,879,009
	GRAND TOTAL	17,804,908	18,339,690	18,890,693	20,886,654	20,886,654
	SUMMARY BY FUND					
11	GENERAL	17,804,908	18,339,690	18,890,693	20,886,654	20,886,654
	GRAND TOTAL	17,804,908	18,339,690	18,890,693	20,886,654	20,886,654
	SUMMARY BY DIVISION					
581000	COUNTY LIBRARIES	17,804,908	18,339,690	18,890,693	20,886,654	20,886,654
	GRAND TOTAL	17,804,908	18,339,690	18,890,693	20,886,654	20,886,654

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	
18,879,009	20,879,009	2,000,000	Additional funds equal to an 11% increase or $2,000,000.
11,684	7,645	(4,039)	Funds for the Libraries share of self-insurance decreases slightly ($4,039) for FY 23

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 23 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 ACQUIRE 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	7,016,521	6,376,785	7,433,891	8,225,699	8,225,698
20	CONTRACTUAL SERVICES	1,985,971	1,935,760	3,637,698	3,847,698	3,847,698
30	SUPPLIES AND MATERIALS	359,025	408,098	563,238	563,735	563,735
40	BUSINESS AND TRAVEL	234,316	228,128	336,465	336,465	336,465
50	CAPITAL OUTLAY	18,333	53,734	5,000	5,000	5,000
70	MISCELLANEOUS	263,431	594,843	631,241	631,909	631,909
80	INTERGOVERNMENTAL EXPENSES	0	267	800	800	800
	GRAND TOTAL	**9,877,596**	**9,597,614**	**12,608,333**	**13,611,305**	**13,611,305**
SUMMARY BY FUND:						
11	GENERAL	9,289,211	9,103,009	11,836,833	12,773,305	12,773,305
26	PARKS AND RECREATION	588,385	494,605	771,500	838,000	838,000
	GRAND TOTAL	**9,877,596**	**9,597,614**	**12,608,333**	**13,611,305**	**13,611,305**
SUMMARY BY DIVISION:						
	GENERAL FUND:					
591000	ADMINISTRATION	1,183,791	1,028,758	1,290,723	1,406,240	1,406,240
593000	RECREATIONAL SERVICES	2,828,977	2,803,297	3,652,443	4,050,938	4,050,938
595000	PARKS & FACILITIES	5,276,443	5,270,954	6,893,667	7,316,128	7,316,128
	PARKS AND RECREATION FUND:					
593002	EMMORTON REC & TENNIS CTR	266,388	271,742	312,365	350,069	350,069
593003	OAKINGTON PENINSULA	214,718	218,962	306,798	326,396	326,396
593004	RECREATIONAL COUNCIL ACTIVITIES	107,278	3,901	152,338	161,535	161,535
	GRAND TOTAL	**9,877,595**	**9,597,615**	**12,608,334**	**13,611,305**	**13,611,305**

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
PARKS AND RECREATION - GENERAL FUND						
Administrator	1.00	85,694	1.00	0	1.00	0
Administrative Assistant I	0.00	0	0.00	0	1.00	49,590
Administrative Assistant II	12.00	754,944	12.00	814,674	10.00	732,067
Administrative Secretary III	1.00	65,051	1.00	70,092	1.00	77,242
Administrative Specialist I	1.00	52,938	0.00	0	0.00	0
Administrative Specialist III	0.00	0	1.00	63,242	0.00	0
Building Caretaker	18.00	791,290	17.00	628,572	14.00	687,773
Chief of Parks and Recreation	1.00	95,197	1.00	101,142	1.00	111,460
Civil Engineer IV	1.00	113,227	1.00	119,714	1.00	131,925
Contracts Manager	0.00	0	0.00	0	1.00	73,189
Crew Chief	1.00	74,958	1.00	80,296	1.00	88,487
Crew Leader I	2.00	102,139	2.00	111,383	2.00	124,360
Crew Leader II	3.00	161,100	3.00	175,203	3.00	193,076
Deputy Director, Parks and Recreation	1.00	94,141	1.00	98,024	1.00	114,569
Director, Parks and Recreation	1.00	124,233	1.00	128,718	1.00	149,407
Engineering Associate V	1.00	85,356	1.00	91,006	1.00	100,290
Maintenance Worker I	3.00	120,205	4.00	137,160	4.00	153,141
Maintenance Worker II	3.00	139,409	3.00	152,862	3.00	168,455
Recreation Specialist I	4.00	165,704	5.00	214,973	6.00	245,526
Recreation Specialist II	5.00	301,420	3.00	204,198	2.00	131,346
Recreation Specialist III	2.00	125,484	4.00	260,317	5.00	353,355
Recreation Specialist IV	3.00	192,998	4.00	275,304	5.00	377,982
Recreation Specialist V	8.00	609,645	7.00	565,435	6.00	535,581

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
PARKS AND RECREATION - GENERAL FUND						
Superintendent/Parks & Facilities	1.00	74,958	1.00	64,349	1.00	70,941
Superintendent/Parks & Recreation	1.00	80,669	1.00	67,465	1.00	74,219
Utility Worker II	2.00	90,394	2.00	73,134	0.00	0
FULL-TIME SALARIES	76.00	4,501,154	77.00	4,497,263	72.00	4,743,981
SALARY OFFSET		0		0		0
TOTAL FULL-TIME SALARIES	76.00	4,501,154	77.00	4,497,263	72.00	4,743,981
TEMPORARY SALARIES		342,262		310,998		325,380
SALARY TOTAL P & R - GENERAL FUND	**76.00**	**4,843,416**	**77.00**	**4,808,261**	**72.00**	**5,069,361**

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
PARKS AND RECREATION - SPECIAL REVENUE FUND						
Administrative Specialist II	1.00	37,830	0.00	0	0.00	0
Building Caretaker	1.00	51,224	1.00	55,851	1.00	61,549
TOTAL FULL-TIME SALARIES	2.00	89,054	1.00	55,851	1.00	61,549
TEMPORARY SALARIES		133,254		141,073		159,378
SUB-TOTAL P & R SPECIAL REVENUE	2.00	222,308	1.00	196,924	1.00	220,927

PARKS AND RECREATION

GENERAL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	6,427,754	6,056,166	7,132,358	7,877,830	7,877,830
20	CONTRACTUAL SERVICES	1,692,868	2,192,519	3,285,800	3,475,800	3,475,800
30	SUPPLIES & MATERIALS	382,960	226,116	520,275	520,275	520,275
40	BUSINESS AND TRAVEL	226,001	238,175	332,600	333,600	333,600
50	CAPITAL OUTLAY	47,998	77,883	0	0	0
70	MISCELLANEOUS	511,364	312,150	565,000	565,000	565,000
80	INTERGOVERNMENTAL EXPENSES	267	0	800	800	800
	GRAND TOTAL	**9,289,212**	**9,103,009**	**11,836,833**	**12,773,305**	**12,773,305**
SUMMARY BY FUND:						
11	GENERAL	9,289,212	9,103,009	11,836,833	12,773,305	12,773,305
	GRAND TOTAL	**9,289,212**	**9,103,009**	**11,836,833**	**12,773,305**	**12,773,305**
SUMMARY BY DIVISION:						
591000	ADMINISTRATION	1,183,791	1,028,758	1,290,723	1,406,240	1,406,240
593000	RECREATIONAL SERVICES	2,828,977	2,803,297	3,652,443	4,050,938	4,050,938
595000	PARKS & FACILITIES	5,276,443	5,270,954	6,893,667	7,316,128	7,316,128
	GRAND TOTAL	**9,289,210**	**9,103,010**	**11,836,833**	**12,773,305**	**12,773,305**

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
PARKS AND RECREATION - GENERAL FUND						
Administrator	1.00	85,694	1.00	0	1.00	0
Administrative Assistant I	0.00	0	0.00	0	1.00	45,590
Administrative Assistant II	12.00	754,944	12.00	814,674	10.00	732,067
Administrative Secretary III	1.00	65,051	1.00	70,092	1.00	77,242
Administrative Specialist I	1.00	52,938	0.00	0	0.00	0
Administrative Specialist III	0.00	0	1.00	63,242	0.00	0
Building Caretaker	18.00	791,290	17.00	628,572	14.00	687,773
Chief of Parks and Recreation	1.00	95,197	1.00	101,142	1.00	111,460
Civil Engineer IV	1.00	113,227	1.00	119,714	1.00	131,925
Contracts Manager	0.00	0	0.00	0	1.00	73,189
Crew Chief	1.00	74,958	1.00	80,296	1.00	88,487
Crew Leader I	2.00	102,139	2.00	111,383	2.00	124,360
Crew Leader II	3.00	161,100	3.00	175,203	3.00	193,076
Deputy Director, Parks and Recreation	1.00	94,141	1.00	98,024	1.00	114,569
Director, Parks and Recreation	1.00	124,233	1.00	128,718	1.00	149,407
Engineering Associate V	1.00	85,356	1.00	91,006	1.00	100,290
Maintenance Worker I	3.00	120,205	4.00	137,160	4.00	153,141
Maintenance Worker II	3.00	139,409	3.00	152,862	3.00	168,455
Recreation Specialist I	4.00	165,704	5.00	214,973	6.00	245,526
Recreation Specialist II	5.00	301,420	3.00	204,198	2.00	131,346
Recreation Specialist III	2.00	125,484	4.00	260,317	5.00	353,355
Recreation Specialist IV	3.00	192,998	4.00	275,304	5.00	377,982
Recreation Specialist V	8.00	609,645	7.00	565,435	6.00	535,581

DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
PARKS AND RECREATION - GENERAL FUND							
Superintendent/Parks & Facilities	1.00	74,958		1.00	64,349	1.00	70,941
Superintendent/Parks & Recreation	1.00	80,669		1.00	67,465	1.00	74,219
Utility Worker II	2.00	90,394		2.00	73,134	0.00	0
FULL-TIME SALARIES	76.00	4,501,154		77.00	4,497,263	72.00	4,743,980
SALARY OFFSET		0			0		0
TOTAL FULL-TIME SALARIES	76.00	4,501,154		77.00	4,497,263	72.00	4,743,980
TEMPORARY SALARIES		342,262			310,998		325,380
SALARY TOTAL P & R - GENERAL FUND	**76.00**	**4,843,416**		**77.00**	**4,808,261**	**72.00**	**5,069,360**
OTHER PERSONAL SERVICES							
Pension & Retirement		478,859			488,828		517,605
Workers' Compensation		107,539			90,637		98,091
Health Benefits		1,084,618			1,126,265		1,165,903
OPEB		0			0		163,375
RHS		182,842			165,240		179,500
Overtime & Shift Differential		60,200			63,239		72,461
FICA		370,945			370,948		390,601
27th Pay		0			0		201,995
Miscellaneous		19,560			18,940		18,940
TOTAL OTHER PERSONAL SERVICES		**2,304,563**			**2,324,097**		**2,808,471**
TOTAL PERSONAL SERVICES	**76.00**	**7,147,979**	*	**77.00**	**7,132,358**	**72.00**	**7,877,831**

***FY 21 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 23 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 ACQUIRE 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	667,611	689,820	727,073	842,590	842,590
20 CONTRACTUAL SERVICES	2,806	3,267	4,400	4,400	4,400
30 SUPPLIES AND MATERIALS	2,198	987	22,650	22,650	22,650
40 BUSINESS AND TRAVEL	11,176	6,207	11,600	11,600	11,600
50 CAPITAL OUTLAY	200	0	0	0	
70 MISCELLANEOUS	500,000	275,000	525,000	525,000	525,000
GRAND TOTAL	**1,183,791**	**1,028,758**	**1,290,723**	**1,406,240**	**1,406,240**
FUNDING SOURCE:					
11 GENERAL	**1,183,791**	**1,028,758**	**1,290,723**	**1,406,240**	**1,406,240**

PARKS AND RECREATION
Administration
Index #591000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $115,516
496,939	506,651	9,712	Full-time salaries
			12,801 Salary adjustment
			(3,089) Turnover
			9,712
	61,186	61,186	FY 23 Merit Increase of 3% and COLA of 7% for all eligible employees
54,663	55,732	1,069	Pension adjustments
6,532	7,136	604	Workers' Compensation adjustments
109,867	109,769	(98)	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in coverage
0	11,138	11,138	OPEB (Other Post Employment Benefits)
20,250	28,720	8,470	RHS (Retirement Health Savings)
	23,117	23,117	27th Pay Costs
37,382	37,700	318	FICA Adjustments
4,400	4,400	0	CONTRACTUAL SERVICES - No change from FY 22
			Funding provides for telephone service, fax service and professional document shredding
22,650	22,650	0	MATERIALS AND SUPPLIES - No change from FY 22
			Funding provides for general office supplies, memorial tree planting program, printing and office mailing
11,600	11,600	0	BUSINESS AND TRAVEL - No change from FY 22
			Funding provides for membership fees and dues, training seminars and courses and travel expenses
525,000	525,000	0	MISCELLANEOUS - No change from FY 22
			Funding provides for contributions to the Cedar Lane Foundation, Chesapeake Therapeutic Riding School

DIVISION STAFF SUMMARY

Parks and Recreation Administration

Index #591000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	2.00	122,776		2.00	132,640	2.00	146,170
Administrative Secretary III	1.00	65,051		1.00	70,092	1.00	77,242
Deputy Director, Parks and Recreation	1.00	94,141		1.00	98,024	1.00	114,569
Director, Parks and Recreation	1.00	124,233		1.00	128,718	1.00	149,407
Superintendent/Parks & Recreation	1.00	80,669		1.00	67,465	1.00	70,941
SALARY TOTAL	**6.00**	**486,870**		**6.00**	**496,939**	**6.00**	**558,329**
OTHER PERSONAL SERVICES							
Pension		51,121			54,663		61,416
Workers' Compensation		7,306			6,532		7,864
Health Benefits		90,202			109,867		109,769
PEHP/OPEB		19,260			20,250		39,858
FICA		36,890			37,382		40,796
27th Pay		0			0		23,117
Miscellaneous		1,440			1,440		1,440
TOTAL OTHER PERSONAL SERVICES		**206,219**			**230,134**		**284,260**
TOTAL PERSONAL SERVICES	**6.00**	**693,089**	*	**6.00**	**727,073**	**6.00**	**842,589**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	2,734,072	2,722,379	3,477,493	3,868,988	3,868,988
20 CONTRACTUAL SERVICES	57,747	44,839	85,300	91,300	91,300
30 SUPPLIES AND MATERIALS	16,478	20,878	64,250	64,250	64,250
40 BUSINESS AND TRAVEL	13,471	11,034	25,400	26,400	26,400
50 CAPITAL OUTLAY	6,942	4,168	0	0	0
80 INTERGOVERNMENTAL/INTERFUND	0	267	0	0	
GRAND TOTAL	**2,828,710**	**2,803,565**	**3,652,443**	**4,050,938**	**4,050,938**
FUNDING SOURCE:					
11 GENERAL	**2,828,710**	**2,803,565**	**3,652,443**	**4,050,938**	**4,050,938**

PARKS AND RECREATION
Recreational Services
Index #593000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $391,495
2,245,356	2,136,166	(109,190)	Full-Time Salaries
			(132,467) Turnover
			23,277 Salary Adjustments
			(109,190)
	100,015	100,015	27th Pay
150,214	163,326	13,112	Temporary Salaries
	261,745	261,745	FY 23 Merit of 3% and COLA of 7% for all eligible employees
238,656	229,350	(9,306)	Pension adjustments
42,344	46,341	3,997	Workers' Compensation adjustments
516,056	565,416	49,360	Health Benefits are adjusted for an anticipated increase as well as staff opting for changes
90,990	100,520	9,530	RHS (Retirement Health Savings)
	76,247	76,247	OPEB (Other Post Employment Benefits)
183,261	176,248	(7,013)	FICA adjustments

PARKS AND RECREATION
Recreational Services
Index #593000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES - Increase of $6,000
85,300	91,300	6,000	Funding provides for annual inspection, maintenance, repair of gym and fitness equipment - adjusted based on actual spending; as well as telephone/fax services, recreation officials and other advertising
			MATERIALS & SUPPLIES - no change in funding from FY 22
64,250	64,250	0	Funding provides for recreation and other supplies, printing, delivery, etc.
25,400	26,400	1,000	BUSINESS & TRAVEL - Increase $1,000 Training seminars, courses and meetings funding adjusted based on actual spending

DIVISION STAFF SUMMARY

Recreational Services

Index #593000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	8.00	519,337	8.00	559,638	7.00	524,586
Chief of Parks and Recreation	1.00	95,197	1.00	101,142	1.00	111,460
Recreation Specialist I	3.00	123,794	5.00	214,973	6.00	245,526
Recreation Specialist II	5.00	301,420	3.00	204,198	2.00	131,346
Recreation Specialist III	2.00	125,484	4.00	260,317	5.00	353,355
Recreation Specialist IV	3.00	192,998	4.00	275,304	5.00	377,982
Recreation Specialist V	8.00	609,645	7.00	565,435	6.00	535,581
Superintendent/Parks & Recreation	0.00	0	1.00	64,349	1.00	74,219
FULL-TIME SALARIES	30.00	1,967,875	33.00	2,245,356	33.00	2,354,055
SALARY OFFSET		0		0		0
TOTAL FULL-TIME SALARIES	30.00	1,967,875	33.00	2,245,356	33.00	2,354,055
TEMPORARY SALARIES		206,281		150,214		163,326
SALARY TOTAL	**30.00**	**2,174,156**	**33.00**	**2,395,570**	**33.00**	**2,517,381**

DIVISION STAFF SUMMARY

Recreational Services

Index #593000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
OTHER PERSONAL SERVICES							
Pension		212,039			238,656		252,175
Workers' Compensation		42,196			42,344		50,704
Health Benefits		428,543			516,057		565,416
OPEB		0			0		76,247
RHS		86,542			90,990		100,520
FICA		162,497			183,261		192,916
27th Pay		0			0		100,015
Miscellaneous		8,660			10,615		13,614
TOTAL OTHER PERSONAL SERVICES		**940,477**			**1,081,923**		**1,351,607**
TOTAL PERSONAL SERVICES	**30.00**	**3,114,633**	*	**33.00**	**3,477,493**	**33.00**	**3,868,988**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amount**

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 23 GOALS:

TO MAINTAIN, IMPROVE AND DEVELOP SAFE AND SECURE DEPARTMENT FACILITIES, PARK SITES AND GREENWAYS/TRAILS
TO PROVIDE EXCELLENT CUSTOMER SERVICE
TO ACQUIRE 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	3,026,070	2,643,967	2,927,792	3,166,253	3,166,253
20 CONTRACTUAL SERVICES	1,632,315	2,144,414	3,196,100	3,380,100	3,380,100
30 SUPPLIES AND MATERIALS	364,284	204,251	433,375	433,375	433,375
40 BUSINESS AND TRAVEL	201,354	220,934	295,600	295,600	295,600
50 CAPITAL OUTLAY	41,056	20,238	0	0	0
70 MISCELLANEOUS	11,364	37,150	40,000	40,000	40,000
80 INTERGOVERNMENTAL EXPENSES	0	0	800	800	800
GRAND TOTAL	**5,276,443**	**5,270,954**	**6,893,667**	**7,316,128**	**7,316,128**
FUNDING SOURCE:					
11 GENERAL	**5,276,443**	**5,270,954**	**6,893,667**	**7,316,128**	**7,316,128**

PARKS AND RECREATION
Parks and Facilities
Index #595000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $238,463
1,754,966	1,735,199	(19,767)	Full-Time Salaries 4,268 Salary adjustments (24,035) Staff Turnover (19,767)
		(195,678)	Net decrease of two (2) positions transferred from Parks and Facilities to DPW Capital Projects as well as three (3) unfunded positions transferred to Emergency Medical Services
	75,990	75,990	OPEB (Other Post Employment Benefits)
	78,863	78,863	27th Pay
	203,721	203,721	FY 23 Merit of 3% and COLA of 7% for eligible employees
160,784	162,054	1,270	Temporary Salaries provide for park and building attendants as well as summer workers
195,508	193,410	(2,098)	Pension adjustments
41,760	38,094	(3,666)	Workers' Compensation adjustments
500,344	544,046	43,702	Health Benefits are adjusted for an estimated cost increase as well as staff opting for changes
54,000	50,260	(3,740)	RHS (Retirement Health Savings)
11,704	18,067	6,363	Shift Differential adjustments

PARKS AND RECREATION
Parks and Facilities
Index #595000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
3,196,100	3,380,100	184,000	CONTRACTUAL SERVICES increase $184,000 Funding provides for grounds maintenance, building and custodial services - adjusted based on not to exceed contractual amounts; as well as an adjustment in other rents and leases
433,375	433,375	0	MATERIALS & SUPPLIES- No change in funding from FY 22 Funding provides for various supplies such as landscaping and grounds maintenance supplies, safety equipment, uniform purchase, equipment repair parts, paper supplies, etc.
295,600	295,600	0	BUSINESS & TRAVEL - No change in funding from FY 22 Funding provides for county owned vehicle expense, training, seminars and courses

DIVISION STAFF SUMMARY

Parks and Facilities

Index #595000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant I	0.00	0	0.00	0	1.00	49,590
Administrative Assistant II	2.00	112,831	2.00	122,396	1.00	61,311
Administrative Specialist I	1.00	52,938	0.00	0	0.00	0
Administrative Specialist III	0.00	0	1.00	63,242	0.00	0
Administrator	1.00	85,694	1.00	0	1.00	0
Building Caretaker	18.00	791,290	17.00	628,572	14.00	687,773
Civil Engineer IV	1.00	113,227	1.00	119,714	1.00	131,925
Contract Manager	0.00	0	0.00	0	1.00	73,189
Crew Chief	1.00	74,958	1.00	80,296	1.00	88,487
Crew Leader I	2.00	102,139	2.00	111,383	2.00	124,360
Crew Leader II	3.00	161,100	3.00	175,203	3.00	193,076
Engineering Associate V	1.00	85,356	1.00	91,006	1.00	100,290
Maintenance Worker I	3.00	120,205	4.00	137,160	4.00	153,141
Maintenance Worker II	3.00	139,409	3.00	152,862	3.00	168,455
Recreation Specialist I`	1.00	41,910	0.00	0	0.00	0
Superintendent, Parks & Facilities	1.00	74,958	0.00	0	0.00	0
Utility Worker I	0.00	0	1.00	35,088	0.00	0
Utility Worker II	2.00	90,394	1.00	38,046	0.00	0
FULL-TIME SALARIES	40.00	2,046,409	38.00	1,754,968	33.00	1,831,597
SALARY OFFSET		0		0		0
TOTAL FULL-TIME SALARIES	40.00	2,046,409	38.00	1,754,968	33.00	1,831,597

DIVISION STAFF SUMMARY

Parks and Facilities

Index #595000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		135,981			160,784		162,054
SALARY TOTAL	**40.00**	**2,182,390**		**38.00**	**1,915,752**	**33.00**	**1,831,597**
OTHER PERSONAL SERVICES							
Pension		215,699			195,508		204,014
Workers' Compensation		58,037			41,760		39,523
Health Benefits		565,873			500,343		490,717
OPEB/PEHP		0			0		126,250
Overtime & Shift Differential		60,200			61,704		68,067
FICA		171,558			150,305		156,889
27th Pay		0			0		78,863
Miscellaneous		9,460			8,420		8,280
TOTAL OTHER PERSONAL SERVICES		**1,080,827**			**958,040**		**1,172,603**
TOTAL PERSONAL SERVICES	**40.00**	**3,263,217**	*	**38.00**	**2,873,792**	**33.00**	**3,166,254**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	183,844	189,615	206,500	244,204	244,204
20 CONTRACTUAL SERVICES	69,220	77,143	88,100	88,100	88,100
30 SUPPLIES AND MATERIALS	12,973	4,930	17,700	17,700	17,700
40 BUSINESS AND TRAVEL	40	54	65	65	65
50 CAPITAL OUTLAY	311	0	0	0	0
GRAND TOTAL	**266,388**	**271,742**	**312,365**	**350,069**	**350,069**
FUNDING SOURCE:					
11 GENERAL	**266,388**	**271,742**	**312,365**	**350,069**	**350,069**

PARKS AND RECREATION
Emmorton Recreation and Tennis Center
Index #593002

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $37,704
55,851	55,851	0	Full Time Salaries
	6,831	6,831	FY 23 Merit of 3% and COLA of 7% for eligible employees
87,863	104,488	16,625	Temporary Salaries provide for administrative staff and building attendants at the ERTC
	3,480	3,480	OPEB (Other Post Employment Benefits)
33,089	35,486	2,397	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes
6,437	12,040	5,603	FICA
88,100	88,100	0	CONTRACTUAL SERVICES - No change from FY 22 Funding adjusted based on revenue trends. Provides for electricity, heating fuel, county facility repair and renovation, etc.
17,700	17,700	0	MATERIALS AND SUPPLIES - No change from FY 22 Funding adjusted based on revenue trends. Provides for building, recreation and miscellaneous supplies.

DIVISION STAFF SUMMARY

Emmorton Recreation & Tennis Center

Index #593002

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Building Caretaker	1.00	51,224		1.00	55,851	1.00	61,549
TOTAL FULL-TIME SALARIES	1.00	51,224		1.00	55,851	1.00	61,549
TEMPORARY SALARIES		85,930			87,863		104,488
SALARY TOTAL	**1.00**	**137,154**		**1.00**	**143,714**	**1.00**	**166,037**
OTHER PERSONAL SERVICES							
Pension		12,247			14,930		15,885
Workers' Compensation		1,183			1,160		3,101
Health Benefits		31,999			33,089		35,486
OPEB/PEHP		0			6,750		10,660
FICA		10,493			6,437		12,475
27th Pay		0			0		0
Miscellaneous		140			420		560
TOTAL OTHER PERSONAL SERVICES		**56,062**			**62,786**		**78,167**
TOTAL PERSONAL SERVICES	**1.00**	**193,216**	*	**1.00**	**206,500**	**1.00**	**244,204**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	34,776	18,633	77,496	85,929	85,929
20 CONTRACTUAL SERVICES	77,003	104,090	134,298	144,298	144,298
30 SUPPLIES AND MATERIALS	11,949	16,177	21,263	21,760	21,760
40 BUSINESS AND TRAVEL	2,086	6,892	2,500	2,500	2,500
50 CAPITAL OUTLAY	5,426	1,887	5,000	5,000	5,000
70 MISCELLANEOUS	83,479	71,283	66,241	66,909	66,909
GRAND TOTAL	**214,718**	**218,962**	**306,798**	**326,396**	**326,396**
FUNDING SOURCE:					
11 GENERAL	**214,718**	**218,962**	**306,798**	**326,396**	**326,396**

PARKS AND RECREATION
Oakington Peninsula
Index #593003

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $8,433
52,260	54,890	2,630	Temporary Salaries - funding provides for provide for event workers/attendants
10,440	14,639	4,199	FICA adjustments
1,080	2,337	1,257	Workers' Compensation adjustments
134,298	144,298	10,000	CONTRACTUAL SERVICES increase $10,000 Funding provides for grounds maintenance, county facility repair/renovation, building custodial, other advertising, electricity and fuel, etc. Adjusted based on actuals and revenue trends.
21,263	21,760	497	SUPPLIES & MATERIALS increase $497 Funding provides for various building supplies and materials, landscape and grounds materials, equipment repair parts, printing and office supplies, etc. Adjusted based on actuals and revenue trends.
2,500	2,500	0	BUSINESS AND TRAVEL - No change from FY 22 Funding provides for county owned vehicles, fuel, training, seminars and courses.
5,000	5,000	0	CAPITAL OUTLAY - No change in funding from FY 22 Funding provides for miscellaneous furnishings for Oakington
66,241	66,909	668	MISCELLANEOUS increases $668 Increase in Pro Rata shares

DIVISION STAFF SUMMARY
Oakington Peninsula
Index #593003

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Specialist II	1.00	37,830		0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	1.00	37,830		0.00	0	0.00	0
TEMPORARY SALARIES		46,374			52,260		54,890
SALARY TOTAL	**1.00**	**84,204**		**0.00**	**52,260**	**0.00**	**54,890**
OTHER PERSONAL SERVICES							
Pension		5,296			5,532		5,739
Workers' Compensation		845			1,080		2,337
Health Benefits		7,903			7,904		7,904
FICA		6,442			10,440		14,639
Miscellaneous		140			280		420
TOTAL OTHER PERSONAL SERVICES		**20,626**			**25,236**		**31,039**
TOTAL PERSONAL SERVICES	**1.00**	**104,830**	*	**1.00**	**77,496**	**0.00**	**85,929**

***FY 21 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	10,393	0	17,538	17,735	17,735
20 CONTRACTUAL SERVICES	96,669	3,697	129,500	139,500	139,500
30 SUPPLIES AND MATERIALS	216	204	4,000	4,000	4,000
40 BUSINESS AND TRAVEL	0	0	1,300	300	300
GRAND TOTAL	**107,278**	**3,901**	**152,338**	**161,535**	**161,535**
FUNDING SOURCE:					
11 GENERAL	**107,278**	**3,901**	**152,338**	**161,535**	**161,535**

PARKS AND RECREATION
Recreational Council and Special Activities
Index #593004

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
17,538	17,735	197	PERSONAL SERVICES - Increase $197 Funding provides for overtime and FICA expenses
129,500	139,500	10,000	CONTRACTUAL SERVICES - Increase $10,000 Funding provides for building/custodial services in various buildings; adjusted based on actual spending and revenue trends
4,000	4,000	0	SUPPLIES AND MATERIALS - No change in funding from FY 22 Funding provides for recreation supplies, uniform purchase and meals
1,300	300	(1,000)	BUSINESS AND TRAVEL - Decrease $1,000 Funding provides for fuel; adjusted based on actual spending and revenue trends.

DIVISION STAFF SUMMARY
Recreational Council Activities
Index #593004

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
TEMPORARY SALARIES		950		950		0
SALARY TOTAL		**950**		**950**		**0**
OTHER PERSONAL SERVICES						
Overtime & Shift Differential		15,000		15,000		15,000
FICA		1,588		1,588		2,735
TOTAL OTHER PERSONAL SERVICES		**16,588**		**16,588**		**17,735**
TOTAL PERSONAL SERVICES		**17,538** *		**17,538**		**17,735**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23

Summary of Grants

Department of Parks & Recreation - Anticipated FY 23 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				7/1/22 6/30/23	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.		$13,000			7/1/22 -6/30/23	Recurring
Therapeutic Recreation Summer Camps	This grant provides therapeutic recreation to Harford County participants (ages 3-21) with varying disabilities throughout the summer.		$47,796	$28,348	$44,038	7/1/22 6/30/23	Recurring
	TOTALS:	**$133,182**	**$60,796**	**$28,348**	**$44,038**		

DEPARTMENT OF PARKS AND RECREATION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal:

Increase revenue through reservations, programming, and memberships.

Department Objective:

To create, advertise, and promote department programs by increasing memberships and reservations.

County Goal(s) Supported:

III. Strengthening Our Communities.

Measure:	Actual 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Recreation Staff (Full-time)	32	31	32	32
Funding allocated for new programs	$39,100	$39,100	$39,100	$39,100
Output:				
Revenue from Membership	**$44,202**	**$28,325**	**$35,575**	**$43,500**
Fitness	*$5,729*	*$5,473*	*$6,177*	*$6,000*
Tennis Center	*$38,473*	*$22,852*	*$29,398*	*$37,500*
Revenue from Reservations	**$402,550**	**$436,473**	**$631,211**	**$562,350**
ShowMobile	*$15,566*	*$3,650*	*$11,660*	*$13,850*
Tennis Courts	*$165,966*	*$133,433*	*$178,469*	*$207,500*
Weddings (SHF)	*$186,049*	*$261,340*	*$389,276*	*$290,000*
Other (rooms, pavilions, etc.)	*$34,969*	*$38,050*	*$51,806*	*$51,000*
Revenue from New Programs	***$48,615***	***$43,536***	***$83,798***	***$85,500***
*Various department sponsored programs***	$46,345	$43,126	$83,288	$85,000
Challenge Course (Above & Beyond)	*$2,270*	*$410*	*$510*	*$500*
Total Revenue	***$495,367***	***$508,334***	***$750,584***	***$691,350***

DEPARTMENT OF PARKS AND RECREATION
OBJECTIVES & PERFORMANCE MEASURES

Measure:	Actual 2020	Actual 2021	Actual 2022	Estimated 2023
Outcome:				
% of revenue growth from previous year **Memberships**	-2.1%	56.1%	20.4%	18.2%
% of revenue growth from previous year **Reservations**	-13.1%	7.8%	30.9%	-12.2%
% of revenue growth from previous year **New Programs**	-78.2%	-11.7%	48%	2%
% of Growth in Total Revenue from Previous Year	**-18.5%**	**2.6%**	**32.3%**	**-8.6%**

Explanation and Analysis of Performance Measures

** Parks and Recreation developed special in-house programs geared towards attracting community interest in alternative forms of recreation, including topics such as preschool programs, 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. **Actual 2020 revenues reflect refunds issued for various programs and services that were canceled due to COVID-19.**

DEPARTMENT OF PARKS AND RECREATION
OBJECTIVES & PERFORMANCE MEASURES

Department Goal:

Maintain, improve and develop safe and secure department facilities, park sites and greenways/trails.

To provide excellent customer service.

Department Objective:

During the reporting period, Parks & Recreation aims to reduce the average days to complete Constituent service request using both in-house and contracted resources to (5) business days or less (in-house) and 14 days or less (contracted).

County Goal(s) Supported:

III. Strengthening Our Communities.

Measure:	Actual 2020	Actual 2021	Actual 2022	Estimated 2023
Input:				
Work Requests Completed in-house	46	40	29	40
Work Request Completed by Contractor	12	13	12	20
Output:				
Avg days to complete, in-house	12.67	24.68	20.78	15.5
Avg days to complete, Contractor	88.33	63	31.91	20
Outcome:				
Times completed within range, in-house	24	27	15	30
Times completed within range, Contractor	6	4	5	12

Explanation and Analysis of Performance Measures

Constituent service encompasses a wide array tasks and Parks & Recreation considers each request a top priority. Reducing the days to complete constituent service requests will promote the Administration's goals and priorities and at the same time improve relations. While we are bound by the current contract we are working with our contractor to reduce the number of days to complete a request. On 5 occasions, in-house crews completed service requests on the same day they were submitted.

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:

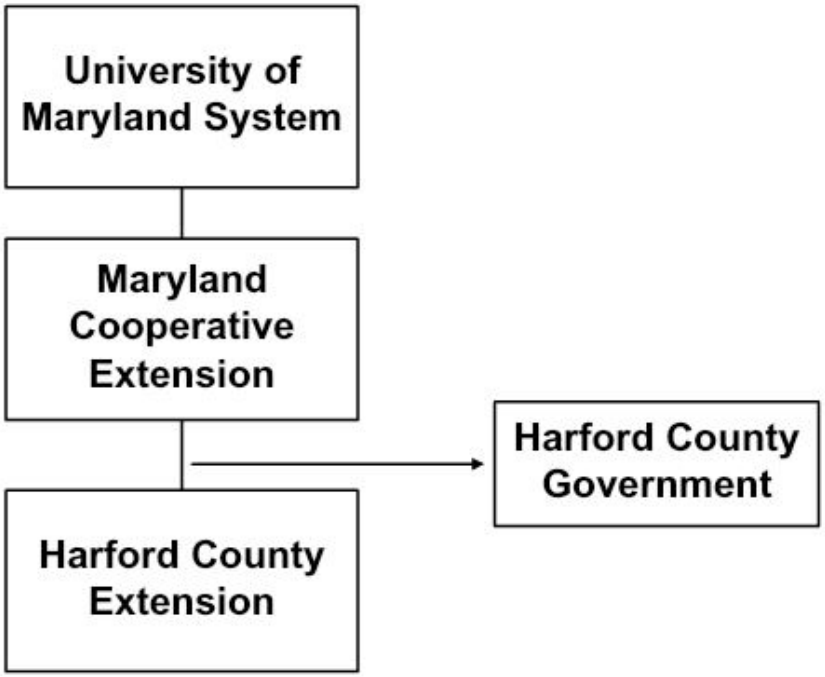
		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	514,656	511,930	599,208	678,386	678,386
20	CONTRACTUAL SERVICES	2,017	1,936	2,400	2,400	2,400
30	SUPPLIES AND MATERIALS	18,272	18,272	18,272	18,272	18,272
40	BUSINESS AND TRAVEL	0	0	1,200	2,200	2,200
70	MISCELLANEOUS	252,957	261,530	263,530	285,354	285,354
	GRAND TOTAL	**787,903**	**793,668**	**884,610**	**986,612**	**986,612**
SUMMARY BY FUND:						
11	GENERAL	787,903	793,668	884,610	986,612	986,612
	GRAND TOTAL	**787,903**	**793,668**	**832,763**	**986,612**	**986,612**
SUMMARY BY DIVISION:						
631000	EXTENSION SERVICE	264,646	273,138	276,802	298,826	298,826
633000	SOIL CONSERVATION	523,256	520,530	607,808	687,786	687,786
	GRAND TOTAL	**787,903**	**793,668**	**884,610**	**986,612**	**986,612**

CONSERVATION OF NATURAL RESOURCES

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $ 79,178
	45,674	45,674	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	17,161	17,161	27th Pay
41,372	41,372	0	Pension adjustments
1,001	1,531	530	Workers' Compensation adjustment
124,258	132,413	8,155	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	5,935	5,935	OPEB (Other Post Employment Benefits)
27,000	28,720	1,720	RHS (Retirement Health Savings)
28,772	28,772	0	FICA Adjustments
			BUSINESS AND TRAVEL increase $1,000
1,200	2,200	1,000	Training and Seminars increased for anticipated training
			MISCELLANEOUS increase of $21,824
259,930	280,954	21,024	Grants & Contributions - Envirothon contribution and sufficient funding to provide for State increase of 9%
3,600	4,400	800	Boards & Commission increased due to increase in per meeting allowance

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 University of Maryland, Harford County Office provides educational outreach education from the University of Maryland, College Park as part of their three-fold mission as a land grant institution which provides teaching, research and educational outreach.

The University of Maryland Extension in Harford County provides educational programs based on the needs of county residents. Emphasis is placed on the following program areas: Agriculture and Food Systems, Environment and Natural Resources, Family and Consumer Science and 4-H Youth Development. Extension is funded through county, state and federal dollars. Grants and donations fund special projects as warranted. The budget is developed by the fiscal office of the College of Agriculture and Natural Resources in consultation with the Assistant Director of Operations and leadership from the University of Maryland Harford Office. The University of Maryland, College of Agriculture and Natural Resources programs are open to all and will not discriminate against anyone because of race, age, sex, color, sexual orientation, physical or mental disability, religion, ancestry, or national origin, martial status, genetic information, or political affiliation, or gender identity and expression.

MISSION STATEMENT:
ENHANCING THE QUALITY OF LIFE FOR PEOPLE AND COMMUNITIES BY DISSEMINATING UNBIASED RESEARCH-BASED EDUCATIONAL INFORMATION.

NATURAL RESOURCES
Extension Services
Index #631000

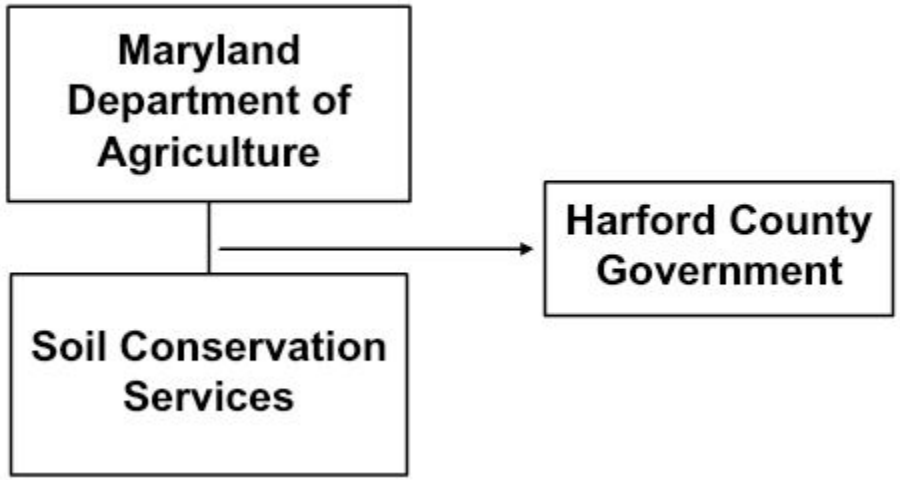
ALL FUND SUMMARY:

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
20 CONTRACTUAL SERVICES	2,017	1,936	2,400	2,400	2,400
30 SUPPLIES AND MATERIALS	18,272	18,272	18,272	18,272	18,272
40 BUSINESS AND TRAVEL	0	0	1,200	2,200	2,200
70 MISCELLANEOUS	244,357	252,930	254,930	275,954	275,954
GRAND TOTAL	**264,646**	**273,138**	**276,802**	**298,826**	**298,826**
FUNDING SOURCE:					
11 GENERAL	**264,646**	**273,138**	**276,802**	**298,826**	**298,826**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
1,200	2,200	1,000	**BUSINESS AND TRAVEL increase $1,000** Training and Seminars increased due to anticipated training
254,930	275,954	21,024	**MISCELLANEOUS increase of $21,024** Grants and Contributions increased due to approximate 9% State increase in salaries

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	514,656	511,930	599,208	678,386	678,386
70 MISCELLANEOUS	8,600	8,600	8,600	9,400	9,400
GRAND TOTAL	**523,256**	**520,530**	**607,808**	**687,786**	**687,786**
FUNDING SOURCE:					
11 GENERAL	**523,256**	**520,530**	**607,808**	**687,786**	**687,786**

NATURAL RESOURCES
Soil Conservation
Index #633000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase $79,178
	45,674	45,674	FY 23 merit increase of 3% and a COLA of 7% for all eligible employees
	17,161	17,161	27th Pay
1,001	1,531	530	Workers' Compensation adjustment
124,258	132,413	8,155	Health Benefits are adjusted due to staff opting for changes in levels of coverage
	5,935	5,935	OPEB (Other Post Employment Benefits)
27,000	28,720	1,720	RHS (Retirement Health Savings)
28,772	28,772	0	FICA Adjustments
			MISCELLANEOUS increase of $800
5,000	5,000	0	Grants & Contributions - Envirothon contribution
3,600	4,400	800	Boards & Commission increase due to increase in per meeting allowance

DIVISION STAFF SUMMARY
Soil Conservation
Index #633000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES		ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	47,625		1.00	52,144	1.00	57,463
Administrator	1.00	88,740		1.00	94,492	1.00	104,131
Engineering Associate II	1.00	85,124		1.00	95,107	0.00	0
Engineering Associate III	2.00	121,797		2.00	134,362	3.00	252,877
SALARY TOTAL	**5.00**	**343,286**		**5.00**	**376,105**	**5.00**	**414,471**
OTHER PERSONAL SERVICES							
Pension & Retirement		36,045			41,372		45,592
Workers' Compensation		1,165			1,001		1,687
Health Benefits		120,644			124,258		132,413
OPEB and PEHP		19,260			27,000		34,655
FICA		26,261			28,772		31,707
27 th Pay		0			0		17,161
Miscellaneous		700			700		700
TOTAL OTHER PERSONAL SERVICES		**204,075**			**223,103**		**263,915**
TOTAL PERSONAL SERVICES	**5.00**	**547,361**	*	**5.00**	**599,208**	**5.00**	**678,386**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	1,782,567	1,607,081	2,014,279	2,053,233	2,053,233
20	CONTRACTUAL SERVICES	304,841	325,921	483,490	405,590	405,590
30	SUPPLIES & MATERIALS	37,692	17,068	38,490	37,840	37,840
40	BUSINESS AND TRAVEL	23,275	18,117	55,970	50,970	50,970
50	CAPITAL OUTLAY	9,376	0	0	0	0
70	MISCELLANEOUS	2,564,426	2,610,159	3,204,134	6,111,729	6,111,729
80	INTER-GOVERNMENTAL/INTERFUND	79	0	0	0	0
	GRAND TOTAL	**4,722,256**	**4,578,347**	**5,796,363**	**8,659,362**	**8,659,362**
SUMMARY BY FUND:						
11	GENERAL	4,722,256	4,578,347	5,796,363	8,659,362	8,659,362
	GRAND TOTAL	**4,722,256**	**4,578,347**	**5,796,363**	**8,659,362**	**8,659,362**
SUMMARY BY DIVISION:						
651000	OFFICE OF ECONOMIC DEVELOPMENT	1,687,068	1,704,789	1,943,314	2,155,972	2,155,972
652000	TOURISM AND MARKETING	1,801,878	1,780,250	2,080,000	4,880,000	4,880,000
653000	HARFORD TRANSIT	178,639	0	362,947	0	0
654000	HOUSING SERVICES	1,054,671	1,093,308	1,410,101	1,623,390	1,410,102
	GRAND TOTAL	**4,722,256**	**4,578,347**	**5,796,363**	**8,659,362**	**8,659,362**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $38,954
1,086,263	987,587	(98,676)	Full-time salaries
			(81,189) Salary adjustments
			(17,487) Salary offset
			(98,676)
	136,202	136,202	FY 23 merit increase 3% and COLA of 7% for all eligible employees
85,600	124,346	38,746	Temporary Salaries
444,665	393,121	(51,544)	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in coverage
134,670	114,880	(19,790)	RHS (Retirement Health Savings)
146,735	134,427	(12,308)	Pension adjustments
100,991	85,031	(15,960)	FICA adjustments
0	21,037	21,037	Other Post Employment Benefits (OPEB)
0	45,526	45,526	27th Pay Costs
			CONTRACTUAL SERVICES decrease of ($77,900)
483,490	405,590	(77,900)	Decrease due to Harford Transit appropriation being reallocated to the Grant Index

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
38,490	37,840	(650)	SUPPLIES AND MATERIALS decrease of ($650) Decrease due to Harford Transit appropriation being reallocated to the Grant Index
55,970	50,970	(5,000)	BUSINESS AND TRAVEL decrease of ($5,000) Decrease due to Harford Transit appropriation being reallocated to the Grant Index
536,634	649,929	113,295	MISCELLANEOUS decrease of ($21,986) Grants & Contributions

FY 23	
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
11,945	Housing Services - Human Services Grant
45,000	Housing Services - Crisis Assistance Grant
18,706	PEHP for grant employees
45,483	Homeless Coordinator
25,000	GIA Support of nonprofits
148,295	Transitional housing and HOME program match
50,000	Hometown Heroes First Time Homebuyers
649,929	

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
565,000	546,800	(18,200)	Grant-In-Aid

FY 23	
70,000	Associated Catholic Charities - Anna's House
65,000	FCCAU Welcome One Shelter
10,000	Founding in Faith Ministries
50,000	Habitat for Humanity
170,000	Harford Community Action Agency
30,000	Harford Family House
60,000	Mason Dixon Community Services
6,800	New Service Employment Training
5,000	Clarks United Methodist Church
80,000	SARC
546,800	

2,080,000	2,080,000	0	Tourism and Marketing - funding in the amount of $2,080,000 from the hotel tax revenue will be used for tourism related contributions.
0	2,800,000	2,800,000	Funding appropriated for community investment contributions: $1,000,000 - Ripken Sports Facility $500,000 - Discovery Center $500,000 - Harmer's Town Art Center $500,000 - Havre de Grace Auditorium Roof $300,000 - Historical Society restoration of building front and cupola for the 250th celebration

DEPARTMENT STAFF SUMMARY
OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accounting Technician II	1.00	65,609	1.00	70,667	1.00	77,875
Administrative Assistant II	2.00	118,190	2.00	127,916	2.00	140,963
Administrative Budget Technician II	1.00	69,416	1.00	74,588	1.00	82,197
Administrative Secretary III	1.00	68,626	1.00	73,774	1.00	81,300
Administrative Specialist I	1.00	38,580	1.00	42,828	1.00	47,196
Administrative Specialist II	1.00	49,817	1.00	54,401	1.00	59,951
Administrator	1.00	98,622	1.00	104,670	1.00	115,347
Communications Specialist I	1.00	47,493	1.00	47,380	1.00	52,213
Communications Specialist II	1.00	46,213	1.00	46,213	1.00	46,213
Deputy Director of Economic Development	1.00	102,410	1.00	122,200	1.00	142,010
Director of Economic Development	1.00	129,334	1.00	131,858	1.00	152,972
Housing Inspector	1.00	57,110	1.00	61,913	1.00	68,229
Housing Services Counselor	2.00	114,556	2.00	124,173	2.00	136,840
Senior Economic Development Associate	2.00	154,856	2.00	165,682	2.00	182,584
FULL-TIME SALARIES	17.00	1,160,832	17.00	1,248,263	17.00	1,385,890
SALARY OFFSET		(173,549)		(162,000)		(286,345)
TEMPORARY SALARIES		241,758		85,600		137,028
SALARY TOTAL	**17.00**	**1,229,041**	**17.00**	**1,171,863**	**17.00**	**1,236,573**
OTHER PERSONAL SERVICES						
Pension & Retirement		132,885		146,735		146,743
Workers' Compensation		10,995		10,136		8,416
Health Benefits		355,876		444,665		393,121
RHS/OPEB		115,560		134,670		135,917
Overtime		1,500		1,500		0
FICA		88,132		100,990		83,497
27th Pay		0		0		45,526
Miscellaneous		3,580		3,720		3,440
TOTAL OTHER PERSONAL SERVICES		**708,528**		**842,416**		**816,660**
TOTAL PERSONAL SERVICES	**17.00**	**1,937,569**	**17.00**	**2,014,279**	**17.00**	**2,053,233**

***FY 21 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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	1,243,314	1,189,097	1,163,494	1,376,152	1,376,152
20 CONTRACTUAL SERVICES	250,051	322,723	401,450	401,450	401,450
30 SUPPLIES AND MATERIALS	31,833	14,236	30,550	30,550	30,550
40 BUSINESS AND TRAVEL	19,527	15,804	42,320	42,320	42,320
50 CAPITAL OUTLAY	100	0	0	0	0
70 MISCELLANEOUS	99,448	162,927	305,500	305,500	305,500
GRAND TOTAL	**1,644,273**	**1,704,787**	**1,943,314**	**2,155,972**	**2,155,972**
FUNDING SOURCE:					
11 GENERAL	**1,644,273**	**1,704,787**	**1,943,314**	**2,155,972**	**2,155,972**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Office of Economic Development
Index #651000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $212,658
620,764	703,831	83,067	Full-time salaries 83,067 Salary adjustments
	92,189	92,189	FY 23 merit increase 3% and COLA of 7% for all eligible employees
85,600	94,330	8,730	Temporary Salaries
92,696	94,195	1,499	Pension adjustments
7,681	6,054	(1,627)	Workers' Compensation adjustments
243,495	233,464	(10,031)	Health Benefits are adjusted for an anticipated cost increase and staff opting for changes levels of coverage
47,250	57,440	10,190	Retirement Health Savings (RHS)
0	32,396	32,396	27th Pay Costs
0	11,472	11,472	Other Post Employment Benefits (OPEB)

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Office of Economic Development
Index #651000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			CONTRACTUAL SERVICES no change in funding from FY 22
401,450	401,450	0	Other Professional Services - funds provide for the MD Economic Development Association, 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.
30,550	30,550	0	SUPPLIES AND MATERIALS no change in funding from FY 22 Funding provides for general office supplies, printing and other supplies and materials.
42,320	42,320	0	BUSINESS AND TRAVEL no change in funding from FY 22 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 22
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 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	56,796	1.00	61,590	1.00	67,872
Administrative Secretary III	1.00	68,626	1.00	73,774	1.00	81,300
Administrative Specialist I	1.00	38,580	1.00	42,828	1.00	47,196
Administrative Specialist II	1.00	49,817	1.00	54,401	1.00	59,951
Administrator	1.00	98,622	1.00	104,670	1.00	115,347
Deputy Director of Economic Development	1.00	102,410	1.00	122,200	1.00	142,010
Director of Economic Development	1.00	129,334	1.00	131,858	1.00	152,972
Senior Economic Development Associate	2.00	154,856	2.00	165,683	2.00	182,584
FULL-TIME SALARIES	9.00	699,041	9.00	757,004	9.00	849,232
TEMPORARY SALARIES		241,758		85,600		94,330
SALARY OFFSET		(146,554)		(136,240)		(66,797)
SALARY TOTAL	**9.00**	**794,245**	**9.00**	**706,364**	**9.00**	**876,765**
OTHER PERSONAL SERVICES						
Pension & Retirement		84,397		92,696		102,842
Workers' Compensation		8,174		7,681		6,672
Health Benefits		196,435		243,495		233,464
RHS/OPEB		44,940		47,250		68,912
FICA		52,805		63,408		52,641
27th Pay		0		0		32,396
Miscellaneous		2,460		2,600		2,460
TOTAL OTHER PERSONAL SERVICES		**389,211**		**457,130**		**499,387**
TOTAL PERSONAL SERVICES	**9.00**	**1,183,456**	**9.00**	**1,163,494**	**9.00**	**1,376,152**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23

Summary of Grants

Office of Economic Development (Susquehanna Workforce Network) - Anticipated FY 23 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.		$1,823,287			7/1/22 -6/30/23	Recurring
	TOTALS:	**$0**	**$1,823,287**	**$0**	**$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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
70 MISCELLANEOUS	2,028,859	1,780,250	4,880,000	4,880,000	4,880,000
GRAND TOTAL	**2,028,859**	**1,780,250**	**4,880,000**	**4,880,000**	**4,880,000**
FUNDING SOURCE:					
11 GENERAL	**2,028,859**	**1,780,250**	**4,880,000**	**4,880,000**	**4,880,000**

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
2,080,000	2,080,000	0	MISCELLANEOUS - Funding in the amount of $2,080,000 from the hotel tax revenue will be used for tourism related contributions. An additional $2,800,000 has been appropriated for community investment contributions.
0	2,800,000	2,800,000	Funding appropriated for community investment contributions: $1,000,000 - Ripken Sports Facility $500,000 - Discovery Center $500,000 - Harmer's Town Art Center $500,000 - Havre de Grace Auditorium Roof $300,000 - Historical Society restoration of building front and cupola

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 23 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:					
10 PERSONAL SERVICES	200,599	0	279,397	0	0
20 CONTRACTUAL SERVICES	50,285	0	77,900	0	0
30 SUPPLIES AND MATERIALS	4,188	0	650	0	0
40 BUSINESS AND TRAVEL	0	0	5,000	0	0
70 MISCELLANEOUS	0	0	0	0	0
GRAND TOTAL	**264,349**	**0**	**362,947**	**0**	**0**
FUNDING SOURCE:					
11 GENERAL	**264,349**	**0**	**362,947**	**0**	**0**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Harford Transit
Index #653000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES - funds reappropriated to Grant Index
279,397	0	(279,397)	
		.	CONTRACTUAL SERVICES - funds reappropriated to Grant Index
77,900	0	(77,900)	
			MATERIALS & SUPPLIES - funds reappropriated to Grant Index
650	0	(650)	
			BUSINESS & TRAVEL funds reappropriated to Grant Index
5,000	0	(5,000)	

DIVISION STAFF SUMMARY

Harford Transit

Index #653000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Accounting Technician II	1.00	65,609	1.00	70,667	1.00	77,875
Communication Specialist I	1.00	47,493	1.00	47,380	1.00	52,213
Communication Specialist II	1.00	46,213	1.00	46,213	1.00	46,213
FULL-TIME SALARIES	**3.00**	**159,315**	**3.00**	**164,260**	**3.00**	**176,301**
SALARY TOTAL	**3.00**	**159,315**	**3.00**	**164,260**	**3.00**	**176,301**
SALARY OFFSET*						**(176,301)**
OTHER PERSONAL SERVICES						
Pension		16,728		18,069		0
Workers' Compensation		733		608		0
Health Benefits		66,832		75,554		0
RHS		6,420		6,420		0
FICA		12,188		12,566		0
Overtime		1,500		1,500		0
Miscellaneous		420		420		0
TOTAL OTHER PERSONAL SERVICES		**104,821**		**115,137**		**0**
TOTAL PERSONAL SERVICES	**3.00**	**264,136**	**3.00**	**279,397**	**3.00**	**0**

***Salary Offset - expenses moved to grants**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Housing Services
Index #654000

ORIGIN/PURPOSE:

The Housing Services agency was formed 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 and Economic Development, qualified organizations are assisted in delivering public service needs which may not be provided within County Government structure.

FY 23 GOAL:

TO EXPAND HOMEOWNERSHIP AND ECONOMIC OPPORTUNITIES FOR HARFORD COUNTY CITIZENS THROUGH ADMINISTRATION OF DOWN PAYMENT AND ASSISTANCE PROGRAMS, HOMEOWNER AND RENTAL ASSISTANCE COUNSELING

DEVELOP ADMINISTRATIVE POLICIES AND PROCEDURES

TO PROMOTE AFFORDABLE HOUSING OPPORTUNITIES FOR LOW-MODERATE INCOME HOUSEHOLDS, THE ELDERLY AND DISABLED AND TO CREATE VIABLE COMMUNITIES BY CREATING PARTNERSHIP PROGRAMS THAT IMPROVE THE QUALITY OF LIFE FOR OUR CITIZENS

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
SUMMARY BY CHARACTER:						
10	PERSONAL SERVICES	358,994	417,984	571,388	677,081	677,081
20	CONTRACTUAL SERVICES	2,862	3,197	4,140	4,140	4,140
30	SUPPLIES AND MATERIALS	3,070	2,832	7,290	7,290	7,290
40	BUSINESS AND TRAVEL	6,324	2,313	8,650	8,650	8,650
50	CAPITAL OUTLAY	105	0	0	0	0
70	MISCELLANEOUS	683,278	666,982	818,634	926,229	926,229
80	INTERGOVERNMENTAL	37	0	0	0	0
	GRAND TOTAL	**1,054,670**	**1,093,309**	**1,410,102**	**1,623,390**	**1,623,390**
FUNDING SOURCE:						
11	GENERAL	**1,054,670**	**1,093,309**	**1,410,102**	**1,623,390**	**1,623,390**

OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT
Housing Services
Index #654000

FINANCIAL NOTES:

FY 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE
			PERSONAL SERVICES increase of $105,691
301,240	283,756	(17,484)	Full-Time Salaries ($17,487) Adjustment to salary offset by a grant
0	38,746	38,746	Temporary Salaries - funding for a portion of two temporary employees, other portion charged to grants
	44,012	44,012	FY 23 merit increase 3% and COLA of 7% for all eligible employees
81,000	57,440	(23,560)	Retirement Health Savings (RHS)
0	9,565	9,565	Other Post Employment Benefits (OPEB)
35,970	40,232	4,262	Pension adjustments
0	13,130	13,130	27th Pay Costs
125,615	159,657	34,042	Health Benefits are adjusted for an anticipated cost increase as well as staff opting for changes in level of coverage
4,140	4,140	0	CONTRACTUAL SERVICES no change in funding from FY 22 Funding provides for telephone service and other advertising expenses.
7,290	7,290	0	MATERIALS & SUPPLIES no change in funding from FY 22 Funding provides for general office supplies, printing, general office mailing and delivery charges.
8,650	8,650	0	BUSINESS & TRAVEL no change in funding from FY 22 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 22	FY 23	CHANGE	EXPLANATION OF INCREASE/DECREASE	
			MISCELLANEOUS increase of $107,595	
231,134	231,134	0	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	35,000
			GIA Support of nonprofits	25,000
			Hometown Heroes First Time Homebuyers	50,000
				231,134
22,500	148,295	125,795	Transitional housing for those in recovery and HOME program match	
565,000	546,800	(18,200)	Grant in Aid	
			Anna's House	70,000
			FCCAU Welcome One Shelter	65,000
			Founding in Faith Ministries	10,000
			Habitat for Humanity	50,000
			Harford Community Action Agency	170,000
			Harford Family House	30,000
			Mason Dixon Comm Services	60,000
			Clarks United Methodist Church	5,000
			SARC	80,000
			New Service Training Employment Program	6,800
				546,800

DIVISION STAFF SUMMARY

Housing Services

Index #654000

POSITION TITLE	ENACTED FY 21 POSITIONS	ENACTED FY 21 SALARIES	ENACTED FY 22 POSITIONS	ENACTED FY 22 SALARIES	ENACTED FY 23 POSITIONS	ENACTED FY 23 SALARIES
Administrative Assistant II	1.00	61,394	1.00	66,326	1.00	73,091
Administrative Budget Tech II	1.00	69,416	1.00	74,588	1.00	82,197
Housing Inspector	1.00	57,110	1.00	61,913	1.00	68,229
Housing Services Counselor	2.00	114,556	2.00	124,173	2.00	136,840
FULL-TIME SALARIES	5.00	302,476	5.00	327,000	5.00	360,357
SALARY OFFSET		(26,995)		(25,760)		(43,247)
TEMPORARY SALARIES		0		0		42,698
SALARY TOTAL	**5.00**	**275,481**	**5.00**	**301,240**	**5.00**	**359,808**
OTHER PERSONAL SERVICES						
Pension		31,760		35,970		43,901
Workers' Compensation		2,088		1,848		1,744
Health Benefits		92,609		125,614		159,657
RHS/OPEB		64,200		81,000		67,005
FICA		23,139		25,016		30,855
27th Pay		0		0		13,130
Miscellaneous		700		700		980
TOTAL OTHER PERSONAL SERVICES		**214,496**		**270,148**		**317,272**
TOTAL PERSONAL SERVICES	**5.00**	**489,977**	**5.00**	**571,388**	**5.00**	**677,080**

***FY 21 Salaries and Other Personal Services are Enacted not Audited amounts**

Fiscal Year 23
Summary of Grants

Office of Economic Development (Harford Transit) - Anticipated FY 23 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.	$2,957,067		$ 301,330	$2,013,253	7/1/22 6/30/23	Recurring
Special Statewide Transportation Assistance Program	To provide curb-to-curb transportation services for the elderly population & persons with disabilities.		$170,371	$ 50,000	$1,236,191	7/1/22 -6/30/23	Recurring
MTA Preventive Maintenance & Capital Equipment	To provide funds to purchase or replace vehicles, cover cost of preventive maintenance on vehicles and other equipment.	$1,470,500			$259,500	7/1/22 6/30/23	Recurring
5307 Capital Assistance	Capital assistance to fund Preventative Maintenance and Maintenance Truck	$740,000			$92,500	7/1/22 6/30/23	Recurring
	TOTALS:	**$5,167,567**	**$170,371**	**$351,330**	**$3,601,444**		

Office of Community and Economic Development (Housing Services) Anticipated FY 23 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.	$8,000,000				1/1/22 - 12/31/23	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.	$45,000				10/1/22- 9/30/23	Recurring
Maryland Housing Counseling	Grant funds will provide funding to professional housing counselors who offer counseling services to eligible home buyers, homeowners and tenants.		$40,000			1/1/23 - 12/31/24	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.	$36,000				1/1/22 - 12/31/23	Recurring
Housing Opportunities for People with AIDS	This grant provides funds for subsidized housing to individuals/ families with specific disabilities.	$204,000				7/1/22 -6/30/23	Recurring
Housing Choice Voucher Admin	This grant provides for the administration costs associated with providing subsidized rental housing to eligible families.	$800,000				1/1/22 - 12/31/23	Recurring

Office of Economic Development (Harford Transit) - Anticipated FY 23 Grants							
Community Development Block Grant	Grant funds benefit low to moderate income population eliminating slum and blight, and meets urgent community development needs.	$1,138,895				7/1/22 - 6/30/23	Recurring
Comprehensive Counseling Grant	Grant helps to fund housing counseling services.	$43,000				7/1/22 - 6/30/23	
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.	$530,000	`		$125,795	7/1/22 6/30/23	Recurring
TOTALS	**TOTALS:**	**$10,796,895**	**$40,000**	**$0**	**$125,795**		

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. To design and administer various grant programs to distribute federal, State and local COVID relief funding.*

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. Provide program grant monies to designated business entities as funding becomes available.

County Goal(s) Supported

I. Investing in our Workforce V. Building Economic Vitality

Measure	Actual 2021	Budget 2022	Estimate 2023
Input:			
Dollars Allocated	$2,016,122	$2,016,122	$2,016,122
Number of Staff	9	9	9
Output:			
Number of companies serviced *	143	157	150
Number of workshops and events held **	5**	23**	35
Outcome:			
Dollars Allocated for business loans, grants, and tax credits	$81,048	$100,000	$100,000
Number of businesses and organizations assisted with loans, grants, and tax credits	29	27	30

As a result of the COVID-19 pandemic OCED distributed almost 4,000 grants totaling more than $26 million to support small businesses, nonprofits, and agricultural enterprises in the County that are not accounted for on this chart. Grant programs were designed and administered throughout 2020 and 2021. Normalization of development activities will continue to take place as team members are able to resume in person engagements.

*Number of companies services-Data is gathered from internal Salesforce database detailing business development team interactions with new and expanding businesses, grand openings, ribbon cuttings, retention visits to businesses, etc.

** Numbers were less due to limited in-person interactions because of the COVID-19 pandemic.

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT - TRANSIT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

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 2021	Budget 2022	Estimated 2023
Input:			
Dollars Allocated	$7,476,480	$7,829,174	$9,524,367
Local County Funds - Operating	$2,741,727	$1,824,721	$3,249,449
Local County Funds - Capital	$190,417	$380,833	$352,000
Federal and State Grants - Operating	$2,830,588	$4,100,289	$3,619,918
Federal and State Grants - Capital	$1,713,748	$1,523,331	$2,303,000
Number of Staff (including grant funded)	62	62	62
Output:			
Number of fixed route trips	327,130	232,950	279,540
Number of demand response trips	53,845	49,190	59,028
Outcome:			
Total number of passengers transported	380,975	282,140	338,568
Number of elderly and disabled passengers transported	121,648	106,028	108,523

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT
HOUSING AND COMMUNITY DEVELOPMENT
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

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 2020	Actual 2021	Budget 2022	Estimated 2023
Input:				
Dollars Allocated	$12,271,200*	$13,985,349	$18,346,327	$14,788,885
Number of Staff (including grant funded employees)	19*	18	16	16
Output:				
Housing assistance payment monies distributed	$9,250,000	$10,987,541	$9,155,891	$9,000,000
Community Development grant monies distributed to local organizations	$3,021,200	$2,997,808	$4,690,436	$3,788,885
Emergency Rental Assistance Program	N/A	N/A	$4,500,000	$2,000,000
Outcome:				
Number of housing assistance payments made	13460	14151	12376	12000
Number of families who avoided foreclosure and/or prepared for home ownership	400	85	310	350
Number of households that received emergency rental assistance	N/A	143	131	65

*In FY20, 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. Also in FY20, the State Homeless Solutions Program totaling $430,100 grant was outsourced to a local nonprofit.

OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT
TOURISM
OBJECTIVES & PERFORMANCE MEASURES

Department Goal

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 2020	Actual 2021	Budget 2022	Estimate 2023
Input:				
Dollars Allocated	$1,500,000	$1,558,000	$1,500,000	$1,513,500
Number of Staff	0.5	0.5	0.5	0.5
Output:				
Number of tourism related workshops held	2	0	2	3
Outcome:				
Number of tourism grants awarded	25	25	25	24
Total amount of tourism grants awarded	$1,500,000	$1,558,000	$1,500,000	$1,513,500

Explanation and Analysis of Performance Measures

*In 2021. $1,558,000 was awarded, but only $1,475,000 was distributed (due to COVID-related cancellations).

All tourism workshops were held virtually and by request

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER:					
20	CONTRACTUAL SERVICES	87,971	23,298	142,000	112,000	112,000
60	DEBT SERVICE	153,629,299	86,303,081	78,351,398	83,091,364	83,091,364
70	MISCELLANEOUS	0	0	8,522,000	8,029,190	8,029,190
	GRAND TOTAL	**153,717,270**	**86,326,379**	**87,015,398**	**91,232,554**	**91,232,554**
	SUMMARY BY FUND:					
11	GENERAL	134,500,601	53,479,846	59,050,000	61,616,852	61,616,852
25	HIGHWAYS	1,195,116	1,794,091	2,250,574	2,652,894	2,652,894
27	AG PRESERVATION - COUNTY	2,714,863	2,301,496	2,031,000	3,800,000	3,800,000
29	WATERSHED MANAGEMENT	716,377	942,290	1,468,097	1,567,808	1,567,808
31	TAX INCREMENT FINANCING	1,129,246	15,406,708	751,727	870,000	870,000
53	WATER & SEWER DEBT SERVICE	13,461,066	12,401,949	21,464,000	20,725,000	20,725,000
	GRAND TOTAL	**153,717,270**	**86,326,380**	**87,015,398**	**91,232,554**	**91,232,554**

DEBT SERVICE

ALL FUND SUMMARY:

	SUMMARY BY DIVISION:	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
661110	PRINCIPAL GENERAL FUND	37,601,935	38,268,645	41,360,255	43,469,210	43,469,210
662110	INTEREST GENERAL FUND	18,067,649	15,001,811	17,047,753	17,507,642	17,507,642
667110	CURRENT/ADVANCE REFUNDING	78,025,740	13,816,589	0	0	0
664110	SERVICE COSTS GENERAL FUND	805,276	209,389	641,992	640,000	640,000
661250	PRINCIPAL HIGHWAYS FUND	688,788	1,123,637	1,360,142	1,634,296	1,634,296
662250	INTEREST HIGHWAYS FUND	405,806	648,752	860,432	988,598	988,598
664250	SERVICE COSTS HIGHWAYS FUND	100,522	21,702	30,000	30,000	30,000
661270	PRINCIPAL AG PRESERVATION - COUNTY	1,456,711	1,053,843	791,000	2,500,000	2,500,000
662270	INTEREST AG PRESERVATION - COUNTY	1,164,612	1,112,004	1,170,000	1,100,000	1,100,000
664270	SERVICE COSTS AG PRESERVATION - COUNTY	93,539	135,648	70,000	200,000	200,000
661290	PRINCIPAL STORMWATER MANAGEMENT	375,281	546,941	813,268	932,774	932,774
662290	INTEREST STORMWATER MANAGEMENT	301,246	371,114	624,829	605,034	605,034
664290	SERVICE COSTS STORMWATER MANAGEMENT	39,850	24,235	30,000	30,000	30,000
661310	PRINCIPAL TAX INCREMENT FINANCING	75,000	100,000	310,000	405,000	405,000
662310	INTEREST TAX INCREMENT FINANCING	1,041,188	1,034,625	411,727	435,000	435,000
664310	SERVICE COSTS TAX INCREMENT FINANCING	13,059	455,494	30,000	30,000	30,000
661530	PRINCIPAL W & S DEBT SERVICE FUND	8,668,996	8,810,777	8,619,660	8,697,896	8,697,896
662530	INTEREST W & S DEBT SERVICE FUND	4,584,255	3,575,460	3,922,340	3,597,914	3,597,914
664530	SERVICE COSTS W & S DEBT SERVICE FUND	207,816	15,712	8,922,000	8,429,190	8,429,190
	GRAND TOTAL	**153,717,270**	**86,326,378**	**87,015,398**	**91,232,554**	**91,232,554**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661110 Principal, 662110 Interest - General Funds

Harford County went to the bond market in February for $75,000,000 in Consolidated Public Improvement Bonds. 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 February 2, 2022 . 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 23 Approved Capital Budget:

Board of Education		**General Projects**	
Bakerfield Elementary School	625,000	Facilities Repair Program	5,000,000
Educational Facility Program	3,385,000	Site Acquisition	500,000
Harford Tech HS Limited Renovations	10,000,000	HMAN (Harford Metro Area Network)	1,000,000
Homestead/Wakefield ES	22,175,000	HCSO Central Precinct	20,500,000
Life, Health, Safety & Compliance	3,465,000	**Total General**	**27,000,000**
Meadowvale Elementary School	430,000		
Roof Replacement - Bakerfield ES	930,000	**Public Safety**	
Swan Creek HVAC Upgrades	1,665,000	HCDC Facility Repairs/Upgrades	2,040,000
Total Board of Education	**42,675,000**	Mobile/Portable Radio Upgrade	1,100,000
		Riverside Fire and EMS Station	3,200,000
			6,340,000
Libraries		**Parks & Recreation**	
Bel Air LIbrary Renovations	800,000	Athletic Field Improvements	2,500,000
	800,000	Jarrettsville Recreation Complex/Center	4,000,000
		Joppatowne Youth/Senior Center	500,000
		P&R Facility Development/Renovation	1,250,000
		Trails & Linear Parks	1,000,000
Harford Community College		**Total Parks & Recreation**	**9,250,000**
Chesapeake Welcome Center	**14,230,000**		
		TOTAL GENERAL FUND PROJECTS	**100,295,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661110 Principal, 662110 Interest - General Funds and 667110 Current/Advance Refunding

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
PRINCIPAL PAYMENTS:						
6101	County Bonds	11,013,417	11,212,662	11,061,556	11,557,592	11,557,592
6101	Current/Advance Refunding	78,025,740	0	0	0	0
6103	School Bonds	23,344,857	23,801,467	23,610,688	24,847,761	24,847,761
6105	College Bonds	2,252,158	2,275,138	2,204,013	2,121,647	2,121,647
6114	Solid Waste Services	991,503	979,378	933,998	923,035	923,035
6115	Leases	0		3,550,000	3,319,175	3,319,175
6118	Software	0	0	0	700,000	700,000
TOTAL PRINCIPAL PAYMENTS		**115,627,675**	**38,268,645**	**41,360,255**	**43,469,210**	**43,469,210**
INTEREST PAYMENTS:						
6201	County Bonds	5,390,922	4,800,575	5,096,889	5,503,980	5,503,980
6203	School Bonds	11,358,270	9,054,400	10,437,138	10,809,794	10,809,794
6205	College Bonds	883,727	823,204	745,365	680,816	680,816
6214	Solid Waste Services	434,730	323,632	318,361	275,805	275,805
6215	Leases	0	0	450,000	217,247	217,247
6218	Software	0	0	0	20,000	20,000
TOTAL INTEREST PAYMENTS		**18,067,649**	**15,001,811**	**17,047,753**	**17,507,642**	**17,507,642**
TOTAL PAYMENTS		**133,695,324**	**53,270,456**	**58,408,008**	**60,976,852**	**60,976,852**

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 23 Approved Capital Budget:

Bridges		**Roads**	
Abingdon Road Bridge #169 over CSX	500,000	Curbs/Sidewalks/Handicap Ramps	400,000
Ayres Chapel Road Bridge #116	400,000	Intersection Improvements	400,000
Bridge & Culvert Rehabilitation	1,200,000	Stormdrain Rehabilitation	200,000
Boggs Road Bridge #66	100,000	Trimble Road (Joppa to Garnett)	50,000
Deep Run Road Bridge #152	50,000	Woodley Road	5,000,000
Glen Cove Road Bridge #155	250,000	**Total Roads**	**6,050,000**
Glenville Road Bridge #30	70,000		
Grier Nursery Road Bridge #43	80,000		
Scarboro Road Bridge #140	25,000	**Other**	
Stafford Road Bridge #140	70,000	Norrisville Highways Facility	2,700,000
Stafford Road Bridge #162	80,000	**Total Other**	**2,700,000**
Trappe Church Road Bridge #161	40,000		
Total Bridges	**2,865,000**		
		Total Highways Projects	**11,615,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661250 Principal, 662250 Interest - Highways Fund

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
PRINCIPAL PAYMENTS:						
6101	County Bonds	688,788	1,123,637	1,352,642	1,634,296	1,634,296
6115	Leases	0	0	7,500	0	0
TOTAL PRINCIPAL PAYMENTS		**688,788**	**1,123,637**	**1,360,142**	**1,634,296**	**1,634,296**
INTEREST PAYMENTS:						
6201	County Bonds	405,806	648,752	859,432	988,598	988,598
6215	Leases	0	0	1,000	0	0
TOTAL INTEREST PAYMENTS		**405,806**	**648,752**	**860,432**	**988,598**	**988,598**
		1,094,594	**1,772,389**	**2,220,574**	**2,622,894**	**2,622,894**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661270 Principal, 662270 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
PRINCIPAL PAYMENTS:						
6113	Agricultural Preservation	1,456,711	1,053,843	791,000	2,500,000	2,500,000
TOTAL PRINCIPAL PAYMENTS		**1,456,711**	**1,053,843**	**791,000**	**2,500,000**	**2,500,000**
INTEREST PAYMENTS:						
6213	Agricultural Preservation	1,164,612	1,112,004	1,170,000	1,100,000	1,100,000
TOTAL INTEREST PAYMENTS		**1,164,612**	**1,112,004**	**1,170,000**	**1,100,000**	**1,100,000**
TOTAL PAYMENTS		**2,621,323**	**2,165,847**	**1,961,000**	**3,600,000**	**3,600,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661290 Principal, 662290 Interest - Watershed 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.

The following capital projects are included in the FY 23 Approved Capital Budget:

Watershed Management			
Bynum Run Watershed Restoration	800,000	Watershed Restoration Assessments	1,200,000
County Owned Watershed Restoration	3,200,000	Watershed Restoration Improvements	1,750,000
Riverside Area Watershed Restoration	1,200,000	Wheel Creek Watershed Restoration	300,000
		Total Watershed Management	**8,450,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661290 Principal, 662290 Interest - Watershed Management Fund

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
PRINCIPAL PAYMENTS:						
6101	County Bonds	375,821	546,941	813,268	932,774	932,774
TOTAL PRINCIPAL PAYMENTS		**375,821**	**546,941**	**813,268**	**932,774**	**932,774**
INTEREST PAYMENTS:						
6201	County Bonds	301,246	371,114	624,829	605,034	605,034
TOTAL INTEREST PAYMENTS		**301,246**	**371,114**	**624,829**	**605,034**	**605,034**
TOTAL PAYMENTS		**677,067**	**918,055**	**1,438,097**	**1,537,808**	**1,537,808**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
PRINCIPAL PAYMENTS:						
6101	County Bonds	75,000	100,000	310,000	405,000	405,000
	Beech Creek					
TOTAL INTEREST PAYMENTS		**75,000**	**100,000**	**310,000**	**405,000**	**405,000**
INTEREST PAYMENTS:						
6201	County Bonds	1,041,188	1,034,625	411,727	435,000	435,000
	Beech Creek					
TOTAL INTEREST PAYMENTS		**1,041,188**	**1,034,625**	**411,727**	**435,000**	**435,000**
		1,116,188	**1,134,625**	**721,727**	**840,000**	**840,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661530 Principal, 662530 Interest
Water & Sewer Debt Service Funds

Harford County went to the bond market in February for $75,000,000 in Consolidated Public Improvement Bonds.. 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 February 1, 2022.

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 23 Approved Capital Budget:

Water Projects		**Sewer Projects:**	
Abingdon WTP Switch Gear/Generator	1,000,000	Sod Run Facility Improvements	6,500,000
Renewal and Replacement Water Infrastructure	500,000	Sod Run WWTP Ultraviolet Disinfection Project	2,500,000
Total Water Projects	**1,500,000**	**Total Sewer Projects**	**9,000,000**
Other Projects			
W&S Facilities Repair Program	250,000		
Total Other Projects	**250,000**		
TOTAL WATER & SEWER PROJECTS	**10,750,000**		

DEPARTMENT: DEBT SERVICE

DIVISION: Debt Service - 661530 Principal, 662530 Interest
Water & Sewer Debt Service Funds

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
PRINCIPAL PAYMENTS:						
6106	Water & Sewer Bonds	8,668,996	8,810,777	8,519,660	8,597,896	8,597,896
6115	Leases	0		100,000	100,000	100,000
TOTAL PRINCIPAL PAYMENTS		**8,668,996**	**8,810,777**	**8,619,660**	**8,697,896**	**8,697,896**
INTEREST PAYMENTS:						
6206	Water & Sewer Bonds	4,584,255	3,575,460	3,722,340	3,397,914	3,397,914
6215	Leases	0	0	200,000	200,000	200,000
TOTAL INTEREST PAYMENTS		**4,584,255**	**3,575,460**	**3,922,340**	**3,597,914**	**3,597,914**
		13,253,251	**12,386,237**	**12,542,000**	**12,295,810**	**12,295,810**

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
GENERAL FUND						
CONTRACTUAL SERVICES:						
2602	Legal Services	37,350	7,428	30,000	30,000	30,000
2603	Management Services	0	0	0	0	0
2699	Other Professional Services (Bank Fees, etc.)	4,458	0	10,000	10,000	10,000
	TOTAL CONTRACTUAL SERVICES	41,808	7,428	40,000	40,000	40,000
DEBT SERVICE:						
6303	Costs of Issuance	763,469	201,961	601,992	600,000	600,000
TOTAL GENERAL FUND SERVICE COSTS		**805,277**	**209,389**	**641,992**	**640,000**	**640,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664250 Highways Fund

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
HIGHWAYS FUND						
CONTRACTUAL SERVICES:						
2699	Other Professional Services	743	0	2,000	2,000	2,000
		743	0	2,000	2,000	2,000
DEBT SERVICE:						
6303	Costs of Issuance	99,779	21,702	28,000	28,000	28,000
TOTAL HIGHWAYS FUND SERVICE COSTS		**100,522**	**21,702**	**30,000**	**30,000**	**30,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664270 Ag Preservation County

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
AG PRESERVATION COUNTY						
CONTRACTUAL SERVICES:						
2602	Legal Services	38,571	15,870,000	30,000	0	0
DEBT SERVICE:						
6303	Costs of Issuance	54,968	119,778	40,000	200,000	200,000
TOTAL AG PRESERVATION-COUNTY SERVICE COSTS		**93,539**	**15,989,778**	**70,000**	**200,000**	**200,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664290 Watershed Management Fund

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
TAX INCREMENT FINANCING						
DEBT SERVICE:						
2699	Other Professional Services	387	0	0	0	0
6303	Costs of Issuance	39,462	24,235	30,000	30,000	30,000
TOTAL WATERSHED MANAGEMENT SERVICE COSTS		**39,849**	**24,235**	**30,000**	**30,000**	**30,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664310 Tax Increment Financing

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
TAX INCREMENT FINANCING						
DEBT SERVICE:						
6303	Costs of Issuance	13,059	455,494	30,000	30,000	30,000
	Beech Creek					
TOTAL TAX INCREMENT FINANCING SERVICE COSTS		**13,059**	**455,494**	**30,000**	**30,000**	**30,000**

DEPARTMENT: DEBT SERVICE

DIVISION: Service Costs - 664530 Water & Sewer Debt Service

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
WATER & SEWER DEBT SERVICE						
CONTRACTUAL SERVICES:						
2602	Legal Services	0	0	6,000	6,000	6,000
2603	Management Services	0	0	60,000	60,000	60,000
2699	Other Professional Services (Bank Fees, etc.)	6,462	0	4,000	4,000	4,000
	TOTAL CONTRACTUAL SERVICES	6,462	0	70,000	70,000	70,000
6303	Costs of Issuance	201,354	15,712	330,000	330,000	330,000
7299	Other Contingencies	0	0	8,522,000	8,029,190	8,029,190
TOTAL WATER & SEWER DEBT SERVICE COSTS		201,354	15,712	8,852,000	8,359,190	8,359,190
TOTAL ALL FUNDS SERVICE COSTS		**207,816**	**15,712**	**8,922,000**	**8,429,190**	**8,429,190**

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 $50,000 deductible for physical damage to County owned vehicles.

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER:					
20	CONTRACTUAL SERVICES	1,117,345	896,148	1,206,687	1,546,730	1,546,730
	GRAND TOTAL	**1,117,345**	**896,148**	**1,206,687**	**1,546,730**	**1,546,730**

INSURANCE

ALL FUND SUMMARY

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY FUND:					
11	GENERAL	697,088	553,498	595,579	779,184	779,184
25	HIGHWAYS	233,966	196,452	302,525	399,047	399,047
51	WATER AND SEWER	186,291	146,198	308,583	368,499	368,499
	GRAND TOTAL	**1,117,345**	**896,148**	**1,206,687**	**1,546,730**	**1,546,730**
	SUMMARY BY DIVISION:					
671110	GENERAL FUND INSURANCE	697,088	553,498	595,579	779,184	779,184
671250	HIGHWAYS INSURANCE	233,966	196,452	302,525	399,047	399,047
671510	WATER AND SEWER INSURANCE	186,291	146,198	308,583	368,499	368,499
	GRAND TOTAL	**1,117,345**	**896,148**	**1,206,687**	**1,546,730**	**1,546,730**

INSURANCE

	AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
GENERAL FUND INSURANCE					
INDEX # 671110					
2599 Other Insurance	697,088	553,498	595,579	779,184	779,184
HIGHWAYS FUND INSURANCE					
INDEX # 671250					
2599 Other Insurance	233,966	196,452	302,525	399,047	399,047
WATER & SEWER OPERATING FUND INSURANCE					
INDEX # 671510					
2599 Other Insurance	186,291	146,198	308,583	368,499	368,499
TOTAL OTHER INSURANCE	**1,117,345**	**896,148**	**1,206,687**	**1,546,730**	**1,546,730**

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. Annually 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 75% 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER:					
10	PERSONAL SERVICES	2,997,910	2,927,301	1,877,503	2,777,628	2,777,628
20	CONTRACTUAL SERVICES	8,961,184	9,295,910	10,351,228	753,188	753,188
	GRAND TOTAL	**11,959,095**	**12,223,211**	**12,228,731**	**3,530,816**	**3,530,816**
	SUMMARY BY FUND:					
11	GENERAL	9,512,787	10,313,168	10,433,470	3,373,634	3,373,634
25	HIGHWAYS	1,168,962	1,052,007	923,333	88,134	88,134
51	WATER AND SEWER	1,277,345	858,036	871,928	69,048	69,048
	GRAND TOTAL	**11,959,094**	**12,223,211**	**12,228,731**	**3,530,816**	**3,530,816**
	SUMMARY BY DIVISION:					
681110	GENERAL FUND BENEFITS	9,512,787	10,313,168	10,433,470	3,373,634	3,373,634
681250	HIGHWAYS BENEFITS	1,168,962	1,052,007	923,333	88,134	88,134
681510	WATER AND SEWER BENEFITS	1,277,345	858,036	871,928	69,048	69,048
	GRAND TOTAL	**11,959,094**	**12,223,211**	**12,228,731**	**3,530,816**	**3,530,816**

DEPARTMENT: BENEFITS
DIVISION: BENEFITS
INDEX: 681110

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
GENERAL FUND BENEFITS						
INDEX # 681110						
1202	Pension (New)	779,115	817,033	0	0	0
1203	Firemen's Pension Per actuarial and Treasurer's adjustments	1,997,167	1,883,255	1,877,503	2,777,628	2,777,628
1299	Other Unfunded past service liability costs for Liquor Board employees in the State Retirement and Pension Plans	5,786	0	0	0	0
1399	Other Health Insurance	6,875	7,750	0	0	0
2505	Unemployment Insurance	35,763	5,910	70,000	70,000	70,000
2507	Death Benefits	4,081	0	15,000	15,000	15,000
2514	Retiree's Insurance (OPEB) Per actuarial	6,684,000	7,599,220	8,350,160	390,199	390,199
2599	Other Insurance	0	0	107,577	107,577	107,577
2601	Medical Services	0	0	13,230	13,230	13,230
	TOTAL INDEX	9,512,787	10,313,168	10,433,470	3,373,634	3,373,634

DEPARTMENT: BENEFITS
DIVISION: BENEFITS
INDEX: 681250, 681510

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
HIGHWAYS FUND BENEFITS INDEX # 681250						
1202	Pension (New)	98,622	103,422	0	0	0
1399	Other Health Insurance Health Care Consortium Call	900	1,005	0	0	0
2505	Unemployment Insurance	0	0	10,000	10,000	10,000
2507	Death Benefits	0	0	2,000	2,000	2,000
2514	Retiree's Insurance (OPEB) Per actuarial	1,069,440	947,580	881,563	46,364	46,364
2599	Other Insurance	0	0	28,560	28,560	28,560
2601	Medical Services	0	0	1,210	1,210	1,210
	TOTAL INDEX	1,168,962	1,052,007	923,333	88,134	88,134
WATER & SEWER FUND BENEFITS INDEX # 681510						
1202	Pension (New)	108,485	113,764	0	0	0
1399	Other Health Insurance Health Care Consortium Call	961	1,072	0	0	0
2505	Unemployment Insurance	4,955	0	9,000	9,000	9,000
2507	Death Benefits	4,385	0	2,000	2,000	2,000
2514	Retiree's Insurance (OPEB) Per actuarial	1,158,560	743,200	843,277	40,397	40,397
2599	Other Insurance	0	0	16,551	16,551	16,551
2601	Medical Services	0	0	1,100	1,100	1,100
	TOTAL INDEX	1,277,345	858,036	871,928	69,048	69,048

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 23 are allocated to the following budgets: General Fund, Highways Fund, Parks and Recreation Special Revenue, Watershed 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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER:					
70	MISCELLANEOUS	27,966,578	29,495,834	24,743,179	45,041,000	45,041,000
	GRAND TOTAL	**27,966,578**	**29,495,834**	**24,743,179**	**45,041,000**	**45,041,000**

PAYGO

ALL FUND SUMMARY:

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY FUND:					
11	GENERAL	9,772,600	11,469,866	8,222,000	28,310,000	28,310,000
25	HIGHWAYS	13,468,978	12,975,968	10,021,179	10,601,000	10,601,000
26	PARKS & RECREATION SPECIAL REVENUE	100,000	0	0	0	0
29	WATERSHED MANAGEMENT	450,000	700,000	850,000	1,850,000	1,850,000
31	TAX INCREMENT FINANCING	0		0		0
51	WATER AND SEWER OPERATING	4,175,000	4,350,000	5,650,000	4,280,000	4,280,000
	GRAND TOTAL	**27,966,578**	**29,495,834**	**24,743,179**	**45,041,000**	**45,041,000**
	SUMMARY BY DIVISION:					
705110	PAYGO GENERAL FUND	9,772,600	11,419,866	8,172,000	28,260,000	28,260,000
705110	PAYGO GENERAL FUND - RURAL LEGACY	0	50,000	50,000	50,000	50,000
705250	PAYGO HIGHWAYS	13,468,978	12,975,968	10,021,179	10,601,000	10,601,000
705260	PAYGO PARKS & RECREATION-SPECIAL REVENUE	100,000	0	0	0	0
705290	PAYGO WATERSHED MANAGEMENT FUND	450,000	700,000	850,000	1,850,000	1,850,000
705310	PAYGO TAX INCREMENT FINANCING	0		0		0
705510	PAYGO WATER AND SEWER	4,175,000	4,350,000	5,650,000	4,280,000	4,280,000
	GRAND TOTAL	**27,966,578**	**29,495,834**	**24,743,179**	**45,041,000**	**45,041,000**

DEPARTMENT: PAYGO

DIVISION: PAYGO GENERAL FUND

Index No. 705110

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7601	CAPITAL IMPROVEMENTS	9,772,600	11,469,866	8,172,000	28,260,000	28,260,000
TOTAL PAYGO CAPITAL IMPROVEMENTS		9,772,600	11,469,866	8,172,000	28,260,000	28,260,000

For FY 23, General Fund Paygo funds amounting to $28,260,000 will provide for the following capital projects:

GENERAL:	
African American Heritage Program	1,000,000
County SWM Rehab/Rep (New)	100,000
Efficiency Capital Investments	200,000
Fleet Replacement	3,000,000
Maintenance/Repair of County Dams	450,000
Maintenance/Repair of Stormwater Facilities	200,000
Refresh Program	250,000
Safeguarding Business Operations	250,000
Total General Projects	**5,450,000**
PUBLIC SAFETY:	
Darlington VFC House #1	1,000,000
HCSO Body Worn Cameras	655,000
HCSO Cell Site Simulator	600,000
HCSO Fleet Replacement	3,000,000
HCSO In-Car Camera System	400,000
VFC Facility Repair	1,450,000
VFC Public Safety Equipment	600,000
VFC Susquehanna Hose House #1	1,500,000
Total Public Safety Projects	**9,205,000**
LIBRARIES:	
Technology	**450,000**
BOARD OF EDUCATION:	
Fleet Replacement	3,455,000
HCPS Facilities Master Plan	200,000
Relocatable Classrooms	900,000
Technology Infrastructure	3,600,000
Total Board of Education Projects	**8,155,000**
SOLID WASTE SERVICES	
WTE Facility Closure	**5,000,000**
TOTAL GENERAL CAPITAL PAYGO	**28,260,000**

DEPARTMENT: PAYGO

DIVISION: PAYGO HIGHWAYS FUND

Index No. 705250

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7601	**CAPITAL IMPROVEMENTS**	**13,468,978**	**12,975,968**	**10,021,179**	**10,601,000**	**10,601,000**

For FY 23 Highways Fund Paygo funds amounting to $10,601,000 will provide for the following capital projects:

BRIDGES:	
Bridge and Road Scour Repairs	250,000
Bridge Inspection Under 20' Spans	300,000
Structural Evaluation	50,000
Total Bridges Projects	**600,000**
RESURFACING:	
Resurfacing Roadways	7,000,000
Total Resurfacing Projects	**7,000,000**
ROADWAYS:	
Drainage Improvements	150,000
Guardails	125,000
Streetlights	50,000
Traffic Calming Bicycle/Road Safety	150,000
Traffic Signals	135,000
Total Roadways Projects	**610,000**
OTHER:	
APG Gate PILOT	141,000
Efficiency Capital Investment Projects	25,000
Fleet Replacement	2,000,000
Highways Facility Repair Program	100,000
Refresh Program	50,000
Safeguarding Business Operations	75,000
	2,391,000
TOTAL HIGHWAYS PAYGO	**10,601,000**

DEPARTMENT: PAYGO

DIVISION: PARKS & RECREATION SPECIAL REVENUE FUND

Index No. 705260

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7601	CAPITAL IMPROVEMENTS	100,000	0	0	0	0

DEPARTMENT: PAYGO
DIVISION: WATERSHED MANAGEMENT FUND
Index No. 705290

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7102	PAYMENTS TO OTHER GOVT	0	0	0	1,000,000	1,000,000
7601	CAPITAL IMPROVEMENTS	450,000	700,000	850,000	850,000	850,000
		450,000	700,000	850,000	1,850,000	1,850,000

For FY 23 Watershed Management Fund Paygo funds provide for a $1,000,000 to the City of Havre de Grace for the living shoreline project and $850,000 will provide for the following capital projects:

Septic System Disconnection	250,000
Stormwater Pollution Prevention	300,000
Watershed Restoration Maintenance	300,000
TOTAL WATERSHED MANAGEMENT PAYGO:	**850,000**

DEPARTMENT: PAYGO

DIVISION: WATER & SEWER FUND

Index No. 705510

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7601	**CAPITAL IMPROVEMENTS**	**4,175,000**	**4,350,000**	**5,650,000**	**4,280,000**	**4,280,000**

For FY 23, Water and Sewer Fund Paygo funds amounting to $4,280,000, will provide for the following capital projects:

WATER PROJECTS:	
Central W&S Laboratory	250,000
Infrastructure Management System	150,000
Joppatowne Facility Improvements	250,000
SCADA Information Management Systems	500,000
SHA Improvement Projects	280,000
Total Water Projects	**1,430,000**

SEWER PROJECTS:	
Brentwood Park Pumping Station Improvements	300,000
Infiltration and Inflow	200,000
Pumping State Improvements	500,000
Renewal & Replacement Sewer Infrastructure	100,000
	1,100,000
WATER & SEWER MISCELLANEOUS:	
Efficiency Capital Improvements	25,000
Fleet Replacement	1,600,000
Refresh Program	50,000
Safeguarding Business Operations	75,000
	1,750,000
TOTAL WATER & SEWER PAYGO	**4,280,000**

DEPARTMENT: PAYGO

DIVISION: PAYGO GENERAL FUND - CLOSURE RESERVE AND RURAL LEGACY PROGRAM

Index No. 705110

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7799	OTHER - RURAL LEGACY PROGRAM	0	0	50,000	50,000	50,000

For FY 23, 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 23 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 $1,130,000 has been included to cover this expense in FY 23.

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 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
	SUMMARY BY CHARACTER:					
70	MISCELLANEOUS	8,371,076	8,004,550	9,395,127	11,215,144	11,215,144
	GRAND TOTAL	**8,371,076**	**8,004,550**	**9,395,127**	**11,215,144**	**11,215,144**
	SUMMARY BY FUND:					
11	GENERAL	8,371,076	8,004,550	9,395,127	11,215,144	11,215,144
	GRAND TOTAL	**8,371,076**	**8,004,550**	**9,395,127**	**11,215,144**	**11,215,144**
	SUMMARY BY DIVISION:					
706110	Grant Match	2,828,344	2,257,611	3,500,000	5,150,000	5,150,000
707110	Appropriation to Towns	3,606,825	3,964,793	3,775,127	3,720,144	3,720,144
708110	Appropriation to State	985,907	1,170,000	1,170,000	1,170,000	1,170,000
709110	Other Government Agencies	950,000	950,000	950,000	1,175,000	1,175,000
	GRAND TOTAL	**8,371,076**	**8,342,404**	**9,395,127**	**11,215,144**	**11,215,144**

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 are paid by the General Fund to the Grant fund.

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7104	**Grant Match**	2,828,344	2,257,611	3,500,000	5,150,000	5,150,000

Historic Preservation Guidelines - Planning and Zoning	10,000
Bikeways - Planning & Zoning	25,534
Mediation - Community Services	30,000
Office on Drug Control	50,000
Office on Aging SHIP - Community Services	19,844
Office on Aging IIIA, IIIB, IIIC1, IIID, VII Ombudsman, VIII Elder Abuse, NSIP - Community Services	350,171
Office on Aging match for ARPA Grants IIIB, IIIC1, IIIC2, IIIE required 25% match - Community Services	200,000
Office on Aging SMP - Community Services	7,250
Office on Aging Senior Care - Community Services	77,500
Inmate Welfare Community Mediation Re-entry Program - HCSO	12,000
OCSE match and management fee - HCSO	253,696
EMPG match - DES	130,452
MIEMSS match - DES	24,000
HMEP match - DES	1,783
CASA match - Judicial	68,000
Child Advocacy - Judicial	17,500
Therapeutic Rec Camp - Parks and Recreation	44,038
Harford Transit 5307 Operating - OCED	2,013,253
Harford Transit SSTAP - OCED	1,236,191
Harford Transit Capital Grant - OCED	92,500
Harford Transit 5339 Grant - OCED	259,500
HOME Program - OCED	125,795
Contingency match allocation	100,993
	5,150,000

DEPARTMENT: APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

INDEX No. 707110

			AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7101	**GRANTS AND CONTRIBUTIONS**		3,586,137	3,944,105	3,754,439	3,699,456	3,699,456
	Differential for Police Services based on a legislated formula using the Assessable Basis Percentage numbers for the County and the three municipalities:						
	Aberdeen	1,268,924					
	Bel Air	1,216,111					
	Havre de Grace	1,214,421					
		3,699,456					
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			**3,606,825**	**3,964,793**	**3,775,127**	**3,720,144**	**3,720,144**

DEPARTMENT: APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

INDEX No. 708110

		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
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.	985,907	832,146	1,170,000	1,170,000	1,170,000
SUB-TOTAL APPROPRIATION TO STATE		**985,907**	**832,146**	**1,170,000**	**1,170,000**	**1,170,000**

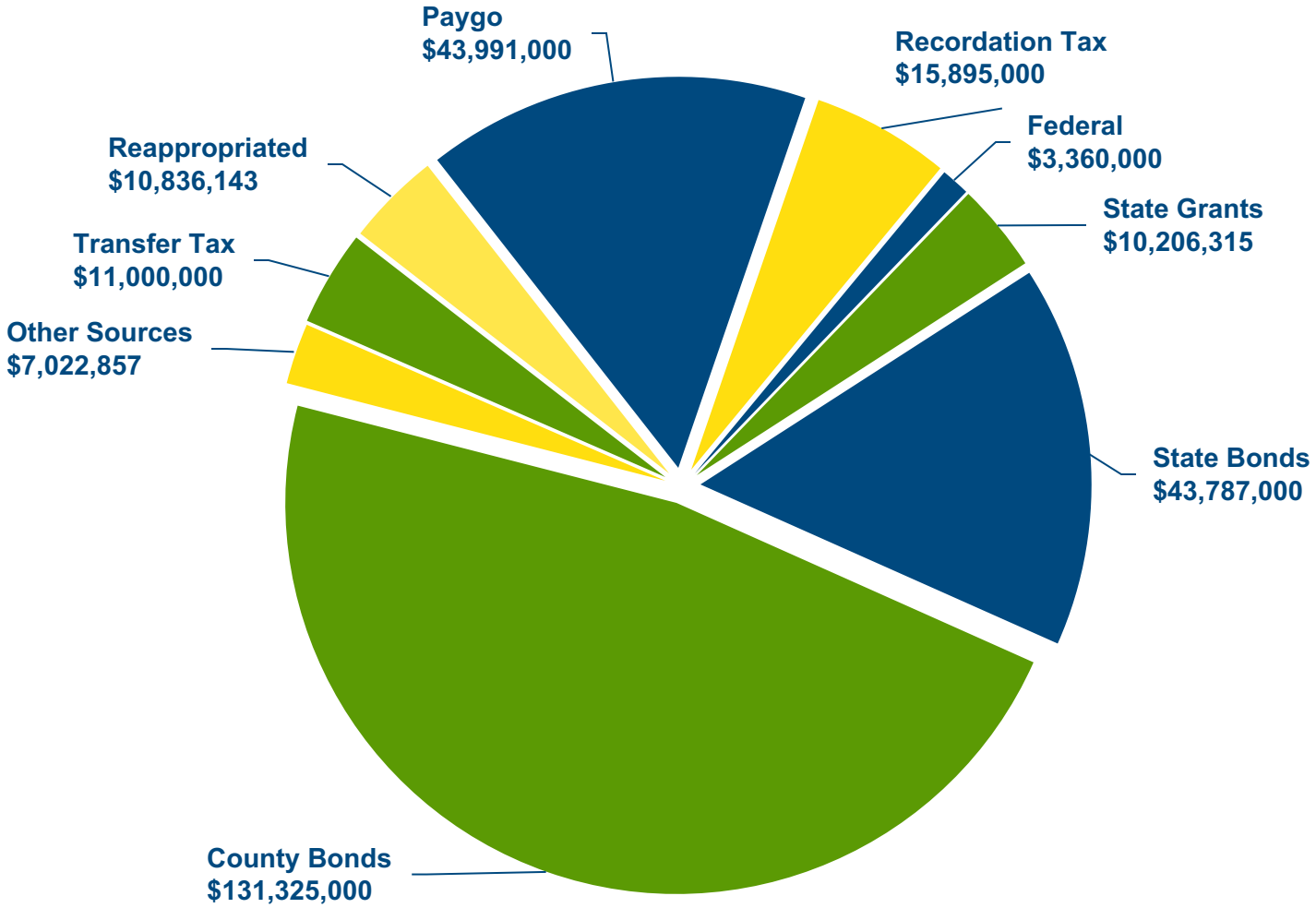
DEPARTMENT: APPROPRIATION TO TOWNS/STATE/OTHER GOVERNMENT AGENCIES

INDEX No. 709110

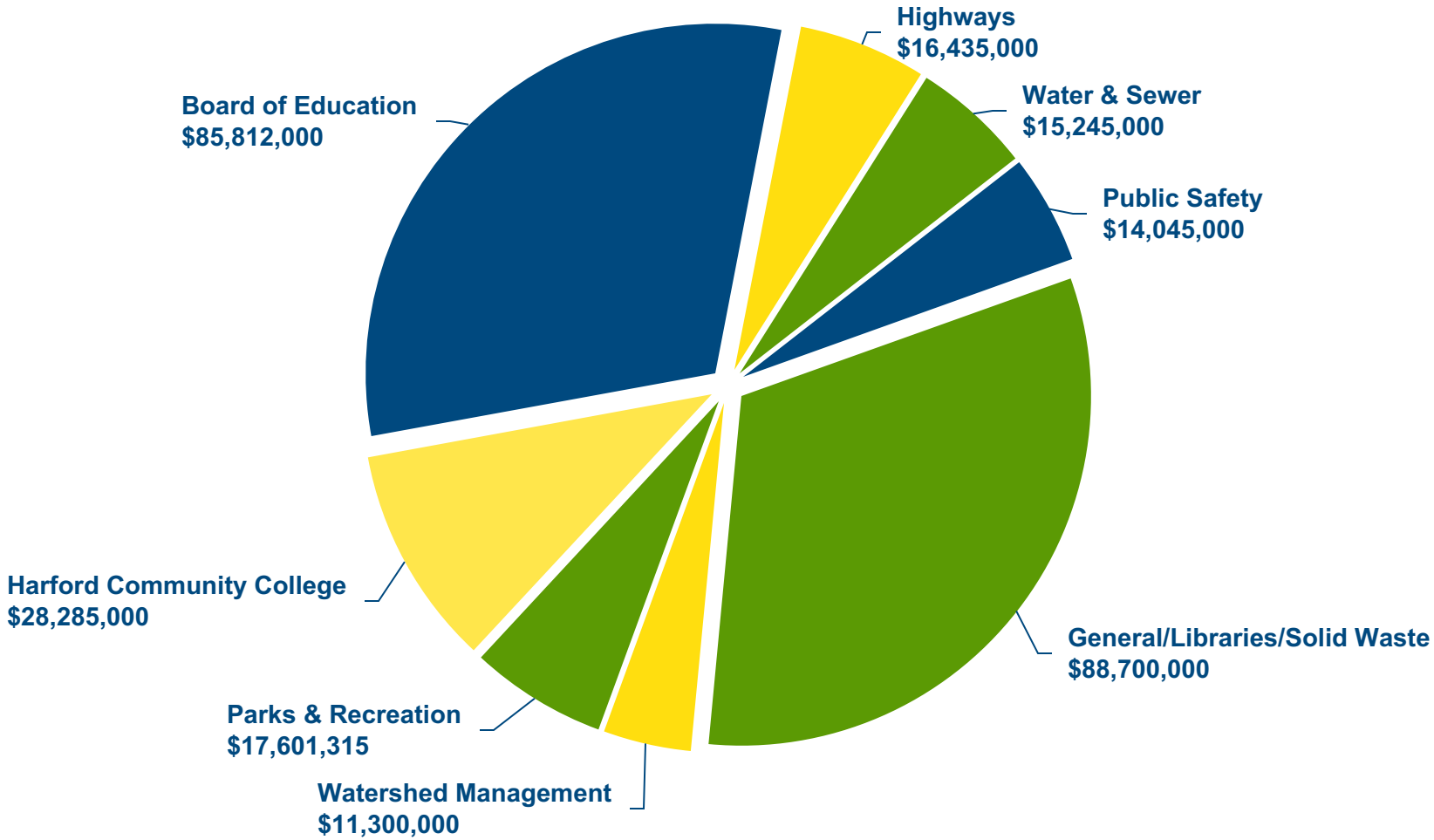
		AUDITED FY 20	AUDITED FY 21	ORIGINAL BUDGET FY 22	EXECUTIVE PROPOSED FY 23	ENACTED FY 23
7102	**PAYMENTS TO OTHER GOVERNMENT AGENCIES** Funding is provided for the operating costs of the Humane Society	950,000	950,000	950,000	1,175,000	1,175,000
SUB-TOTAL OTHER GOVERNMENT AGENCIES		**950,000**	**950,000**	**950,000**	**1,175,000**	**1,175,000**

CAPITAL BUDGET and CAPITAL IMPROVEMENT PROGRAM

Approved Capital Budget Revenues
Fiscal Year 2022 - 2023
Total Budget $277,423,315



Approved Capital Budget Appropriations
Fiscal Year 2022 - 2023
Total Budget $277,423,315



FY 23 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/ OTHER
GENERAL FUND											
GENERAL CAPITAL											
African American Heritage Program	1,000,000	0	1,000,000	0	0	0	0	0	0	0	0
Board of Education Debt Service	31,700,000	0	0	0	0	7,300,000	11,000,000	13,400,000	0	0	0
Broadband Infrastructure	25,000,000	0	0	0	0	0	0	0	9,000,000	16,000,000	0
County SWM Rehab/Repair (18)	(450,000)	(450,000)	0	0	0	0	0	0	0	0	0
County SWM Rehab/Repair (new)	550,000	450,000	100,000	0	0	0	0	0	0	0	0
Efficiency Capital Investments	300,000	0	200,000	0	0	0	0	0	0	0	100,000
Facilities Repair Program	5,000,000	0	0	0	5,000,000	0	0	0	0	0	0
Fleet Replacement	3,000,000	0	3,000,000	0	0	0	0	0	0	0	0
HMAN	(8,000,000)	0	0	0	1,000,000	0	0	0	(9,000,000)	0	0
HCSO Central Precinct & Training	20,500,000	0	0	0	20,500,000	0	0	0	0	0	0
Maintenance/Repair of County Dams	450,000	0	450,000	0	0	0	0	0	0	0	0
Maintenance/Repair of Stormwater Facilities	1,000,000	0	200,000	0	0	0	0	0	0	0	800,000
Refresh Program	250,000	0	250,000	0	0	0	0	0	0	0	0
Safeguarding Business Operations	250,000	0	250,000	0	0	0	0	0	0	0	0
Site Acquisition	500,000	0	0	0	500,000	0	0	0	0	0	0
SUB-TOTAL GENERAL	**81,050,000**	**0**	**5,450,000**	**0**	**27,000,000**	**7,300,000**	**11,000,000**	**13,400,000**	**0**	**16,000,000**	**900,000**
WATERSHED MANAGEMENT											
Bynum Run Waterhsed Restoration	1,300,000	0	0	0	800,000	0	0	0	500,000	0	0
County Owned W/S Restoration	3,700,000	0	0	0	3,200,000	0	0	0	500,000	0	0
Lilly Run Watershed Restoration	(63,555)	(63,555)	0	0	0	0	0	0	0	0	0
Riverside Area Watershed Restoration	1,700,000	0	0	0	1,200,000	0	0	0	500,000	0	0
Septic System Disconnection*	250,000	0	250,000	0	0	0	0	0	0	0	0
Stormwater Pollution Prevention*	300,000	0	300,000	0	0	0	0	0	0	0	0
Watershed Restoration Assessment	1,200,000	0	0	0	1,200,000	0	0	0	0	0	0
Watershed Restoration Improvement	2,313,555	63,555	0	0	1,750,000	0	0	0	500,000	0	0
Watershed Restoration Maintenance*	300,000	0	300,000	0	0	0	0	0	0	0	0
Wheel Creek Watershed Restoration	300,000	0	0	0	300,000	0	0	0	0	0	0
**Special Dedicated Paygo*											
SUB-TOTAL WATERSHED MANAGEMENT	**11,300,000**	**0**	**850,000**	**0**	**8,450,000**	**0**	**0**	**0**	**2,000,000**	**0**	**0**

FY 23 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/ OTHER
GENERAL FUND											
PUBLIC SAFETY											
Darlington VFC House #1	1,000,000	0	1,000,000	0	0	0	0	0	0	0	0
HCDC Facility Repairs/Upgrades	2,040,000	0	0	0	2,040,000	0	0	0	0	0	0
HCSO Body Worn Camera	655,000	0	655,000	0	0	0	0	0	0	0	0
HCSO Cell Site Simulator	600,000	0	600,000	0	0	0	0	0	0	0	0
HCSO Fleet Replacement	0	0	3,000,000	0	0	2,662,318	0	0	0	(6,000,000)	337,682
HCSO In-Car Camera System	400,000	0	400,000	0	0	0	0	0	0	0	0
Mobile/Portable Radio Upgrade	1,100,000	0	0	0	1,100,000	0	0	0	0	0	0
Next-Gen 911	1,500,000	0	0	0	0	0	0	0	1,500,000	0	0
Riverside Fire and EMS Station	3,200,000	0	0	0	3,200,000	0	0	0	0	0	0
VFC Facility Repair	1,450,000	0	1,450,000	0	0	0	0	0	0	0	0
VFC Public Safety Equipment	600,000	0	600,000	0	0	0	0	0	0	0	0
VFC Susquehanna Hose House 1	1,500,000	0	1,500,000	0	0	0	0	0	0	0	0
SUB-TOTAL PUBLIC SAFETY	**14,045,000**	**0**	**9,205,000**	**0**	**6,340,000**	**2,662,318**	**0**	**0**	**1,500,000**	**(6,000,000)**	**337,682**
HARFORD COMMUNITY COLLEGE											
Chesapeake Welcome Center	28,285,000	0	0	0	14,230,000	0	0	0	14,055,000	0	0
SUB-TOTAL HCC	**28,285,000**	**0**	**0**	**0**	**14,230,000**	**0**	**0**	**0**	**14,055,000**	**0**	**0**
LIBRARIES											
Bel Air Library Renovation	2,200,000	0	0	0	800,000	0	0	0	1,400,000	0	0
HCPL Technology	450,000	0	450,000	0	0	0	0	0	0	0	0
SUB-TOTAL LIBRARIES	**2,650,000**	**0**	**450,000**	**0**	**800,000**	**0**	**0**	**0**	**1,400,000**	**0**	**0**

FY 23 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/ OTHER
GENERAL FUND											
BOARD OF EDUCATION											
Athletic & Rec Repairs/Improve.	100,000	0	0	100,000	0	0	0	0	0	0	0
Bakerfield Elementary School	1,260,000	0	0	0	625,000	0	0	0	635,000	0	0
Educational Facility Program	3,385,000	0	0	0	3,385,000	0	0	0	0	0	0
Fleet Replacement	3,455,000	0	3,455,000	0	0	0	0	0	0	0	0
HCPS Facilities Master Plan	200,000	0	200,000	0	0	0	0	0	0	0	0
HCPS Facilities Repair Program	4,000,000	0	0	0	0	0	0	0	0	0	4,000,000
HCPS Site Improvements	2,180,000	0	0	1,380,000	0	0	0	0	0	0	800,000
Harford Tech HS Limited Renovation	20,000,000	0	0	0	10,000,000	0	0	0	10,000,000	0	0
Homestead/Wakefield ES	37,937,000	0	0	0	22,175,000	0	0	0	15,762,000	0	0
Life, Health, Safety and Compliance	3,645,000	0	0	0	3,465,000	0	0	0	180,000	0	0
Major HVAC	474,584	0	0	24,584	0	0	0	0	0	0	450,000
Meadowvale Elementary School	870,000	0	0	0	430,000	0	0	0	440,000	0	0
Relocatable Classrooms	900,000	0	900,000	0	0	0	0	0	0	0	0
Roof Replacement - Bakerfield ES	2,175,000	0	0	0	930,000	0	0	0	1,245,000	0	0
Roof Replacement - Bel Air MS	(1,502,525)	0	0	(1,502,525)	0	0	0	0	0	0	0
Roof Replacement - Hickory ES	(2,059)	0	0	(2,059)	0	0	0	0	0	0	0
Swan Creek HVAC Upgrades	3,135,000	0	0	0	1,665,000	0	0	0	1,470,000	0	0
Technology Infrastructure	3,600,000	0	3,600,000	0	0	0	0	0	0	0	0
SUB-TOTAL BOARD OF EDUCATION	**85,812,000**	**0**	**8,155,000**	**0**	**42,675,000**	**0**	**0**	**0**	**29,732,000**	**0**	**5,250,000**

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/ OTHER
				FY 23 APPROVED CAPITAL BUDGET							
SOLID WASTE SERVICES											
SOLID WASTE SERVICES											
WTE Facility Closure	5,000,000	0	5,000,000	0	0	0	0	0	0	0	0
SUB-TOTAL SOLID WASTE CAPITAL	**5,000,000**	**0**	**5,000,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ALL GENERAL FUND CAPITAL	**222,892,000**	**0**	**29,110,000**	**0**	**99,495,000**	**9,962,318**	**11,000,000**	**13,400,000**	**48,687,000**	**10,000,000**	**1,237,682**

FY 23 APPROVED CAPITAL BUDGET

PARKS & RECREATION FUND

PARKS & RECREATION

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/ OTHER
ADA Improvements	75,000	0	0	0	0	0	0	50,000	0	0	25,000
Athletic Field Improvements	3,000,000	0	0	0	2,500,000	0	0	0	0	0	500,000
Bleacher Renovations	100,000	0	0	0	0	0	0	100,000	0	0	0
Bush River Dredging & DMP Site	50,000	0	0	0	0	0	0	0	50,000	0	0
Canoe and Kayak Access	50,000	0	0	0	0	0	0	50,000	0	0	0
Churchville Center Renovations	300,000	0	0	0	0	0	0	300,000	0	0	0
Churchville Complex Development	60,000	0	0	0	0	0	0	60,000	0	0	0
Emmorton Rec/Tennis Center Improvements	385,000	0	0	0	0	0	0	385,000	0	0	0
Equestrian Center Improvements	75,000	0	0	0	0	0	0	75,000	0	0	0
Facility Repairs & Renovations	150,000	0	0	0	0	0	0	150,000	0	0	0
Jarrettsville Rec Complex/Center	4,000,000	0	0	0	4,000,000	0	0	0	0	0	0
Joppatowne Youth/Senior Center	500,000	0	0	0	500,000	0	0	0	0	0	0
Mariner Point Park - DMP Site	450,000	0	0	0	0	0	0	0	450,000	0	0
McFaul Activity Center Renovations	(250,000)	0	0	0	0	0	0	(250,000)	0	0	0
Northern Regional Park	250,000	0	0	0	0	0	0	250,000	0	0	0
Oakington Peninsula System	150,000	0	0	0	0	0	0	150,000	0	0	0
Outdoor AED Construction	30,000	0	0	0	0	0	0	30,000	0	0	0
P&R Facility Development/Renovation*	2,656,315	0	0	0	1,250,000	0	0	0	1,406,315	0	0
Park Improvements	50,000	0	0	0	0	0	0	50,000	0	0	0
Parking Lot Paving	250,000	0	0	0	0	0	0	250,000	0	0	0
Parkland Acquisition*	1,775,000	0	0	0	0	0	0	75,000	1,700,000	0	0
Playground Equipment	1,675,000	0	0	0	0	0	0	150,000	1,500,000	0	25,000
SWM Pond Repair & Rehabilitation	120,000	0	0	0	0	0	0	120,000	0	0	0
Swan Harbor Farm Improvements	50,000	0	0	0	0	0	0	50,000	0	0	0
Tennis/Multipurpose/Pickleball	400,000	0	0	0	0	0	0	200,000	200,000	0	0
Trails & Linear Parks	1,000,000	0	0	0	1,000,000	0	0	0	0	0	0
12 Stone Park	250,000	0	0	0	0	0	0	250,000	0	0	0
***Program Open Space Funding**											
	17,601,315	**0**	**0**	**0**	**9,250,000**	**0**	**0**	**2,495,000**	**5,306,315**	**0**	**550,000**

FY 23 APPROVED CAPITAL BUDGET											
PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/ OTHER
HIGHWAYS FUND											
HIGHWAYS											
BRIDGES											
Abingdon Road Bridge #169 over CSX	2,500,000	0	0	0	500,000	0	0	0	0	2,000,000	0
Ayres Chapel Road Bridge #116	400,000	0	0	0	400,000	0	0	0	0	0	0
Bridge & Culvert Rehabilitation	1,200,000	0	0	0	1,200,000	0	0	0	0	0	0
Bridge & Road Scour Repair	250,000	0	250,000	0	0	0	0	0	0	0	0
Bridge Inspection Under 20' Spans	300,000	0	300,000	0	0	0	0	0	0	0	0
Boggs road Bridge #66	100,000	0	0	0	100,000	0	0	0	0	0	0
Deep Run Road Bridge #152	50,000	0	0	0	50,000	0	0	0	0	0	0
Glen Cove Road Bridge #155	250,000	0	0	0	250,000	0	0	0	0	0	0
Glenville Road Bridge #30	350,000	0	0	0	70,000	0	0	0	0	280,000	0
Grier Nursery Road Bridge #43	400,000	0	0	0	80,000	0	0	0	0	320,000	0
Scarboro Road Bridge #140	25,000	0	0	0	25,000	0	0	0	0	0	0
Stafford Road Bridge #24	350,000	0	0	0	70,000	0	0	0	0	280,000	0
Stafford Road Bridge #162	400,000	0	0	0	80,000	0	0	0	0	320,000	0
Structural Evaluation	50,000	0	50,000	0	0	0	0	0	0	0	0
Trappe Church Road Bridge #161	200,000	0	0	0	40,000	0	0	0	0	160,000	0
SUB-TOTAL BRIDGES	**6,825,000**	**0**	**600,000**	**0**	**2,865,000**	**0**	**0**	**0**	**0**	**3,360,000**	**0**
ROADWAYS											
Curbs/Sidewalks/Handicap Ramps	400,000	0	0	0	400,000	0	0	0	0	0	0
Drainage Improvements	150,000	0	150,000	0	0	0	0	0	0	0	0
Guardrails	125,000	0	125,000	0	0	0	0	0	0	0	0
Intersection Improvements	400,000	0	0	0	400,000	0	0	0	0	0	0
Stormdrain Rehabilitation	200,000	0	0	0	200,000	0	0	0	0	0	0
Streetlights	50,000	0	50,000	0	0	0	0	0	0	0	0
Traffic Calming, Bicycle/Road Safety	150,000	0	150,000	0	0	0	0	0	0	0	0
Traffic Signals	135,000	0	135,000	0	0	0	0	0	0	0	0
Trimble Rd (Joppa to Garnett)	50,000	0	0	0	50,000	0	0	0	0	0	0
Woodley Road	5,000,000	0	0	0	5,000,000	0	0	0	0	0	0
SUB-TOTAL ROADWAYS	**6,660,000**	**0**	**610,000**	**0**	**6,050,000**	**0**	**0**	**0**	**0**	**0**	**0**

FY 23 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/ OTHER
HIGHWAYS FUND											
HIGHWAYS											
RESURFACING											
Highways Infrastructure Investment Project	(10,000,000)	0	0	0	0	0	0	0	0	(10,000,000)	0
Resurfacing Roadways	8,000,000	0	7,000,000	0	0	873,825	0	0	0	0	126,175
SUB-TOTAL RESURFACING	**(2,000,000)**	**0**	**7,000,000**	**0**	**0**	**873,825**	**0**	**0**	**0**	**(10,000,000)**	**126,175**
OTHER											
APG Gate Pilot	0	0	141,000	0	0	0	0	0	0	0	(141,000)
Efficiency Capital Investment Project	25,000	0	25,000	0	0	0	0	0	0	0	0
Fleet Replacement	2,000,000	0	2,000,000	0	0	0	0	0	0	0	0
Highways Facilities Repair Program	100,000	0	100,000	0	0	0	0	0	0	0	0
Norrisville Highways Facility	2,700,000	0	0	0	2,700,000	0	0	0	0	0	0
Refresh Program	50,000	0	50,000	0	0	0	0	0	0	0	0
Safeguarding Business Operations	75,000	0	75,000	0	0	0	0	0	0	0	0
SUB-TOTAL OTHER	**4,950,000**	**0**	**2,391,000**	**0**	**2,700,000**	**0**	**0**	**0**	**0**	**0**	**(141,000)**
TOTAL HIGHWAYS FUND CAPITAL	**16,435,000**	**0**	**10,601,000**	**0**	**11,615,000**	**873,825**	**0**	**0**	**0**	**(6,640,000)**	**(14,825)**

FY 23 APPROVED CAPITAL BUDGET

WATER & SEWER FUND

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/OTHER
WATER PROJECTS											
Abingdon Park Water	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0
Abingdon WTP Switch Gear/Generator	1,000,000	0	0	0	1,000,000	0	0	0	0	0	0
Central W&S Laboratory	250,000	0	250,000	0	0	0	0	0	0	0	0
Infrastructure Management System	150,000	0	150,000	0	0	0	0	0	0	0	0
Joppatowne Facility Improvements	250,000	0	250,000	0	0	0	0	0	0	0	0
Oak Grove Booster Station	2,000,000	2,000,000	0	0	0	0	0	0	0	0	0
Perryman GAC Plant Improvements	(750,000)	(750,000)	0	0	0	0	0	0	0	0	0
Renovation & Replacement Water Infrastr.	500,000	0	0	0	500,000	0	0	0	0	0	0
SCADA Information Management Systems	500,000	0	500,000	0	0	0	0	0	0	0	0
SHA Improvement Projects	280,000	0	280,000	0	0	0	0	0	0	0	0
W&S Infrastructure Projects	(2,208,660)	(2,208,660)	0	0	0	0	0	0	0	0	0
SUB-TOTAL WATER PROJECTS	**2,971,340**	**41,340**	**1,430,000**	**0**	**1,500,000**	**0**	**0**	**0**	**0**	**0**	**0**
SEWER PROJECTS											
Brentwood Park PS Improvement	787,045	0	300,000	272,045	215,000	0	0	0	0	0	0
Infiltration & Inflow	200,000	0	200,000	0	0	0	0	0	0	0	0
Oaklyn Manor/Joppa Sewer	(272,045)	0	0	(272,045)	0	0	0	0	0	0	0
Pumping Station Improvements	500,000	0	500,000	0	0	0	0	0	0	0	0
Renewal & Replacement Sewer Infrast.	100,000	0	100,000	0	0	0	0	0	0	0	0
Sod Run Facility Improvements	6,710,890	210,890	0	0	6,500,000	0	0	0	0	0	0
Sod Run WWTP UV Disinfection	2,500,000	0	0	0	2,500,000	0	0	0	0	0	0
Town Center Drive PS Replacement	(210,890)	(210,890)	0	0	0	0	0	0	0	0	0
SUB-TOTAL SEWER PROJECTS	**10,315,000**	**0**	**1,100,000**	**0**	**9,215,000**	**0**	**0**	**0**	**0**	**0**	**0**

FY 23 APPROVED CAPITAL BUDGET

PROJECT	TOTAL	PRIOR PAYGO	PAYGO	PRIOR BONDS	COUNTY BONDS	REAPPRO	TRANSFER TAX	RECORD TAX	STATE	FEDERAL	DEV/OTHER
WATER & SEWER MISCELLANEOUS											
Efficiency Capital Investment Projects	25,000	0	25,000	0	0	0	0	0	0	0	0
Fleet Replacement	1,600,000	0	1,600,000	0	0	0	0	0	0	0	0
Refresh Program	50,000	0	50,000	0	0	0	0	0	0	0	0
Safeguarding Business Operations	75,000	0	75,000	0	0	0	0	0	0	0	0
700 MHz Wireless Radio System	(41,340)	(41,340)	0	0	0	0	0	0	0	0	0
W&S Facilities Repair Program	250,000	0	0	0	250,000	0	0	0	0	0	0
SUB-TOTAL SEWER MISCELLANEOUS	**1,958,660**	**(41,340)**	**1,750,000**	**0**	**250,000**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL WATER & SEWER PROJECTS	**15,245,000**	**0**	**4,280,000**	**0**	**10,965,000**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL APPROVED CAPITAL BUDGET	**277,423,315**	**0**	**43,991,000**	**0**	**131,325,000**	**10,836,143**	**11,000,000**	**15,895,000**	**53,993,315**	**3,360,000**	**7,022,857**

HARFORD COUNTY, MARYLAND
STATEMENTS OF ESTIMATED UNAPPROPRIATED FUND BALANCES
CAPITAL FUND

	GENERAL	HIGHWAYS	PARKS & REC.	TOTAL
TOTAL FUND BALANCE AT June 30, 2021	3,929,507	0	2,676,739	6,606,246
Estimated Revenues - Open Project	608,732,193	154,331,474	107,639,020	870,702,687
Estimated Expenditures - Open Project	(607,555,253)	(154,325,170)	(107,173,658)	(869,054,081)
Fund Balance Available for Appropriation at June 30, 2022	5,106,447	6,304	3,142,101	8,254,852
Less: Restricted Fund Balance				
Recordation and Transfer Tax	(4,373,746)	0	(1,976,739)	(6,350,485)
Bond Proceeds	(40,000)	0	0	(40,000)
Less: Assigned Fund Balance				
Encumbrances	(500,000)	0	0	(500,000)
Fund Balance Available for Appropriation at June 30, 2022				
Undesignated Fund Balance	192,701	6,304	1,165,362	1,364,367
Fund Balance Available for Appropriation at June 30, 2022				
Undesignated Fund Balance	192,701	6,304	1,165,362	1,364,367
Estimated Revenues Fiscal Year 2023				
Paygo	29,110,000	10,601,000	0	39,711,000
Recordation Tax	13,400,000	0	2,495,000	15,895,000
Transfer Tax	11,000,000	0	0	11,000,000
Future Bonds	99,495,000	11,615,000	9,250,000	120,360,000
Reappropriated	9,962,318	873,825		10,836,143
Federal Grant	10,000,000	(6,640,000)	0	3,360,000
State Bonds	43,787,000	0	0	43,787,000
State Grants	4,900,000	0	2,400,000	7,300,000
Developer/Other	6,487,682	(14,825)	550,000	7,022,857
Total Estimated Revenues Fiscal Year 2023	228,142,000	16,435,000	14,695,000	259,272,000
Estimated Expenditures Fiscal Year 2023	(228,142,000)	(16,435,000)	(14,695,000)	(259,272,000)
Fund Balance Available for Appropriation at June 30, 2023				
Undesignated Fund Balance	192,701	6,304	1,165,362	1,364,367

HARFORD COUNTY, MARYLAND
STATEMENT OF ESTIMATED UNRESTRICTED NET ASSETS
WATER & SEWER CAPITAL FUND

	WATER & SEWER
Unrestricted Net Assets June 30, 2021	0
Estimated Revenues - Open Projects	141,851,025
Estimated Expenditures - Open Projects	(141,851,025)
Estimated Unrestricted Net Assets June 30, 2022	0
Estimated Revenues Fiscal Year 2023	
Paygo	4,280,000
Future Bonds	10,965,000
Total Estimated Revenues Fiscal Year 2023	15,245,000
Estimated Expenditures Fiscal Year 2023	(15,245,000)
Estimated Unrestricted Net Assets June 30, 2023	0

DEDICATED RECORDATION TAX
STATEMENT OF ESTIMATED UNAPPROPRIATED FUND BALANCE

	BOARD OF EDUCATION	PARKS & RECREATION	WATERSHED MANAGEMENT
UNDESIGNATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2021	4,340,791	2,676,739	11,402,500
Plus Fiscal Year 2022 Estimated Recordation Tax Revenues	16,869,225	4,217,305	4,217,305
Plus Fiscal Year 2022 Estimated Other Revenue	400,000	0	20,760
Less Fiscal Year 2022 Estimated Expenditures	(11,800,000)	(3,245,000)	(1,669,805)
ESTIMATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	9,410,016	3,649,044	14,000,000
Plus Fiscal Year 2023 Estimated Revenues:			
Plus Fiscal Year 2023 Estimated Recordation Tax Revenues	13,400,000	3,300,000	3,300,000
Plus Fiscal Year 2022 Estimated Other Revenue	0	0	50,000
Less Fiscal Year 2023 Estimated Expenditures	(18,700,000)	(2,495,000)	(5,750,000)
ESTIMATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2023	4,110,016	4,454,044	11,600,000

DEDICATED TRANSFER TAX
STATEMENT OF ESTIMATED UNAPPROPRIATED FUND BALANCE

	AGRICULTURAL PRESERVATION	BOARD OF EDUCATION
TOTAL FUND BALANCE AT June 30, 2021	52,977,156	3,732,955
Plus Fiscal Year 2022 Estimated Revenues:		
Transfer Tax		
2022 Transfer Tax Receipts	14,565,775	14,565,775
Other Revenues	479,000	0
Less Fiscal Year 2022 Estimated Expenditures	(25,479,000)	(8,000,000)
Less: Committed Fund Balance Designated for Other Purposes	(25,842,931)	0
UNDESIGNATED TRANSFER TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	1,670,000	10,298,730
Plus Fiscal Year 2023 Estimated Revenues:		
Transfer Tax		
2023 Transfer Tax receipts	11,000,000	11,000,000
Other Revenue	500,000	0
Less Fiscal Year 2023 Estimated Expenditures	(2,700,000)	(15,300,000)
ESTIMATED TRANSFER TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2023	1,200,000	5,998,730

DEDICATED IMPACT FEE
STATEMENT OF ESTIMATED UNAPPROPRIATED FUND BALANCE

	BOARD OF EDUCATION
UNDESIGNATED IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2021	0
Plus Fiscal Year 2022 Estimated Impact Fee Revenues	3,500,000
Less Fiscal Year 2022 Estimated Expenditures	(3,500,000)
ESTIMATE IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2022	0
Plus Fiscal Year 2023 Estimated Revenues:	
Fiscal Year 2023 Impact Fee Revenues	3,500,000
Less Fiscal Year 2023 Estimated Expenditures	(3,500,000)
ESTIMATED IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT June 30, 2023	0

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 23 Budget Appropriation	Total Project Cost	Operating Budget Impact
GENERAL PROJECTS:			
Broadband Infrastructure This project will provide funding to expand the HMAN backbone and lateral dark fiber to allow an internet service provider to build infrastructure to provide internet service availability to under and unserved areas of the rural county.	25,000,000	25,000,000	Annual maintenance cost to HMAN backbone and laterals.
Courthouse Building Repairs Provides funding for repairs and renovations to the Courthouse building	0	10,034,900	Continued repair and renovation to the building will have a slight impact for maintenance (<$4,000)
Efficiency Capital Investment Projects This project will implement projects that will increase efficiency in county operations by reducing costs and improving the County's environmental footprint.	300,000	148,540	Efficiency projects have a potential cost savings on the operating budget by reducing expenditures such as energy costs, operational expenses, etc.
Fleet Replacement This project provides funds for replacement of essential vehicles and equipment that have become inefficient, unreliable or averaging high mileage.	3,000,000	30,540,000	Replacement of vehicles and equipment can create a cost savings in fuel, repair and maintenance by replacing inefficient pieces of fleet with modernized, efficient models.
PUBLIC SAFETY PROJECTS:			
HCSO Cell Site Simulator Replacement This project will replace existing digital receiver technology that is outdated and ineffective	600,000	600,000	Annual maintenance on the platform vehicle.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 23 Budget Appropriation	Total Project Cost	Operating Budget Impact
North Harford Station This project provides funding to construct an EMS station. This station will be staffed by county career based personnel and primarily serve the rural communities in northern Harford County.	0	4,700,000	Maintenance and staffing expenses funded within the operating budget
Mobile/Portable Radio System Upgrade This project will eliminate separate radio systems and create a countywide radio system to include law enforcement, public safety and public service.	1,100,000	8,865,000	Motorola contract will increase annually by 2% to 4%.
Multi-Agency Public Safety Mobile Command Center This project is to purchase a Mobile Command Vehicle to serve as a command post.	0	1,800,000	Internet connection fees, general maintenance and fuel expense.
Next-Gen 911 This project is to upgrade the outdated 911 system through Next General Technologies.	1,500,000	22,735,000	Temporary telephone service fee of approximately $420,000 annually to keep the old system in place during the migration period. Annual CAD maintenance will increase due to this upgrade.
Riverside Fire and EMS Station This project will construct a fire and EMS station that will house both volunteer and career based personnel.	3,200,000	7,000,000	Utility costs, internet connection and general maintenance expenses.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 23 Budget Appropriation	Total Project Cost	Operating Budget Impact
PARKS AND RECREATION PROJECTS:			
Athletic Field Improvements Construction of synthetic turf stadium field at Bel Air High School; and design of synthetic turf field for Field 13 at Cedar Lane Park.	3,000,000	38,050,000	Weekly maintenance, including field grooming.
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.	1,775,000	21,771,000	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 $169,650 per mowing season.
Trails and Linear Parks Design and construction of the connecting section of the Ma and Pa trail from Williams Street trailhead to Blake's Venture Park.	1,000,000	26,150,000	Weekly maintenance, including trail maintenance and trash collection.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 23 Budget Appropriation	Total Project Cost	Operating Budget Impact
HIGHWAYS PROJECTS:			
Streetlights This project provides for the upgrade of County owned streetlights.	50,000	300,000	The replacement of lighting fixtures to LED will result in monthly energy savings.
Efficiency Capital Investment Projects This project will implement projects that will increase efficiency in county ops by reducing costs and improving the County's environmental footprint.	25,000	405,000	Efficiency projects have a potential cost savings on the operating budget by reducing expenses such as energy costs, operational costs, etc.
Fleet Replacement This project provides funds for replacement of essential vehicles and equipment that have become inefficient, unreliable or averaging high mileage.	2,000,000	33,192,000	Replacement of vehicles and equipment can create a cost savings in fuel, repair and maintenance by replacing inefficient pieces of fleet with modernized, efficient models.

CAPITAL PROJECTS THAT IMPACT THE OPERATING BUDGET

Project Title/Description	FY 23 Budget Appropriation	Total Project Cost	Operating Budget Impact
WATER AND SEWER PROJECTS:			
Efficiency Capital Investment Projects This project will implement projects that will increase efficiency in county ops by reducing costs and improving the County's environmental footprint.	25,000	480,000	Efficiency projects have a potential cost savings on the operating budget by reducing expenses such as energy costs, operational costs, etc.
Fleet Replacement This project provides funds for replacement of essential vehicles and equipment that have become inefficient, unreliable or averaging high mileage.	1,600,000	14,072,000	Replacement of vehicles and equipment can create a cost savings in fuel, repair and maintenance by replacing inefficient pieces of fleet with modernized, efficient models.

Included in the capital budget are projects that have prior and current county bond funding. The county must take actions 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 23 Bond Funding	Estimated Annual Debt Service
GENERAL PROJECTS:			
Facilities Repair Program	$0	$5,000,000	$125,000
Harford County Metro Area Network	$16,200,000	$1,000,000	$405,000
HCSO Central Precinct & Training Academy	$1,000,000	$20,500,000	$537,500
. Site Acquisition	$25,007,761	$500,000	$637,694
Abingdon Library Window & HVAC Replacement	$589,000	$0	$14,725
Courthouse Building Repairs	$9,800,000	$0	$245,000
Facilities Repair Program	$29,148,308	$0	$582,966
Fleet Maintenance Facility	$16,126,000	$0	$403,150
Harford County Agricultural Research & Exposition Center	$2,250,000	$0	$56,250
Humane Society	$6,000,000	$0	$150,000
Underground & Aboveground Storage Tank Management	$739,000	$0	$18,475

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
WATERSHED MANAGEMENT PROJECTS:			
Bynum Run Watershed Restoration Improvements	$0	$800,000	$20,000
County Owned Watershed Restoration Improvements	$0	$3,200,000	$80,000
Riverside Area Watershed Restoration	$0	$1,200,000	$30,000
Watershed Restoration Assessment	$0	$1,200,000	$30,000
Watershed Restoration Improvements	$0	$1,750,000	$43,750
Wheel Creek Watershed Restoration	$1,950,000	$300,000	$56,250
Bynum Run @ St. Andrews Way Stream Restoration	$338,961	$0	$8,474
County Owned Watershed Restoration Improvements	$12,500,000	$0	$312,500
Joppatowne Area Watershed Restoration	$2,950,000	$0	$73,750
Middle Bynum Run Watershed Restoration Improve.	$650,000	$0	$16,250
Plumtree Run Watershed Restoration	$5,150,000	$0	$128,750
Riverside Area Watershed Restoration	$2,220,000	$0	$55,500

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
WATERSHED MANAGEMENT PROJECTS (CONT.)			
Sams Branch Watershed Restoration	$1,170,000	$0	$29,250
Sunnyview Stream Restoration	$2,661,039	$0	$66,526
Upper Bynum Run Watershed Restoration Improvements	$2,200,000	$0	$55,000
Watershed Restoration Assessment	$6,950,000	$0	$173,750
Watershed Restoration Improvements	$4,150,000	$0	$103,750
Watershed Restoration Maintenance	$160,000	$0	$4,000
PUBLIC SAFETY PROJECTS			
HCDC Facility Repairs/Upgrades	$0	$2,040,000	$51,000
Mobile/Portable Radio System Upgrade	$7,115,000	$1,100,000	$205,375
Riverside Fire and EMS Station	$3,800,000	$3,200,000	$175,000
Emergency Operations Center Complex	$32,661,500	$0	$816,538
Multi-Agency Public Safety Mobile Command Center	$1,800,000	$0	$45,000
North Harford Station	$4,700,000	$0	$117,500

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
HARFORD COMMUNITY COLLEGE PROJECTS			
Chesapeake Welcome Center	$2,747,425	$14,230,000	$424,436
Edgewood Hall Renovation & Expansion	$3,464,575	$0	$86,614
Fallston Hall Renovations	$3,464,575	$0	$86,614
HARFORD COUNTY PUBLIC LIBRARIES PROJECTS			
Bel Air Library Renovations	$0	$800,000	$20,000
Havre de Grace Renovations	$6,720,000	$0	$168,000
BOARD OF EDUCATION PROJECTS:			
Athletic & Recreation Repairs and Improvements	$312,299	$0	$7,807
Bakerfield Elementary School	$0	$625,000	$15,625
Educational Facility Program	$2,640,576	$3,385,000	$150,639
Fleet Replacement	$16,159	$0	$404
HCPS Facilities Repair Program	$904,148	$0	$22,604
HCPS Site Improvements	$1,380,000	$0	$34,500
Harford Technical HS Limited Renovation Project	$0	$10,000,000	$250,000

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
BOARD OF EDUCATION PROJECTS (cont.):			
Homestead Wakefield Elementary Major Project	$6,000,000	$22,175,000	$704,375
Life, Health, Safety and Compliance Measures	$2,267,000	$3,465,000	$143,300
Major HVAC	$1,491,414	$0	$37,298
Meadowvale Elementary School	$0	$430,000	$10,750
Roof Replacement - Bakerfield Elementary School	$0	$930,000	$23,250
Roof Replacement - Bel Air Middle School	$1,693,475	$0	$42,337
Roof Replacement - Hickory Elementary School	$801,365	$0	$16,068
Swan Creek HVAC Upgrades	$0	$1,665,000	$41,625
Abingdon Elementary School Central Plant	$1,247,000	$0	$31,175
Center for Educational Opportunity - HVAC	$2,200,000	$0	$55,000
Havre de Grace Middle/High School Replacement	$77,474,000	$0	$1,936,850
North Bend Elementary School Central Plant & Fire Alarm	$1,054,500	$0	$26,363
Roof Replacement - Aberdeen Middle School	$1,477,702	$0	$36,943
Roof Replacement - Center for Educational Opportunity	$1,850,000	$0	$46,250
Roye Williams HVAC Systemic Renovation	$6,743,000	$0	$168,575
Youth's Benefit Elementary School Replacement	$38,611,866	$0	$965,297

Project Title	Prior Bond Appropriation	FY 22 Bond Funding	Estimated Annual Debt Service
SOLID WASTE PROJECTS:			
Solid Waste Facilities Repair Program	$1,500,000	$0	$37,500
HWDC Compost Area Facilities	$484,088	$0	$12,102
Tollgate Yard Trim Recycling Center	$449,314	$0	$11,233
TOTAL ESTIMATED ANNUAL DEBT SERVICE - GENERAL FUND			**$11,471,087**
PARKS AND RECREATION PROJECTS:			
Athletic Field Improvements	$20,400,000	$2,500,000	$572,500
Churchville Complex Development	$7,176,830	$0	$179,421
Jarrettsville Recreation Complex/Center	$200,000	$4,000,000	$105,000
Joppa/Joppatowne Youth/Senior Center	$0	$500,000	$12,500
P&R Facility Development and Renovations	$0	$1,250,000	$31,250
Trails and Linear Parks	$4,000,000	$1,000,000	$125,000
Enlarged Gymnasiums & Joint Facilities	$1,200,000	$0	$33,480
Schucks Road Regional Complex	$2,530,000	$0	$63,250
Aberdeen Activity Center	$9,000,000	$0	$225,000
TOTAL ESTIMATED ANNUAL DEBT SERVICE - PARKS AND RECREATION			**$1,347,401**

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
HIGHWAYS PROJECTS:			
Abingdon Road Bridge #169 over CSX	$930,000	$500,000	$35,750
Ayres Chapel Road Bridge #116	$0	$400,000	$10,000
Bridge Culvert Rehabilitation	$850,000	$1,200,000	$51,250
Boggs Road Bridge #66	$300,000	$100,000	$10,000
Deep Run Road Bridge #152	$300,000	$50,000	$8,750
Glen Cove Road Bridge #155	$1,225,912	$250,000	$36,898
Glenville Road Bridge #30	$60,000	$70,000	$3,250
Grier Nursery Road Bridge #43	$60,000	$80,000	$3,500
Scarboro Road Bridge #140	$350,000	$25,000	$9,375
Stafford Road Bridge #24	$765,000	$70,000	$20,875
Stafford Road Bridge #162	$0	$80,000	$2,000
Trappe Church Road Bridge #161	$100,000	$40,000	$3,500
Hookers Mill Road Bridge #113	$160,000	$0	$4,000
Madonna Road Bridge #113	$160,000	$0	$4,000

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
HIGHWAYS PROJECTS:			
Chestnut Hill Bridge #40	$508,000	$0	$12,700
Johnson Mill Road Bridge #45	$1,450,000	$0	$36,250
Phillips Mill Road Bridge #70	$750,000	$0	$18,750
Curb, Sidewalks, and Handicap Ramp Replacement	$0	$400,000	$10,000
Intersection Improvements	$1,235,000	$400,000	$30,875
Stormdrain Rehabilitation	$0	$200,000	$5,000
Trimble Road (Joppa Road to Garnett Road)	$0	$50,000	$1,250
Woodley Road Extension to MD 715	$2,250,000	$5,000,000	$181,250
Tollgate Road/Vale Road Corridor	$200,000	$0	$5,000
Moores Mill Road	$6,730,975	$0	$168,274
Spesutia Road Reconstruction/Upgrade	$5,250,000	$0	$131,250
Tollgate Road (West Ring Factory Rd to Plumtree Rd)	$4,280,000	$0	$107,000
Washington Court Access Road	$2,150,000	$0	$53,750
Highways Facilities Repair Program	$420,000	$0	$10,500

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
Norrisville Highways Facility	$1,500,000	$2,700,000	$105,000
Fleet Maintenance Facility	$7,246,000	$0	$181,150
TOTAL ESTIMATED ANNUAL DEBT SERVICE - HIGHWAYS FUND:			**$1,261,147**
WATER & SEWER PROJECTS:			
Abingdon WTP Switch Gear/Generator Upgrade	$4,150,000	$1,000,000	$128,750
Central W&S Laboratory	$85,000	$0	$2,125
Oak Grove Booster Station (Ridgeley's Reserve)	$330,000	$0	$8,250
Renewal and Replacement Water Infrastructure	$1,600,000	$500,000	$52,500
City of Baltimore - Deer Creek PS and Valve Improvements	$5,200,000	$0	$130,000
Perryman Wellfield Improvements	$150,000	$0	$3,750
US 40 Water Main Replacement	$600,000	$0	$15,000
Abingdon Road Water	$3,271,540	$0	$81,789
Abingdon Water Treatment Plant pH Control System	$250,000	$0	$6,250

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
WATER & SEWER PROJECTS (cont.)			
City of Baltimore Raw Water Supply	$1,300,000	$0	$32,500
Havre de Grace Water Treatment Plant Upgrade	$1,150,000	$0	$28,750
Magnolia Booster Station	$1,450,000	$0	$36,250
Replacement of Water Booster Station (SCADA)	$1,950,000	$0	$48,750
US 40 and Rt. 159 SHA Water Relocation	$3,900,000	$0	$97,500
Brentwood Park Pumping Station Improvements	$1,522,045	$0	$38,051
Oaklyn Manor/Joppa Area Sewer Relief	$732,955	0	$18,324
Sod Run Facility Improvements	$7,173,542	$6,500,000	$341,839
Sod Run WWTP Ultraviolet Disinfection Project	$4,000,000	$2,500,000	$80,000
Edgewood Interceptor Sewer Parallel	$650,000	$0	$16,250
Bill Bass PS FM Replacement	$700,020	$0	$17,501
Bio Solids Facilities Enhancements	$19,300,000	$0	$482,500

Project Title	Prior Bond Appropriation	FY 23 Bond Funding	Estimated Annual Debt Service
WATER & SEWER PROJECTS (cont.):			
Bush Creek Pumping Station	$26,500,000	$0	$662,500
Fallston Area Sewer	$3,800,000	$0	$95,000
Hickory Sewer Infrastructure Project	$3,000,000	$0	$75,000
Lower Bynum Run Interceptor Phase 6&7	$8,647,154	$0	$216,179
Magnolia Sewer Petition	$85,000	$0	$2,125
Woodbridge Sewer Petition	$385,000	$0	$9,625
Fleet Maintenance Facility	$1,420,000	$0	$35,500
TOTAL ESTIMATED ANNUAL DEBT SERVICE - WATER AND SEWER FUND:			**$2,793,808**

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 2022-2023 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 2022-2023, Harford County plans to participate in over 60 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 (Office of Drug Control Policy) - Anticipated FY 23 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			7/1/22 -6/30/23	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.		$221,000			7/1/22 -6/30/23	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				7/1/22 - 6/30/23	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.		$136,400			7/1/22 -6/30/23	Recurring
	TOTALS:	**$88,679**	**$481,166**	**$0**	**$0**		

Department of Community Services (Director of Community Services) - Anticipated FY 23 Grants							
		Source of Anticipated Funding					Recurring or One Time
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	
MACRO Performance Grant	Grant provides quality, free alternative dispute resolution services to the citizens of Harford County.		$65,000		$30,000	7/1/22-6/30/23	Recurring
MACRO Conflict Resolution	Grant provides a cost effective, meaningful community based response to juvenile crime by empowering the community of people affected by an incident, including victims, offenders, supporters, to collectively resolve the case themselves. Young offenders are held accountable for their actions, victims are made whole and the community benefits.		$20,000			7/1/22-6/30/23	Recurring
Local Management Board	Program funding for Local Management Board		$661,994			7/1/22 - 6/30/23	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.		**$15,000**			7/1/22-6/30/23	Recurring
	TOTALS:	**$0**	**$756,994**	**$40,000**	**$30,000**		

Department of Community Services (Office on Aging) - Anticipated FY 23 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.		$207,781			7/1/22 6/30/23	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 Caregivers support and services.	$880,808			$350,171	10/1/22 9/30/24	Recurring
Senior Medicare Patrol - Health Care Fraud Program Expansion	Grant funds promote awareness of Medicare and Medicaid healthcare fraud, waste and abuse.		$8,085		$7,250	6/1/22 5/31//23	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.		$21,513		$19,844	4/1/22 -3/31/23	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.	$9,774				9/1/22 8/31/23	Recurring
Senior Care Contracts	This grant provides funding for a variety of services to people over the age of 60.		$307,396		$77,500	7/1/22 6/30/23	Recurring
Senior Assisted Living Group Home Subsidy	To provide subsidies to assist low income seniors to reside in residential assisted living programs.		$222,725			7/1/22 6/30/23	
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.		$17,589			7/1/22 6/30/23	Recurring
	TOTALS:	**$890,582**	**$785,089**	**$0**	**$454,765**		

Department of Emergency Services - Anticipated FY 23 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	10/1/22 - 6/30/23	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.	142,382				9/1/22 - 6/30/23	Recurring
Exelon Nuclear Emergency Planning	Funds are designated as corporate/business revenue to pay toward the Emergency Planner Position			50,000		1/1/22 - 12/31/23	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.	440,350				9/1/221 - 6/30/24	Recurring
Senator Amoss Grant	Funding is for the local Volunteer Fire Companies and the 3 Municipalities for their local Fire Companies	572,739				7/1/22 - 6/30/23	Recurring
Hazardous Materials Emergency Preparedness Grant Program	Grant monies provide for much needed training for the Harford County Hazmat team.	7,132			1,783	10/1/22 - 9/30/23	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.		15,000		24,000	12/1/22 - 5/11/23	Recurring
	TOTALS:	**1,293,055**	**15,000**	**50,000**	**156,235**		

Office of State's Attorney - Anticipated Funding FY 23 Grants							
		Source of Anticipated Funding					
TITLE OF GRANT	GRANT PURPOSE	Federal	State	Other	County Match	Grant Dates	Recurring or One Time
Technology Facilitated Crimes Against Children Support	Technology and equipment upgrades and training to improve the investigation and prosecution of internet crimes against children.		45,000			7/1/22 6/30/23	Recurring
Child Advocacy Center Investigative Enhancement	Secure products and services to improve investigation of child abuse and exploitation crimes, better present evidence in the courtroom, and raise awareness of child abuse prevention.		12,500			7/1/22 6/30/23	
MCIN Harford County	The project will develop timely and accurate intelligence with the goal of dismantling organized criminal activity throughout Harford County. Grant funds provide salaries, overtime for law enforcement, training and equipment.		400,000			7/1/22 6/30/23	Recurring
	TOTALS:	**0**	**57,500**		**0**		

Circuit Court for Harford County - Anticipated FY 23 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.		$680,397		$10,000	7/1/21-6/30/22	Recurring
CASA	This grant focuses on representing the best interest of abused, neglected and dependent children in Court proceedings.		$80,000			7/1/21-6/30/22	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.		$527,037	$60,200		10/1/21-9/30/22	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	10/1/21-9/30/22	Recurring
	TOTALS:	**$69,741**	**$1,287,434**	**$60,200**	**$27,435**		

Department of Parks & Recreation - Anticipated FY 23 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				7/1/22 6/30/23	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.		$13,000			7/1/22 -6/30/23	Recurring
Therapeutic Recreation Summer Camps	This grant provides therapeutic recreation to Harford County participants (ages 3-21) with varying disabilities throughout the summer.		$47,796	$28,348	$44,038	7/1/22 6/30/23	Recurring
	TOTALS:	**$133,182**	**$60,796**	**$28,348**	**$44,038**		

Department of Planning & Zoning - Anticipated FY 23 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.		$40,000		$10,000	7/1/22-6/30/23	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.		$5,165,148			11/1/22-10/31/23	One Time
Certified Local Government Project Grant	Grant provides additional funds to hire a consultant to develop Historic Preservation Design Guidelines		$10,000			7/1/22-6/30/23	One Time
Maryland Kim Lamphier Bikeways Networks Program	This will be a preliminary study for the design of bicycle connections to Harford Community College from Bel Air using bike lanes sidewalks and a multi use path.		$78,137		$25,534		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.		$6,000			7/1/22-6/30/23	Recurring
	TOTALS:	**$61,920**	**$5,299,285**	**$0**	**$ 15,480**		

Harford County Sheriff's Office - Anticipated FY 23 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.	$443,222			$253,696	10/1/22 -9/30/23	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.	$58,000				10/21/22 -9/30/23	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				10/1/22 9/30/23	Recurring
Harford County Sheriff's Office Traffic Safety	Provides overtime for law enforcement deputies to perform traffic safety enforcement.	$30,000				10/1/22 -6/30/23	Recurring
STOP THIEF Grant	This grant will fund the purchase of additional license plate reader which will enhance pro-active auto theft details and community awareness.		$20,000			7/1/22 6/30/23	
SRO/Adequate Coverage Grant	This grant will enable the Harford County Sheriff's Office to hire three new deputies. This hiring will make it possible for the Sheriff's Office to then place three experienced deputies with the requisite training into the School Policing Unit without negatively impacting the agency's already limited manpower. The additional deputies added to the School Policing Unit will be assigned to a geographic region and be responsible for the elementary schools in that area.		$380,818			7/1/22 -6/30/23	

Harford County Sheriff's Office - Anticipated FY 23 Grants							
State Criminal Alien Assistance Program (SCAAP)	This grant provides federal funding to localities that incurred correctional costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law and have been incarcerated for at least four consecutive days during the reporting period. These funds are used to pay overtime and related FICA for correctional officers to fill in when there is a staff shortage.	$119,876				7/1/22 --6/30/23	
BJAG Local Solicitation Grant	This funding will be utilized to obtain equipment necessary for Patrol and the Traffic unit to engage in speed enforcement.	$26,389				10/1/22 9/30/23	
Tobacco Sales Enforcement Program	Undercover operators work with the county to enforce underage tobacco laws.	$14,000				7/1/22 -6/30/23	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.		$29,009			7/1/22 -6/30/23	Recurring
	TOTALS:	**$509,639**	**$149,430**	**$0**	**$253,696**		

Office of Community and Economic Development (Housing Services) Anticipated FY 23 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.	$8,000,000				1/1/22 - 12/31/23	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.	$45,000				10/1/22- 9/30/23	Recurring
Maryland Housing Counseling	Grant funds will provide funding to professional housing counselors who offer counseling services to eligible home buyers, homeowners and tenants.		$40,000			1/1/23 - 12/31/24	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.	$36,000				1/1/22 - 12/31/23	Recurring
Housing Opportunities for People with AIDS	This grant provides funds for subsidized housing to individuals/ families with specific disabilities.	$204,000				7/1/22 -6/30/23	Recurring
Housing Choice Voucher Admin	This grant provides for the administration costs associated with providing subsidized rental housing to eligible families.	$800,000				1/1/22 - 12/31/23	Recurring

Office of Economic Development (Harford Transit) - Anticipated FY 23 Grants							
Community Development Block Grant	Grant funds benefit low to moderate income population eliminating slum and blight, and meets urgent community development needs.	$1,138,895				7/1/22 - 6/30/23	Recurring
Comprehensive Counseling Grant	Grant helps to fund housing counseling services.	$43,000				7/1/22 - 6/30/23	
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.	$530,000	`		$125,795	7/1/22 6/30/23	Recurring
TOTALS	**TOTALS:**	**$10,796,895**	**$40,000**	**$0**	**$125,795**		

Office of Economic Development (Harford Transit) - Anticipated FY 23 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.	$2,957,067		$ 301,330	$2,013,253	7/1/22 6/30/23	Recurring
Special Statewide Transportation Assistance Program	To provide curb-to-curb transportation services for the elderly population & persons with disabilities.		$170,371	$ 50,000	$1,236,191	7/1/22 -6/30/23	Recurring
MTA Preventive Maintenance & Capital Equipment	To provide funds to purchase or replace vehicles, cover cost of preventive maintenance on vehicles and other equipment.	$1,470,500			$259,500	7/1/22 6/30/23	Recurring
5307 Capital Assistance	Capital assistance to fund Preventative Maintenance and Maintenance Truck	$740,000			$92,500	7/1/22 6/30/23	Recurring
	TOTALS:	**$5,167,567**	**$170,371**	**$351,330**	**$3,601,444**		

Office of Economic Development (Susquehanna Workforce Network) - Anticipated FY 23 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.		$1,823,287			7/1/22 -6/30/23	Recurring
	TOTALS:	**$0**	**$1,823,287**	**$0**	**$0**		

SELF INSURANCE FUND
FISCAL YEAR 2023

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 2019 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, 2021		20,722,487
Investment Income	25,000	
Insurance Recoveries	200,000	
Revenues from Agencies and Reimbursements	34,868,666	
Total Estimated Revenues		35,093,666
Expenses for Claims, Excess Coverages, Claims Management and Other Expenditures	(35,093,666)	
Total Estimated Expenditures		(35,093,666)
Estimated Net Position - June 30, 2022		20,722,487

Fiscal Year 2022-2023

Investment Income	6,000	
Insurance Recoveries	180,000	
Revenues from Agencies and Reimbursements	37,596,917	
Total Estimated Revenues		37,782,917
Claims and Expenditures	(37,782,917)	
Total Estimated Expenditures		(37,782,917)
Estimated Net Position June 30, 2023		20,722,487

VOLUNTEER FIREMEN'S PENSION TRUST (LOSAP) FUND
LOSAP - LENGTH OF SERVICE AWARD PROGRAM
FISCAL YEAR 2023

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, 2021		40,074,837
Estimated Revenues:		
County Contributions	1,877,503	
Investment Income	2,592,497	
Total Estimated Revenues		4,470,000
Estimated Expenses:		
Pension Payments	(2,400,000)	
Actuarial & Investment Services	(140,000)	
Death Benefits	(50,000)	
Total Estimated Expenditures		(2,590,000)
Estimated Net Position Held In Trust for Pension Benefits - June 30, 2022		41,954,837
Fiscal Year 2022-2023		
Estimated Revenues:		
County Contributions	2,777,628	
Investment Income	2,789,732	
Total Estimated Revenues		5,567,360
Estimated Expenditures:		
Pension Payments	(2,400,000)	
Actuarial & Investment Services	(140,000)	
Death Benefits	(60,000)	
Unfunded Liability	(2,967,360)	
Total Estimated Expenditures		(5,567,360)
Estimated Net Position Held In Trust for Pension Benefits - June 30, 2023		41,954,837

SHERIFF'S OFFICE PENSION PLAN
FISCAL YEAR 2023

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, 2021		84,863,575
Estimated Revenues:		
Employee Contributions	640,000	
County Contributions	2,829,085	
Investment Income	5,300,000	
Total Estimated Revenues		8,769,085
Estimated Expenses:		
Actuarial & Investment Services	(250,000)	
Medical & Legal Services	(10,000)	
Pension Payout	(3,550,000)	
Total Estimated Expenses		(3,810,000)
Estimated Net Position Held In Trust for Pension Benefits		
June 30, 2022		89,822,660
Fiscal Year 2022-2023		
Estimated Revenues:		
Investment Income	5,900,000	
Employee Contributions	849,828	
County Contributions	3,007,172	
Total Estimated Revenues		9,757,000
Estimated Expenditures:		
Actuarial & Investment Services	(370,000)	
Medical & Legal Services	(30,000)	
Pension Payout	(4,000,000)	
Unfunded Liability Contribution	(5,357,000)	
Total Estimated Expenditures		(9,757,000)
Estimated Net Position Held In Trust for Pension Benefits		
June 30, 2023		89,822,660

HARFORD COUNTY OTHER POST EMPLOYMENT BENEFITS PLAN TRUST FUND
FISCAL YEAR 2023

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, 2021		175,525,450
Estimated Revenues:		
Investment Income	10,600,000	
OPEB Retiree Payment	1,750,000	
County Contributions	11,798,000	
Total Estimated Revenues		24,148,000
Estimated Expenses:		
Financial/Audit	(375,000)	
OPEB Benefits	(12,385,000)	
Total Estimated Expenses		(12,760,000)
Estimated Net Position Held In Trust for OPEB June 30, 2022		186,913,450
Fiscal Year 2022-2023		
Estimated Revenues:		
Investment Income	12,200,000	
OPEB Retiree Payment	1,028,000	
County Contributions	4,983,000	
Total Estimated Revenues		18,211,000
Estimated Expenditures:		
Life Insurance Payments	(100,000)	
Health Insurance Payments	(10,356,000)	
Management Services	(25,000)	
Financial/Audit	(400,000)	
Unfunded Liability Contribution	(7,330,000)	
Total Estimated Expenditures		(18,211,000)
Estimated Net Position Held In Trust for OPEB June 30, 2023		186,913,450

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.

COMPONENT UNIT
A legally separate organization for which the elected officials of the primary government are financially accountable.

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

HCPS
Harford County Public Schools

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

GLOSSARY

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