



HARFORD COUNTY

OPERATING BUDGET



APPROVED
FISCAL YEAR 2025

ROBERT G. CASSILLY, COUNTY EXECUTIVE

HARFORD COUNTY, MARYLAND
APPROVED ANNUAL OPERATING BUDGET
FISCAL YEAR 2024-2025



ROBERT G. CASSILLY, COUNTY EXECUTIVE

Director of Administration
Robert McCord

Office of Budget and Management
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Ben Lloyd, Senior Budget Analyst
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Christen Sullivan, Senior Budget Analyst
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Treasurer

Robert Sandlass

HARFORD COUNTY COUNCIL

Council President

Patrick S. Vincenti

Dion F. Guthrie - District A

Aaron D. Penman - District B

Tony "G" Giangliordano - District C

James Reilly - District D

Jessica Boyle-Tsottles - District E

Jacob Bennett - District F

Harford County Government
Office of Budget and Management
220 South Main Street, Bel Air, MD 21014
410.638.3129
July, 2024

Harford County Government



**County Executive
Robert G. Cassilly**

Harford County Council



Council President
Patrick S. Vincenti



District A
Dion Guthrie



District B
Aaron Penman



District C
Tony "G"
Giangiordano



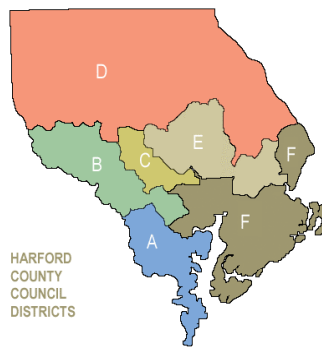
District D
James Reilly



District E
Jessica
Boyle-Tsottles



District F
Jacob Bennett



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 Route 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.

“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 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 Risk 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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Harford County
Maryland**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morill

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, 2024.

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.

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ANNUAL APPROVED OPERATING BUDGET
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ROBERT G. CASSILLY

Harford County Executive

June 13, 2024

Coming into office last year, we faced a very troubling financial picture. Excessive spending by the prior administration had been financed with \$90M from our savings. We responded with a fiscally responsible budget that met intense opposition from those determined to continue irresponsible and unsustainable spending above levels recommended by the Harford County Spending Affordability Committee and other independent financial advisors. Time has proven our critics very wrong. Our prudent fiscal policies have been vindicated and the continuation of those policies is essential to our county's long-term success.

A year later, we are once again undertaking the difficult yet necessary task of creating a county budget. We now face a new and unanticipated fiscal challenge. While last year our focus was on reducing excessive spending, this year our new challenge is a substantial reduction in tax revenue available to operate the state and county governments. The reasons for our state's current predicament are open to debate but the fact of the reduction in revenue is not.

At the state level, we must reconsider policies that have raised Maryland's minimum wage to the highest in the nation and placed us among the top five worst tax states in the nation. Such policies are a serious drag on our economy. At the same time, state spending mandates for the Blueprint education plan are straining local budgets statewide.

At the county level, our choices in responding to these challenges are clear. We can hold the line on spending and increase government efficiencies, or we can raise taxes. I do not support a tax increase. Our county's long-term fiscal success depends on retaining and attracting good businesses and taxpayers. Burdensome tax increases will do neither. They would produce short-term revenue gains, but at the expense of long-term fiscal strength.

Just as you all do, the government must live within its means and our budget for fiscal year 2025 continues on the path of fiscal responsibility and long-term financial health.

Overall, the approved \$780,108,000 general fund operating budget is relatively flat, with an increase of 1.5%, and no change in tax rates.

Areas where the budget is increased are offset by reductions and efficiencies elsewhere, including line-item cuts within county departments, leaving some open positions unfilled, and eliminating positions through a retirement incentive. A salary increase comprised of a 1% COLA and \$1,000 for county employees is funded through such measures.

We are still using our savings to supplement ongoing operations, but we are using less of it each year. The \$60 million structural deficit my administration faced coming into office is cut nearly in half in FY25. Our unassigned fund balance is proposed to be down to \$2.3M as of June 30, 2025.

Operating budget increases are mainly for public safety as we continue strengthening our emergency medical services, funding competitive salaries for law enforcement, and providing vital resources for the health department. The budget for information and communication technology increases due to the rising cost of software, which helps to improve overall operational efficiency.

Other notable changes in county departments reflect internal reorganizations that have a nominal or net-zero effect.

Major agencies that we help to fund - the public schools, libraries, and community college – have each accumulated reserves from prior years of taxpayer funding. They can use these funds and find efficiencies to pay for spending they believe is necessary above the amounts provided by this budget and by the state. Except for K-12 education, county operating funding for these agencies is flat in FY25.

At \$321,352,402, funding for Harford County Public Schools is by far the largest component of the county budget and far exceeds the maintenance of effort amount required by the state under the Blueprint. As we have been doing all year, we will continue working with the school system on ways to share and/or reduce costs so that savings can be directed to the classroom.

Major capital projects for schools include continued funding for the new Homestead Wakefield Elementary School; planning for a new combination elementary school/Harford Academy, which serves children with severe disabilities, and significant upgrades to Harford Technical High School.

Our other major capital projects include planning funds for a Joppatowne activity center and a 1,200+ acre waterfront park on the Oakington Peninsula between Aberdeen and Havre de Grace.

In closing, I would like to thank my budget team and all county employees for helping to create a responsible spending plan that meets our needs and does not demand more from Harford County taxpayers.

Very truly yours,



Robert G. Cassilly

Budget highlights appear below:

No increase in taxes

Triple AAA bond rating retained

Record level funding for public safety

1% COLA and step increase for law enforcement and corrections deputies

1% COLA and \$1,000 merit increase for eligible county government employees;
equivalent increases for State's Attorney and Circuit Court employees

Funding for 4 SRO's added to Sheriff's Office budget during FY 24 urgently needed for
schools in Aberdeen

Funding for 8 positions added to Department of Emergency Services
during FY 24 for an additional ambulance crew

Eliminated 11 positions in county departments through a retirement incentive

24 vacancies frozen for last quarter of FY 24 and only partial- or half-year funding for FY 25

Aside from public safety agencies, most departments held flat or funding was reduced for FY 25

Investments in Information and Communications Technology for software programs to support
efficiency in government agencies

Board of Education funding increases by \$6,500,000, far above required Maintenance of Effort level

Public Libraries and Harford Community College funding held flat for FY 25

Health Department funding increased by 5%, offset by increased fee revenue

Capital Projects

Sheriff's Office Body Worn Cameras, In-Car Cameras, and Mobile Data Terminal Replacement	\$1,554,000
Sheriffs Fleet Replacement	\$1,530,000
Riverside Fire & EMS Station - to complete construction	\$4,000,000
Whiteford VFC New Station - design funds	\$1,000,000
Mobile/Portable Radio System Upgrade	\$5,000,000
Homestead Wakefield ES Major Project	\$23,125,000
Harford Tech HS Limited Renovation Project	\$17,812,000
Aberdeen MS HVAC Systemic Renovation	\$17,087,475
Blueprint Facility Program	\$1,000,000

Athletic Fields	\$2,500,000
Regional Parks	\$2,000,000
Multipurpose Recreational Facilities	\$1,150,000
Joppatowne Community Center	\$1,000,000
Trails and Linear Parks	\$750,000
Equestrian Center Improvements	\$500,000
Highways:	
Abingdon Road Bridge over CSX	\$11,300,000
Resurfacing	\$9,525,000
Woodley Road Extension to MD 715	\$4,000,000
Bridge & Culvert Rehabilitation	\$1,750,000
Aldino Stepney/Gilbert Tar & Chip to Asphalt	\$1,310,000
Boggs Road Bridge	\$1,300,000
Stepney Road at Rt 7 Intersection Improvements	\$300,000
Bel Air S. Parkway at Blue Spruce Road Improvements	\$300,000
Grafton Shop at Rt 23 Intersection Improvements	\$150,000
Water & Sewer:	
Bush Creek Pumping Station	\$11,000,000
Sod Run Facility Improvements	\$1,400,000

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 2024 Budget. It describes issues used to formulate the Fiscal Year 2024 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 2024 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 2024 is listed in this section.

Benefits

This section provides a list of funds appropriated for Fiscal Year 2024 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 2024 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 2025 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 2024 - 2025*.

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 2025, 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 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.

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.

COUNTY BUDGET POLICIES AND PROCESS

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.

COUNTY BUDGET POLICIES AND PROCESS

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.

COUNTY BUDGET POLICIES AND PROCESS

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.

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.

COUNTY BUDGET POLICIES AND PROCESS

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.

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"

COUNTY BUDGET POLICIES AND PROCESS

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.

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“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,

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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

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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

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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

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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.

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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

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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.

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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.

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“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).

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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.

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

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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.

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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.

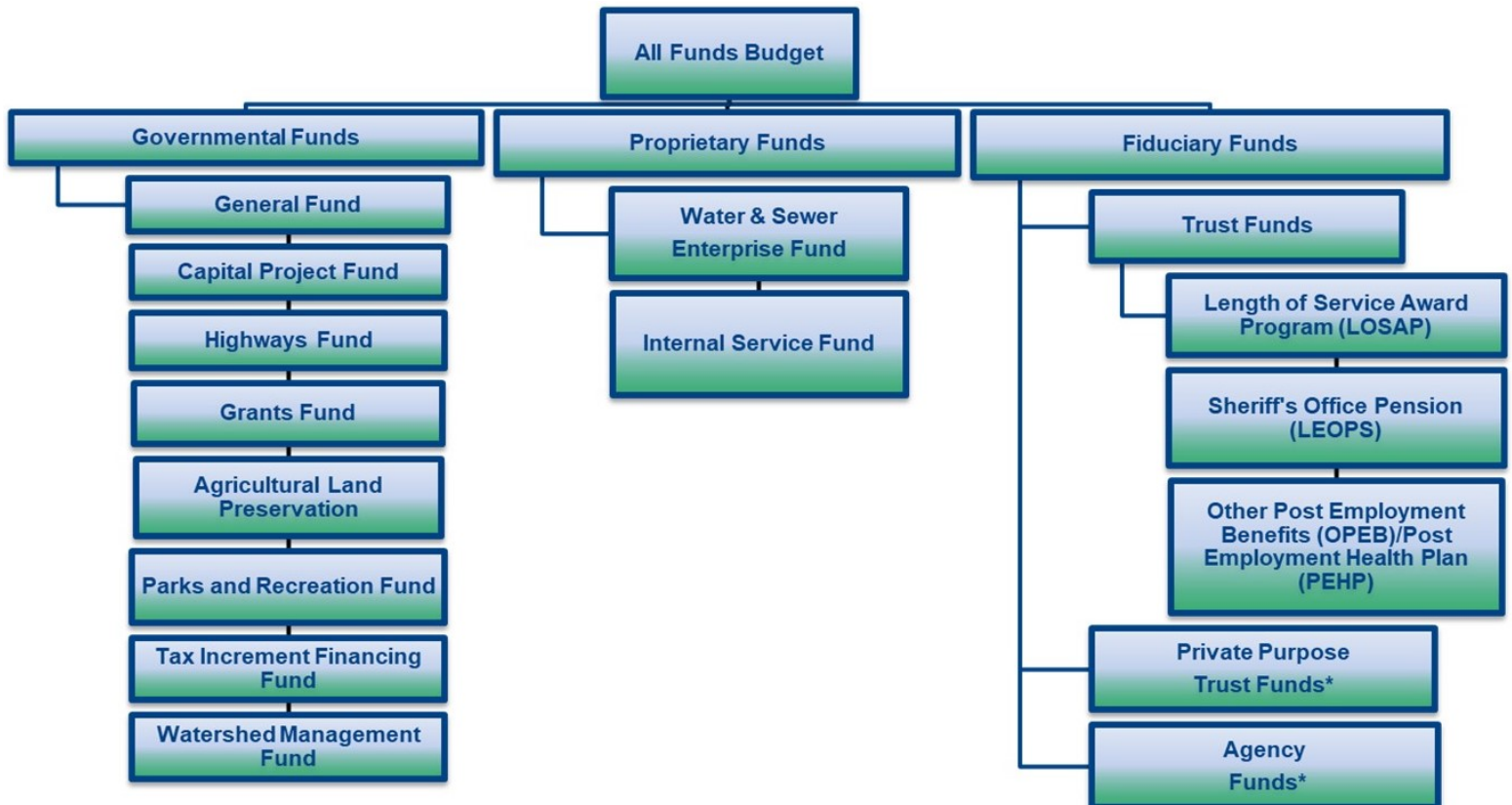
Enterprise Funds

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.



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

COUNTY BUDGET POLICIES AND PROCESS

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 BUDGET POLICIES AND PROCESS

- 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.

COUNTY BUDGET POLICIES AND PROCESS

- 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

COUNTY BUDGET POLICIES AND PROCESS

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

COUNTY BUDGET POLICIES AND PROCESS

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.

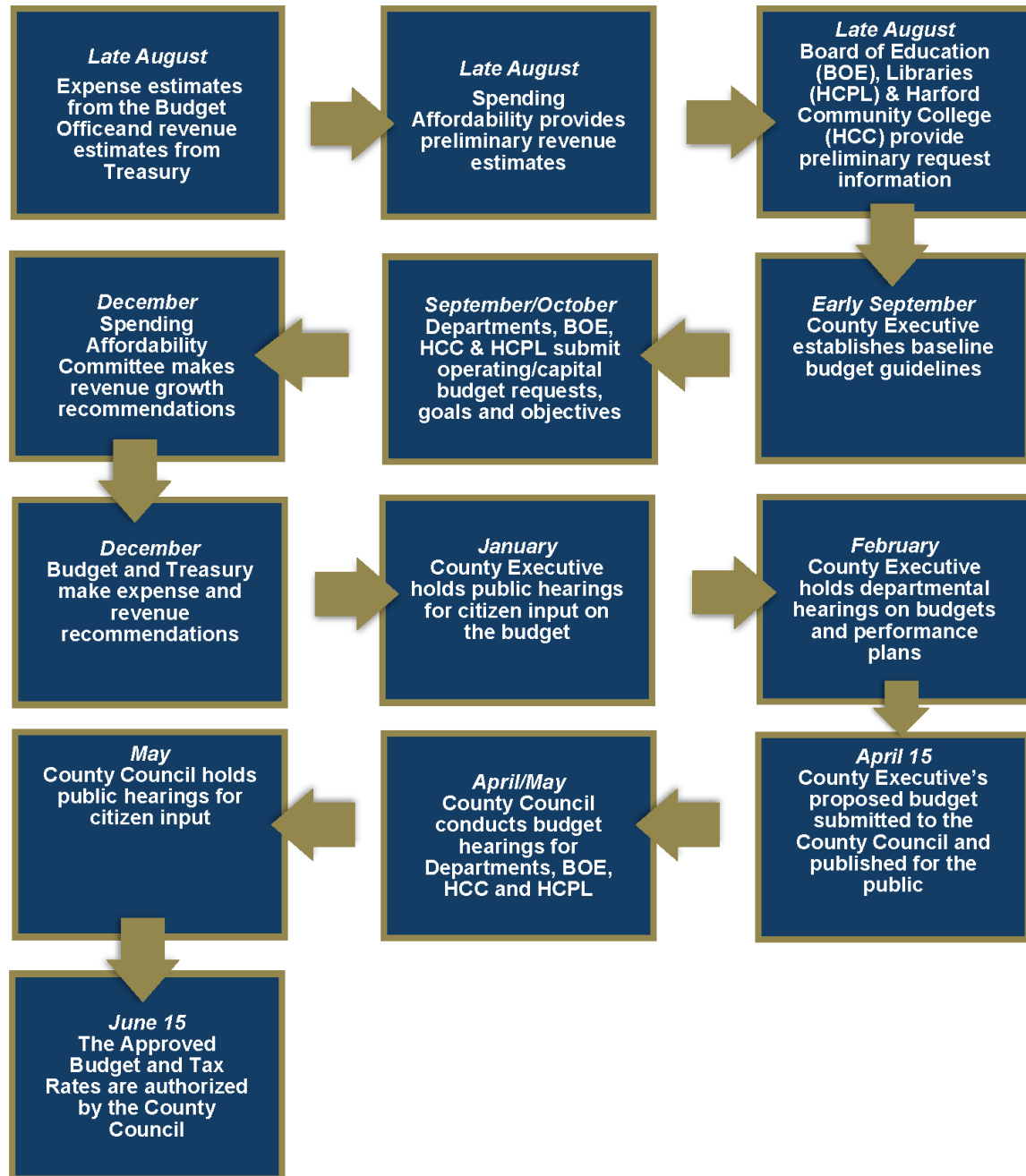
Incorporating the Strategic Plan - Harford County asks that every department and agency that receives County funding develop their own Mission Statement and Goals that support the County's overall Vision, Mission and Goals. In addition, these departments and agencies must establish short term objectives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

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

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.”

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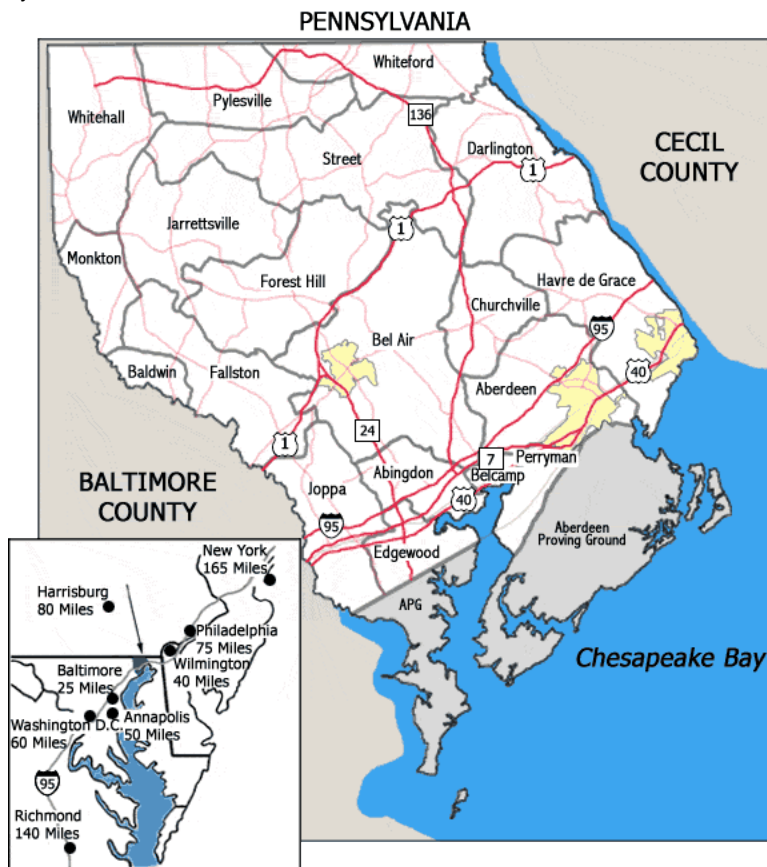
AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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.

AN OVERVIEW OF HARFORD COUNTY, 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.

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

- 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.

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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.

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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.

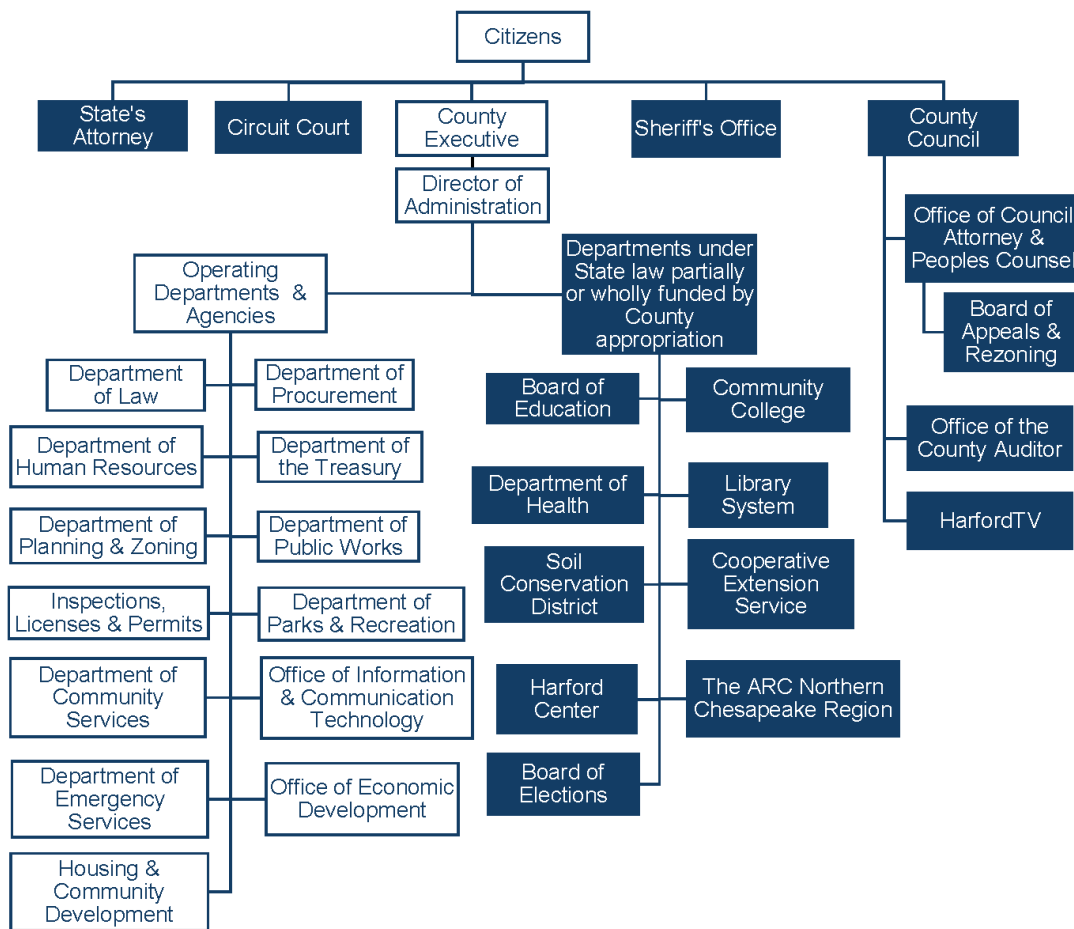
The following page depicts an overall organization chart for the County.

THE HARFORD COUNTY SEAL



AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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 appropriation under State Law.

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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:

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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.

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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,

AN OVERVIEW OF HARFORD COUNTY, MARYLAND

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 March 2023 for a \$50,000,000 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 2023 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.

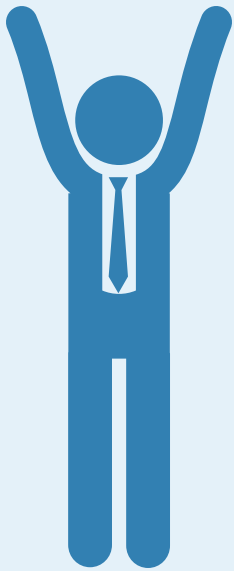


HARFORD COUNTY Economic Statistics Report

LAST UPDATED
May 17, 2024

Compiled by the Department of Economic Development

Labor Statistics



2.6% HARFORD COUNTY
Unemployment Rate 03/24

Source: MD DLLR

2.9% MARYLAND
Unemployment Rate 03/24

Source: MD DLLR

3.8% UNITED STATES
Unemployment Rate 03/24

Source: US BLS

68.9% In-Commute Jobs

31.1% Out-Commute Jobs

Source: ACS 2022 (Table S0801)

\$1,253

Harford County
Annual Average
Wage/Week - Q42022

Source: U.S. BLS

Harford County Demographic Profile

Source: United States Census Bureau 2022

Total
Population
263,867



\$98,495

2021 median
household income
32.7% higher than the
national level

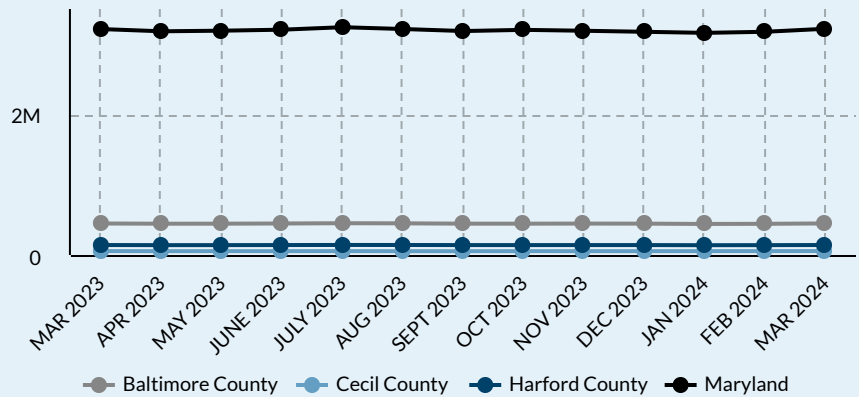
Per
Capita
Income
\$45K

Median
Age
40.8

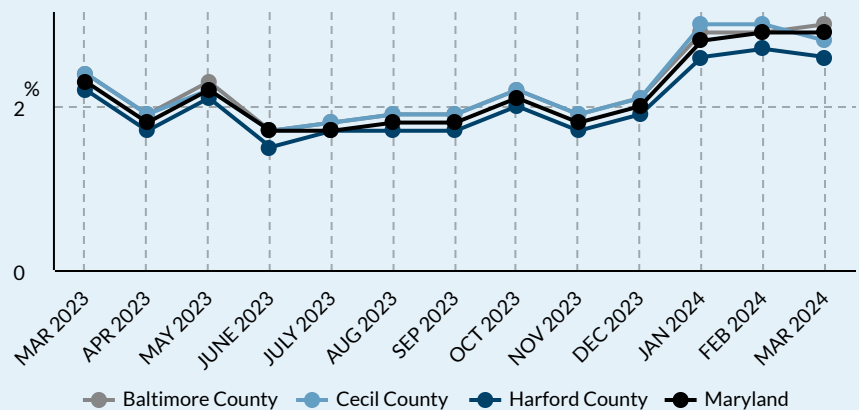
Population by Age Range

- Under 5: 5.3%
- 5 - 17: 22%
- 18 - 64: 55.2%
- Over 65: 17.5%

LABOR FORCE



UNEMPLOYMENT RATE



Class of Worker

- Employee of private company: 63.2%
- Self-employed in own business: 3.3%
- Private not-for-profit wage: 8.3%
- Local/State/Federal government: 21.1%
- Self-employed not in own business: 4.1%

INDUSTRY FOR CIVILIAN LABOR FORCE



Permitting Data

2023 Data Estimates

CAPITAL INVESTMENT
\$152M

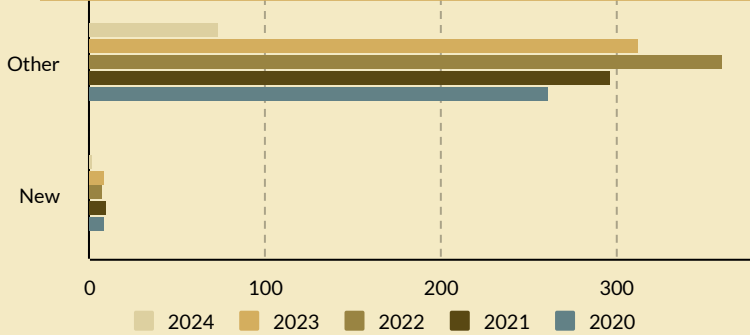
SQUARE FOOTAGE
1.4M

NEW JOBS
800

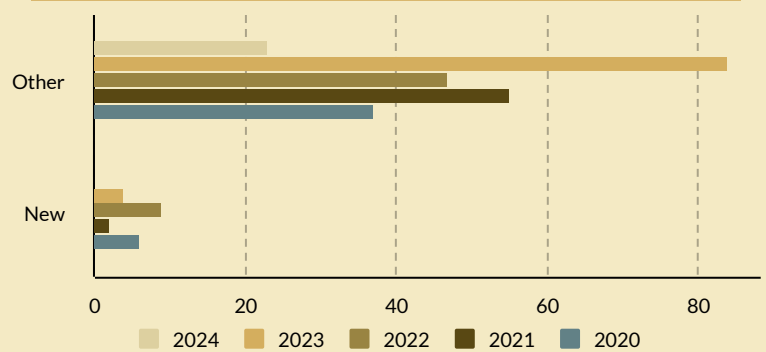
Please note: the Economic Development Office is dedicating time and resources to accuracy of this data set.

2020 - April 2024

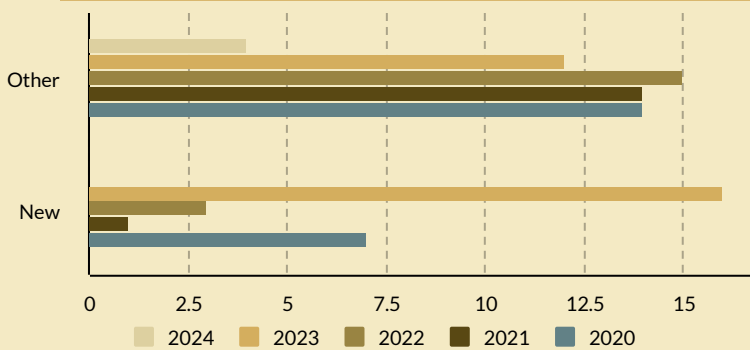
COMMERCIAL



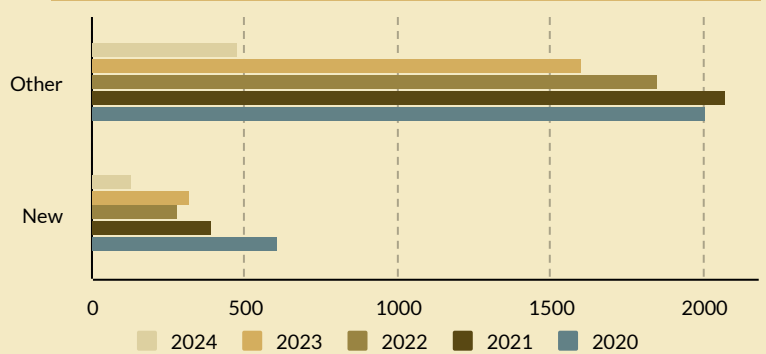
MANUFACTURED



MULTI-FAMILY



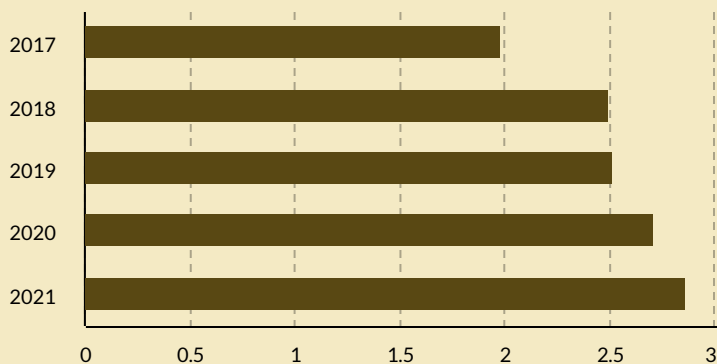
RESIDENTIAL



Ongoing Growth

RETAIL EXPENDITURES

IN BILLIONS OF DOLLARS



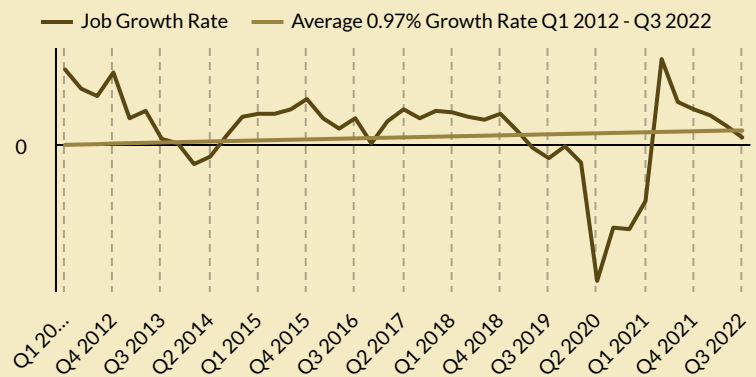
Harford County households spent an average of \$29,000 on retail goods in 2021, 23% above the national average.

Source: U.S. Bureau of Economic Analysis, ESRI DevLabs

Click or scan here to see our Fast Facts



JOB GROWTH RATE



Real Estate



RETAIL

Vacancy Rate **4.8%**

Rental Rate/Sq Ft **\$22.38**

Inventory Sq Ft **12.7M**



OFFICE

Vacancy Rate **12.7%**

Rental Rate/Sq Ft **\$23.65**

Inventory Sq Ft **5.9M**



INDUSTRIAL

Vacancy Rate **6.3%***

Rental Rate/Sq Ft **\$10.21**

Inventory Sq Ft **28.6M**

Source: CoStar Realty Information - as of May 2024

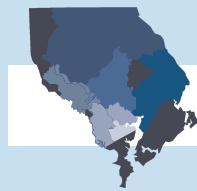
*Availability Rate: **8.8%**

It's important to note that "vacant" industrial space does not mean "available for rent", thus the above addendum.

QUESTIONS?

Contact Bonnie Barresi

**Economic Development
Business Development Associate**
bebarresi@harfordcountymd.gov
410-638-3059



Harford County - Residential

% CHANGE 1YR

Units Sold	225	▲10%
Median Sale Price	\$385,000	▲12%



Aberdeen, Belcamp, Havre de Grace

% CHANGE 1YR

Units Sold	65	▲8%
Median Sale Price	\$333,000	▲18%



Abingdon

% CHANGE 1YR

Units Sold	30	▲30%
Median Sale Price	\$330,500	▲11%



Bel Air

% CHANGE 1YR

Units Sold	52	<10%
Median Sale Price	\$499,500	▲17%



Edgewood

% CHANGE 1YR

Units Sold	19	▲%
Median Sale Price	\$260,000	▲16%



Fallston

% CHANGE 1YR

Units Sold	10	▲11%
Median Sale Price	\$504,500	<7%



Forest Hill, Jarrettsville, North

% CHANGE 1YR

Units Sold	25	<14%
Median Sale Price	\$480,000	<4%



Joppa

% CHANGE 1YR

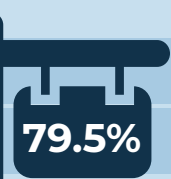
Units Sold	21	▲%
Median Sale Price	\$303,500	▲21%



**Median Gross Rent
in Harford County**

*\$130 less than
state median*

Source: U.S. Census Bureau, 2022



Homeownership Rate
12.2% more than state rate

83,648
Owner-Occupied

105,217
Housing Units

OTHER NEWS IN HARFORD COUNTY

Healthcare

*The University of Maryland Upper
Chesapeake Health Center in
Aberdeen opened on February 6.*

Defense Events

*Cybersecurity Maturity Model
Certification Event June 4, 2024*

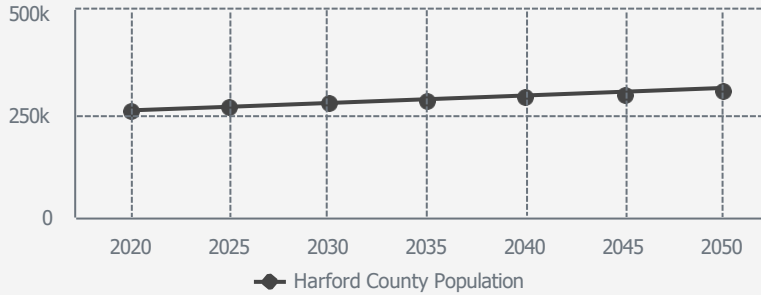
Business Navigation

*HCG has a new Business Navigator
to liaise between agencies to
resolve development issues.*

Projected Growth

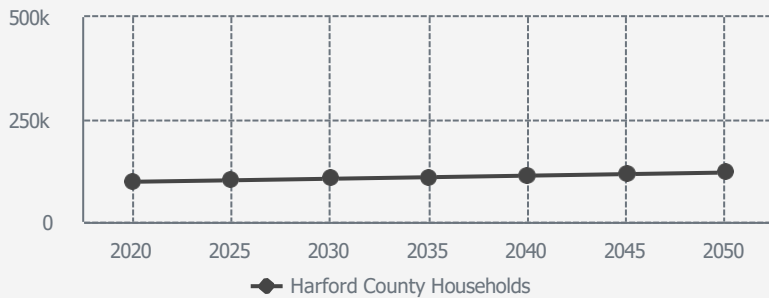
Source: Baltimore Metropolitan Council, 2020

PROJECTED POPULATION



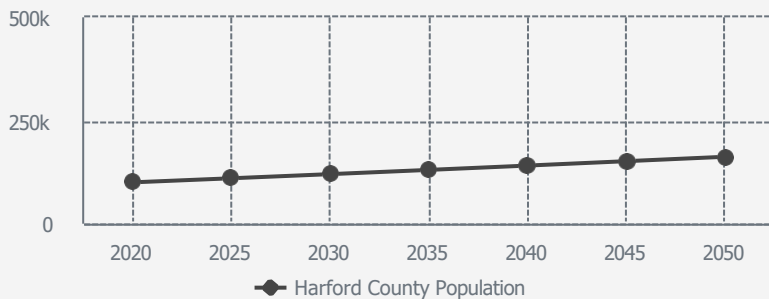
Source: Baltimore Metropolitan Council, 2020

PROJECTED HOUSEHOLDS



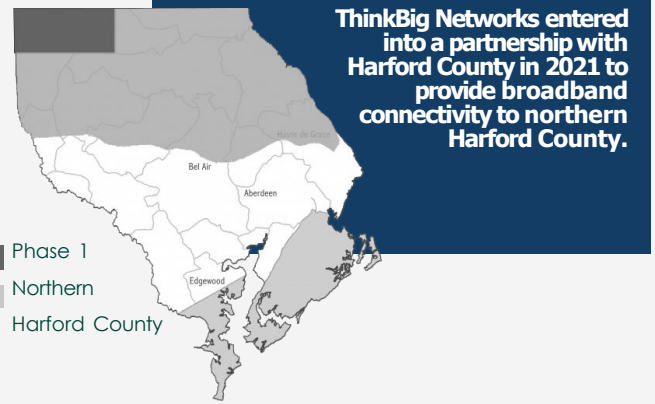
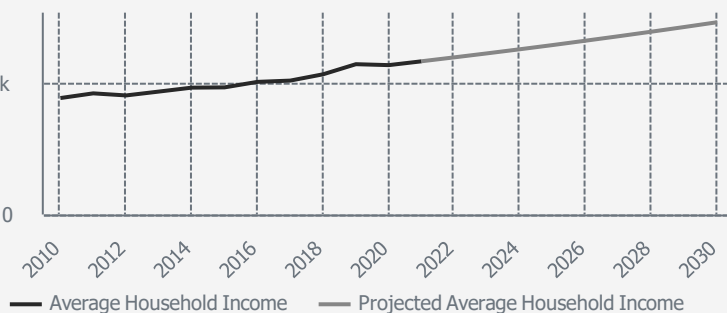
Source: Baltimore Metropolitan Council, 2020

PROJECTED EMPLOYMENT

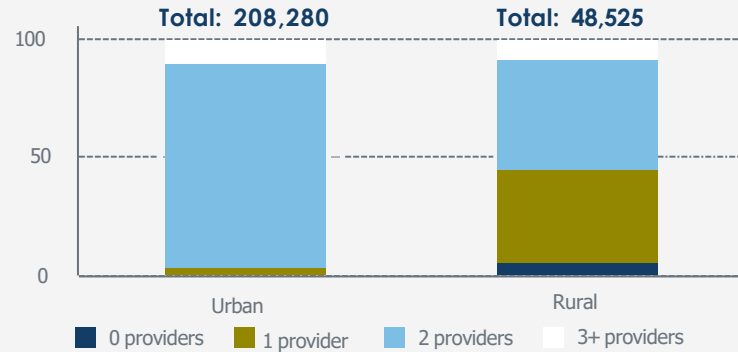


PROJECTED INCOME GROWTH

Source: U.S. Census Bureau
Assumes a 2.557% average increase based on data from 2010-2020



RESIDENTIAL BROADBAND



Source: <https://broadbandmap.fcc.gov/>

PARAMETERS

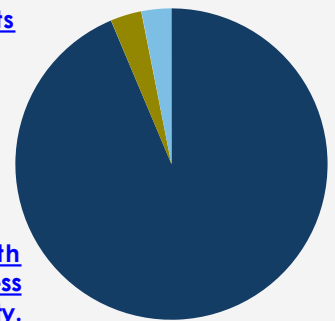
Technology: ADSL, Cable, Fiber, Fixed Wireless, Satellite, and Other
Speed: $\geq 100/10$ Mbps
Date: June 2021

More than 8,000 residents were without reliable internet in 2020.

With internet (93.68%)
Without internet (3.23%)
Without a computer (3.09%)



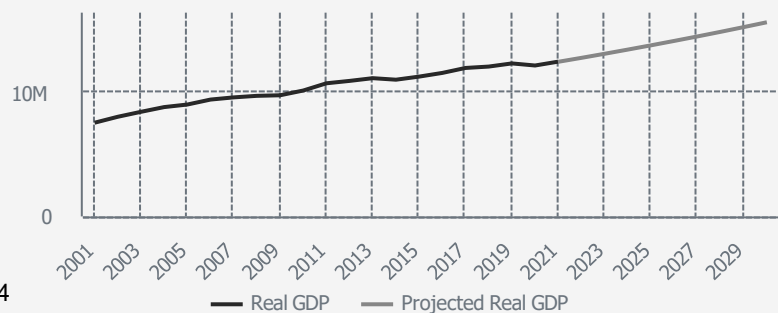
ThinkBig's work with the county will address that entire disparity.



Source: 2020 ACS 5-Year Estimates
Table B28008

PROJECTED GDP GROWTH

Source: Bureau of Economic Analysis
Assumes a 2.5525% average increase based on data from 2001-2020



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Harford County Vision, Mission, Goals and Objectives

Vision

Harford County Government serves with the highest levels of professionalism, collaboration, and innovation in public service.

Mission

To govern with integrity, competency, and efficiency, improving the quality of life for all Harford countians.

Goals and Objectives

- **Honest Government** - Doing what is right on behalf of the citizens we serve.
- **Fiscal Responsibility** - Managing taxpayer funds responsibly, efficiently, and effectively, governing within our means.
- **Strong Families** - Building and maintaining public infrastructure and facilities; promoting open space and protecting our environment.
- **Public Safety** - Preparing for emergencies, deploying first responders on-time to every part of our County, mitigating disasters, and supporting law enforcement.
- **Excellence in Education** - Investing in the classroom; focusing on student achievement; creating quality employment and intern opportunities.
- **Economic Prosperity** - Attracting and retaining high quality businesses and meaningful jobs.

Matrix of Primary County Goals by Department

The following table reflects which departments are responsible for supporting the FY 25 County goals. Please refer to the Budget details of each department to see specific goals and objectives.

	Honest Government	Fiscal Responsibility	Strong Families	Public Safety	Excellence in Education	Economic Prosperity
Administration		✓				
Procurement		✓				
Treasury		✓				
Law		✓				
Planning & Zoning	✓		✓			
Human Resources					✓	
Housing & Community Services	✓	✓	✓		✓	
ICT		✓	✓			
Emergency Services		✓		✓	✓	
Inspections, Licenses, Permits			✓		✓	
Public Works		✓	✓		✓	
Parks & Recreation		✓	✓			
Economic Development			✓			✓



Harford County Department of Administration Budget & Management FY 2025 Performance Measure Report

Vision : Harford County Government serves with the highest levels of professionalism, collaboration, and innovation in public service.

Mission : To govern with integrity, competency, and efficiency, improving the quality of life for all Harford countians

Alignment to Countywide Strategic Goals

Honest Government - Doing what is right on behalf of the citizens we serve.

Fiscal Responsibility - Managing taxpayer funds responsibly, efficiently, and effectively; governing within our means.

Strong Families - Building & maintaining public infrastructure and facilities; promoting open space and protecting our environment.

Public Safety - Preparing for emergencies, deploying first responders on-time to every part of our County, mitigating disasters, and supporting law enforcement

Excellence in Education - Investing in the classroom; focusing on student achievement; creating quality employment and intern opportunities

Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24 *To-Date	Estimate FY 25	Change
1 - Ratio of Budget Staff to Total Approved Budget - All Funds	6:\$1,221,068,315	5:\$1,225,209,000	5:\$1,238,952,500	↔
2 - General Fund Budgeted Revenues	\$752,570,000	\$768,496,000	\$780,108,000	↑
3 - General Fund Actual Revenues	\$688,756,709	\$565,311,007	\$780,108,000	↓
4 - General Fund Budgeted Expenditures	\$752,570,000	\$768,496,000	\$780,108,000	↑
5 - General Fund Actual Expenditures	\$731,879,576	\$599,116,614	\$675,000,000	↓

Performance Measure 1: Ratio of Budget Staff to Total Approved Budget - All Funds

ABOUT THIS MEASURE:

This measure is tracking the number of budget analysts compared to the total all funds approved budget.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

The annual budget grows every year, increasing the workload on the current budget analyst staff. This measure shows the ratio of the decreasing number of analyst positions to the increasing budget.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

An increasing budget and a reduction in PINs contributes to this measure and the workload ratio.

Performance Measures 2-5: General Fund Budgeted & Actual Revenues/Expenses

ABOUT THIS MEASURE:

These measures track the budgeted revenues and expenditures and compares them to the actual revenues and expenditures.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is important to track budgeted versus actual revenues and expenditures to be sure that projections are in line with actuals; and that budgeting is being done appropriately.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Lower or higher than expected revenues can affect budgets and actuals; as well as the impact of inflation on expenditures, and rising healthcare costs for personnel budgeting.



Harford County Department of Procurement

FY 2025 Performance Measure Report

Vision : Harford County Government serves with the highest levels of professionalism, collaboration, and innovation in public service.

Mission : To govern with integrity, competency, and efficiency, improving the quality of life for all Harford countians

Alignment to Countywide Strategic Goals

Honest Government - Doing what is right on behalf of the citizens we serve.

Fiscal Responsibility - Managing taxpayer funds responsibly, efficiently, and effectively; governing within our means.

Strong Families - Building & maintaining public infrastructure and facilities; promoting open space and protecting our environment.

Public Safety - Preparing for emergencies, deploying first responders on-time to every part of our County, mitigating disasters, and supporting law enforcement

Excellence in Education - Investing in the classroom; focusing on student achievement; creating quality employment and intern opportunities

Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Cost Savings	\$5,343,396	\$7,920,321*	\$9,000,000	↑
2 - Number of Contracts Managed (no change orders)	N/A	779	\$800	NEW
3 - Number of Registered MBE (Minority Business Enterprise) Vendors	34	33	33	↔
4 - MBE Annual Spend	\$4,499,957	\$4,953,590	\$5,000,000	↑
5 - Number of BOE (Board of Estimates) Open Items	174	214	200	↔
6 - Number of BOE Closed Items	5	11	5	↔
7 - Number of POs (Purchase Orders) Issued	1,926	2,097	2,100	↔
8 - Number of Pcard (Purchasing Card) Transactions	19,297	19,105	19,000	↔

Performance Measure 1: Cost Savings

ABOUT THIS MEASURE:

Procurement Agents track cost savings by quarter and submit information to the Director of Procurement. Methods such as negotiation, market analysis, calculating rebates, cost avoidance, administrative/operational savings, value engineering, payment terms, and auctions are contributing factors.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Various factors are reviewed and documented which helps ensure due diligence for spending tax payer money.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Time to research; learning curve for new employees.

*Actual FY 24 Cost Savings does not account for the electric savings.

Performance Measure 2: Number of Contracts Managed (no change orders)

ABOUT THIS MEASURE:

Contracts, including extensions, are tracked to monitor workload, as well as opportunities for cooperative bidding (this does not account for change orders).

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Contracts, including extensions, are tracked to monitor workload, as well as opportunities for cooperative bidding.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

User department needs.

Performance Measure 3: Number of MBE Vendors Registered

ABOUT THIS MEASURE:

MBE Vendors are tracked to show progression in outreach. MDOT's Certification List is what we utilize.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

To show progression in outreach. Vendor fairs and events help inform of registration requirements.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Manageable bidding opportunities to include overall scope of bid, along with insurance requirements.

Performance Measure 4: MBE Annual Spend

ABOUT THIS MEASURE:

MBE spend is tracked to show progression in outreach.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking shows progression of spend and highlights specific commodities.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Manageable bidding opportunities to include overall scope of bid, along with insurance requirements.
Vendors not submitting bids.

Performance Measure 5: Number of BOE Open Items

ABOUT THIS MEASURE:

Tracks the number of items in open session at the BOE.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Items over a certain dollar amount have to be approved by Board of Estimates' members.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

User department needs.

Performance Measure 6: Number of BOE Closed Items

ABOUT THIS MEASURE:

Tracks the number of items held in closed session at the BOE.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Items that are covert in nature due to public safety and property transactions need to be recorded and approved by BOE members.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

User department needs.

Performance Measure 7: Number of POs Issued

ABOUT THIS MEASURE:

Number of purchase orders are tracked to monitor annual spend by department.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Issued POs are tracked to ensure proper spending and accounting in our financial system.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

User department needs.

Performance Measure 8: Number of Pcard Transactions

ABOUT THIS MEASURE:

Pcard transactions are for small dollar purchases.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Pcards are used as a means to purchase which allows for prompt delivery, prompt pay, operational cost savings and ease of use.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

User department needs.



Harford County Department of Procurement Fleet Management FY 2025 Performance Measure Report

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Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Number of vehicles & equipment	1,180	1,216	1,310	↑
2 - Amount of revenue from vehicle sales/auctions/web	\$800,000	\$850,000	\$900,000	↑
3 - Amount of revenue from negotiated trades	\$150,000	\$200,000	\$250,000	↑

Performance Measure 1: Number of vehicles and equipment

ABOUT THIS MEASURE:

Track the number of vehicles and equipment in our fleet

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is important for Fleet Management to track the number of vehicles and equipment in our Fleet, first and foremost as it effects our maintenance contract. The price of Target and Non Target under this maintenance contract come from the number of units, age, maintenance etc..Fleet is able to keep track of these units through our maintenance system, Faster.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Fleet has been tasked with the maintenance of the Counties ambulance fleet, this is adding an additional 36 more units to our current fleet, plus DES units such as the chase cars, cars for the 15 additional supervisor, and ambulance repairs expected to be \$500,000 additional funding to maintain due to acquiring volunteer aged equipment.

Performance Measure 2: Amount of revenue from sales/auctions/web

ABOUT THIS MEASURE:

Track the amount of revenue received from surplus vehicles and equipment

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Fleet Management in an attempt to operate more like private sector, to increase revenue while driving down cost. By tracking this measurement, Fleet can establish a baseline each fiscal year and establishing it as a goal to increase the value of revenue each year. Tracking also helps Fleet to decide what venues produce better proceeds for surplus equipment and decisions on where our equipment should be auctioned or traded in on a future purchase.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Fleet is in need of more funding in our capital projects area such as Highways, who is one of our largest users which has over \$10,000,000 in aged equipment resulting in in crease downtime and customer disatification. The Highways fleet is aging and is costly and in need of replacement. Replacing units in a timely fashion helps us generate more revenue for the used vehicles and equipment. Replacement of units keeps our fleet running more effciently and generate stronger returns on our most valuable asset (fleet).

Performance Measure 3: Amount of revenue from negotiated trades

ABOUT THIS MEASURE:

Track trade values received from vehicles and equipment

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Currently Fleet will check other auction sites, the internet and magazines such as auto/equipment trader to compare trade values to make sure that the County is getting the best value for our traded equipment. Fleet will negotiate on the behalf of the County if we feel that the trade value is not sufficient. By tracking and comparing market values for our units, this helps in making the decision on whether to trade or auction the unit. This also keeps fleet stay in tune with current market values.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Fleet is in need of more funding in our capital projects area such as Highways, who is one of our largest users and has aging equipment that is costly and in need of replacement. Replacing units in a timely fashion helps us generate more revenue or trade value for the used vehicles and equipment. Replacement of units keeps our fleet running more effciently and generate stronger returns or trade value on surplus.



Harford County Department of Treasury FY 2025 Performance Measure Report

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Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Number of Government Finance Officers Association (GFOA) comments.	4	4	4	↔
2 - Maintain the Triple A Bond Rating	AAA	AAA	AAA	↔

Performance Measure 1: Number of Government Finance Officers Association (GFOA) comments.

ABOUT THIS MEASURE:

This measure is comments given to us on our yearly Annual Comprehensive Financial Report (ACFR) with improvements or suggestion to correct deficiencies in our Report.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is important to track comments since deficiencies not corrected in the following ACFR may disqualify us from receiving the annual GFOA certificate of achievement for excellence in financial reporting award.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Interpretation and implementation of current Government Accounting Standard Board (GASB) pronouncements in our ACFR. Also implementation of future GASB pronouncements.

Performance Measure 2: Maintain the Triple A Bond Rating

ABOUT THIS MEASURE:

This measure is to maintain the triple A bond rating for current and future bond sales.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Yearly we do a presentation to all three bond rating agencies where we present our prior year financial statements, current financial position and the highlights of the future budget to secure future triple A bond rating

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Clean audit opinions on our financial statements and responsible future budgets revenue estimates.



Harford County Department of Law FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Outside Counsel	\$685,883	\$226,260	\$250,000	↔
2 - Workers' Compensation payouts	\$228,633	\$214,604	\$225,000	↔
3 - Workers' Compensation collections (subrogation)	\$421	\$260	\$350	↔
4 - Vehicle Accident/Damage - County at Fault payments for vehicle damage and personal injury	\$101,961	\$78,224	\$900,000	↑
5 - Vehicle Accident/Damage - HCSO at Fault payments for vehicle damage and personal injury	\$23,893	\$109,456	\$110,000	↔
6 - Vehicle Accident/Damage - Third Party at Fault HCSO & County vehicle damage (subrogation)	\$82,897	\$24,973	\$50,000	↑
7 - Vehicle Accident/Damage - Third Party at Fault Collections for HCSO & County vehicle damage	\$70,322	\$54,769	\$60,000	↔
8 - VehicleAccident/Damage - HCSO Only Involved No one at fault - comprehensive internal (deer strike, windshield damage, etc.)	\$31,605	\$60,057	\$65,000	↔
9 - VehicleAccident/Damage - County Only Involved No one at fault - comprehensive internal (deer strike, windshield damage, etc.)	\$11,535	\$16,807	\$17,000	↔
10 - VehicleAccident/Damage - HCSO Only Involved At fault internal collision - costs incurred for HCSO vehicle damage	\$7,585	\$102,262	\$100,000	↔
11 - VehicleAccident/Damage - County Only Involved At fault internal collision - costs incurred for County vehicle damage	\$18,479	\$49,211	\$100,000	↑

12 - General Collections: Collected	\$77,960.84	\$79,953	\$80,000	
13 - Bankruptcy: Collected	\$30,656.25	\$40,342	\$35,000	
14 - Busines Personal Property: Collected	\$1,520,098.84	\$2,743,396	\$1,800,000	

Performance Measure 1: Outside Counsel

ABOUT THIS MEASURE:

This measure is tracking the amount spent on outside attorneys.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

To examine whether the Law Department should bring work in-house that is being performed by outside attorneys.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

The demand/need for outside attorneys or litigation varies depending on caseload and casetype.

Performance Measures 2 - 11: Workers Compensation & Vehicle Accident/Damage

ABOUT THIS MEASURE:

The Risk Management office, a division of the Law Department, is responsible for the oversight of all risk management and countywide safety programs, including but not limited to workers' compensation claims and vehicle damage for the HCSO and County vehicles.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

1. Rapidly and thoroughly assess workplace injury claimes and coordinate handling of workers' compensation, FMLA leave, and STD/LTD in order to minimize loss associated with each injury event.
2. Rapidly and accurately assess liability in motor vehicle accident cases
3. Proactively pursue subrogation claims in motor vehicle accident cases where the County vehicle operator is not at fault

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Workers' compensation and vehicle damage claims vary annually and are triggered by unplanned events. Harford County is self insured for such events.

Performance Measure 12 - 14: Collections

ABOUT THIS MEASURE:

The County has a collections paralegal who institutes collection proceedings against persons owing personal property taxes or other unpaid fees to the County. Differences in the annual dollars collected are attributed to differing factors. In the latter half of FY24, there was a large collection matter of over \$1M.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Examining how the number trend provides insight to potential economic trends.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

One large business personal property tax collection contributed substantially to the increase, in addition to more "slow pay" businesses requiring the institution of collection proceedings to obtain payment.



Harford County Department of Planning & Zoning FY 2025 Performance Measure Report

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Performance Measures	Actual FY23	Actual FY24	Estimate FY25	Change
1 - Number of new Zoning Enforcement cases	627	735	750	↑
2 - Average number of days to respond to new Zoning Enforcement cases	1.5	2	2.5	🎯
3 - Number of new Board of Appeals applications received	21	21	21	↔
4 - Number of Pre-Application meetings held	93	79	85	↑
5 - Number of written requests for information (Development Review and Permits)	378	291	325	↑
6 - Average number of days to respond to written requests	5.31	2.91	2.5	↓
7 - Acres of land preserved under Agricultural Preservation efforts	2,150	1,161	2,500	🎯

Performance Measure 1: Number of new Zoning Enforcement cases

ABOUT THIS MEASURE:

This measure tracks the number of new code cases opened by Zoning Enforcement in the fiscal year.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking the number of complaints is important to ensure we have the required resources needed to meet the goal of beginning an investigation within 4 days of receiving the inquiry. We track the number of complaints alongside the number of days to respond.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

New code cases are based on citizen and agency complaints. Contributing factors to vegetation complaints include season and weather (i.e. dry weather=fewer complaints).

Performance Measure 2: Average number of days to respond to new Zoning Enforcement cases

ABOUT THIS MEASURE:

This measure tracks the average number of days to respond, or to inspect a property associated with new Zoning Enforcement cases.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Properties are inspected, records are researched, and correspondence is sent to property owners to determine what, if any, zoning code violations exist. It's important to track this to maintain a high level of responsiveness/customer service.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Current case load; available staff; complexity of alleged code violation.

Performance Measure 3: Number of new Board of Appeals applications received

ABOUT THIS MEASURE:

This measure tracks the number of applications received by the Board of Appeals.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Board of Appeals applications are required for properties that require special exceptions, variances, piecemeal rezonings, expansions or intensifications of nonconforming uses or appeals to written determinations. This information is tracked alongside the number of pre application meetings to ensure owners do not apply unnecessarily to the Board of Appeals.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Current laws and ability for staff to assist citizens in finding another solution.

Performance Measure 4: Number of Pre-Application meetings held

ABOUT THIS MEASURE:

This measure tracks the number of Pre-Application meetings held prior to Board of Appeals applications.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Pre-application meetings are required by the Board of Appeals Rules of Procedure prior to accepting an application. In addition to explaining the process of the Board, staff takes the opportunity to assist citizens in finding creative solutions to their problems thereby avoiding unnecessary applications to the Board and unnecessary cost to the citizen. Information is tracked alongside the number of actual applications to the Board of Appeals.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Current laws and ability for staff to assist citizens in finding another solution.

Performance Measure 5: Number of written requests for information (Development Review and Permits)

ABOUT THIS MEASURE:

This measure tracks the number of written public inquiries for information in the Permits and Development Review Section.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking the number of written inquiries for information is important to ensure we have the required resources needed to meet the goal to respond within 10 days of receiving the inquiry. We track the number of inquiries alongside the average number of days to respond.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Current case load; available staff; complexity and amount of information requested.

Performance Measure 6: Average number of days to respond to written requests

ABOUT THIS MEASURE:

This measure tracks the average number of days to respond to written inquiries for information in the Permits and Development review Section.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking the number of days to respond to requests for information allows us to ensure we meet our new goal of 10 working days to respond, and to maintain an efficient process.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Current case load; available staff; complexity and amount of information requested.

Performance Measure 7: Acres of land preserved under Agricultural Preservation efforts

ABOUT THIS MEASURE:

This indicates the number of acres preserved in an Agricultural Preservation Program coordinated by the Department of Planning and Zoning.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Staff proactively reach out to landowners and take applications from landowners with property that meet the eligibility requirements to enter the preservation programs. It's important to know the amount of land we have preserved from further development.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Acres available; eligibility requirements; desire to be part of the preservation program.



Harford County Department of Human Resources FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Communications/Training	\$ 74,945.00	\$ 77,948.00	\$ 85,742.80	↑
2 - Advancement/Pay Study	N/A	\$ 100,000.00	\$ 233,100.00	↑

Performance Measure 1: Communications/Training

ABOUT THIS MEASURE: To provide on-going information exchange that will span topics such as benefits, wellness, policy changes, hiring practices, training opportunities, and safety guidelines.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK: Develop and conduct management training for management-level personnel that covers HR policies, management concepts, and updates to Union contracts.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Performance Measure 2: Advancement/Pay Study

ABOUT THIS MEASURE: Attract and retain a talented and dedicated workforce by providing opportunities and closely monitoring job related skills needed in the workspace.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK: Develop and monitor the effectiveness of compensation policies. All jobs filled are reviewed for internal and external equity. Ensure internal equity and market competitiveness through salary study.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:



Harford County Department of Housing & Community Services Office of Children, Youth & Family and Office of Disabilities

FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Grants and sponsorships to finance initiatives	545,551.00	640,263.00	662,763.00	↑
2 - Number of individuals of all abilities who are provided services		461	450	🎯
3 - Number of youths who are provided services	365	350	400	↑

Performance Measure 1: Grants and sponsorships to finance initiatives

ABOUT THIS MEASURE:

This measure tracks funding applied for and received by the state to implement initiatives to improve the lives of children and families in the county.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

OCYF allocates funding that effectively addresses State initiatives and/or shares resources to support at-risk youth and families; Tracking of funding demonstrates accountability and identifies areas for future funding.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Allocated State funding and performance of recipients of grant.

Performance Measure 2: Number of individuals of all abilities who are provided services

ABOUT THIS MEASURE:

This measure tracks number of individuals in the county provided services through programming by the Office of Disability Services.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Support community programs that assist people with disabilities with employment/inclusion.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Promote and facilitate the independence of people with disabilities in all aspects of community life.

Performance Measure 3: Number of youths who are provided services

ABOUT THIS MEASURE:

This measure tracks number of individuals in the county provided services through programming by the Office of Children, Youth, & Families.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Programmatic totals are calculated; Tracking the amount of youths served ensures continued resource allocation, understanding of impact, and verification that funding effectively meets the needs of the community.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Allocated State funding, number of referrals from partnering agencies, and number of events attended/held.



Harford County Department of Housing & Community Services

Housing

FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Housing Choice Voucher Utilization Rate	100.00	94.00	98.00	↑
2 - CDBG Timeliness	1.41:1	1.45	1.40	↓
3 - Section Eight Management Assement Program (SEMAP) Score	WAIVER	93	95	↑
4 - Number of Housing Counseling Client 1:1s	469	500	500	🎯

Performance Measure 1:

ABOUT THIS MEASURE: Utilization of contract funds is the percent of funds contracted for one year that have been expended for housing assistance payments by the PHA. HUD expects PHAs to maintain a utilization rate of 95 percent (95%) or above.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK: Staff meet 1:1 each month with a HUD rep to decide if the agency should issue new vouchers, absorb ports or increase payment standards.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE: Factors include monitoring the number of voucher holders who leave the program, calculating rent costs, adjusting income changes - the number is a moving target. target

Performance Measure 2:

ABOUT THIS MEASURE: HUD monitors timeliness to ensure that jurisdictions receiving community development funds are spending their funds in a timely manner.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK: Grantees must have a balance no > than 1.5 times its annual grant remaining in the line of credit, 60 days prior to the end of the program year. Staff closely monitor activities to ensure construction deadlines and payment requests are on track. A projected decrease in the balance of remaining in the line of credit is a success.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE: Factors include construction delays, weather, and capacity of organizations to administer grant activities.

Performance Measure 3:

ABOUT THIS MEASURE: HUD measures the performance of the PHA to administer the HCV program in 14 areas. A score of 90 or above indicates a high performing agency, 60-89 is standard, and below 60 is a troubled agency requiring special actions and reporting requirements by the Agency.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK: Management routinely monitor client files and unit inspections to ensure that staff are correctly administering program requirements.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE: Competency of staff. Harford County received COVID waivers for a period of three years but last year, in 2023, Harford County was required to submit SEMAP and our team secured a score of 93.

Performance Measure 4:

ABOUT THIS MEASURE: Actual number of housing counseling clients who met with a HUD certified housing counselor and received services from the Dept. of Housing & Community Development.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK: Harford County funds partial salary for housing counselors (majority is grant funded) and needs to evaluate ongoing need and efficacy of counseling program.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE: Housing market, foreclosure rates, availability of down payment funds, increased interest rates.



Harford County Department of Housing & Community Services
Office of Drug Control Policy
FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Provide education and resources to county citizens	140	150	160	↑
2 - Increase number of attendees at presentations/events	16,310	17,000	17,500	↑
3 - Apply for state and federal grants	5	4	4	↓
4 - Total amount of grant funding	\$760,907.00	\$661,045.00	\$675,000.00	↑
5 - Serve at risk youth and adults in programs	N/A	155	160	↑
6 - Provide support to the county through the opioid restitution fund	N/A	2	6	↑
7 - Decrease the number of overdoses in the county	N/A	5.00%	5.00%	↔

Performance Measure 1: Provide education and resources to county citizens

ABOUT THIS MEASURE:

Providing children, youth, and families education and resources about mental health and substance use through presentations, trainings, and events.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking your event attendance will allow you to measure the effectiveness of the event/presentation in long term outcomes, the return on investment for the event/presentation, the effectiveness of marketing and communication strategies, document and report attendance requirements, and provide an opportunity to gather useful data.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Lack of knowledge surrounding substance use and mental health needs in the county.

Performance Measure 2: Increase number of attendees at presentations/events

ABOUT THIS MEASURE:

This coincides with PM #1

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This coincides with PM #1

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

This coincides with PM #1

Performance Measure 3: Apply for state and federal grants

ABOUT THIS MEASURE:

Track the number of grants applied for and complete performance measures to track within each grant.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

To be fiscally responsible for the funding and provide funding for substance use and mental health programs.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Funding and staff availability.

Performance Measure 4: Total amount of grant funding

ABOUT THIS MEASURE:

This coincides with PM #3

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This coincides with PM #3

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

This coincides with PM #3

Performance Measure 5: Serve at risk youth and adults in programs

ABOUT THIS MEASURE:

Provide children, youth, and adults who are at risk of substance use/mental health issues with support through Bridge/Teen Court Program, Adult Drug Court, Family Recovery Court, and Truancy Court.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Each of these programs are grant funded and have performance measurements within each grant to adhere to.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Funding availability.

Performance Measure 6: Provide support to the county through the opioid restitution fund

ABOUT THIS MEASURE:

The county has received funding through the National and State opioid restitution funds (ORF) and settlements. The

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Track the amount of funding and how the funding is spent to be fiscally responsible and to measure the success of the implemented initiatives/programs.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

State mandates of how the funding can be spent.

Performance Measure 7: Decrease the number of overdoses in the county

ABOUT THIS MEASURE:

This measure tracks the number of overdoses and fatal overdoses in the county.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking the percentage of overdoses in the county is an indicator of what implementations are needed in the county and areas of focus.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Synthetic drugs, type of drugs being used in the county, mental health, over prescribing of medication, other health issues as a result of substance use.



Harford County Department of Housing & Community Services Southern County Task Force FY 2025 Performance Measure Report

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Mission : To govern with integrity, competency, and efficiency, improving the quality of life for all Harford countians

Alignment to Countywide Strategic Goals

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Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
Develop a Community Based Development Organization (CBDO)	N/A	1	1	
Attend and participate in HOA community meetings	N/A	6	10	
Expand Parks & Recreation programming and develop more usable open space	N/A	1	2	
Provide initiatives that help provide safer streets and communities.	N/A	N/A	1	NEW

Performance Measure 1: Develop a Community Based Development Organization (CBDO)

ABOUT THIS MEASURE:

Adding CBDO's can aid in applying for and securing more grant opportunities. It enables an avenue to pursue projects that county government would have restrictions in accomplishing. Partnering with 755 Alliance enhances their mission and work while providing avenues for the county to fulfill needed projects.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

As newly formed CBDO, monitoring successes are essential to track funding and successful assistances and projects.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Over past years, 755 Alliance has done a superb job assisting people and families with rental assistance, eviction prevention and auto repairs. They have a history of proper screening practices. The responsibility is now a higher standard as it is now the public's money that is being distributed.

Performance Measure 2: Attend and participate in HOA community meetings

ABOUT THIS MEASURE:

We regularly attend HOA and community meetings to further gain insight into community needs and concerns. Many HOA's in the southern region are not active and lack the performance that residents are paying to expect.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Every grant opportunity available is being researched and applied for in efforts to change the trajectory of communities.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We are working with community leaders, HOA's adding amenities and programming to gain community buy-in.

Performance Measure 3: Expand Parks & Recreation programming and develop more usable open space

ABOUT THIS MEASURE:

We are expanding Parks & Rec programming to better suit the local youth. New play areas and park amenities have been developed to enhance communities.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

A recreation specialist was added to develop youth programs and enhance existing programs as we try to gain participation of local youth.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Participation is seeing an up-tick, but there's a need for more coaches.

Performance Measure 4: Provide initiatives that help provide safer streets and communities.

ABOUT THIS MEASURE:

Grant funding has been secured to provide security cameras in a high-crime, low income community. Work is underway.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Upgraded streetlighting and cameras are expected to make streets and community safer, less instances of criminal activity and better identification of individuals committing the activity.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We have complete buy-in from the community supporting our efforts to turn the tide in their neighborhood. Longtime residents do not feel safe in their homes and are desperate for positive change. Cameras will be monitored by the Sheriff's Office at the Southern Precinct.



Harford County Department of Housing & Community Services Office on Aging FY 2025 Performance Measure Report

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Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Funds from grants utilized	\$1,950,051	\$2,083,741	\$2,043,954	↔
2 - Number of responses to requests for senior services	79,543	81,141	84,014	↑
3 - Implement Apricot software system to manage client records, track data and complete reports.	N/A	Ongoing	Full implementation	↔

Performance Measure 1: Funds from grants utilized

ABOUT THIS MEASURE:

This measure reflects our grant allocated funding that allows us to expand upon what received funding from the County can accomplish.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

These funds support case management, guardianship, center operations, senior care services and many other aspects of our agency's services and operations including our new wellness and nutrition programs.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Funding is at a slightly lower level due to a one time allocation to our Senior Care Program by our state agency. We have not been made aware as to whether the funds will be allocated again or at what level.

Performance Measure 2: Number of responses to requests for senior services

ABOUT THIS MEASURE:

This number reflects the volume of requests for assistance we receive from the community.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Every call and email request must be triaged and referred to the appropriate staff person or agency.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Numerous factors contribute to an increase in requests including increasing demographics and economic hardship.

Performance Measure 3: Implement Apricot software system to manage client records, track data and complete reports.

ABOUT THIS MEASURE:

We will be engaged in development, design and implementation of a new software system for case and data management.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Software is partially implemented but was delayed due to delays in extending our contract with our vendor/implementation partner. Full implementation is on target for FY25

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

There were several delays in the contract renewal process with our vendor



Harford County Department of Housing & Community Services Transit

FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Number of Passenger Trips completed - FY 24 & FY 25 Forecast (Fixed Route)	276,110	353,340	378,580	↑
2 - Number of Passenger Trips completed - FY 24 & FY 25 Forecast (Demand Response / ADA)	43,403	44,120	48,130	↑
3 - Total Passenger Trips completed (Fixed Route & Demand Response / ADA)	319,513	397,460	426,710	↑
4 - Miles between major mechanical failures (Fixed Route)	10,788	6,266	6,200	↔
5 - Miles between major mechanical failures (Demand Response / ADA)	8,981	7,647	10,000	↑
6 - Number of Preventable Safety Events (Fixed Route)	26	36	24	↓
7 - Number of Preventable Safety Events (Demand Response / ADA)	6	6	6	↔
8 - Vehicle Maintenance Expenses	1,354,886	1,036,838	1,000,000	↓

Performance Measure 1: Number of Passenger Trips completed - FY 24 & FY 25 Forecast (Fixed Route)

ABOUT THIS MEASURE:

Transit Continues to rebound from the Pandemic with positive gains in fixed route ridership. Total system ridership increased an estimated 28% in FY 24 vs FY 23. We expect continued growth of 7% forecasted in FY 2025.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is critical to track, grow and report ridership under the new MTA funding methodology. System performance is one metric in the funding allocation methodology. Passenger trips completed equates to stable or increased funding annually.

We continue to market the fixed routes which are a more economical service to provide, offering all day and bulk passes to maximize the use. Addressing new growth and stop requests, we implemented QR codes for passengers to stop requests while ensuring fixed route service remains on time.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Quality customer service, improved vehicle and system reliability, timed transfer points and replacing older fleet vehicles. Maintaining a professional image through bus washing (exterior and quarterly interior), bus shelter power washing and updating the routing technology to communicate better with our riders.

Performance Measure 2: Number of Passenger Trips completed - FY 24 & FY 25 Forecast (Demand Response / ADA)

ABOUT THIS MEASURE:

In this area, Transit sees positive gains since the pandemic. Although growth is considerably smaller, we are seeing only a 2% increase in FY 2024, while we anticipate an estimated 9% growth in FY 2025.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is critical to track, grow and report ridership under the new MTA funding methodology. System performance is one metric in the funding allocation methodology. Passenger trips completed equates to stable or increased funding annually.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

New routing and dispatching software have begun improving our performance measures and have resulted in initial cost reductions in the ADA/Demand Response service.

We are receiving and processing applications for paratransit service weekly. The population served by paratransit include seniors (growing), younger riders with cognitive/developmental/behavioral/mental health diagnosis, and dialysis and cancer patients. These are not choice/recreational riders, but passengers who need the higher level of care when being transported. New scheduling technology has opened same day service.

We are addressing these growing populations who are and will be long-term riders with our March 2024 routing software upgrade to Ecolane. We are learning that we have current capacity for increased ridership and FY 2025 result can far exceed our preliminary estimate of 48,000 riders in this area of our service with minimal impact to our budget.

Performance Measure 3: 3 - Total Passenger Trips completed (Fixed Route & Demand Response / ADA)

ABOUT THIS MEASURE:

Overall increased ridership is attributed to the quality customer service our associates at Harford Transit LINK are committed to perform each and every day we provide service to the citizens of Harford County.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is critical to track, grow and report ridership under the new MTA funding methodology. System performance is one metric in the funding allocation methodology. Passenger trips completed equates to stable or increased funding annually.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Expectations from the hardware and software upgrade, including the new infotainment screens inside the buses will keep passengers more informed and connected. With fleet replacements and hardware updates, new buses will have Wi-Fi, expanding resources for our riders.

Performance Measure 4: Miles between major mechanical failures (Fixed Route)

ABOUT THIS MEASURE:

This is a metric is an industry standard used to rate System Reliability.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This metric helps analyze the health of the fleet and identify trends. Trends in breakdowns can be identified and addressed as preventive instead of more costly repairs. Monitoring this information leads to better fleet management for current fleet and is invaluable for selecting new vehicles.

We meet weekly with the Fleet maintenance a vendor to review the status of the fleet and discuss the health of the fleet and necessary services.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Harford Transit LINK is operating a significant portion of the fleet that has exceeded useful life (vehicle years and miles). The delays in replacing buses has increased the frequency and severity of the breakdowns contributing to this metric.

Performance Measure 5: Miles between major mechanical failures (Demand Response / ADA)

ABOUT THIS MEASURE:

This is a metric is an industry standard used to rate System Reliability.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This metric helps analyze the health of the fleet and identify trends. Trends in breakdowns can be identified and addressed as preventive instead of more costly repairs. Monitoring this information leads to better fleet management for current fleet and is invaluable for selecting new vehicles.

We meet weekly with the Fleet maintenance a vendor to review the status of the fleet and discuss the health of the fleet and necessary services.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Harford Transit LINK is operating a significant portion of the fleet that has exceeded useful life (vehicle years and miles). The delays in replacing buses has increased the frequency and severity of the breakdowns contributing to this metric. We anticipate improvements with the arrival of 11 vehicles expected February-March 2025.

Performance Measure 6: Number of Preventable Safety Events (Fixed Route)

ABOUT THIS MEASURE:

This measures the safety of the system and fixed route operations. This is also a contributing factor to system reliability and route delays as well as a riders impression of the service provided.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Transit maintains logs for accidents, incidents and other non-specific activities on the routes. This information is then shared in quarterly meetings with all associates during All Staff meetings to modify trends and address focus areas. Leadership conducts ride-a-longs with drivers in service to monitor and hold associates accountable. Post-accident training is conducted and documented with additional monitoring to ensure improvement.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

During FY24 we had more new associates operating buses in service. These new operators had a disproportionate percentage of the preventable accidents attributed to their new operating environment. We have modified their training programs if they have not operated larger vehicles in previous employment and start them in smaller buses to improve outcomes. Fortunately, the majority of these incidents have been minor in nature, including mirror strikes, curb strikes and end of night parking.

Performance Measure 7: Number of Preventable Safety Events (Demand Response / ADA)

ABOUT THIS MEASURE:

This measures the safety of the system and demand response operations. This is also a contributing factor to system reliability and route delays as well as a riders impression of the service provided.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Transit maintains logs for accidents, incidents and other non-specific activities on the demand service. This information is then shared in quarterly meetings with all associates during All Staff meetings to modify trends and address focus areas. Leadership conducts ride-a-longs with drivers in service to monitor and hold associates accountable. Post-accident training is conducted and documented with additional monitoring to ensure improvement.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

The number, frequency and severity of preventable accidents in this service remains below the national average for this type of service. Senior drivers bid these routes and have more experience in this area. The operating environment of this service is a less urgent and there is more time built into these individual trips instead of having to maintain a fixed route schedule.

Performance Measure 8: Vehicle Maintenance Expenses

ABOUT THIS MEASURE:

The average cost per vehicle annually is a good measure of the age and condition of the fleet in addition to the maintenance program. Under the State of Good Repair, a requirement of the grants used to purchase, operate and maintained federally funded assets, we monitor this closely.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

We conduct weekly meetings with Transdev to review maintenance and repairs of the fleet. During these meetings, we identify trends in repairs that can become preventative if scheduled prior to breakdown. Daily mileages are provided to Transdev to ensure timely and compliant maintenance cycles are completed as per the requirements of the grants.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

This service is a contracted service through a County agreement that Transit participates in. The fleet replacements over the past four years have been delayed, causing older and higher mileage vehicles to remain in service. The availability of parts has become challenging at times and more costly to secure and ship. We anticipate reductions in this area due to the arrival of small buses in early 2025 and the rear engine buses scheduled to arrive in the next 18-24 months.



Harford County Department of Information & Communication Technology FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Think Big active broadband customers	500	827	1200	↑
2 - Number of Harford County Public School buildings on the County VoIP system	23	41	55	↑
3 - Additional Miles of HMAN fiber installed	38	35	45	↑
4 - Number of aging applications to be replaced or upgraded	7	7	9	↑
5 - Departmental Technology Refresh Cycle in years	3	8	9	↑
6 - Number of projects to improve Cyber Security Posture	N/A	5	9	↑

Performance Measure 1: Think Big active broadband customers

ABOUT THIS MEASURE:

This measure tracks the number of Rural Broadband customers activated by Think Big.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

The Public/Private Partnership with the County and Think Big is building the fiber infrastructure that will be used to provide Broadband Service to the rural areas of Harford County.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Getting Access Agreements signed by the property owners allowing the County to install the fiber infrastructure.

Performance Measure 2: Number of Harford County Public School buildings on the County VoIP system

ABOUT THIS MEASURE:

This measure tracks the number of HCPS buildings connected to the County VoIP system.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Migrating HCPS buildings off aging voice mail systems to HCG VoIP system to reduce cost and increase operational efficiencies.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Funding, equipment availability, and having required technical resources available to support the project.

Performance Measure 3: Additional Miles of HMAN fiber installed

ABOUT THIS MEASURE:

This measure tracks the miles of fibers installed for the HMAN and rural broadband expansion projects.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Connecting additional County buildings to HMAN and building fiber infrastructure for rural broadband.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Access Agreements, supply chains and weather could delay construction schedules.

Performance Measure 4: Number of aging applications/software to be replaced/upgraded

ABOUT THIS MEASURE:

This measure tracks the number of aging applications/software that must be replaced/upgraded.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Providing users access to the latest software technology, features, and functionality.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Having technical resources and project management to ensure successful completion of projects.

Performance Measure 5: Technology refresh cycle of replacement in years (Departments, GIS, HMAN)

ABOUT THIS MEASURE:

This measure tracks the age of technology to ensure a schedule is maintained to refresh aging hardware and software.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This measure tracks the Technology refresh schedule to ensure the County is utilizing the latest technology. (Departments, GIS, HMAN).

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Supply chain is a factor contributing to performance.

Performance Measure 6: Improve Cyber Security Posture

ABOUT THIS MEASURE:

This measure tracks the cyber security posture of the County.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Adding security software, features, functionality, and services to protect the data and IT infrastructure.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

The number of bad actors, frequency of attacks, increase in complexity of attacks, and educating employees are factors contributing to performance.



Harford County Department of Emergency Services Training & Emergency Management FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Money allocated for training material & supplies	\$13,000	\$13,000	\$13,000	↔
2 - Number of events attended or hosted	63	71	80	🎯
3 - Number of individuals contacted or trained	5258	3438	3800	↑
4 - Number of staff hours to provide internal supplemental or external training	472	510	520	↑
5 - Number of staff hours per event	7.5	7	8	🎯
6 - Number of 9-1-1 calls to the 9-1-1 Center	103,352	101,168	105,000	↔
7 - Ratio of individuals trained to staff hours	1.11	1.09	1.09	🎯

Performance Measure 1: Money allocated for training material & supplies

ABOUT THIS MEASURE:

Amount of money budgeted to promote Public Education and Awareness training

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Track the money spent for Public Education to plan for future needs

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Current staffing limited the options for Public Education

Performance Measure 2: Number of events attended or hosted

ABOUT THIS MEASURE:

Number of training or events participated in during the fiscal year

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Track the number of events and staffing to plan for future years events

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

The end of COVID will continue to increase opportunities for events and training

Performance Measure 3: Number of individuals contacted or trained

ABOUT THIS MEASURE:

Number of individuals who were reached with training or events

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Helps ensure we have appropriate educational materials and staffing for future training classes and events

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Starting to see increased attendance again since reduced COVID cases

Performance Measure 4: Number of staff hours to provide internal supplemental or external training

ABOUT THIS MEASURE:

Number of staff hours to provide supplemental internal or external training

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Track number of staff and hours needed for both required training and other training.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Helps ensure we have adequate staffing to meet future training needs.

Performance Measure 5: Number of staff hours per event

ABOUT THIS MEASURE:

Number of staff hours per event

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking the number of staff and hours helps plan for future events.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Ensure adequate staff are assigned to efficiently cover an event. We want to avoid over or under staffing.

Performance Measure 6: Number of 9-1-1 calls to the 9-1-1 Center

ABOUT THIS MEASURE:

Number of 9-1-1 calls to the 9-1-1 Center.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

We track these statistics for the MD 9-1-1 Board

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We also use this statistical information for staffing reviews and possible funding requests.

Performance Measure 7: Ratio of individuals trained to staff hours

ABOUT THIS MEASURE:

Ratio of individuals trained per staff hours

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

We track the staff needed to train as some trainings have minimum and maximum staff to trainee ratios.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We use this information to meet our yearly training requirements for our dispatchers and certifications.



Harford County Department of Emergency Services EMS Division FY 2025 Performance Measure Report

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Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Monitoring Retention Rates of Employees	118	147	147	↔
2 - Response Rates of EMS units	1:32	1:13	1:13	🎯
3 - Tracking Supply Usage	\$158,786	\$661,307	\$680,000	↑

Performance Measure 1: Monitoring Retention Rates of Employees

ABOUT THIS MEASURE:

Monitor retention rates of employees.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Ensure a minimum staffing level of two clinicians per unit along with management staff.
Our turnover rate helps by forecasting hiring personnel in the years to come.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Turn over rates give us guidance on mainatianing/hiring of personnel. Along with improving our daily operations to ensure employees succeed at DES.

Performance Measure 2: Response Rates of EMS units

ABOUT THIS MEASURE:

Response rates of EMS units.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

NFPA requires a EMS unit to respond in a specific amount of time after dispatch

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Crews have to maintain a mininum response time 24/7/365

Performance Measure 3: Tracking Supply Usage

ABOUT THIS MEASURE:

Tracking medical supply usage.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Use of Operative IQ maintains PAR numbers to maintain proper supplies for EMS units while eliminating unnecessary bulk orders ensuring that supplies are being utilized prior to their expiration dates.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We have moved from using one supply room to utilizing vending type machines to control supply usage, weekly cycle count checks and a system of checks and balances.



Harford County Department of Emergency Services Special Operations FY 2025 Performance Measure Report

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Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1- Special Operations Budget	\$910,244	\$698,281	\$859,928	↑
2 - Number of Incidents	214	225	220	↓
3 - Number of Training Hours	2,750	2500	2400	🎯
4 - Number of Mandatory Training Hours	1,600	1600	1600	🎯

Performance Measure 1: Special Operations Budget

ABOUT THIS MEASURE:

Developed from previous years to provide an operational budget for our Division.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

The budget guides us during the year to plan our expected expenses to maintain a balanced budget.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Using previous purchase agreements, buying off County contracts helps reduce overall costs.

Performance Measure 2: Number of Incidents

ABOUT THIS MEASURE:

Number of Special Operations Incidents

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

The number of incidents provide us guidance in training and preparation for future incidents.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We use previous incident trends to guide our training.

Performance Measure 3: Number of Training Hours

ABOUT THIS MEASURE:

Number of Training Hours

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Special Operations Technicians need to be proficient in the tasks for their job. Personnel maintain this proficiency by training on a regular basis.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We provide training to meet our job performance requirements (JPRs) on a monthly basis.

Performance Measure 4: Number of Mandatory Training Hours

ABOUT THIS MEASURE:

Number of Required Training Hours

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

We have to meet training requirements set by NFPA (National Fire Protection Agency) and OSHA/MOSHA (Occupational Safety and Health Administration/Maryland Occupational Safety and Health Administration).

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

We provide training specific to the different rescue/hazmat disciplines for all members.



Harford County Department of Inspections Licenses & Permits FY 2025 Performance Measure Report

Vision : Harford County Government serves with the highest levels of professionalism, collaboration, and innovation in public service.

Mission : To govern with integrity, competency, and efficiency, improving the quality of life for all Harford countians

Alignment to Countywide Strategic Goals

Honest Government - Doing what is right on behalf of the citizens we serve.

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Strong Families - Building & maintaining public infrastructure and facilities; promoting open space and protecting our environment.

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Excellence in Education - Investing in the classroom; focusing on student achievement; creating quality employment and intern opportunities

Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1- Reduction of eligible permits to prevent expiration by 25%	41%	45%	30%	
2 - Employees must complete a minimum of 15 hours of continuing education.	N/A	100%	95%	

Performance Measure 1: Reduction of eligible permits to prevent expiration by 25%

ABOUT THIS MEASURE:

Reducing expired permits reduces the potential of future enforcement cases while ensuring that projects are completed by meeting the minimum provisions of the County Codes.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

See above

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Staff time to administer program

Performance Measure 2: Employees must complete a minimum of 15 hours of continuing education.

ABOUT THIS MEASURE:

Due to the ever changing requirements in the construction industry and code enforcement it is imperative that our staff stays up on the latest trends and updates.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Management identifies education opportunities to enhance employee knowledge.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Staffing time and budget are the main factors that will influence achieving the goal.



Harford County Department of Public Works - Capital Projects FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1- Meetings held to capture "lessons learned" in projects	4.00	6.00	6.00	↔
2- Number of lessons learned	20.00	12.00	12.00	↔
3- Number of lessons learned incorporated into "standard" project designs	10.00	12.00	12.00	↔

Performance Measure 1: Meetings held to capture "lessons learned" in projects

ABOUT THIS MEASURE:

Focused meetings to capture lessons learned.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Capturing important issues and learning from them so the same mistake is not made twice.

Performance Measure 2: Number of lessons learned

ABOUT THIS MEASURE:

Capturing lessons learned on projects is important so the future project are as efficient and cost effective as possible, especially as new staff is brought on board.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Continuity of existing staff and onboarding new staff, as well as the design preferences of the various architects and engineers which are used on projects. Over time we gain insight on what are preferable designs.

Performance Measure 3: Number of lessons learned incorporated into "standard" project designs

ABOUT THIS MEASURE:

Capturing lessons learned on projects is important so the future project are as efficient and cost effective as possible, especially as new staff is brought on board

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Continuity of existing staff and onboarding new staff, as well as the design preferences of the various architects and engineers which are used on projects. Over time we gain insight on what are preferable designs.



Harford County Department of Public Works Facilities & Operations FY 2025 Performance Measure Report

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Economic Prosperity - Attracting and retaining high quality business and meaningful jobs.

Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1-Number of preventative maintenance services	906	998	1,100	↑
2-Number of completed work orders within 5 days	N/A	55%	60%	↑
3-Number of County assets tracked	17,831	18,804	19,000	↑
4-Tracking of pieces of mail	159,377	184,779	194,018	↑
5-Revenue generated from GovDeals website and savings through reuse.	\$117,000	\$80,490	\$100,000	↑
6-Number of registered apprentices	2	1	0	↓

Performance Measure 1: Number of preventative maintenance services

ABOUT THIS MEASURE:

The measure tracks the number of preventative maintenance services to County facilities and equipment.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Increasing the number of preventative maintenance services provided to County facilities and equipment will sustain and possibly exceed their life cycles thereby reducing the number of capital projects and assisting in determining where funding should be allocated.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Fully funding F&O's operating allows an increase in preventative maintenance.

Performance Measure 2: Number of completed work orders within 5 days

ABOUT THIS MEASURE:

The measure evaluates the number of work orders completed within 5 days of receipt.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Work orders are evaluated utilizing Facility Dude to determine priorities and identify efficiencies and adjacencies.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

F&O is in need of additional maintenance and mechanical staff to continue to operate at this percentage.

Performance Measure 3: Number of County assets tracked

ABOUT THIS MEASURE:

The measure records capital assets pursuant to procedures, policies and County Code.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking capital assets and data sensitive electronics to be in compliance with Harford County Policy, F&O .03/.04 and Section 41-39 of the Harford County Code through the annual inventory, routine spot checks, and responsible and appropriate disposal.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Departments need to follow the procedures for adding, transferring or disposing of capital assets.

Performance Measure 4: Tracking of pieces of mail

ABOUT THIS MEASURE:

Tracking of mail to determine cost savings efforts.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Being tracked each day to determine if it can be presorted to save on postage using the customer base pricing permit.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Keep customer base pricing permit active.

Performance Measure 5: Revenue generated from GovDeals website and savings through reuse.

ABOUT THIS MEASURE:

Savings to County through the sale of surplus property on the GovDeals website and through the reuse of County property at the warehouse.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Sales are being monitored on the website as well as tracking cost avoidance through the reuse of County property at the warehouse. This generates income for the General Fund and also offsets departmental operating budget requests.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Staffing, size of warehouse and equipment.

Performance Measure 6: Number of registered apprentices

ABOUT THIS MEASURE:

To invest in and grow our workforce.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Opportunity for high school graduates and county employees to learn skills needed by the County, gain knowledge, skills and abilities in multi-skill areas, create pathways for current County employees to become a team leader or supervisor.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Funding, new pins and recruitment.



Harford County Department of Public Works Highways FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Number of County bridges in need of repair (those bridges having a rating = or < than 60	30	29	29	↔
2 - Percent of County bridges with a rating = or < than 60	13.22%	12.72%	12.67%	↓
3 - Average rating of all County bridges	78.95	78.77	79.42	↔
4 - Number of Miles Striped	795.67	797.73	800.00	↑
5 - Cost per mile of Striping	\$330	\$336	\$350	↑

Performance Measure 1: Number of County bridges in need of repair (those bridges having a rating = or < than 60)

ABOUT THIS MEASURE:

This measure tracks the County bridges that having a rating equal to or less than 60. Bridges with a rating equal to or less than 60 are deteriorating and in need of repair.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is important to track the number of bridges in need of repair, as well as the significance of the repair in order to determine the budget for the upcoming fiscal year.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Many things could factor into the damage of a bridge, including weather, capacity versus usage, age, etc.

Performance Measure 2: Percent of County bridges with a rating = or < than 60

ABOUT THIS MEASURE:

This measure tracks the percent of county bridges that have a rating equal to or below 60.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking the percentage of bridges that need repair based on their rating number gives an assessment of the ratio of bridges that need repair versus the total number of bridges. A lower percentage indicates better maintenance of bridges, therefore requiring less reconstruction.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Weather, usage, age, etc.

Performance Measure 3: Average rating of all County bridges

ABOUT THIS MEASURE:

This measure reflects the County's maintenance and efficiency of maintaining County bridges

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

The higher the average rating, the better condition County bridges are averaging. It is important to track this trend to adjust maintenance schedules as needed.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Weather, age, usage, etc.

Performance Measure 4: Number of Miles Striped

ABOUT THIS MEASURE:

This measure tracks the miles of County road striped in a fiscal year.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This measure tracks the miles of County road striped in a fiscal year.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Scheduled and non-scheduled equipment maintenance, availability of crews, weather, etc.

Performance Measure 5: Cost per mile of Striping

ABOUT THIS MEASURE:

This measure tracks the cost of striping per mile. This includes maintenance, personnel, and materials.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This is a very important measure to track when determining the budget request for each fiscal year.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

The cost of doing business, materials, personnel expense, equipment repair/maintenance costs.



Harford County Department of Public Works Stormwater Management FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Number of Assigned Stormwater Inspectors	2.40	2.50	2.60	↔
2 - Number of SWM/BMP Inspections by Due Date	1,227	1,300	1,400	↑
3 - Number of Inspections per assigned Inspector	511	520	538	↑

Performance Measure 1: Number of Assigned Inspectors

ABOUT THIS MEASURE:

This tracks how many inspectors are assigned to perform triennial SW inspections

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Complete triennial SWM Facility /BMP inspections by the due date for at least 400 inspections/assigned FT inspector.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Retirement of Lead Inspector (Christy Joyce) and budget for consultant inspectors. New Inspection group Lead.

Performance Measure 2: Number of SWM/BMP Inspections by Due Date

ABOUT THIS MEASURE:

This tracks the number of SW inspections performed over the past Fiscal Year

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

SW facilities are being inspected per State guidelines and Harford County Code Section 214. Must be tracked to ensure MS 4 NPDES permit Compliance.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Weather, BMP complexity and age.

Performance Measure 3: Number of Inspections/Assigned Inspectors

ABOUT THIS MEASURE:

This tracks how many SW inspections are done per assigned inspector

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Each FT Inspector is inspecting ~520 facilities/year.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Inspector experience, equipment



Harford County Department of Parks and Recreation FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1. Tennis Center - Memberships	\$38,436	\$44,636	\$46,000	
2. Tennis Courts - Reservations	\$206,019	\$190,092	\$225,000	
3. ShowMobile	\$13,950	\$6,810	\$8,000	
4. Weddings-Swan Harbor Farm	\$388,601	\$373,856	\$400,000	
5. Room/Pavillion Rentals	\$72,698	\$65,000	\$66,000	
6. Department Sponsored Programs	\$103,923	\$120,000	\$122,000	

Performance Measure 1: Tennis Center - Memberships

ABOUT THIS MEASURE:

This measure tracks the revenue generated from tennis center memberships.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is important to track tennis center memberships because it gives the department an idea of how many citizens are using the facility.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Recent updates to the facility continue to be a contributing factor to the current performance.

Performance Measure 2: Tennis Courts - Reservations

ABOUT THIS MEASURE:

This measure tracks the revenue generated from tennis court reservations.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It is important to track revenue from the reservations of tennis courts because it shows revenue generated from all customers, not just members.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Factors contributing to the current performance include ideal court conditions, a centralized and convenient location, and the ability to host tournaments.

Performance Measure 3: ShowMobile

ABOUT THIS MEASURE:

This measure tracks ShowMobile rental revenue.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking this performance measure gives the department an idea who uses the ShowMobile and how often it is used.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Factors contributing to the current performance include the various groups that utilize the ShowMobile for events, low operational maintenance and easy access for booking.

Performance Measure 4: Weddings-Swan Harbor Farm

ABOUT THIS MEASURE:

This measure tracks the wedding and event reservations at Swan Harbor Farm and the revenue generated from those events, and also includes the annual farming lease payment.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

This is an important measure to track because it is one of the Departments highest revenue generators.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

One of the major contributing factors to the current performance is due to SHF being maintained year round for optimal aesthetics.

Performance Measure 5: Room/Pavillion Rentals

ABOUT THIS MEASURE:

This measure tracks the fitness memberships, room and park pavillion rental revenue.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Tracking fitness memberships, room and park pavillion rental revenue is important because it shows us how many citizens are using the facilities and what locations are the most visited.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

There are various factors contributing to the current performance measure including upgrades to facilities and the affordable cost for users.

Performance Measure 6: Department Sponsored Programs

ABOUT THIS MEASURE:

This measure tracks the revenue generated from various department sponsored programs.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

It's important to track this measure because it tells the Department what programs are being utilized by the public, and what programs are successful.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Factors contributing to the current performance measure include the variety of programs available and the times they are available.



Harford County Department of Economic Development FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Industrial vacancy rates	7.9%	5.7%	5.2%	↓
2 - Office vacancy rates	13.4%	13.0%	12.5%	↓
3 - Retail vacancy rates	6.2%	5.0%	4.8%	↓
4 - Harford County unemployment rate	3.0%	2.3%	2.3%	↔
5 - Harford County average weekly wage	\$1,093	\$1,331	\$1,500	↑
6 - Reduce vacancy rate along Southern Harford Route 40 corridor by 5%	n/a	15%	10%	NEW
7 - Increase hotel tax revenue by 5%	\$2.65M	\$2.70M	\$2.83M	NEW

Performance Measure 1, 2, 3: Industrial/Office/Retail vacancy rates

ABOUT THIS MEASURE:

Harford County is the in mid-Atlantic region with trucking reaching 40% of US commerce in overnight drive, desirable infrastructure (roads, rail & trucking) and proximity to Port of Baltimore; office space is holding post-Covid; consumer index for retail remains high; success should translate into a lower commercial property vacancy rate as new businesses coming to the county and existing businesses already in the county need more physical space to conduct operations.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Moving excess available square footage results in job creation, increased tax revenue. It is the goal of Economic Development to reduce the Industrial/Retail/Office vacancy rates.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Singular massive sq ft unleased facility inventory drives higher percentage vacancy rate; cautionary economic climate post-Covid; legislation enacted that caps industrial warehouse space at 250k.

Performance Measure 4: Harford County Unemployment Rate

ABOUT THIS MEASURE:

Low unemployment rate reflects health of workforce opportunity and engagement at local level; success should translate into higher overall employment rate for county residents as they will have more opportunities to find employment through more available positions and better skillset. FY24 felt impact of telework influence. We anticipate FY25 to show increased physical presence.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Holistic focus on workforce development, training, retooling and upskilling; continuity of full employment equals income tax revenue increase, higher wage earners, career mobility in skilled trades and professions. Harford County strives to retain an unemployment rate lower than the State and National average.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Availability of skilled workforce; training program access; federal gov't telework policy implementation; apprenticeships; workforce training; partnerships to create a workforce pipeline.

Performance Measure 5: Harford County average weekly wage

ABOUT THIS MEASURE:

Average weekly wage reflects skill attainment, impacts consumer spending, housing/rental; success should translate into higher weekly wage growth for county residents as more of them are able to upgrade current positions into higher paying positions through better skillsets; current market conditions have led to stronger employee negotiating powers.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Positive gains in average weekly wage rate contribute directly to income tax and indirectly to property tax.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

High skilled, high paying job access and availability retain workers and promote career mobility in nationally competitive environment.

Performance Measure 6: Reduce vacancy rate along Route 40 corridor by 5%

ABOUT THIS MEASURE:

This is a priority of the Southern County Taskforce, a Cassilly administration initiative.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

One-on-one engagement with businesses and a targeted strategic approach to revitalization.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Historically underserved community; lack of economic investment and business attraction.

Performance Measure 7: Increase hotel tax revenue by 5%

ABOUT THIS MEASURE:

Generates support for tourism-related nonprofits across the county.

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Increasing hotel tax revenue further augments investment in tourism-related initiatives.

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Telework; hotel packaging and cross-promotional opportunities hold potential.



Harford County Department of Economic Development Agricultural Services FY 2025 Performance Measure Report

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Performance Measures	Actual FY 23	Actual FY 24	Estimate FY 25	Change
1 - Facilitate financing opportunities to support technology investment in three (3) agribusinesses	N/A	N/A	3	NEW
2 - Retain 100% of Legacy Farms	N/A	65	65	NEW
3 - Continue to provide access to fresh farm foods for seniors through coupon program	\$4,105	\$4,290	\$7,500	NEW

Performance Measure 1: Facilitate financing opportunities to support technology investment in three (3) agribusinesses

ABOUT THIS MEASURE:

Demonstrates the commitment of the county's agricultre sector to utilizing technology to improve production capacity and efficiency; shows how farms are willing to innovate and utilize resources to their advantage

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Ag coordinator will research ag-related grant and loan options and do individualized outreach to county farms; tracking will serve as data measure on how many farms use referrals

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Transition to new ag coordinator; outreach of Economic Development Ag Advisory Board; modernization of farm work

Performance Measure 2: Retain 100% of Legacy Farms

ABOUT THIS MEASURE:

Highlights the county's agricultural heritage and generational lifespan of farm businesses

WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Outreach for documentation and historical information; tracking helps ascertain the longevity of a specific farm businesses

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Maryland Farm Bureau, other partners' commitment to documenting county's ag history

Performance Measure 3: Continue to provide access to fresh farm foods for seniors through coupon program

ABOUT THIS MEASURE:

Partnership with Office of Aging to offer local seniors discounted access to fresh produce; exemplifies commitment to promoting local agribusiness

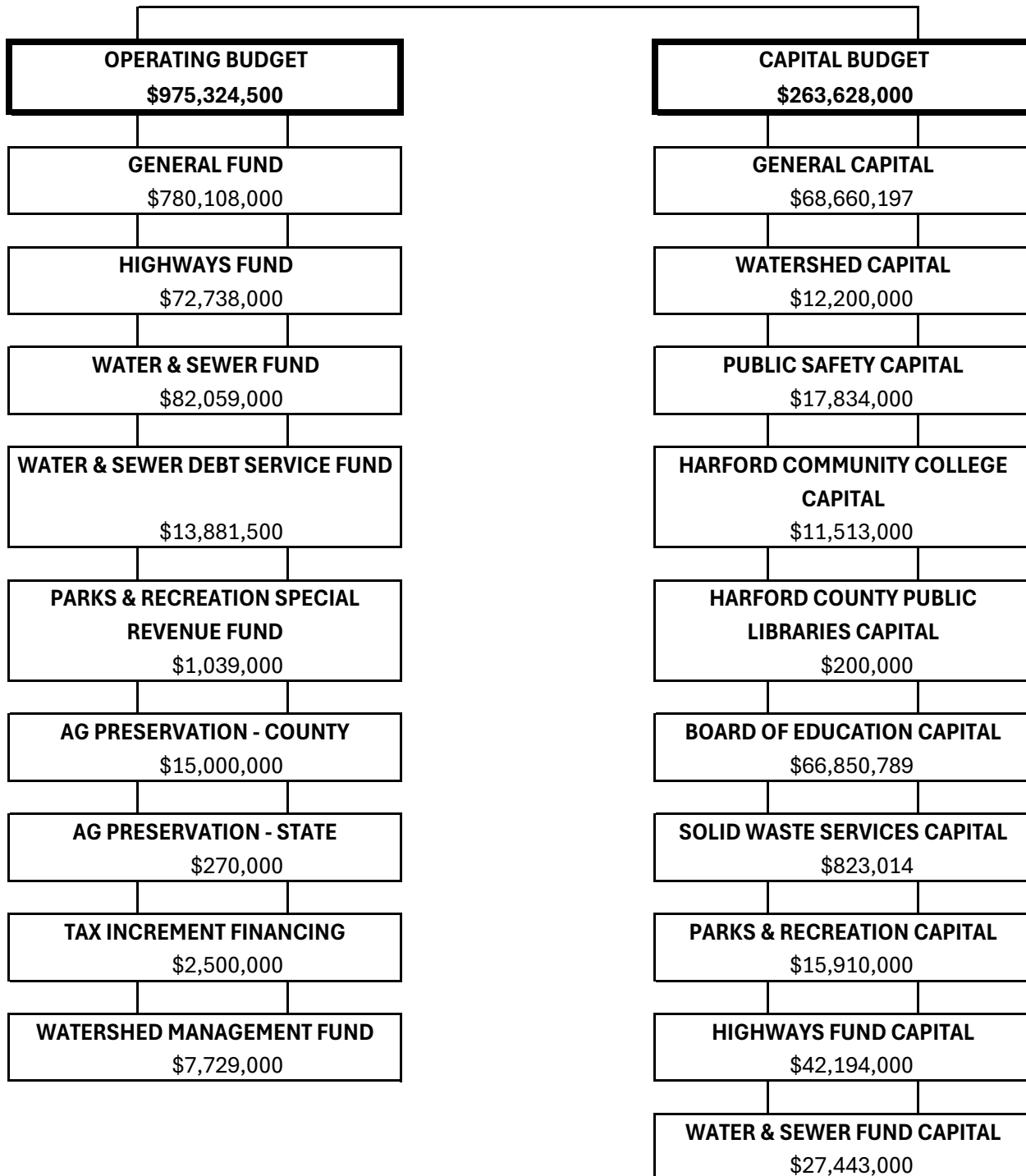
WHAT IS BEING DONE AND WHY IT IS IMPORTANT TO TRACK:

Coupons are disseminated at multiple venues; tracking captures data on usage, demographics

FACTORS CONTRIBUTING TO CURRENT PERFORMANCE:

Collaborative marketing; transportation access; cost effectiveness; participation of farmers markets and vendors

Harford County
Total FY 25 Approved Budget All Funds
\$1,238,952,500



HARFORD COUNTY MARYLAND

FISCAL YEAR 2025 BUDGET SUMMARY

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 2025 Operating and Capital Budgets we maintained essential services while focusing on fiscal responsibility for our citizens and employees. This budget provides for major investments in public safety and funding for our schools without raising taxes.

REVENUES

ALL FUNDS

FY 25 Approved Budget	975,324,500
FY 24 Approved Budget	965,562,000
\$ Increase	9,762,500
% Increase	1.01%

FUNDING SOURCE

General	780,108,000
Highways	72,738,000
Parks & Recreation	1,039,000
Ag Preservation - County	15,000,000
Ag Preservation - State	270,000
Tax Increment Financing	2,500,000
Water & Sewer Operating	82,059,000
Water & Sewer Debt Service	13,881,500
Watershed Management Fund	<u>7,729,000</u>

FY 25 TOTAL ALL FUNDS	<u><u>975,324,500</u></u>

REVENUE SOURCE

Property Taxes	354,198,690
Income Taxes	317,325,000
W & S User Charges	59,827,500
W & S Capital Charges	10,063,000
Intergovernmental/	
State-Shared	14,799,000
Other Local Taxes &	
Assessments	18,985,000
Fund Balance/Net Assets	93,204,973
Other Revenue	<u>106,921,337</u>

FY 25 TOTAL ALL REVENUES	<u><u>975,324,500</u></u>

REVENUES

For Fiscal Year 2025, Property and Income Tax revenues are estimated to generate 68% of the total of all revenue.

Property Taxes

FY 25 Approved Budget	354,198,690	36.32% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	339,971,400	35.21% of the Total All Funds FY 24 Operating Budget
\$ Increase	14,227,290	
% Increase	4.18%	

HARFORD COUNTY MARYLAND
FISCAL YEAR 2025 BUDGET SUMMARY

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 25, the County is maintaining a tax rate of \$0.8413. The State reassesses all properties on a triennial basis. Statewide "Group 3" reassessments for FY 25 increased by 23.4% over the past three years according to the State Department of Assessments and Taxation. In Harford County, assessments in Group 2, which mainly covers the southern area of the County, grew by 22.0% with residential and commercial assessments increasing by 23.9% and 17.7% respectively.

Income Taxes

FY 25 Approved Budget	317,325,000	32.54% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	311,000,000	32.21% of the Total All Funds FY 25 Operating Budget
\$ Increase	6,325,000	
% Increase	2.03%	

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 has set an 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. Harford County receives approximately 90% of income tax in quarterly distributions of the withholdings and estimated payments.

The county is expecting modest growth in income tax for FY 25 over the revised FY 24 estimate as the economy is expected to cool with the possibility of entering a mild recession. FY 24 income tax is estimated at \$306.6 million, which is \$4.4 million under the adopted budget. Off of that lowered base, FY 25 is expected to grow by 3.5%, yielding \$317.3 million. FY 21 through FY 23 experienced significantly strong income tax growth, some of which was most likely one-time revenue brought forth by Federal stimulus funding. The FY 24 income tax is seen as a resetting of the base in a post-pandemic economy. In light of all of the uncertainty, the County's Spending Affordability Advisory Committee recommendation was to use the average growth rate of 3.5% that the County experienced over the past forty years. The overall expectation of income tax going forward continues to be positive based on the resilient and diversified local economy and the skilled workforce.

Recordation Tax

FY 25 Approved Budget	13,335,000	1.37% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	17,000,300	1.76% of the Total All Funds FY 24 Operating Budget
\$ Decrease	(3,665,300)	
% Decrease	-21.56%	

**HARFORD COUNTY MARYLAND
FISCAL YEAR 2025 BUDGET SUMMARY**

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.

Recordation revenue is budgeted to flatten out in FY 25 as interest rate hikes have ended, but any significant reductions in them seem unlikely due to persistent inflation. The effect of the relatively high interest rates on the County is one of limited inventory as homeowners are reluctant to sell their homes and lose the low interest rate mortgages that they locked in a few years. With few homes available on the market, sale prices have held strong. For recordation the number of transactions has fallen off, even while the value of each transaction has not.

Fund Balance/Unrestricted Net Position

FY 24 Approved Budget	93,204,973	9.56% of the Total All Funds FY 25 Operating Budget
FY 23 Approved Budget	121,371,434	12.57% of the Total All Funds FY 24 Operating Budget
\$ Decrease	(28,166,461)	
% Decrease	-23.21%	

Fund Balance has been appropriated in the General Fund at \$74,072,089. This funding will be utilized for one-time operating cost as well as Paygo for FY 25 capital projects. Highways Fund Balance of \$11,159,603 will be used for resurfacing and other road projects. The Watershed Management Fund will use \$4,659,000 of Fund Balance, Parks and Recreation Special Revenue Fund will use \$206,000, and Ag Preservation - County will use \$6,000,000. Net Assets - Appropriated for Water and Sewer Enterprise fund is appropriated at \$12,704,000.

EXPENDITURES

General Fund

FY 25 Approved Budget	780,108,000	79.98% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	768,496,000	79.59% of the Total All Funds FY 24 Operating Budget
\$ Increase	11,612,000	
% Increase	1.51%	

Significant changes contributing to this increase include four (4) new SRO positions added during FY 24 and a step-increase plus a 1% COLA for law enforcement and correctional deputies; in Emergency Services - eight (8) new EMS positions added during FY 24 for an additional ambulance crew, and additional overtime; a decrease in one-time funding in FY 24 for school site acquisition; investments in Information & Communication Technology for software programs to support efficiencies; and a 1% COLA and \$1,000 merit increase for eligible county employees, as well as for employees of the State's Attorney and Circuit Court.

HARFORD COUNTY MARYLAND
FISCAL YEAR 2025 BUDGET SUMMARY

Highways Fund

FY 25 Approved Budget	72,738,000	7.46% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	68,370,000	7.08% of the Total All Funds FY 24 Operating Budget
\$ Increase	4,368,000	
% Increase	6.39%	

Significant changes contributing to this increase include adjustments to Highways maintenance and operating budgets; an increase in funding for diesel fuel and gasoline; and Paygo funding appropriated for capital project such as resurfacing, fleet replacement, bridge inspection, guardrails and road safety improvements, and other various roadway improvement projects.

Water & Sewer Fund

FY 25 Approved Budget	82,059,000	8.41% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	79,815,000	8.27% of the Total All Funds FY 24 Operating Budget
\$ Increase	2,244,000	
% Increase	2.81%	

The Water & Sewer Operating Fund was established as a self-sustaining utility account for water and sewer services provided by Harford County Government. Adjustments based on actual spending history for maintenance, materials and inspections. Increase in Paygo to support the FY 25 Water & Sewer Capital Budget for replacement of infrastructure, booster stations, infiltration and inflow, pump stations, etc., and adjustments to Depreciation and Pro Rata charges (provided to the General Fund) increase for FY 24.

Water & Sewer Debt Service

FY 25 Approved Budget	13,881,500	1.42% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	12,585,000	1.30% of the Total All Funds FY 24 Operating Budget
\$ Decrease	1,296,500	
% Decrease	10.30%	

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.

Parks and Recreation Special Revenue Fund

FY 25 Approved Budget	1,039,000	0.11% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	855,000	0.09% of the Total All Funds FY 24 Operating Budget
\$ Increase	184,000	
% Increase	21.52%	

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

Ag Preservation - County

FY 25 Approved Budget	15,000,000	1.54% of the Total All Funds FY 24 Operating Budget
FY 24 Approved Budget	26,500,000	2.74% of the Total All Funds FY 23 Operating Budget
\$ Decrease	(11,500,000)	
% Decrease	-43.40%	

HARFORD COUNTY MARYLAND
FISCAL YEAR 2025 BUDGET SUMMARY

Harford County is committed to Agricultural Land Preservation. An allocation of \$19,150,000 is provided for the purchase of Ag Preservation easements.

Ag Preservation - State

FY 25 Approved Budget	270,000	0.03% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	270,000	0.03% of the Total All Funds FY 24 Operating Budget
\$ Decrease	0	
% Decrease	0.00%	

Harford County's Agricultural Program is Certified. Therefore, the program can retain 75% of the Agricultural Transfer Tax collected. For FY 25, it is projected that the County's Share of the State Agricultural Tax will be \$270,000.

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 \$240,000.

Tax Increment Financing

FY 25 Approved Budget	2,500,000	0.26% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	2,665,000	0.28% of the Total All Funds FY 24 Operating Budget
\$ Increase	(165,000)	
% Increase	-6.19%	

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 benefitting 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 authorized 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 25 Approved Budget	7,729,000	0.79% of the Total All Funds FY 25 Operating Budget
FY 24 Approved Budget	6,006,000	0.62% of the Total All Funds FY 24 Operating Budget
\$ Increase	1,723,000	
% Increase	28.69%	

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 2025 TAXABLE ASSESSABLE BASE
GENERAL FUND

	Fiscal Year 2022-2023		Fiscal Year 2023-2024		Fiscal Year 2024-2025	
	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue
<u>REAL PROPERTY</u>		\$ 0.8413		\$ 0.8413		\$ 0.8413
Full Year Levy	30,322,120,528	255,100,000	31,617,734,459	266,000,000	33,281,825,746	280,000,000
Partial Year Levy	89,742,066	755,000	47,545,465	400,000	47,545,465	400,000
Real Property Subtotal	30,411,862,594	255,855,000	31,665,279,924	266,400,000	33,329,371,211	280,400,000
<u>PERSONAL PROPERTY</u>		\$ 2.1033		\$ 2.1033		\$ 2.1033
Unincorporated Business	17,829,126	375,000	16,640,517	350,000	16,640,517	350,000
Railroads and Public Utilities	746,446,061	15,700,000	855,798,032	18,000,000	898,587,933	18,900,000
Corporate Property	760,709,361	16,000,000	713,165,026	15,000,000	689,392,859	14,500,000
Personal Property Subtotal	1,524,984,548	32,075,000	1,585,603,575	33,350,000	1,604,621,309	33,750,000
Grand Total	31,936,847,142	287,930,000	33,250,883,499	299,750,000	34,933,992,521	314,150,000
<u>ADDITIONS AND SUBTRACTIONS</u>						
Interest and Other Credits		(2,751,500)		(4,489,500)		(5,172,700)
NET TAXES		285,178,500		295,260,500		308,977,300

HARFORD COUNTY, MARYLAND
FY 2025 TAXABLE ASSESSABLE BASE
HIGHWAYS FUND

	Fiscal Year 2022-2023		Fiscal Year 2023-2024		Fiscal Year 2024-2025	
	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue	Taxable Assessable Base	Estimated Revenue
<u>REAL PROPERTY</u>		\$ 0.1366		\$ 0.1366		\$ 0.1366
Full Year Levy	25,622,254,758	35,000,000	26,720,351,391	36,500,000	28,184,480,234	38,500,000
Partial Year Levy	73,206,442	100,000	36,603,221	50,000	36,603,221	50,000
Real Property Subtotal	25,695,461,201	35,100,000	26,756,954,611	36,550,000	28,221,083,455	38,550,000
<u>PERSONAL PROPERTY</u>		\$ 0.3415		\$ 0.3415		\$ 0.3415
Unincorporated Business	14,348,463	49,000	14,641,288	50,000	14,641,288	50,000
Railroads and Public Utilities	732,064,422	2,500,000	732,064,422	2,500,000	843,338,214	2,880,000
Corporate Property	699,853,587	2,390,000	585,651,537	2,000,000	585,651,537	2,000,000
Personal Property Subtotal	1,446,266,470	4,939,000	1,332,357,248	4,550,000	1,443,631,040	4,930,000
Grand Total	27,141,727,672	40,039,000	28,089,311,859	41,100,000	29,664,714,495	43,480,000
<u>ADDITIONS AND SUBTRACTIONS</u>						
Interest and Other Credits		(239,200)		(501,800)		(658,610)
NET TAXES		39,799,800		40,598,200		42,821,390

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

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

	REAL PROPERTY	PERSONAL PROPERTY	TOTAL LEGAL DEBIT LIMIT
ESTIMATED VALUE OF NET ASSESSED PROPERTY			
APPLICABLE GENERAL OBLIGATION DEBT % RATE	6%	15%	
ESTIMATED LEGAL DEBT LIMIT	0	0	0

STATEMENT OF ESTIMATED LONG TERM DEBT OUTSTANDING AS OF JUNE 30, 2023

ESTIMATED LONG TERM DEBT:

General Obligation	155,608,743
Solid Waste	5,227,862
Community College	16,029,125
Public Schools	262,810,180
Highways	29,690,510
Watershed	21,989,659
<u>TOTAL ESTIMATED LONG TERM DEBT</u>	<u>491,356,079</u>

ESTIMATED SELF SUSTAINING DEBT:

Water & Sewer Bonds	75,743,921
Tax Increment Financing	10,235,000
Agricultural Preservation Debt	32,638,298
SBITA and Leases	7,500,000
<u>TOTAL ESTIMATED SELF SUSTAINING DEBT</u>	<u>126,117,219</u>

ESTIMATED TOTAL BONDED DEBT 617,473,298

LESS: Estimated Self Sustaining Debt 126,117,219

ESTIMATED TOTAL DEBT APPLICABLE TO LEGAL DEBT LIMIT 491,356,079

ESTIMATED TOTAL LEGAL DEBT LIMIT -

LESS: Estimated Total Debt Applicable to Legal Debt Limit 491,356,079

ESTIMATED LEGAL DEBT MARGIN (491,356,079)

**BUSINESS PLAN
DEBT BURDEN ANALYSIS
Fiscal Years 2023-2030**

	Actual 2023	Original Budget 2024	Proposed Budget 2025	Projection 2026	Projection 2027	Projection 2028	Projection 2029	Projection 2030
Expenditures ^{(1) (2)}								
County Council	\$ 3,725,802	\$ 4,378,697	\$ 4,609,165	\$ 4,747,440	\$ 4,889,863	\$ 5,036,559	\$ 5,187,656	\$ 5,343,285
General Government	\$ 57,436,680	\$ 56,827,593	\$ 57,751,757	\$ 59,484,310	\$ 61,268,839	\$ 63,106,904	\$ 65,000,111	\$ 66,950,115
Education	\$ 344,119,463	\$ 334,734,208	\$ 334,734,208	\$ 344,776,234	\$ 355,119,521	\$ 365,773,107	\$ 376,746,300	\$ 388,048,689
Harford Center	\$ 675,745	\$ 702,215	\$ 721,341	\$ 742,981	\$ 765,271	\$ 788,229	\$ 811,876	\$ 836,232
Judicial	\$ 12,409,421	\$ 14,515,355	\$ 15,313,758	\$ 15,773,171	\$ 16,246,366	\$ 16,733,757	\$ 17,235,770	\$ 17,752,843
Libraries	\$ 20,886,654	\$ 20,885,407	\$ 20,885,407	\$ 21,511,969	\$ 22,157,328	\$ 22,822,048	\$ 23,506,710	\$ 24,211,911
Parks and Recreation	\$ 11,290,095	\$ 13,013,974	\$ 13,200,850	\$ 13,596,876	\$ 14,004,782	\$ 14,424,925	\$ 14,857,673	\$ 15,303,403
Public Safety	\$ 152,985,222	\$ 166,225,297	\$ 182,082,790	\$ 187,545,274	\$ 193,171,632	\$ 198,966,781	\$ 204,935,784	\$ 211,083,858
Public Works	\$ 70,194,662	\$ 95,178,425	\$ 100,107,512	\$ 103,110,737	\$ 106,204,059	\$ 109,390,181	\$ 112,671,887	\$ 116,052,043
Social Services	\$ 12,927,988	\$ 15,157,245	\$ 15,232,480	\$ 15,689,454	\$ 16,160,138	\$ 16,644,942	\$ 17,144,290	\$ 17,658,619
Other Financing Uses	\$ 42,206,555	\$ 51,216,606	\$ 37,201,392	\$ 38,317,434	\$ 39,466,957	\$ 40,650,965	\$ 41,870,494	\$ 43,126,609
Debt Service (3)								
General Obligation Debt	60,287,864	62,566,978	63,484,340	69,258,970	71,593,610	74,624,803	76,625,652	80,773,450
Other Debt Expenses	4,843,861	7,470,000	8,750,000	8,750,000	8,750,000	8,750,000	8,750,000	8,750,000
Total Expenditures	\$ 793,990,012	\$ 842,872,000	\$ 854,075,000	\$ 883,304,850	\$ 909,798,366	\$ 937,713,202	\$ 965,344,203	\$ 995,891,057
Capital Plan								
General Fund Bonds	91,045,000	83,255,000	\$ 63,950,000	\$ 99,620,000	\$ 90,670,000	\$ 59,450,000	\$ 66,200,000	\$ 42,800,000
Watershed Management Bonds	8,450,000	8,600,000	8,700,000	8,800,000	8,900,000	9,000,000	9,100,000	9,200,000
Highway Fund Bonds	11,615,000	2,235,000	12,380,000	13,155,000	8,115,000	5,610,000	4,375,000	4,120,000
Water and Sewer Bonds	10,965,000	8,500,000	16,050,000	17,450,000	22,450,000	13,200,000	16,300,000	10,450,000
Pay-as-you-go								
General Fund	28,260,000	14,142,000	14,352,000	15,403,750	10,203,750	8,602,950	8,352,500	8,052,500
Watershed Management Fund	850,000	1,250,000	1,500,000	1,500,000	1,500,000	1,600,000	1,700,000	1,800,000
Highway Fund	10,601,000	13,935,000	14,284,000	16,910,000	16,485,000	17,160,000	16,895,000	18,160,000
Water and Sewer Fund	4,280,000	9,686,000	7,508,000	6,450,000	5,600,000	6,200,000	4,550,000	4,000,000
Other Sources (All Funds)	111,357,315	118,044,000	124,815,000	76,830,000	70,325,000	61,452,500	61,602,500	39,650,000
Total Capital Plan	\$ 277,423,315	\$ 259,647,000	\$ 263,539,000	\$ 256,118,750	\$ 234,248,750	\$ 182,275,450	\$ 189,075,000	\$ 138,232,500
Debt Burden Analysis								
	Actual 2023	Projection 2024	Proposed Budget 2025	Projection 2026	Projection 2027	Projection 2028	Projection 2029	Projection 2030
General Obligation Outstanding July 1	\$ 489,794,585	\$ 496,659,313	\$ 491,356,079	\$ 505,617,491	\$ 517,792,175	\$ 528,397,656	\$ 536,618,034	\$ 543,351,820
Additions	48,500,000	38,000,000	60,000,000	60,000,000	60,000,000	60,000,000	60,000,000	60,000,000
Less Principal Repayments & Reductions	41,635,272	43,303,234	45,738,588	47,825,316	49,394,519	51,779,622	53,266,214	56,294,381
General Obligation Outstanding June 30	\$ 496,659,313	\$ 491,356,079	\$ 505,617,491	\$ 517,792,175	\$ 528,397,656	\$ 536,618,034	\$ 543,351,820	\$ 547,057,439
Population ⁽⁴⁾	264,578	267,224	269,896	272,595	275,321	278,074	280,855	283,663
Per Capita Income	75,336	76,089	76,850	77,619	78,395	79,179	79,971	80,770
Taxable Property Value ⁽⁵⁾								
Taxable Assessed Valuation (000 omitted)	\$ 32,468,611	\$ 33,250,883	\$ 34,933,993	\$ 35,632,673	\$ 36,345,326	\$ 37,072,233	\$ 37,813,678	\$ 38,569,951
Debt Ratios								
General Obligation Debt Service as % of Expenditures	7.6%	7.4%	7.4%	7.8%	7.9%	8.0%	7.9%	8.1%
General Obligation Debt Per Capita	\$1,877	\$1,839	\$1,873	\$1,899	\$1,919	\$1,930	\$1,935	\$1,929
General Obligation Debt as % of Assessed Valuation	1.5%	1.5%	1.4%	1.5%	1.5%	1.4%	1.4%	1.4%
Policy Ratios								
Expenditures	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%
General Obligation Debt Per Capita	2500	2500	2500	2500	2500	2500	2500	2500
General Obligation Debt as % of Assessed Valuation	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%

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

⁽²⁾ These expenditures include General, Highway, & Watershed 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
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	174,885,630
2024 Revenue - Estimated	704,268,911
2024 Expenditures - Estimated	<u>(723,058,782)</u>
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	<u>156,095,759</u>
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2024	
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	156,095,759
LESS: Nonspendable Fund Balance	
Long Term Rec	(722,010)
LESS: Restricted Fund Balance	
Bond Proceeds	(11,000,000)
Dedicated Revenues - Public Safety	(60,000)
LESS: Assigned Fund Balance	
Fiscal Stabilization Fund ⁽¹⁾	(39,005,400)
Encumbrances	(2,500,000)
Landfill Closure Costs	(12,000,000)
Stormwater Management	(30,000,000)
<u>ESTIMATED UNASSIGNED FUND BALANCE AT JUNE 30, 2024</u>	60,808,349
Fiscal Year 2025 Estimated Revenues	721,631,630
Less Fiscal Year 2025 Estimated Expenditures	<u>(780,108,000)</u>
<u>ESTIMATED UNASSIGNED FUND BALANCE FOR FY 2026 & FUTURE YEARS</u>	<u>2,331,979</u>
Reserve for Fiscal Stabilization Fund ⁽¹⁾	39,005,400
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 FUND BALANCE
HIGHWAYS FUND**

	HIGHWAYS FUND
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	\$ 26,207,745
2024 Revenues - Estimated	56,413,655
2024 Expenditures - Estimated	<u>(60,802,602)</u>
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	<u>\$ 21,818,798</u>
FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2024	
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	\$ 21,818,798
Less: Nonspendable Fund Balance	
Inventory	(2,000,000)
Less: Restricted Fund Balance	
Bond Proceeds	(900,000)
Highways PILOT	(260,000)
<u>ESTIMATED RESTRICTED FUND BALANCE AT JUNE 30, 2024</u>	<u>18,658,798</u>
Plus : Fiscal Year 2025 Estimated Revenues	61,578,397
Less: Fiscal Year 2025 Estimated Expenditures	<u>(72,738,000)</u>
<u>ESTIMATED FUND BALANCE FOR FY 2026 AND FUTURE YEARS</u>	<u>\$ 7,499,195</u>

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

	<u>PARKS AND RECREATION FUND</u>
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	\$ 332,135
2024 Revenue - Estimated	\$805,000
2024 Expenditures - Estimated	<u>(641,250)</u>
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	<u>\$ 495,885</u>
<u>ESTIMATED RESTRICTED FUND BALANCE AT JUNE 30, 2024</u>	\$ 495,885
Plus: Fiscal Year 2025 Estimated Revenues	833,000
Less: Fiscal Year 2025 Estimated Expenditures	<u>(1,039,000)</u>
<u>ESTIMATED RESTRICTED FUND BALANCE FOR FY 2026 AND FUTURE YEARS</u>	<u>\$ 289,885</u>

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

	AGRICULTURAL LAND PRESERVATION COUNTY
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	\$ 37,662,000
2024 Revenue - Estimated	9,000,000
2024 Expenditures - Estimated	<u>(17,500,000)</u>
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	<u>\$ 29,162,000</u>
<u>ESTIMATED RESTRICTED FUND BALANCE AT JUNE 30, 2024</u>	\$ 29,162,000
Fiscal Year 2025 Estimated Revenues	9,000,000
Less Fiscal Year 2025 Estimated Expenditures	<u>(15,000,000)</u>
	-
<u>ESTIMATED RESTRICTED FUND BALANCE FOR FY 2026</u>	<u>\$ 23,162,000</u>

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

	AGRICULTURAL LAND PRESERVATION STATE
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	0
2024 Revenue - Estimated	270,000
2024 Expenditures - Estimated	<u>(270,000)</u>
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	<u>0</u>
<u>ESTIMATED RESTRICTED FUND BALANCE AT JUNE 30, 2024</u>	0
Fiscal Year 2025 Estimated Revenues	270,000
Less Fiscal Year 2025 Estimated Expenditures	<u>(270,000)</u>
<u>ESTIMATED RESTRICTED FUND BALANCE FOR FY 2026</u>	<u>0</u>

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

	WATERSHED MANAGEMENT FUND
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	\$ 9,821,635
2024 Revenue - Estimated	3,360,000
2024 Expenditures - Estimated	<u>(5,705,700)</u>
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	<u>\$ 7,475,935</u>
LESS: Restricted Fund Balance	
Bond Proceeds	<u>0</u>
<u>ESTIMATED RESTRICTED FUND BALANCE AT JUNE 30, 2024</u>	\$ 7,475,935
Plus: Fiscal Year 2025 Estimated Revenues	3,070,000
Less: Fiscal Year 2025 Estimated Expenditures	<u>(7,729,000)</u>
<u>ESTIMATED RESTRICTED FUND BALANCE FOR FY 2026 AND FUTURE YEARS</u>	<u>\$ 2,816,935</u>

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

	TIF DEBT SERVICE FUND
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	\$ 3,251,025
2024 Revenue - Estimated	2,500,000
2024 Expenditures - Estimated	<u>(2,386,112)</u>
<u>TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024</u>	<u>\$ 3,364,913</u>
<u>ESTIMATED RESTRICTED FUND BALANCE AT JUNE 30, 2024</u>	\$ 3,364,913
Plus: Fiscal Year 2025 Estimated Revenues	2,500,000
Less: Fiscal Year 2025 Estimated Expenditures	<u>(2,500,000)</u>
<u>ESTIMATED RESTRICTED FUND BALANCE FOR FY 2026 AND FUTURE YEARS</u>	<u>\$ 3,364,913</u>

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⁾
<u>TOTAL NET POSITION AT JUNE 30, 2023</u>	\$ 538,895,344	0
Less Invested in Capital Assets, Net of Related Debt	(323,944,404)	
Restricted - Capital Project/Debt Service	(136,273,139)	0
Net Assets Available for Appropriation at June 30, 2023		
Unrestricted Net Position	78,677,801	0
 Plus: Fiscal Year 2024 Estimated Revenues	 68,000,000	 21,600,000
Less: Fiscal Year 2024 Estimated Expenditures	(59,615,927)	(21,600,000)
Net Assets Available for Appropriation at June 30, 2024		
Unrestricted Net Position	87,061,874	0
 Plus: Fiscal Year 2025 Estimated Revenues	 69,355,000	 13,881,500
Less: Fiscal Year 2025 Estimated Expenditures	(82,059,000)	(13,881,500)
Net Assets Available for Appropriation at June 30, 2025		
Unrestricted Net Position	\$ 74,357,874	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 represent .00013 percent of the General Fund and .0027 percent of the Highways Fund, have been included in the Approved Fiscal Year 2024-2025 Operating Budget.

General Fund: \$100,000

Highways Fund: \$200,000

HARFORD COUNTY GOVERNMENT PERSONNEL SUMMARY

	Budget FY 23		Budget FY 24		Budget FY 25	
	<u>Position</u>	<u>Salary</u>	<u>Position</u>	<u>Salary</u>	<u>Position</u>	<u>Salary</u>
<u>GENERAL FUND</u>						
County Executive (FT)	4.00	\$479,074	10.00	\$1,000,833	9.00	\$962,143
Administration (FT)	50.00	\$3,647,497	8.00	\$880,715	8.00	\$885,306
Procurement (FT)	8.00	\$661,186	11.00	\$963,295	9.00	\$788,656
Treasury (FT)	31.00	\$2,489,890	34.00	\$2,558,814	33.00	\$2,528,339
Law (FT)	15.00	\$1,667,683	15.00	\$1,751,708	18.00	\$2,004,470
Planning & Zoning (FT)	37.00	\$2,992,191	36.00	\$2,798,353	35.00	\$2,636,881
Human Resources (FT)	9.00	\$752,737	9.00	\$793,955	10.00	\$887,737
Housing & Comm Svcs (FT)	25.00	\$1,980,802	27.00	\$2,054,720	29.00	\$2,442,967
Housing (FT)	0.00	\$0	8.00	\$405,287	0.00	\$0
Gov't & Comm Relations (FT)	7.00	\$653,117	0.00	\$0	0.00	\$0
ICT (FT)	25.00	\$2,301,352	27.00	\$2,465,917	31.00	\$2,818,513
Sheriff's Office (FT)	583.00	\$46,307,640	597.00	\$48,807,218	601.00	\$51,822,214
Sheriff's Office (PT)	6.75	\$291,285	6.75	\$291,285	6.75	\$306,364
Emergency Services (FT)	127.00	\$8,218,318	257.00	\$14,117,245	266.00	\$16,754,115
Inspections, Lic, Permits (FT)	31.00	\$2,452,109	31.00	\$2,367,216	33.00	\$2,524,025
Public Works (FT)	15.00	\$1,454,544	58.00	\$4,304,797	56.00	\$4,250,796
County Council (FT)	28.00	\$2,139,134	29.00	\$2,242,625	29.00	\$2,365,468
Judicial (FT)	33.00	\$2,560,170	36.00	\$2,688,510	36.00	\$2,743,741
State's Attorney (FT)	69.00	\$5,541,436	82.00	\$5,866,200	82.00	\$6,582,994
Parks & Recreation (FT)	72.00	\$4,743,980	70.00	\$4,462,965	68.00	\$4,420,921

HARFORD COUNTY GOVERNMENT PERSONNEL SUMMARY

	Budget FY 23		Budget FY 24		Budget FY 25	
	<u>Position</u>	<u>Salary</u>	<u>Position</u>	<u>Salary</u>	<u>Position</u>	<u>Salary</u>
Natural Resources (FT)	5.00	\$414,471	5.00	\$407,325	5.00	\$412,909
Economic Development (FT)	17.00	\$1,099,545	11.00	\$923,500	8.00	\$672,387
SUB-TOTAL GENERAL FUND (FT):	1,191.00	\$92,556,876	1,361.00	\$101,861,198	1,366.00	\$108,504,581
SUB-TOTAL GENERAL FUND (PT):	6.75	\$291,285	6.75	\$291,285	6.75	\$306,364
TOTAL GENERAL FUND:	1,197.75	\$92,848,161	1,367.75	\$102,152,483	1,372.75	\$108,810,945
HIGHWAYS FUND						
Procurement (FT)	2.00	\$191,468	3.00	\$293,190	3.00	\$278,646
Public Works (FT)	177.00	\$12,478,292	176.00	\$12,122,523	174.00	\$12,297,539
TOTAL HIGHWAYS FUND:	179.00	\$12,669,760	179.00	\$12,415,713	177.00	\$12,576,185
WATER & SEWER FUND						
Treasury (FT)	10.00	\$705,541	9.00	\$564,462	9.00	\$561,025
Public Works (FT)	168.00	\$12,933,459	168.00	\$12,674,783	167.00	\$12,941,485
TOTAL WATER & SEWER FUND:	178.00	\$13,639,000	177.00	\$13,239,245	176.00	\$13,502,510
PARKS & RECREATION SPECIAL REVENUE FUND						
Parks & Recreation (FT)	1.00	\$61,549	1.00	\$61,549	0.00	\$0
WATERSHED MANAGEMENT FUND						
Watershed Management (FT)	5.00	\$464,949	5.00	\$468,211	7.00	\$676,134
AG PRESERVATION STATE FUND						
Ag Preservation State (Offset)		\$30,000		\$30,000		\$30,000
TOTAL ALL FUNDS:	1,560.75	\$119,683,419	1,729.75	\$128,337,201	1,732.75	\$135,565,774

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HARFORD COUNTY
SPENDING AFFORDABILITY ADVISORY
COMMITTEE REPORT
TO THE COUNTY EXECUTIVE
FOR FISCAL YEAR 2025

Members of the Committee

Bryan Kelly, Chair

John R. Scotten, Jr.

Lee Tayson
(Chamber of Commerce)

John O'Neill

Steve Wiseman

Wayne Goddard

Harford County Government Staff

Robert Sandlass, Treasurer

Rick Pernas, Deputy Treasurer

Kimberly Spence, Chief Budget & Management

Gail DiPietro, Administrative Specialist

Executive Summary

The Spending Affordability Advisory Committee (“Committee”) has concluded that the local economy and the county’s revenue appear to be diverging. At this time last year there was a consensus that the economy was slowing. Recession seemed likely as Covid stimulus funding was winding down while interest rates were increasing to combat rising inflation. One year later and the economy is more resilient than originally thought, and the optimistic hope of a soft landing is not so far-fetched. Unemployment is at record lows; inflation is reduced, and the stock market is soaring. And yet, County revenues, particularly income tax, are showing signs of stress. Now it should be noted that revenues are still expected to grow for next year. The Committee projects growth of 3.65% in the Net Adjusted General Fund Budget from FY 2024 to FY 2025. This overall increase is largely driven by property tax, which is benefiting from rising assessments brought on by the most recent housing boom. Income tax, which has been the County’s strongest revenue source in the last decade, is now becoming a drag and is in large part responsible for the reduced expectations for next year.

Income tax has proven the most difficult for the Committee to project in addition to accounting for the overall economy. Income tax is significantly affected by the mechanics of how the State Comptroller distributes this revenue to the County, as well as the timing of individual filing decisions made by a relatively small number of high-income earners. As stated above, much of the economic data is favorable, however actual income tax collections are down. As of the writing of this report in early March, income tax is \$12.6 million less than at the same time last year. To some extent we expected income tax to drop this year as last year’s distribution most likely contained some one-time revenues; however, the drop that we are seeing exceeds those expectations. Withholding, which is typically very stable and grows every year outside of recession, has been down over the last two quarters. Is that indicative of a slowing economy or is it related to the State’s distribution system? The committee cannot determine that, so to that end it was decided the use of long-term growth averages is

a better path forward. Data going back to 1980 was examined, and after adjusting for some outliers, a long-term rolling growth of average of 3.5% was established. That growth rate was applied to the remaining FY 2024 distributions and from that base to the FY 2025 estimate. The Committee projects income tax revenue in FY 2024 to decrease 2.4% from FY 2023 actuals and then grow by 3.5% FY 2025. On a budget basis, income tax in FY 2024 is expected to miss its mark by \$4.4 million and grow by 2.0% in FY 2025.

As property values are continuing to rise in the County, the Committee believes Property Tax revenues, based on the current tax rate should increase 4.6% from FY 2024 budget to FY 2025. This year Group 3, which is primarily the southern portion of the County, was reassessed and grew at 22.0%, which will be phased in over the next three years. This represents the strongest reassessment growth since 2008 and is an indication of the vibrant housing market in the County.

One area of particular concern for the Committee is the structural deficit of the County. In FY 2023 the County used \$89.9 million of fund balance to balance its budget, and while that number decreased to \$74.1 million in FY 2024 it was still too high considering that most of those funds were to finance on-going expenditures. It is the Committee's understanding that the credit rating agencies have expressed concern, rightfully so, about this practice as it is not sustainable. If the County expects to maintain its AAA bond rating, it is imperative that the County Executive and the County Council correct this imbalance in a prudent and practical manner.

Finally, while the County's debt affordability ratios are healthy and in-line with other AAA rated counties, the Capital Budget in recent years has significantly increased the appropriation of bonds. While the Committee understands the capital needs of the County and the rising cost of construction projects, there was concern expressed regarding the trajectory of future debt.

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 the 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 four returning members and two new members, 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 2024, provided by the Treasurer.
- Property tax collections, and estimates, for Harford County, through FY 2024 and FY 2025, provided by the Treasurer.
- Additional input from the 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 2023-2029, provided by the Treasurer's office.
- The County FY 2023 Annual Comprehensive Financial Report.
- The County provided access to the Directors of the Departments of Planning & Zoning, License, Inspections & Permits, and 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 87.0% of total General Fund revenues to the County. The Committee reviewed historical data, analyzed trends, and forecasted revenues for both FY 2024 and FY 2025 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, permits, (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 state assistance related to Covid-19; however, as the County has placed those revenues in its Grant Fund and Capital Fund, there is no impact on the General Fund.

The Committee also reviewed the FY 2024 General Fund Budget as a necessary step in carrying out its charge to recommend a FY2025 spending level. It was necessary to adjust the FY 2024 General Fund Budget to reflect the reduction of the appropriated fund balance and other one-time revenues equal to \$74.1 million. Our approach has been to estimate annual recurring revenue; therefore, we are continuing the historical adjustment to exclude non-recurring sources of funds. This adjustment yielded an Adjusted FY 2023 General Fund Budget of \$694.4 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 2024 Budgeted and FY 2025 Projected:

- The County aims to maintain a level of debt not to exceed \$2,500 per capita. Projected FY 2024 level is expected to be \$1,839 and \$1,927 for FY 2025.
- The County aims to maintain a debt level under 2.3% of the full cash value of assessable property in the County. Projected level for both FY 2024 and FY 2025 is 1.5%.
- The County aims to have debt service not exceed 10.0% of budgeted general fund expenditures. Projected FY 2024 level is 7.4% and 7.3% for FY 2025.

The Committee believes the proposed level of debt for FY 2025 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 implemented 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 it 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 such as Enterprise Funds. The Water and Sewer Fund was established as a self-sustaining utility to provide water and sewer services for Harford County. Revenue from users covers the 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 Operating 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.

Finally, the Committee was made aware that the rating agencies advised that the County's total fund balance, based on its current revenues, should be approximately \$150.0 million. The Committee

endorses this recommendation.

III. Recommendations

A. General Fund Budget

Based upon our review and analysis of procedures already outlined, the Committee recommends that the FY 2025 General Fund

Budget increase the FY 2024 Net Adjusted General Fund Budget, of \$694.4 million, by 3.65%. This represents approximately \$719.8 million in ongoing revenues for FY 2025. Note, based on the current collection of income tax, the Committee was concerned over the declining withholding and whether that was indicative of slowing wage growth and a shrinking labor force. At the same time, the Committee was made aware that the State's Comptroller's Office was implementing a new tax software system and that there could be some temporary issues with collections and disbursements. Due to this uncertainty, the committee opted to employ the use of the 3.5% long-term growth average to smooth revenue projections.

While much of the capital budget is debt financed and not likely to affect the General Fund in FY 2025, 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 of the General Fund the Committee discussed was the commercial property component of the assessable base, particularly the demand for office space and retail that is transforming in this post COVID economy. The Committee welcomed the opportunity to discuss future development in the County with the department heads of Planning & Zoning, License, Inspection & 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.

B. Debt Authorization

The Committee spent time discussing the County debt authorization with the Treasurer, reviewing the Debt Management Policy 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 2023 through FY 2029 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.

C. Fund Balance

The Committee recommends that the Fiscal Stabilization Fund be maintained at a minimum of five percent of the General Fund Operating Budget with an additional \$20.0 million in unassigned reserves to deal with any unexpected expenditures or revenue shortfalls. Total reserves in the General Fund should be maintained at a level of \$150.0 million to maintain the County's AAA bond rating.

D. Additional Recommendations

The Committee believes that its recommendations and forecasts should be reviewed and tested at fiscal year-end 2024 and throughout FY 2025 as it prepares its recommendations for FY 2026. 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, the 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 Committee recognizes the County's need to utilize our forecasts in long range budget

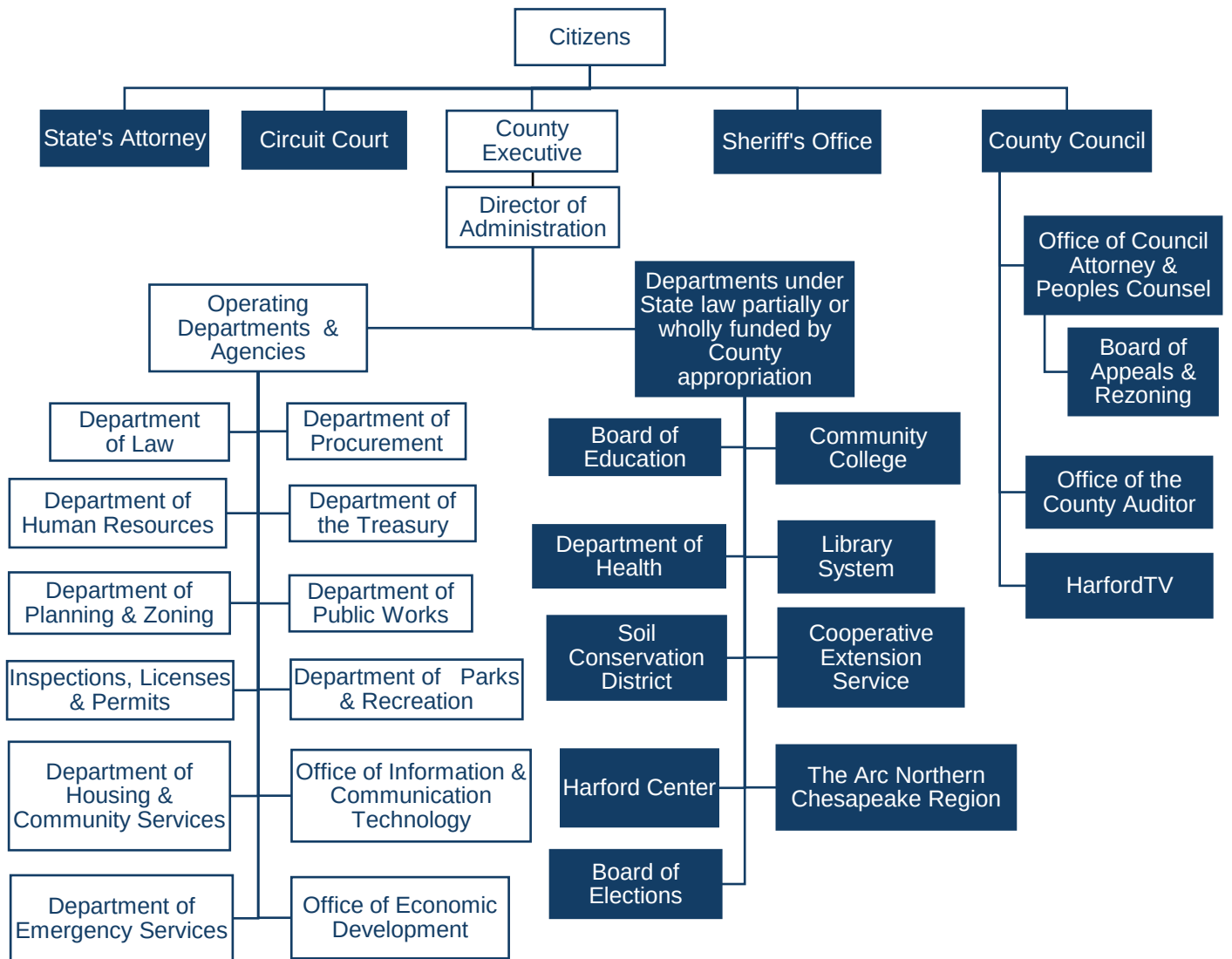
planning. Given the uncertainties cited in this report, the County should continually monitor conditions in its current budget year, and not rely upon this report beyond the fiscal year for which it is intended.

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 Treasurer and their staff, Kimberly Spence, Chief, Budget and Management Research and her staff, for their efforts in providing estimates and historical revenue data and for their careful and detailed explanations of the County's budgeting structure. The Committee received valuable insight from Richard Truitt, Director of Department of Inspections, Licensing, and Permits, Shane Grimm, Director of Planning and Zoning, and Karen Holt, Director of Economic Development. The Committee also wishes to thank Gail DiPietro for her efforts in coordinating the Committee's meetings and providing staff support. In addition, the Committee held meetings from January through March 2023 as it reviewed its materials.

March 13, 2024

HARFORD COUNTY GOVERNMENT ORGANIZATION CHART



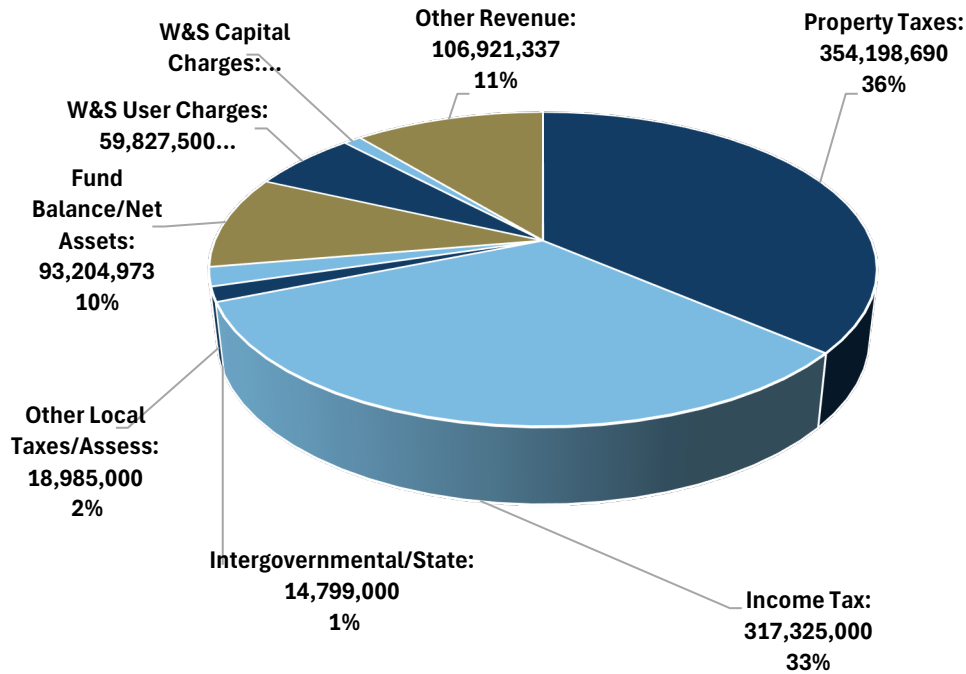
*Departments and agencies highlighted are not under control or supervision of Harford County Government but are partially or wholly funded by County appropriation under State Law.

FY 25 APPROVED ALL FUNDS REVENUE BREAKDOWN

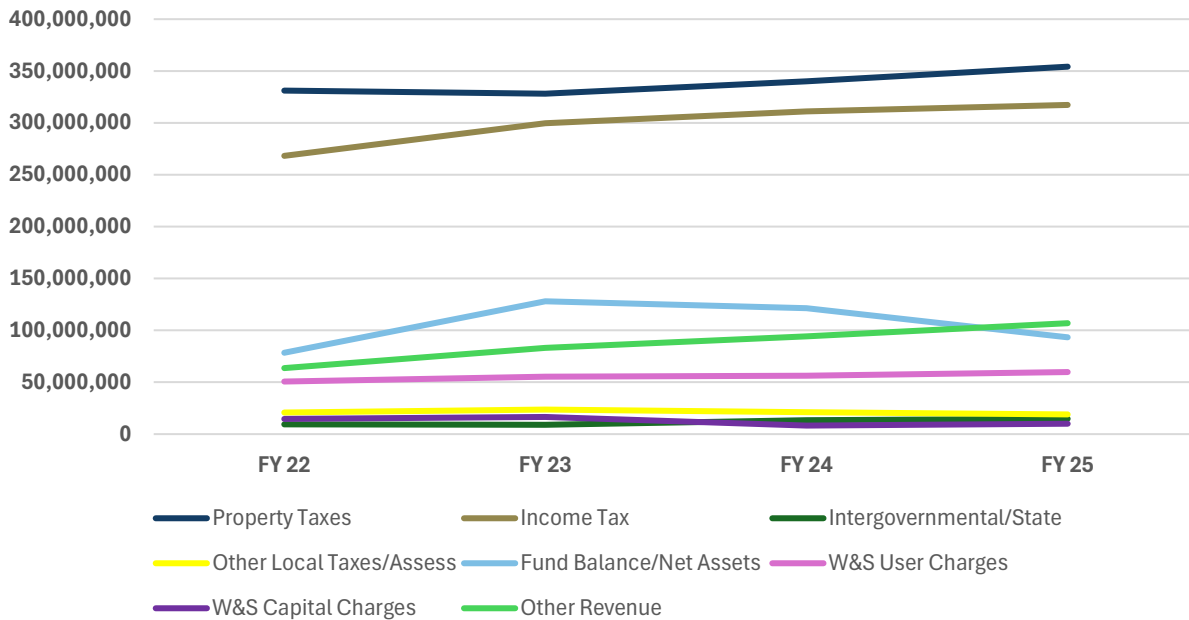
\$975,324,500

Property Taxes:		36%
Real & Personal	362,605,000	
Deductions	(8,406,310)	
	<u>354,198,690</u>	
Income Tax	317,325,000	33%
Intergovernmental/State	14,799,000	2%
Other Local Taxes/Assessments	18,985,000	2%
Fund Balance/Unrestricted Net Assets:		10%
General Fund Balance	58,476,370	
Highways Fund	11,159,603	
Watershed Fund	4,659,000	
Net Assets	12,704,000	
Ag-Preservation County	6,000,000	
Parks & Rec Special Revenue	206,000	
	<u>93,204,973</u>	
W&S User Charges	59,827,500	6%
W&S Capital Charges	10,063,000	1%
Other Revenue:		11%
Licenses/Permits	5,521,400	
Service Charges	39,691,250	
Fines & Forfeitures	307,000	
Miscellaneous	3,040,965	
Intra County	38,990,735	
Investment Income	19,369,987	
	<u>106,921,337</u>	

**ALL FUNDS REVENUES
FISCAL YEAR 2024-2025
TOTAL APPROVED BUDGET
\$975,324,500**



All Fund Revenue Budget Trend



FY 25 APPROVED ALL FUNDS APPROPRIATIONS BREAKDOWN
\$975,324,500

General Government **17%**

County Executive	1,865,688
Administration	1,538,426
Procurement	1,258,395
Treasury	4,332,450
Law	3,291,779
Planning & Zoning	17,362,038
Human Resources	5,787,738
Housing & Community Services	7,976,323
Handicapped Care Centers	2,970,921
Health	5,006,577
Info & Communication Technology	15,765,007
Public Works	44,975,937
County Council	4,609,165
Judicial	5,040,101
State's Attorney	10,273,657
Elections	3,849,819
Parks & Recreation	13,008,021
Natural Resources	1,031,829
Economic Development	4,943,422
Insurance	912,456
Benefits	3,166,850
Appropriation to Towns	4,240,767
Appropriation To State	1,170,000
Contingency Reserve	100,000
	<u>164,477,366</u>

Education **35%**

Board of Education	321,352,402
Harford Community College	19,881,806
	<u>341,234,208</u>

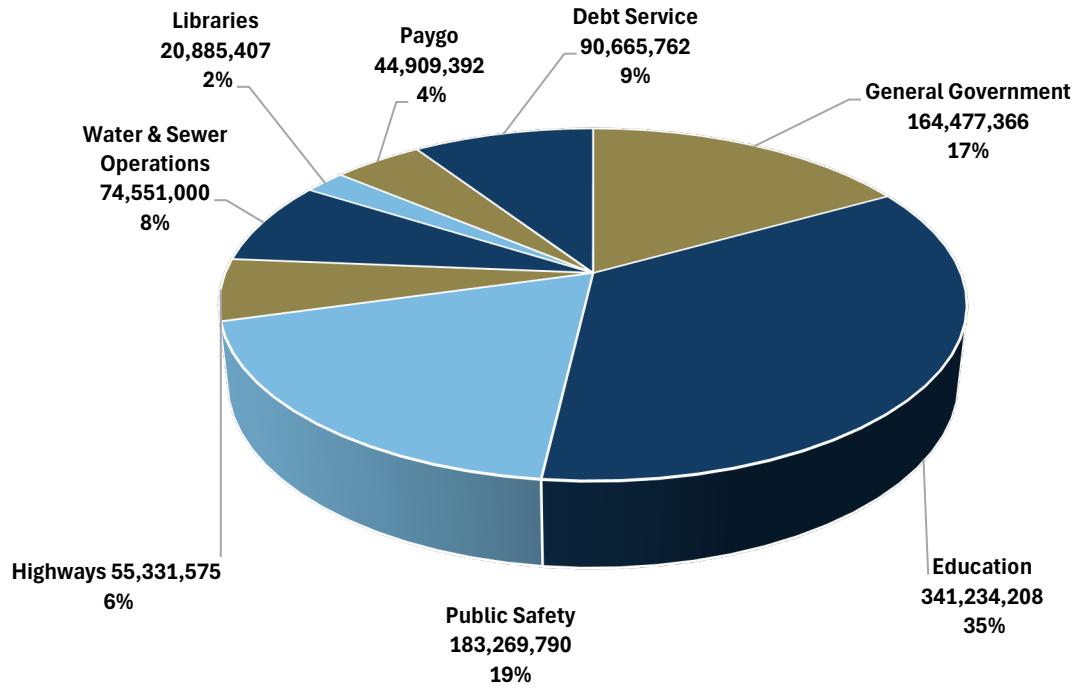
Public Safety **19%**

Sheriff's Office	126,466,411
Emergency Services	17,621,910
Volunteer Fire Companies	10,922,333
Emergency Medical Services	22,922,130
Inspections, Licenses, Permits	4,150,006
Humane Society	1,187,000
	<u>183,269,790</u>

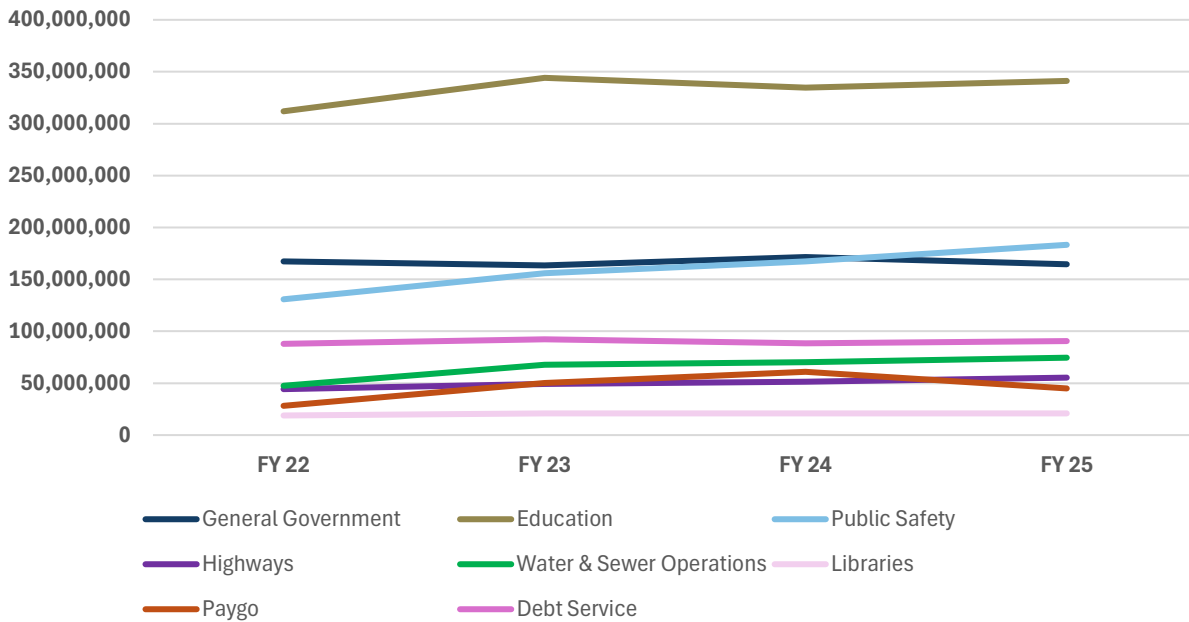
FY 25 APPROVED ALL FUNDS APPROPRIATIONS BREAKDOWN

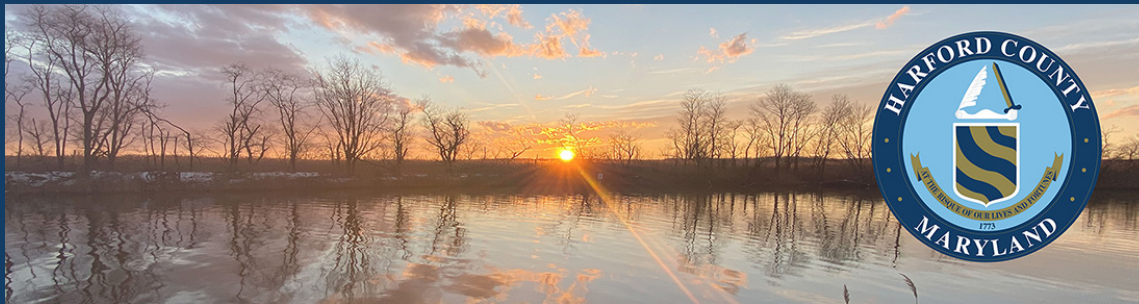
Highways		6%
Fleet Management	13,567,561	
Personnel Matters	858,261	
Public Works	39,870,027	
Insurance	533,746	
Benefits	301,980	
Contingency Reserve	200,000	
	<u>55,331,575</u>	
Water & Sewer Operations		8%
Treasury	1,518,291	
Personnel Matters	1,233,994	
Public Works	71,071,898	
Insurance	458,647	
Benefits	268,170	
	<u>74,551,000</u>	
Libraries	20,885,407	2%
Paygo		
General	14,152,000	5%
Highways	14,284,000	
Water & Sewer	7,508,000	
Watershed Management	1,500,000	
Parks & Recreation	200,000	
Grant Matches	7,265,392	
	<u>44,909,392</u>	
Debt Service		
General	66,890,885	9%
Ag Preservation County	2,049,922	
Highways	3,122,425	
Water & Sewer Debt Service	13,881,500	
TIF Debt Service	2,500,000	
Watershed Management	2,221,030	
	<u>90,665,762</u>	

**ALL FUNDS APPROPRIATIONS
FISCAL YEAR 2024-2025
TOTAL APPROVED BUDGET
975,324,500**



All Fund Appropriation Budget Trend





ALL FUNDS SUMMARY

SUMMARY BY CHARACTER

All Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$179,904,832	\$208,034,930	\$234,602,083	\$253,979,713
CONTRACTUAL SERVICES	\$75,060,464	\$73,409,287	\$99,144,871	\$103,306,313
SUPPLIES AND MATERIALS	\$17,027,648	\$20,874,319	\$26,852,908	\$28,637,402
BUSINESS AND TRAVEL	\$10,404,166	\$13,213,903	\$14,187,297	\$16,085,970
CAPITAL OUTLAY	\$20,593,972	\$21,243,743	\$24,925,482	\$15,468,231
DEBT SERVICE	\$96,858,162	\$83,595,430	\$85,878,616	\$86,671,762
MISCELLANEOUS	\$395,698,359	\$455,190,213	\$479,946,433	\$471,151,249
(8212) Inspection	\$0	\$324	\$0	\$0
(8233) FLEET DAILY CARPOOL RENTALS	\$1,216	\$26,098	\$24,310	\$23,860
TOTAL	\$795,548,818	\$875,588,247	\$965,561,999	\$975,324,500

SUMMARY BY FUND

All Fund Summary by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$657,995,068	\$731,879,576	\$768,495,999	\$780,108,000
GENERAL FUND TOTAL	\$657,995,068	\$731,879,576	\$768,495,999	\$780,108,000
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$51,190,410	\$56,788,602	\$68,370,000	\$72,738,000
(027) AG PRESERVATION-COUNTY	\$21,533,670	\$18,650,883	\$26,500,000	\$15,000,000
(029) WATERSHED MANAGEMENT FUND	\$4,180,999	\$5,321,835	\$6,006,000	\$7,729,000
(026) PARKS AND RECREATION	\$631,052	\$628,037	\$855,000	\$1,039,000
(028) AG PRESERVATION-STATE	\$230,745	\$149,027	\$270,000	\$270,000
SPECIAL REVENUE TOTAL	\$77,766,875	\$81,538,383	\$102,001,000	\$96,776,000
ENTERPRISE FUND				
(051) WATER & SEWER OPERATING	\$46,034,238	\$48,350,098	\$79,814,999	\$82,059,000
(053) WATER & SEWER DEBT SERVICE	\$12,230,404	\$11,921,015	\$12,585,000	\$13,881,500
ENTERPRISE FUND TOTAL	\$58,264,642	\$60,271,113	\$92,399,999	\$95,940,500
DEBT SERVICE				
(031) BEECHTREE DEBT SERVICE	\$1,522,233	\$1,899,175	\$2,665,000	\$2,500,000
DEBT SERVICE TOTAL	\$1,522,233	\$1,899,175	\$2,665,000	\$2,500,000
TOTAL	\$795,548,818	\$875,588,247	\$965,561,999	\$975,324,500

SUMMARY BY DIVISION

All Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(01) COUNTY EXECUTIVE	\$801,723	\$732,766	\$1,869,589	\$1,865,688
(02) ADMINISTRATION	\$7,914,510	\$9,168,576	\$1,588,902	\$1,538,426
(03) PROCUREMENT	\$8,791,897	\$11,878,074	\$13,968,354	\$14,825,956
(04) TREASURY	\$4,796,653	\$5,394,965	\$5,797,998	\$5,850,741
(05) LAW	\$1,703,275	\$1,950,846	\$2,855,104	\$3,291,779
(06) PLANNING AND ZONING	\$23,553,307	\$17,205,140	\$28,101,972	\$17,362,038
(08) HUMAN RESOURCES	\$4,972,153	\$5,253,419	\$8,095,049	\$7,879,993
(09) HOUSING & COMMUNITY SERVICES	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323
(14) HANDICAPPED CARE CENTERS	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921
(15) OFFICE OF GOVERNMENT & COMMUNITY RELATIONS	\$1,135,649	\$1,339,257	\$0	\$0
(16) HEALTH	\$3,979,696	\$3,964,837	\$4,768,168	\$5,006,577
(17) HOUSING & COMMUNITY DEVELOPMENT	\$0	\$0	\$2,272,595	\$0
(18) INFORMATION & COMMUNICATION TECHNOLOGY	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007
(21) SHERIFF'S OFFICE	\$93,018,377	\$108,305,067	\$117,743,609	\$126,466,411
(22) EMERGENCY SERVICES	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373
(26) INSPECTIONS, LICENSES, AND PERMITS	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006
(30) PUBLIC WORKS	\$89,296,892	\$100,469,430	\$148,550,986	\$155,917,862
(40) COUNTY COUNCIL	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165
(41) JUDICIAL	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101
(43) STATE'S ATTORNEY	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657
(48) ELECTIONS	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819
(54) BOARD OF EDUCATION	\$293,812,984	\$324,237,657	\$314,852,402	\$321,352,402
(56) HARFORD COMMUNITY COLLEGE	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806
(58) COUNTY LIBRARIES	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407
(59) PARKS AND RECREATION	\$10,255,479	\$11,036,464	\$12,841,451	\$13,008,021
(63) CONSERVATION OF NATURAL RESOURCES	\$829,118	\$881,667	\$977,524	\$1,031,829
(65) ECONOMIC DEVELOPMENT	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422
(66) DEBT SERVICE	\$96,903,816	\$83,607,458	\$86,586,978	\$89,065,762
(67) INSURANCE	\$1,206,687	\$1,546,730	\$1,884,077	\$1,904,849
(68) BENEFITS	\$12,021,398	\$3,297,620	\$3,963,761	\$3,737,000
(70) MISCELLANEOUS	\$32,372,146	\$53,371,435	\$69,031,225	\$53,107,159
(90) RESERVE FOR CONTINGENCIES	\$0	\$0	\$300,000	\$300,000
TOTAL	\$795,548,818	\$875,588,247	\$965,561,999	\$975,324,500

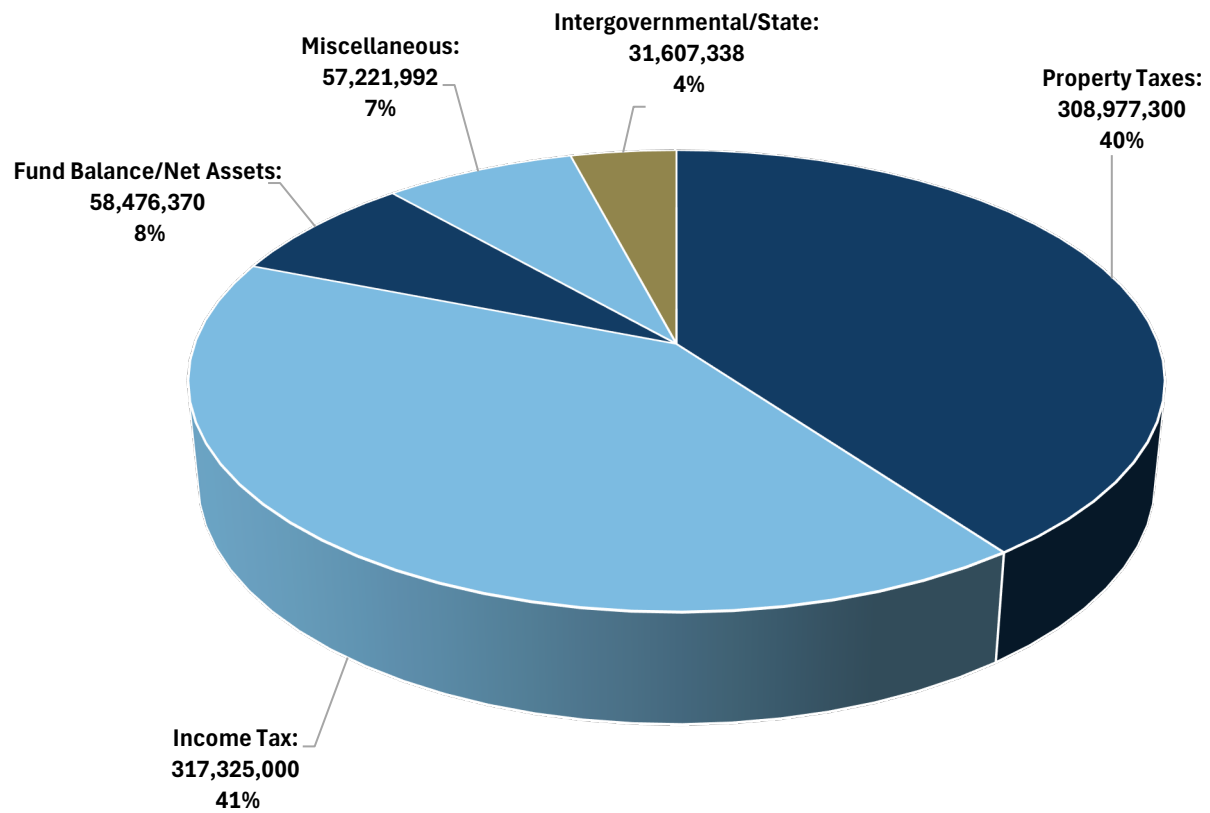
SUMMARY BY REVENUE SOURCE

ALL FUND SUMMARY REVENUES WITH BREAKOUT TAXES

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TAXES				
REAL & PERSONAL PROPERTY	\$335,586,804	\$330,097,787	\$338,471,400	\$354,198,690
INCOME TAXES	\$298,783,378	\$314,280,980	\$311,000,000	\$317,325,000
OTHER LOCAL TAXES & ASSESSMENTS	\$26,215,418	\$20,785,970	\$21,146,200	\$18,985,000
STATE SHARED TAXES	\$2,787,524	\$2,887,154	\$6,000,000	\$6,000,000
TAXES TOTAL	\$663,373,125	\$668,051,891	\$676,617,600	\$696,508,690
LICENSES & PERMITS	\$4,621,292	\$4,276,916	\$4,480,900	\$5,521,400
INTERGOVERNMENTAL REVENUE	\$7,423,153	\$7,622,931	\$7,587,000	\$8,799,000
CHARGES FOR SERVICES	\$78,930,552	\$93,517,390	\$91,717,450	\$109,581,750
FINES & FORFEITURES	\$128,366	\$88,565	\$83,000	\$307,000
MISCELLANEOUS REVENUES	\$269,148	\$18,052,622	\$35,340,517	\$35,114,952
LONG TERM DEBT PROCEEDS	\$36,680,815	\$6,009,325	\$0	\$0
INTRA-COUNTY REVENUES	\$36,763,021	\$48,919,347	\$149,735,533	\$119,491,708
TOTAL	\$828,189,472	\$846,538,987	\$965,562,000	\$975,324,500

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**GENERAL FUND REVENUES
FISCAL YEAR 2024-2025
TOTAL APPROVED BUDGET
\$780,108,000**



FY 25 APPROVED GENERAL FUND REVENUE BREAKDOWN

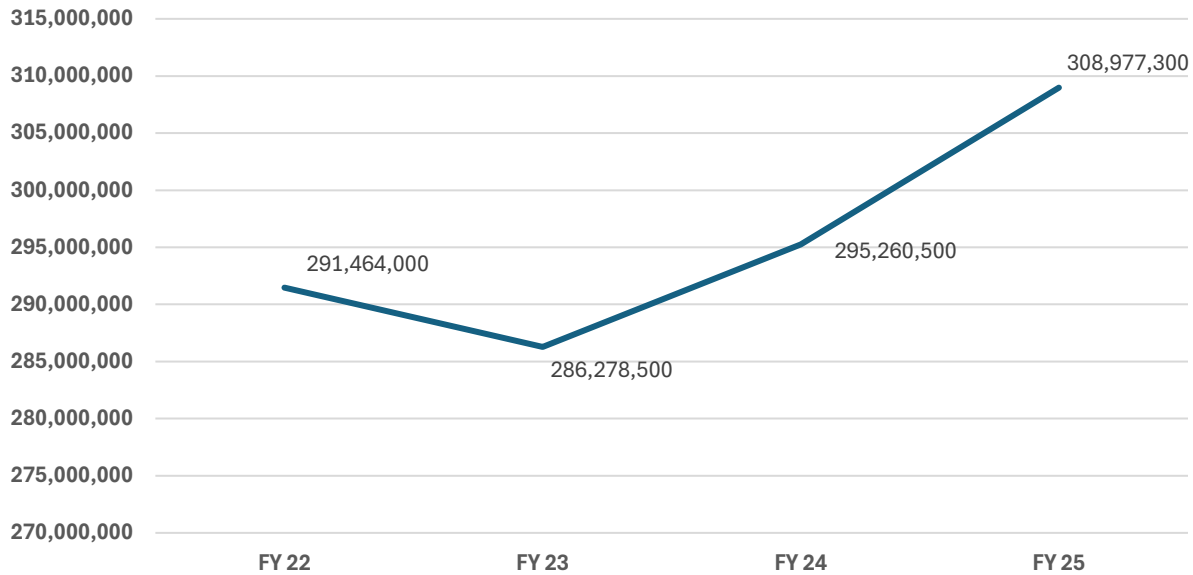
\$773,608,000

Property Taxes:

40%

Real & Personal	316,245,000
Deductions	(7,267,700)
	<u><u>308,977,300</u></u>

Property Tax Budget Trend

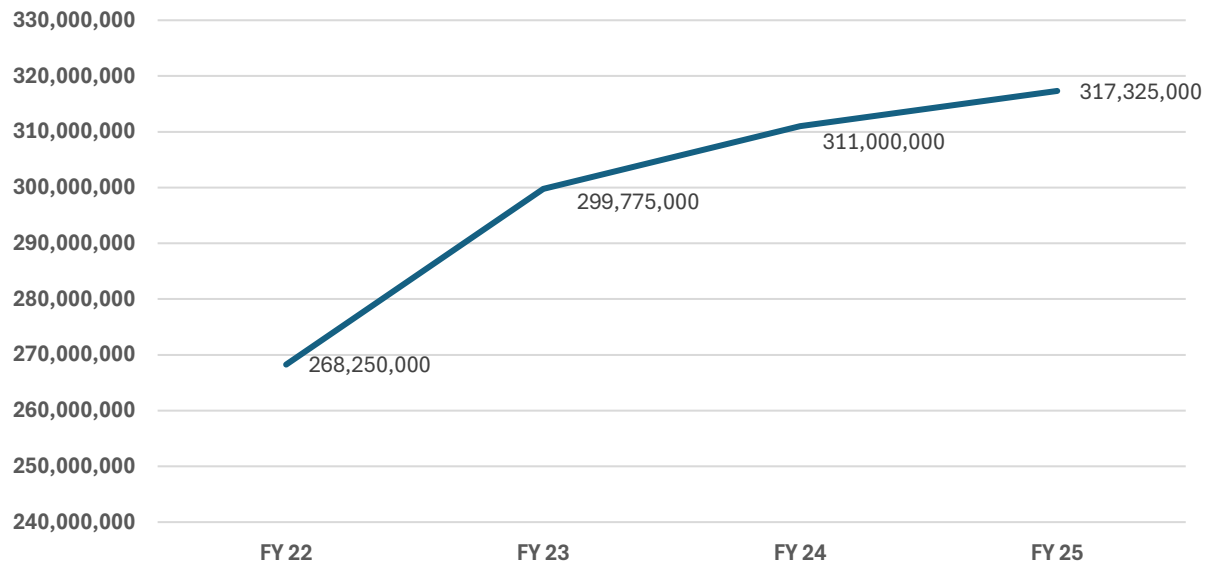


Income Tax:

317,325,000

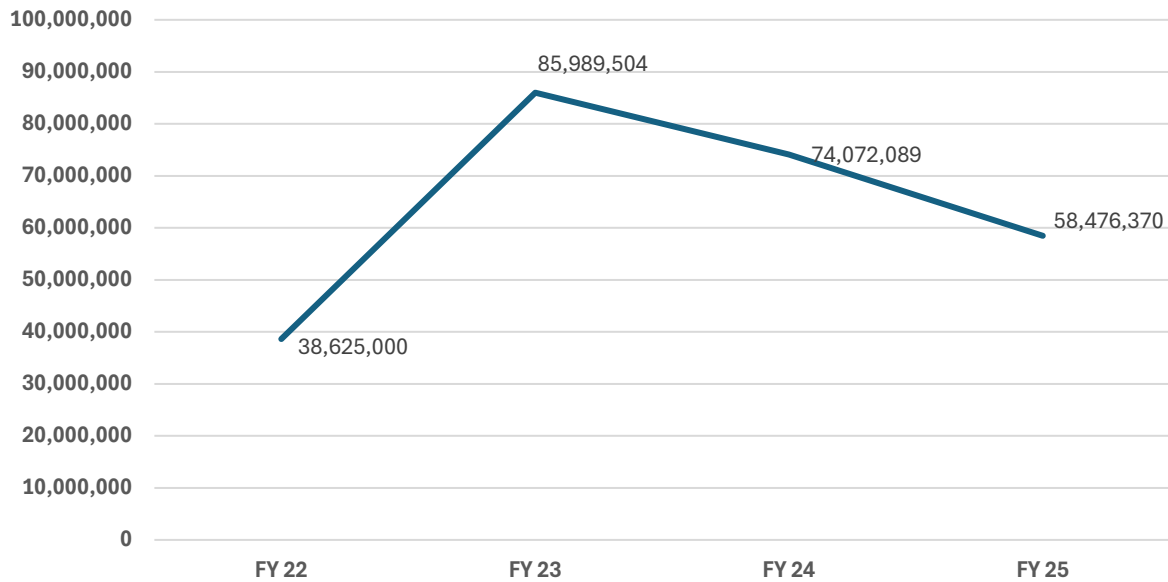
41%

Income Tax Budget Trend



Fund Balance/Unrestricted Net Assets: **58,476,370** **8%**

Fund Balance Budget Trend



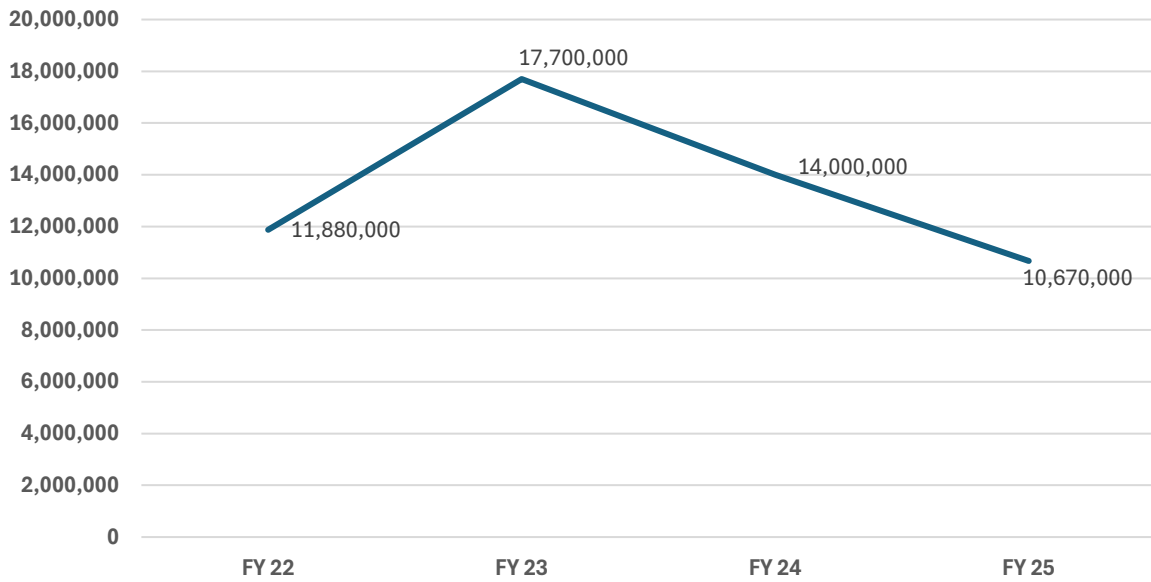
Miscellaneous: **7%**

Other Taxes	6,410,000
Service Charges	36,276,050
Fines & Forfeitures	252,000
Miscellaneous Revenues	1,083,976
Investment Income	7,682,066
Licenses & Permits	5,517,900
	<u>57,221,992</u>

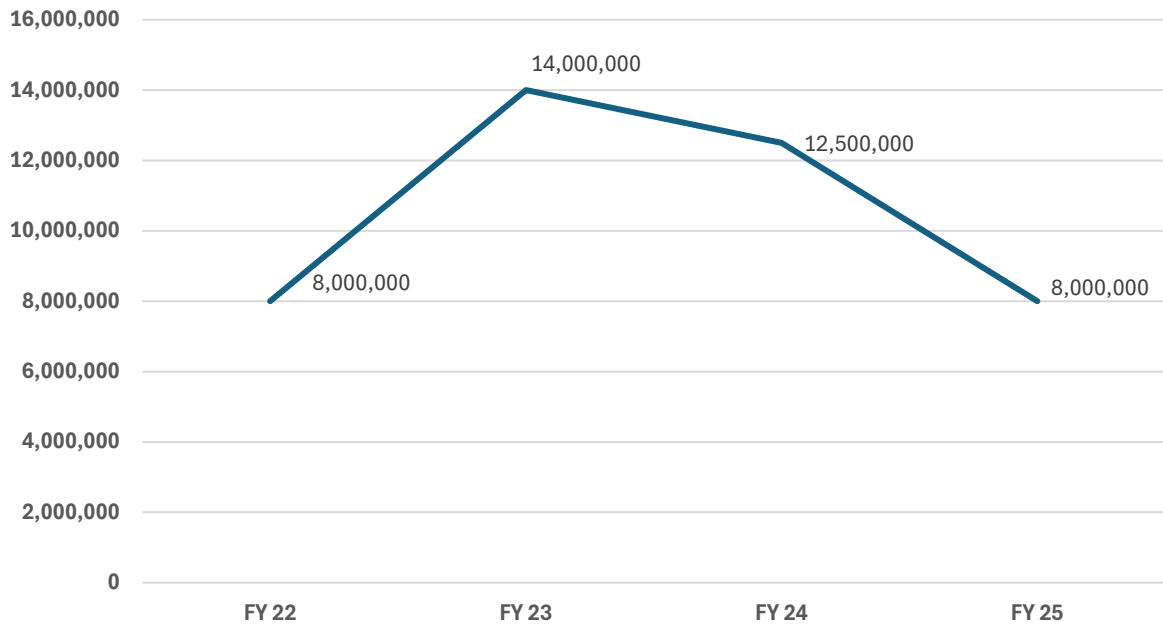
Intergovernmental/State: **4%**

Intergovernmental	9,268,000
Intra-County	(4,299,292)
Pro Rata	7,968,630
Recordation	10,670,000
Transfer	8,000,000
	<u>31,607,338</u>

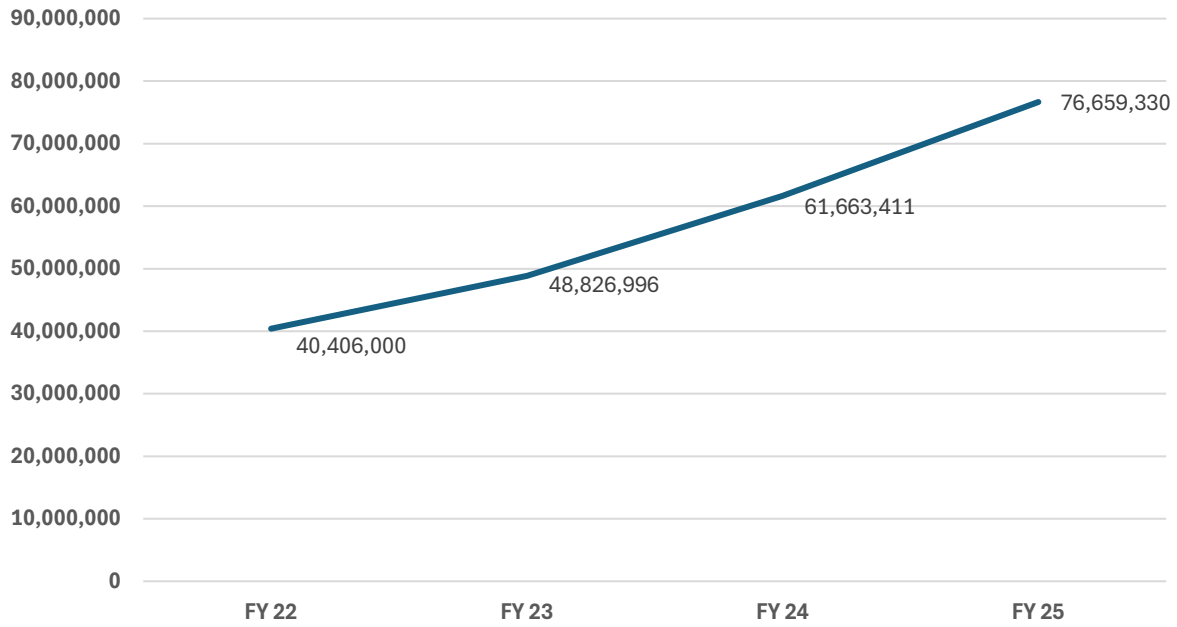
Recordation Tax Budget Trend



Transfer Tax Budget Trend

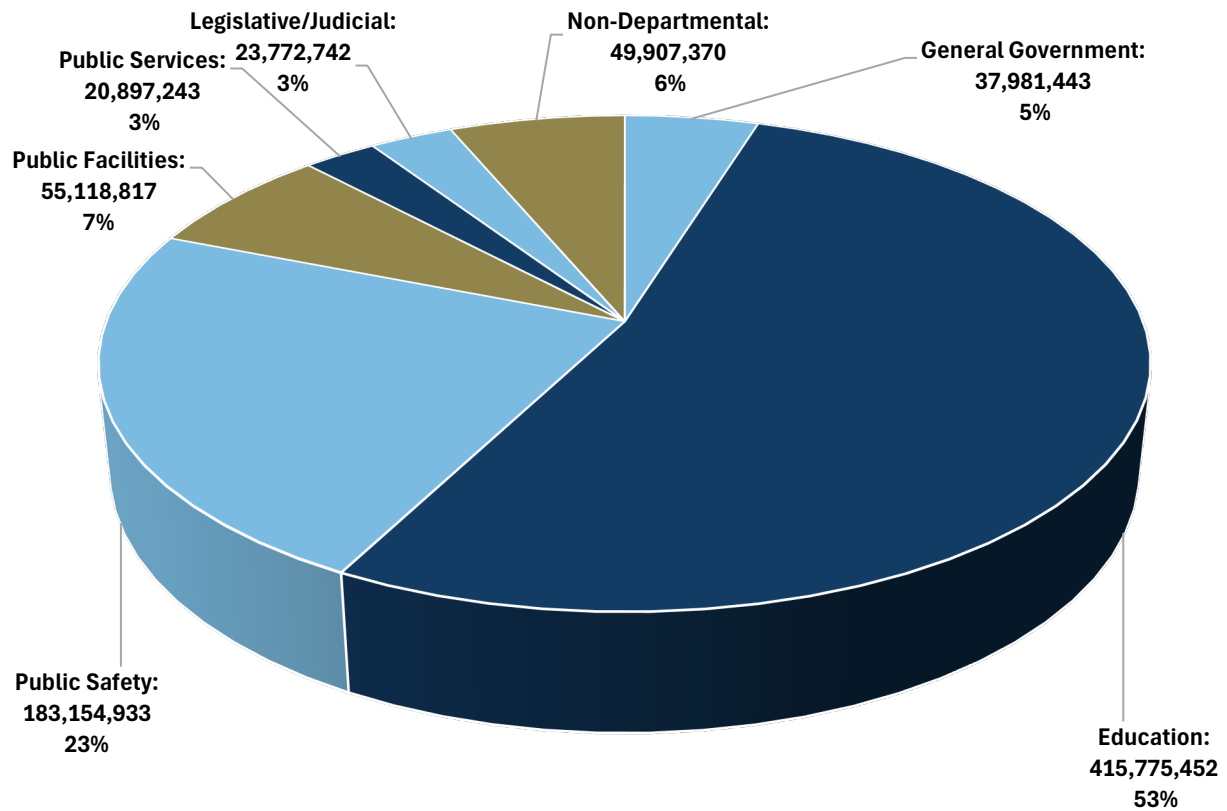


Other Revenues Budget Trend*



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

**GENERAL FUND APPROPRIATIONS
FISCAL YEAR 2024-2025
TOTAL APPROVED BUDGET
\$780,108,000**



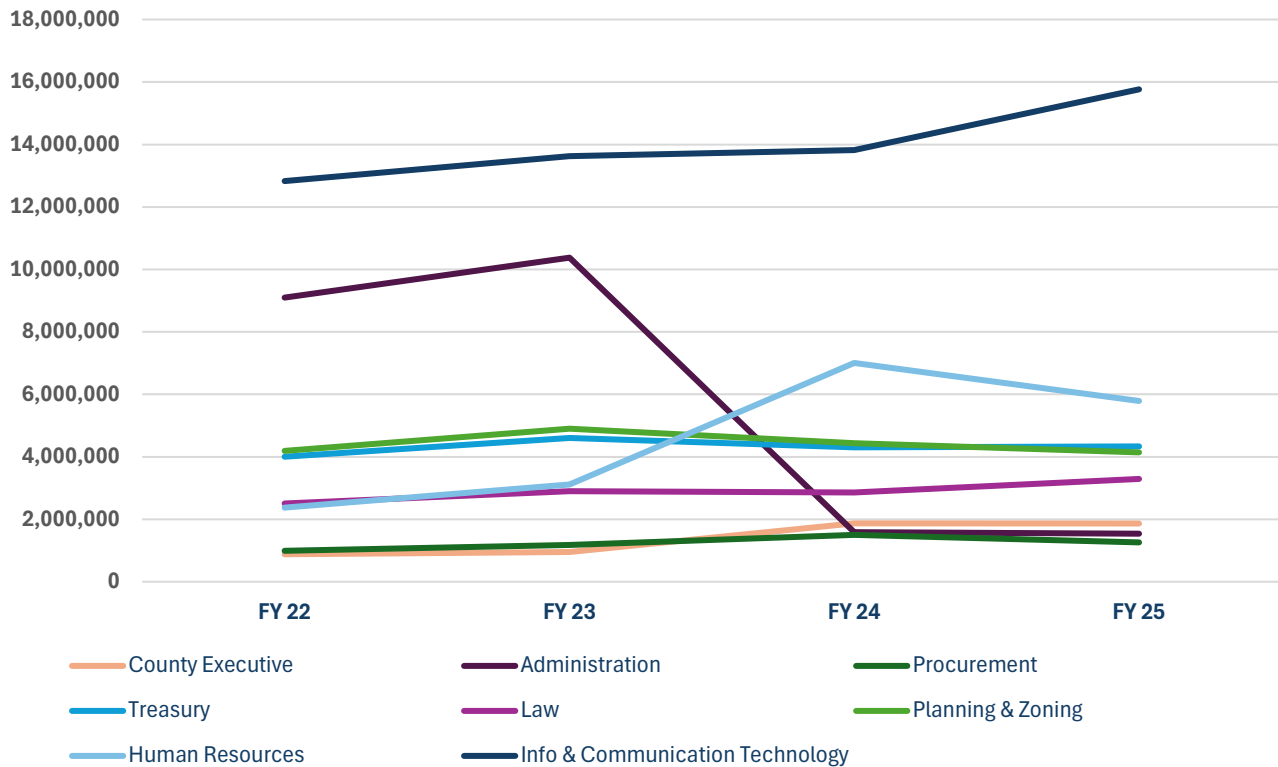
FY 25 APPROVED GENERAL FUND APPROPRIATIONS BREAKDOWN
\$780,108,000

General Government

5%

County Executive	1,865,688
Administration	1,538,426
Procurement	1,258,395
Treasury	4,332,450
Law	3,291,779
Planning & Zoning	4,141,960
Human Resources	5,787,738
Info & Communication Technology	15,765,007
	<u>37,981,443</u>

General Government Budget Trend

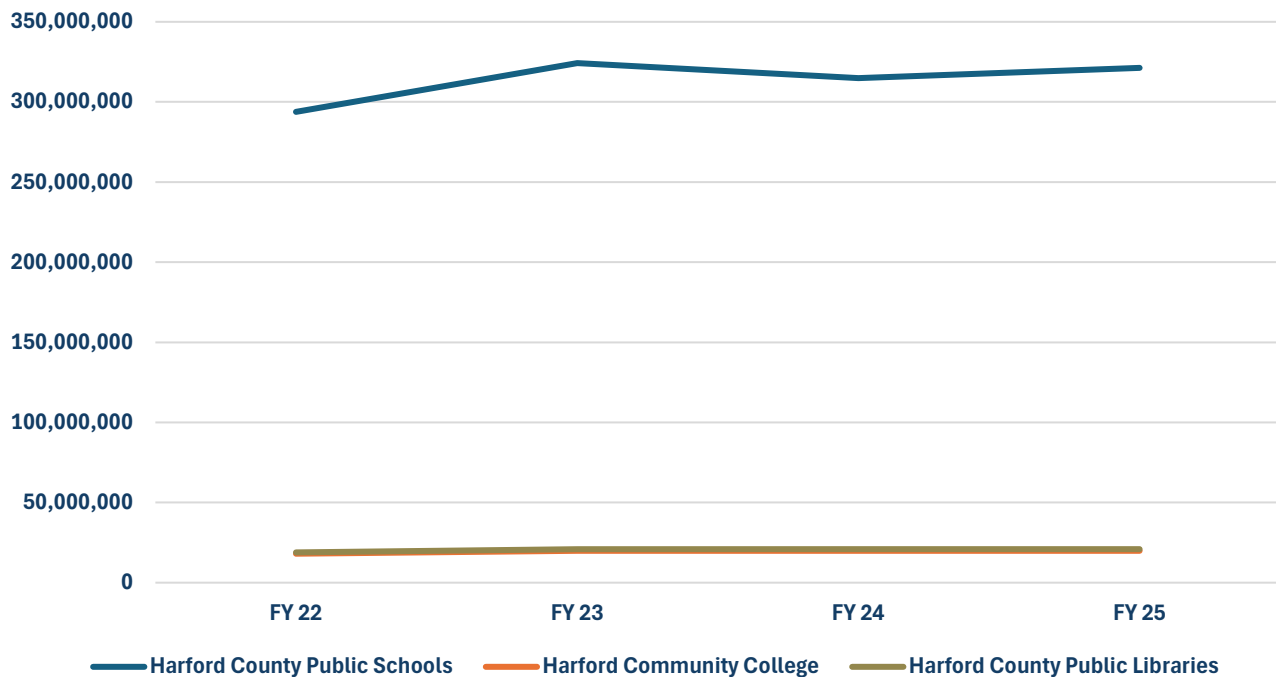


Education

52%

Board of Education Operating	321,352,402	
Board of Education Debt Service	35,794,971	
Board of Education PAYGO	3,726,000	
HCSO School Safety Division	5,048,857	
<i>Total Public Schools:</i>	<u>365,922,230</u>	47%
Harford Community College Operating	19,881,806	
Harford Community College Debt Service	2,386,009	
<i>Total Community College:</i>	<u>22,267,815</u>	3%
Harford County Public Library Operating	20,885,407	
Harford County Public Library PAYGO	200,000	
<i>Total Public Library:</i>	<u>21,085,407</u>	3%

Education Budget Trend

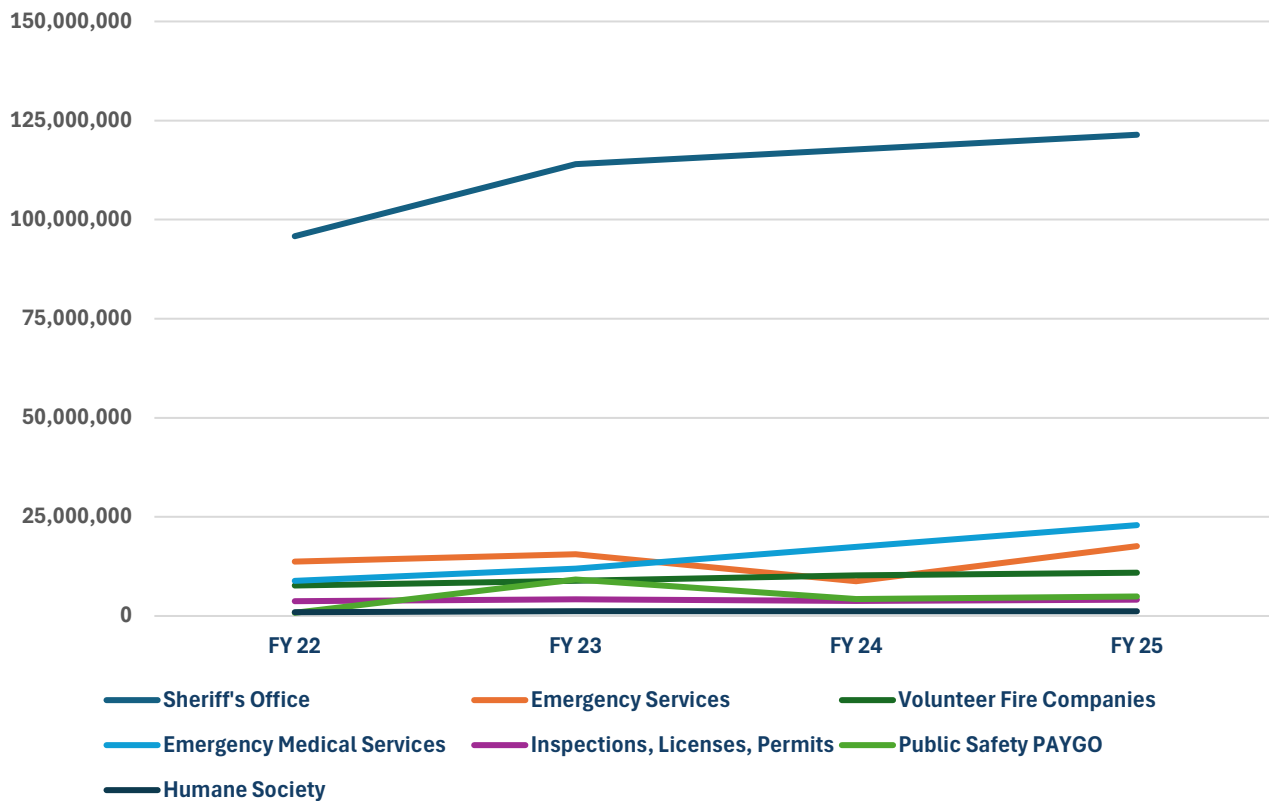


Public Safety

23%

Sheriff's Office	121,417,554
Emergency Services	17,621,910
Volunteer Fire Companies	10,922,333
Emergency Medical Services	22,922,130
Inspections, Licenses, Permits	4,150,006
Public Safety PAYGO	4,934,000
Humane Society	1,187,000
	<u>183,154,933</u>

Public Safety Budget Trend

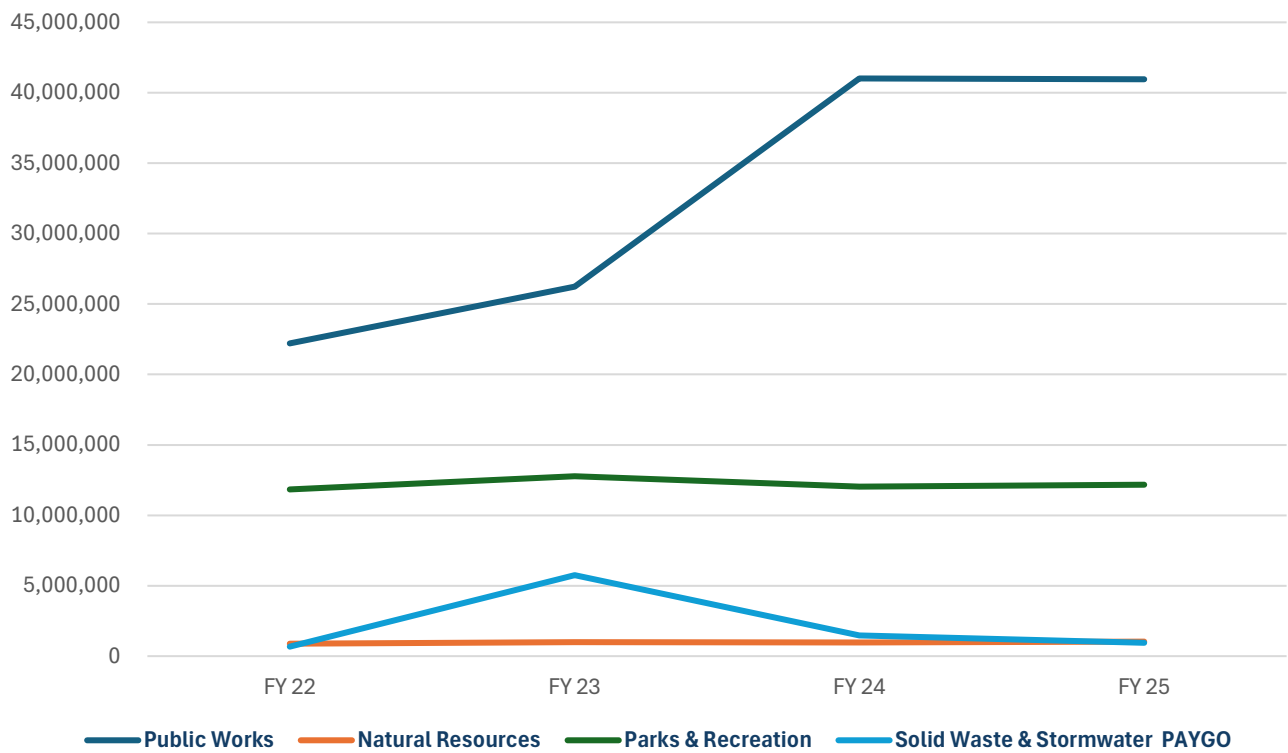


Public Facilities

7%

Public Works	40,967,967
Natural Resources	1,031,829
Parks & Recreation	12,169,021
Solid Waste & Stormwater PAYGO	950,000
	<u>55,118,817</u>

Public Facilities Budget Trend

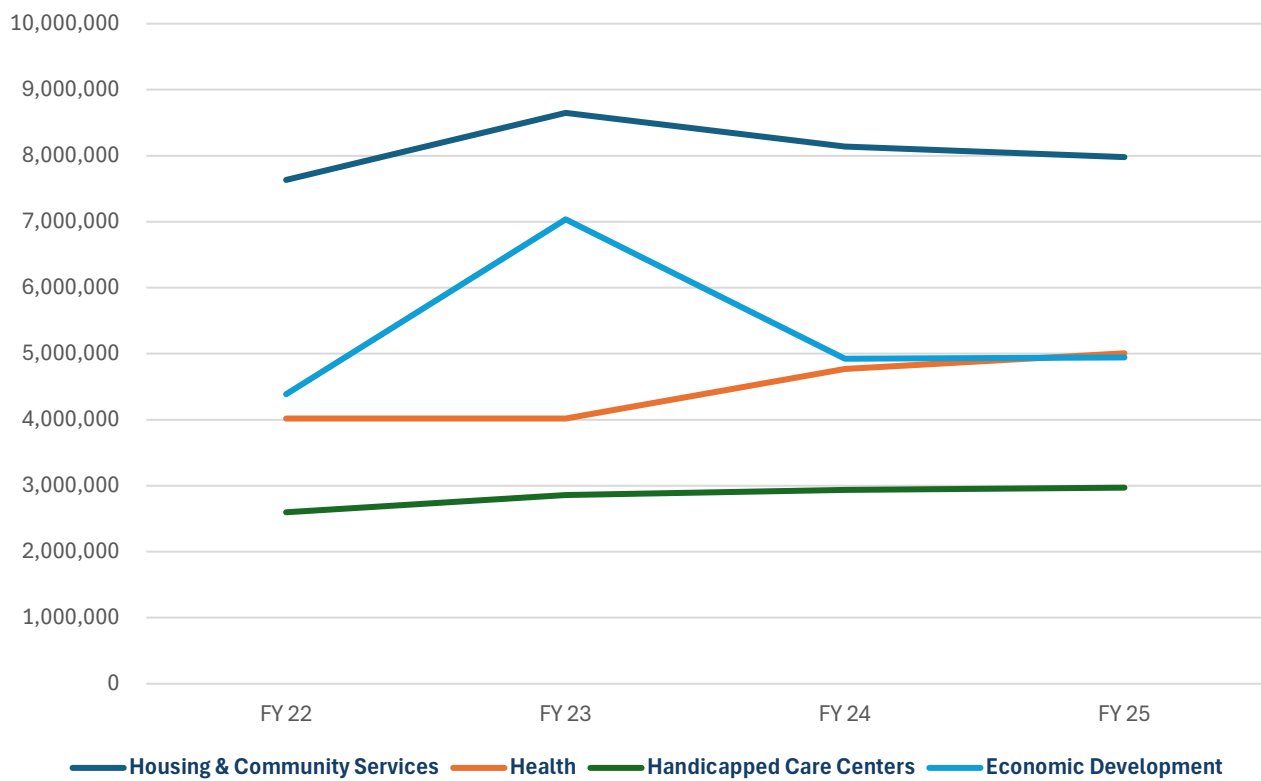


Public Services

3%

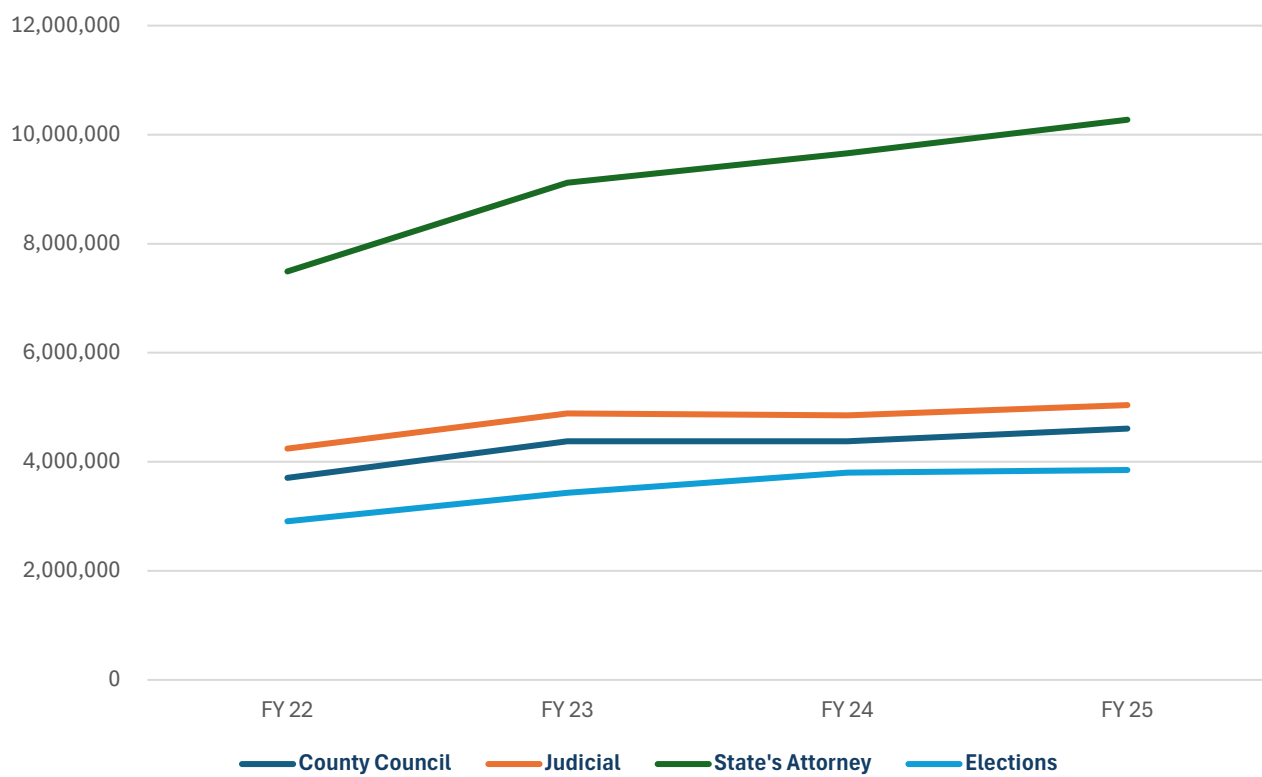
Housing & Community Services	7,976,323
Health	5,006,577
Handicapped Care Centers	2,970,921
Economic Development	4,943,422
	<u>20,897,243</u>

Public Services Budget Trend



Legislative/Judicial**3%**

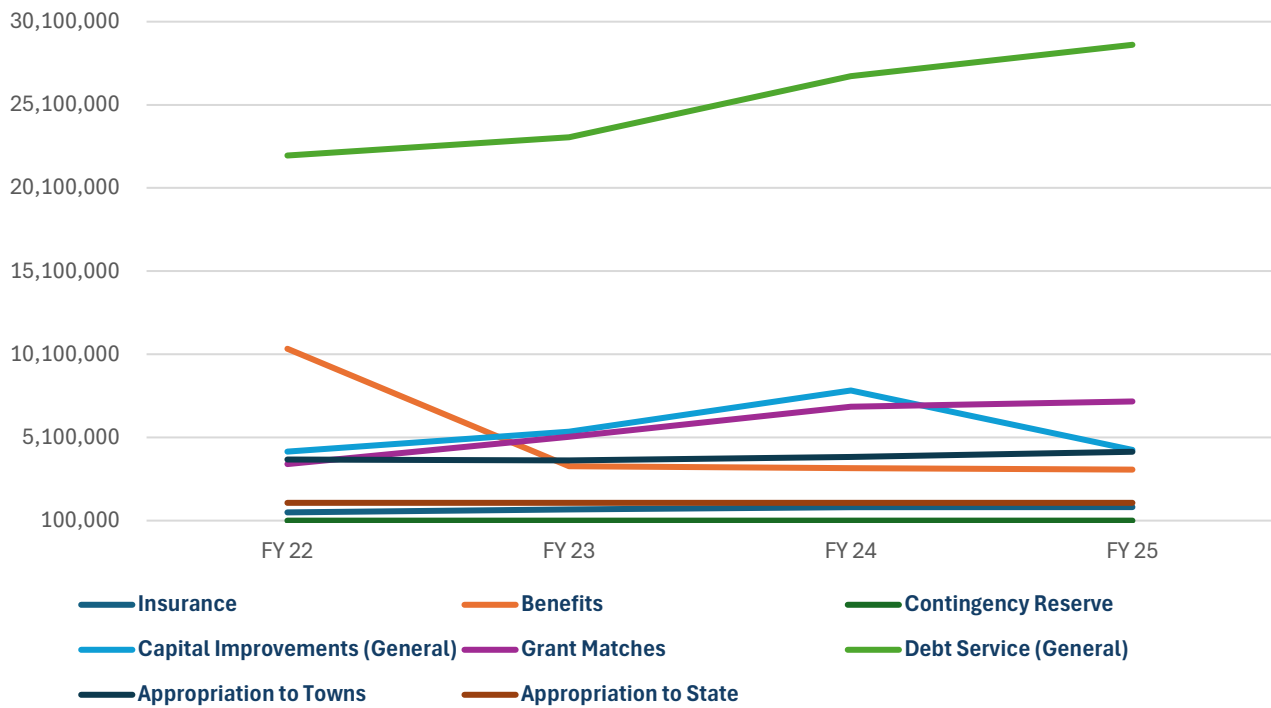
County Council	4,609,165
Judicial	5,040,101
State's Attorney	10,273,657
Elections	3,849,819
	<u><u>23,772,742</u></u>

Legislative/Judicial Budget Trend

Non-Departmental

Insurance	912,456	6%
Benefits	3,166,850	
Contingency Reserve	100,000	
Capital Improvements (General)	4,342,000	
Grant Matches	7,265,392	
Debt Service (General)	28,709,905	
Appropriation to Towns	4,240,767	
Appropriation to State	1,170,000	
	<u>49,907,370</u>	

Non-Departmental Budget Trend





GENERAL FUND SUMMARY

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.

SUMMARY BY CHARACTER

General Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$143,131,768	\$167,314,836	\$190,668,725	\$206,830,418
CONTRACTUAL SERVICES	\$57,687,211	\$56,852,609	\$73,176,179	\$74,847,234
SUPPLIES AND MATERIALS	\$5,633,103	\$7,886,536	\$8,025,813	\$8,122,558
BUSINESS AND TRAVEL	\$3,514,723	\$4,582,158	\$5,332,112	\$6,100,567
CAPITAL OUTLAY	\$2,631,917	\$7,760,494	\$2,042,332	\$2,146,232
DEBT SERVICE	\$78,408,005	\$60,967,756	\$65,168,790	\$66,850,885
MISCELLANEOUS	\$366,987,234	\$426,488,833	\$424,060,238	\$415,188,496
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$1,107	\$26,354	\$21,810	\$21,610
TOTAL	\$657,995,068	\$731,879,576	\$768,495,999	\$780,108,000

SUMMARY BY DEPARTMENT

General Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(01) COUNTY EXECUTIVE	\$801,723	\$732,766	\$1,869,589	\$1,865,688
(02) ADMINISTRATION	\$7,914,510	\$9,168,576	\$1,588,902	\$1,538,426
(03) PROCUREMENT	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395
(04) TREASURY	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450
(05) LAW	\$1,703,275	\$1,950,846	\$2,855,104	\$3,291,779
(06) PLANNING AND ZONING	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960
(08) HUMAN RESOURCES	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738
(09) HOUSING & COMMUNITY SERVICES	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323
(14) HANDICAPPED CARE CENTERS	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921
(15) OFFICE OF GOVERNMENT & COMMUNITY RELATIONS	\$1,135,649	\$1,339,257	\$0	\$0
(16) HEALTH	\$3,979,696	\$3,964,837	\$4,768,168	\$5,006,577
(17) HOUSING & COMMUNITY DEVELOPMENT	\$0	\$0	\$2,272,595	\$0
(18) INFORMATION & COMMUNICATION TECHNOLOGY	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007
(21) SHERIFF'S OFFICE	\$93,018,377	\$108,305,067	\$117,743,609	\$126,466,411
(22) EMERGENCY SERVICES	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373
(26) INSPECTIONS, LICENSES, AND PERMITS	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006
(30) PUBLIC WORKS	\$19,930,857	\$23,687,266	\$41,015,613	\$40,967,967
(40) COUNTY COUNCIL	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165
(41) JUDICIAL	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101
(43) STATE'S ATTORNEY	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657
(48) ELECTIONS	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819
(54) BOARD OF EDUCATION	\$293,812,984	\$324,237,657	\$314,852,402	\$321,352,402
(56) HARFORD COMMUNITY COLLEGE	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806
(58) COUNTY LIBRARIES	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407
(59) PARKS AND RECREATION	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021
(63) CONSERVATION OF NATURAL RESOURCES	\$829,118	\$881,667	\$977,524	\$1,031,829
(65) ECONOMIC DEVELOPMENT	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422
(66) DEBT SERVICE	\$78,426,403	\$60,979,784	\$65,208,790	\$66,890,885
(67) INSURANCE	\$595,579	\$779,184	\$899,968	\$912,456
(68) BENEFITS	\$10,278,743	\$3,196,167	\$3,248,140	\$3,166,850
(70) MISCELLANEOUS	\$15,067,556	\$36,608,435	\$42,310,225	\$28,015,159
(90) RESERVE FOR CONTINGENCIES	\$0	\$0	\$100,000	\$100,000
TOTAL	\$657,995,068	\$731,879,576	\$768,495,999	\$780,108,000

SUMMARY BY REVENUE SOURCE

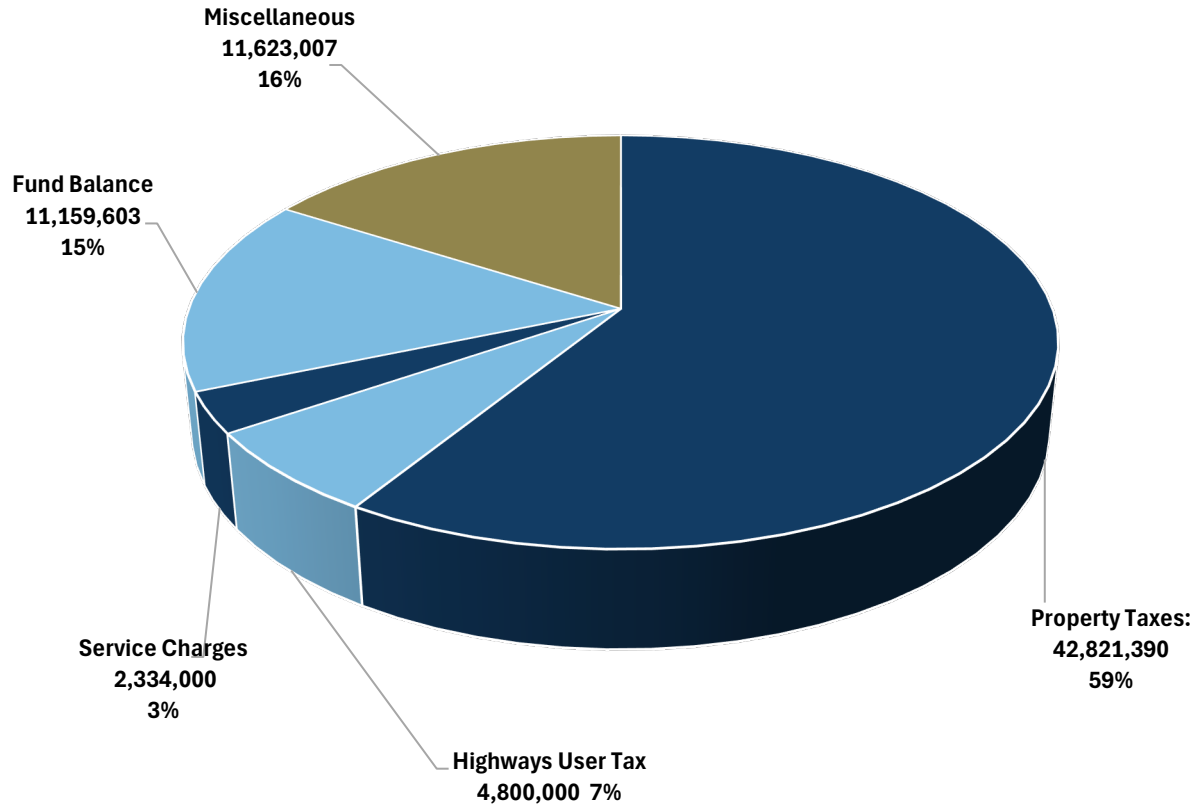
GENERAL FUND SUMMARY REVENUES WITH BREAKOUT

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TAXES				
REAL & PERSONAL PROPERTY	\$294,979,317	\$288,063,388	\$295,260,500	\$308,977,300
INCOME TAXES	\$298,783,378	\$314,280,980	\$311,000,000	\$317,325,000
OTHER LOCAL TAXES & ASSESSMENTS	\$5,473,624	\$5,213,648	\$5,215,000	\$5,290,000
STATE SHARED TAXES	\$2,787,524	\$2,887,154	\$6,000,000	\$6,000,000
TAXES TOTAL	\$602,023,844	\$610,445,170	\$617,475,500	\$637,592,300
LICENSES & PERMITS	\$4,618,292	\$4,272,916	\$4,477,400	\$5,517,900
INTERGOVERNMENTAL REVENUE	\$2,953,545	\$3,366,408	\$2,975,000	\$3,268,000
CHARGES FOR SERVICES	\$16,257,210	\$17,900,156	\$24,389,250	\$36,276,050
FINES & FORFEITURES	\$94,712	\$57,228	\$52,000	\$252,000
MISCELLANEOUS REVENUES	\$1,765,375	\$8,998,926	\$8,867,317	\$9,886,042
LONG TERM DEBT PROCEEDS	\$29,273,477	\$4,937,249	\$0	\$0
INTRA-COUNTY REVENUES	\$28,892,749	\$38,778,657	\$110,259,533	\$87,315,708
TOTAL	\$685,879,203	\$688,756,709	\$768,496,000	\$780,108,000

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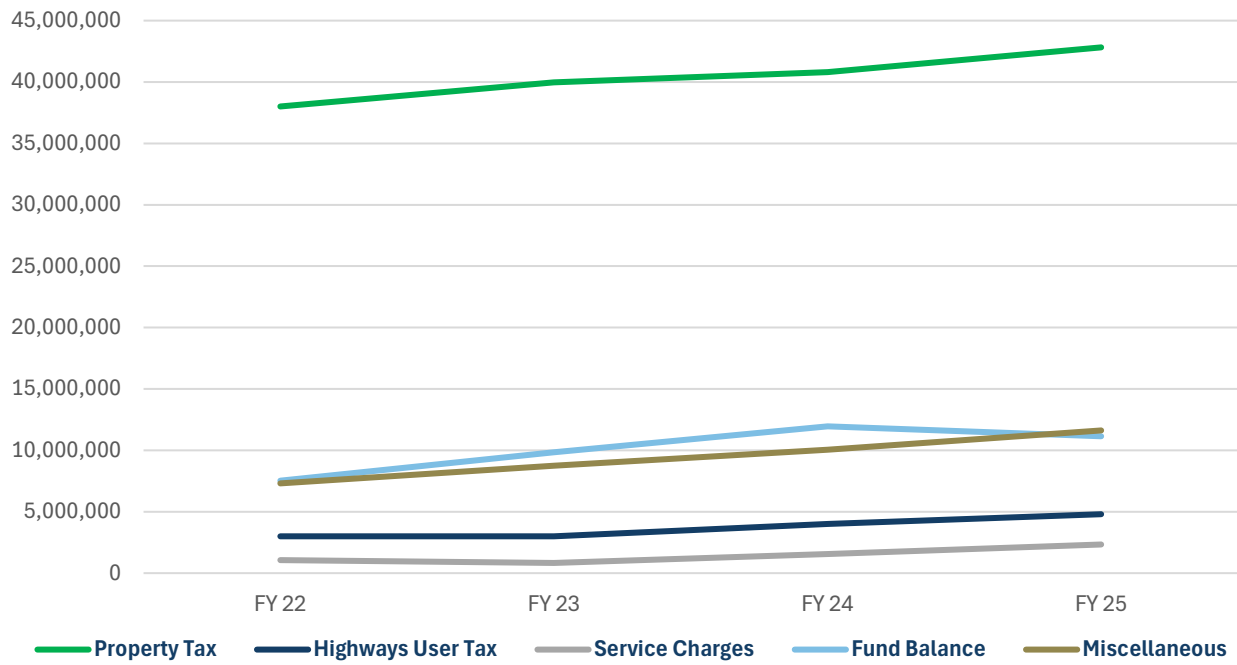
FY 25 APPROVED HIGHWAYS REVENUE BREAKDOWN

\$72,738,000



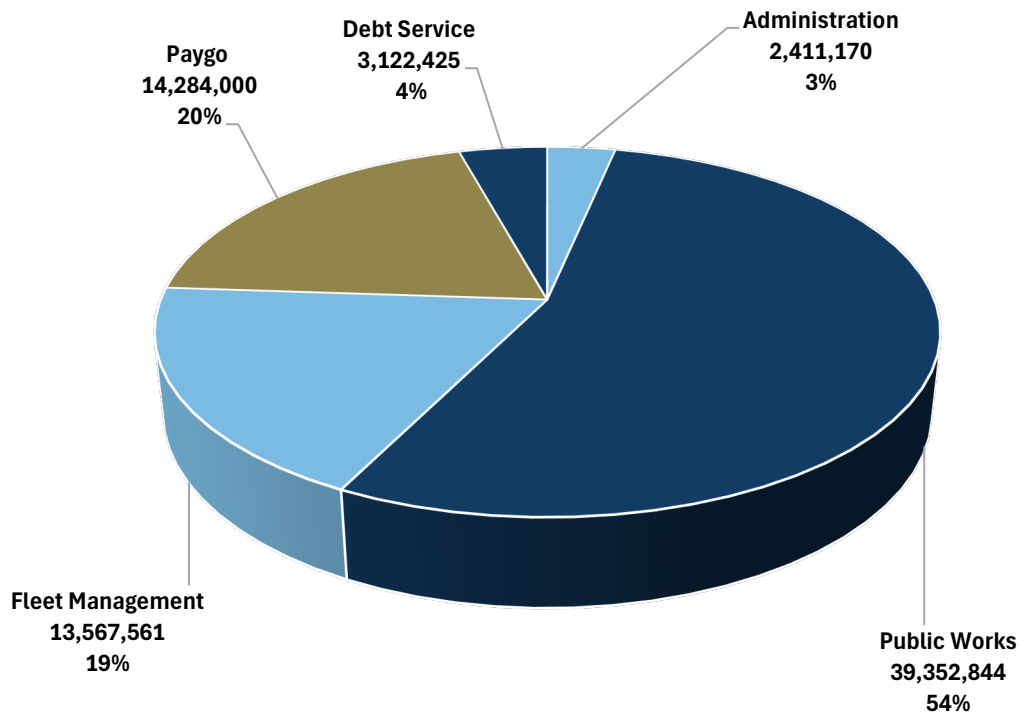
Property Taxes:		59%
Real & Personal	43,960,000	
Deductions	(1,138,610)	
	<u>42,821,390</u>	
Highways User Tax	4,800,000	7%
Service Charges	2,334,000	3%
Fund Balance	11,159,603	15%
Miscellaneous		16%
Pro Rata	334,397	
Capital Recovery	950,000	
Miscellaneous	8,985,289	
Investment Income	1,353,321	
	<u>11,623,007</u>	

Highways Revenue Budget Trend

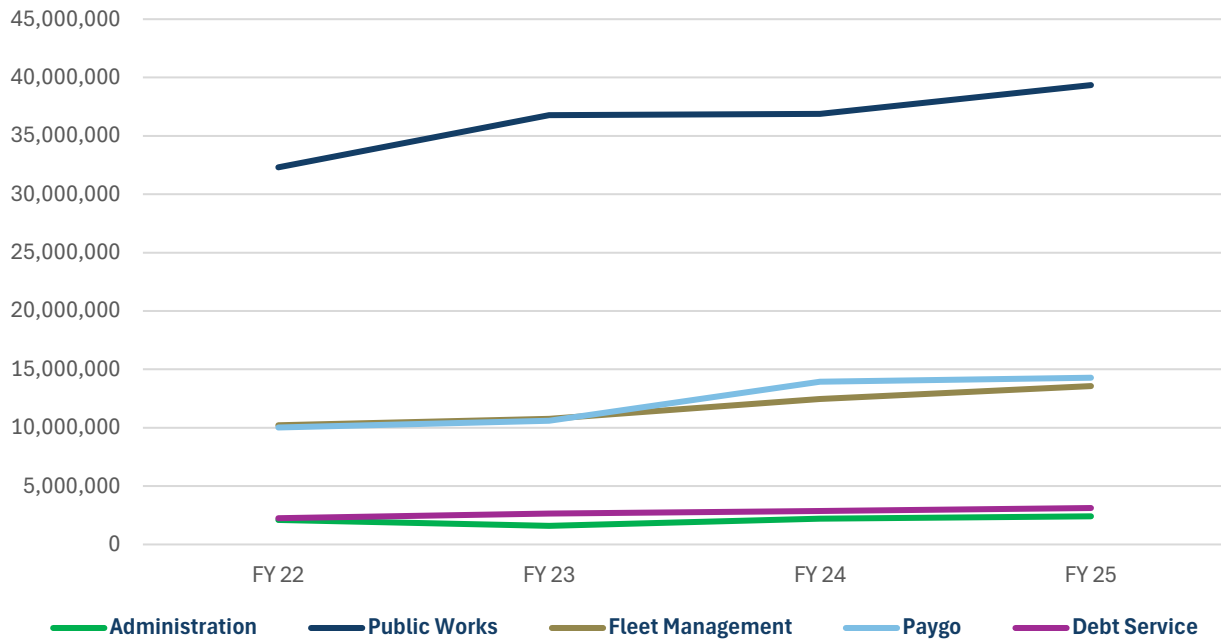


FY 25 APPROVED HIGHWAYS APPROPRIATIONS BREAKDOWN
\$72,738,000

Administration		3%
Personnel Matters	858,261	
Director	517,183	
Benefits	301,980	
Insurance	533,746	
Contingency Reserve	200,000	
	<u>2,411,170</u>	
Public Works		54%
Bureau of Highways Engineering	3,361,359	
Bureau of Construction Inspections	2,682,640	
Bureau of Highways Maintenance	30,390,207	
Snow Removal	2,918,638	
	<u>39,352,844</u>	
Fleet Management	13,567,561	19%
Paygo	14,284,000	20%
Debt Service	3,122,425	4%



Highways Appropriation Budget Trend





HIGHWAYS FUND SUMMARY

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.

FUND SUMMARY BY CHARACTER

Highways Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$17,502,428	\$19,079,932	\$20,846,400	\$22,017,682
CONTRACTUAL SERVICES	\$6,190,028	\$5,897,284	\$8,882,239	\$9,732,504
SUPPLIES AND MATERIALS	\$5,501,625	\$6,850,133	\$10,085,257	\$10,533,090
BUSINESS AND TRAVEL	\$6,239,641	\$7,804,401	\$7,878,652	\$8,876,546
CAPITAL OUTLAY	\$109,742	\$307,492	\$9,000	\$154,000
DEBT SERVICE	\$2,165,561	\$2,604,732	\$2,874,439	\$3,120,425
MISCELLANEOUS	\$13,481,275	\$14,244,558	\$17,791,563	\$18,301,553
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$109	\$69	\$2,450	\$2,200
TOTAL	\$51,190,410	\$56,788,602	\$68,370,000	\$72,738,000

FUND SUMMARY BY DEPARTMENT

Highways Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(03) PROCUREMENT	\$7,943,546	\$10,782,294	\$12,467,627	\$13,567,561
(08) HUMAN RESOURCES	\$397,503	\$450,438	\$596,175	\$858,261
(30) PUBLIC WORKS	\$29,471,238	\$31,897,893	\$37,407,233	\$39,870,027
(66) DEBT SERVICE	\$2,165,561	\$2,604,732	\$2,876,439	\$3,122,425
(67) INSURANCE	\$302,525	\$399,047	\$527,982	\$533,746
(68) BENEFITS	\$888,858	\$53,196	\$359,544	\$301,980
(70) MISCELLANEOUS	\$10,021,179	\$10,601,000	\$13,935,000	\$14,284,000
(90) RESERVE FOR CONTINGENCIES	\$0	\$0	\$200,000	\$200,000
TOTAL	\$51,190,410	\$56,788,602	\$68,370,000	\$72,738,000

SUMMARY BY REVENUE SOURCE

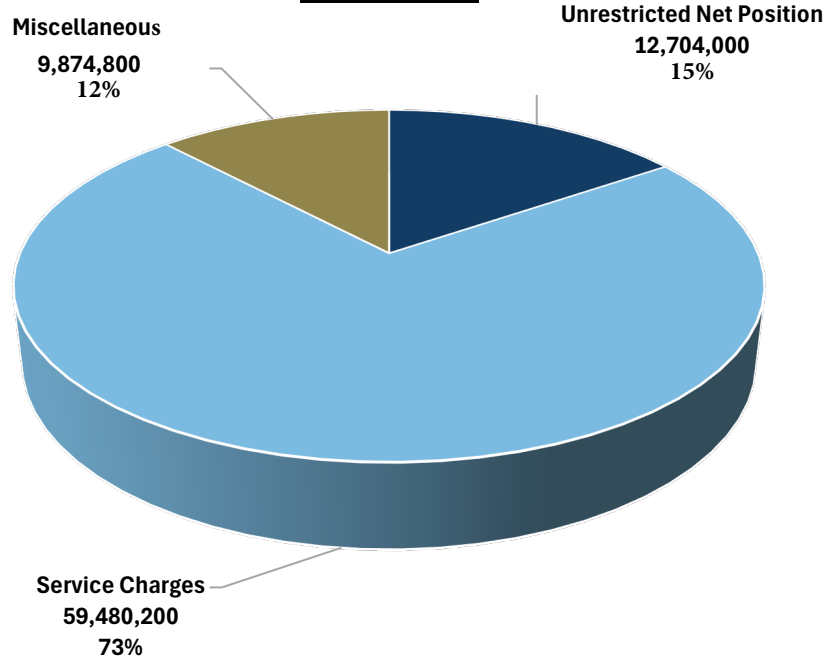
HIGHWAYS SUMMARY REVENUES WITH BREAKOUT

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TAXES				
REAL & PERSONAL PROPERTY	\$38,357,139	\$39,790,846	\$40,598,200	\$42,821,390
TAXES TOTAL	\$38,357,139	\$39,790,846	\$40,598,200	\$42,821,390
INTERGOVERNMENTAL REVENUE				
STATE GOVERNMENT GRANTS				
(R3355) HIGHWAYS USERS TAX	\$3,740,575	\$3,598,063	\$4,000,000	\$4,800,000
(R3381) DNR PARKS PILOT	\$11,363	\$12,912	\$13,000	\$12,000
STATE GOVERNMENT GRANTS TOTAL	\$3,751,938	\$3,610,975	\$4,013,000	\$4,812,000
INTERGOVERNMENTAL REVENUE TOTAL	\$3,751,938	\$3,610,975	\$4,013,000	\$4,812,000
CHARGES FOR SERVICES	\$1,392,792	\$2,275,809	\$1,556,100	\$2,334,000
FINES & FORFEITURES	\$18,369	\$15,437	\$16,000	\$15,000
MISCELLANEOUS REVENUES	\$482,276	\$1,145,895	\$1,393,700	\$1,444,610
LONG TERM DEBT PROCEEDS	\$702,236	\$397,066	\$0	\$0
INTRA-COUNTY REVENUES	\$7,870,272	\$10,140,690	\$20,793,000	\$21,311,000
TOTAL	\$52,575,022	\$57,376,719	\$68,370,000	\$72,738,000

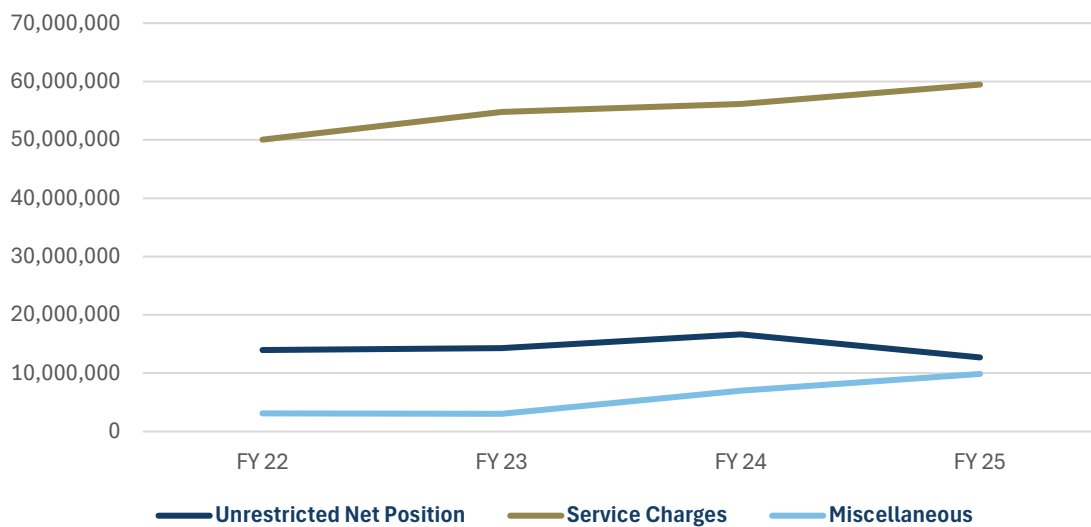
FY 25 APPROVED WATER & SEWER FUND REVENUE BREAKDOWN

\$82,059,000

Unrestricted Net Position	12,704,000	15%
Service Charges	59,480,200	72%
Miscellaneous		12%
Miscellaneous	419,800	
Investment Income	9,005,000	
Intergovernmental	450,000	
	<u>9,874,800</u>	



Water & Sewer Revenue Budget Trend



FY 25 APPROVED WATER & SEWER APPROPRIATIONS BREAKDOWN
\$82,059,000

W&S Administration		7%
Administration	5,784,177	
General Inventory	50,000	
	<u>5,834,177</u>	
W&S Maintenance		14%
Water O&M Abingdon	7,002,483	
Sewer O&M Abingdon	4,026,583	
Whiteford/Cardiff Service Community	119,650	
	<u>11,148,716</u>	
Depreciation	15,100,000	18%
Other		13%
Accounting	1,518,291	
Personnel Matters	1,233,994	
Insurance	458,647	
Benefits	268,170	
Paygo	7,508,000	
	<u>10,987,102</u>	
Wastewater Processing		28%
Industrial Waste Management	92,587	
Sewer O&M Sod Run	16,860,407	
Joppatowne Sewerage Treatment	1,143,374	
Sewer O&M Pump/Meter Stations	4,407,188	
Sewer O&M Spring Meadows	101,290	
	<u>22,604,846</u>	
Water Production		17%
Water O&M Perryman	1,819,432	
Water O&M Long Booster Stations	862,825	
Water O&M Havre de Grace	1,016,771	
Water O&M Abingdon-Big Inch	10,358,895	
Water O&M Carbon Treatment Plant	65,900	
Water O&M Solids Handling Facility	125,900	
	<u>14,249,723</u>	

Bureau of Engineering

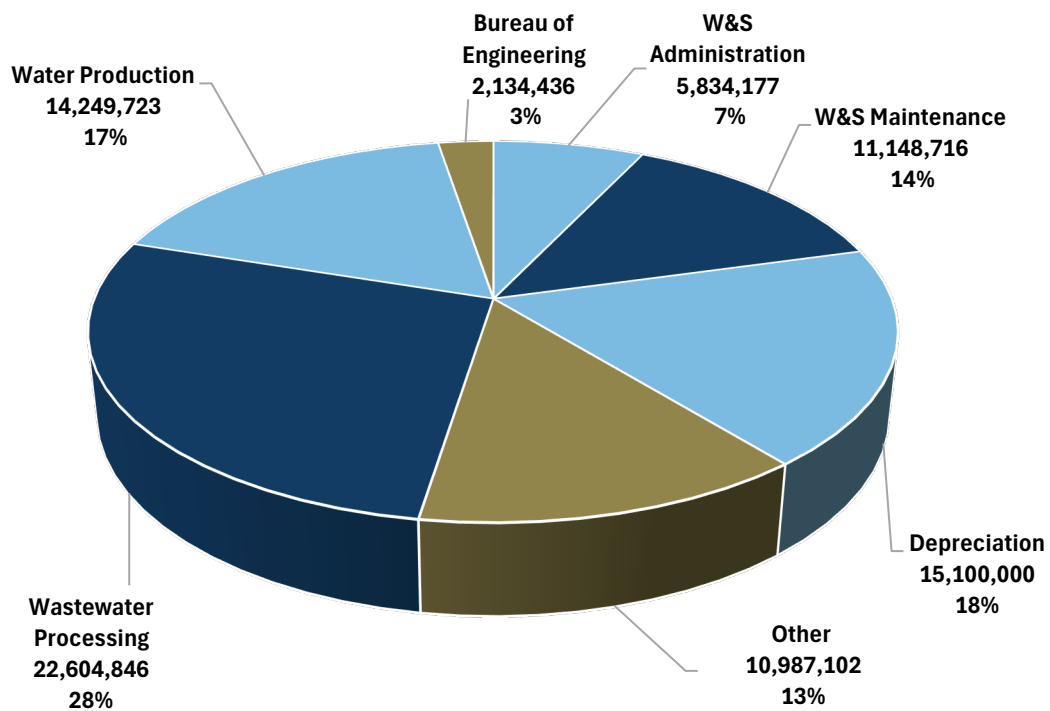
Water Engineering
Sewer Engineering

1,065,605

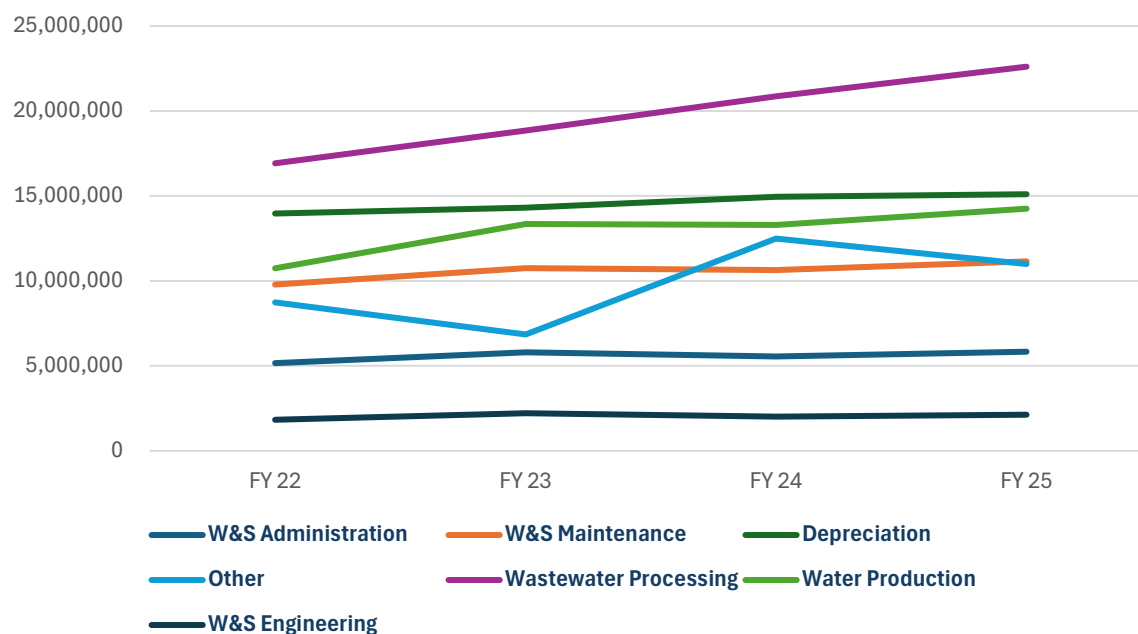
1,068,831

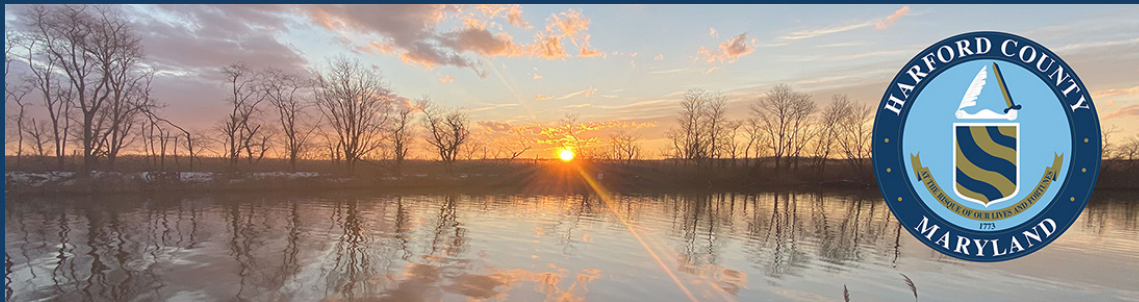
2,134,436

3%



Water & Sewer Appropriation Budget Trend





WATER & SEWER FUND SUMMARY

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 wastewater 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.

FUND SUMMARY BY CHARACTER

Water & Sewer Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$18,489,222	\$20,746,200	\$21,891,914	\$23,665,524
CONTRACTUAL SERVICES	\$10,256,804	\$9,803,343	\$15,631,025	\$16,397,187
SUPPLIES AND MATERIALS	\$5,861,804	\$6,109,657	\$8,700,203	\$9,941,715
BUSINESS AND TRAVEL	\$638,390	\$815,679	\$961,918	\$1,087,457
CAPITAL OUTLAY	\$1,156,895	\$2,301,869	\$3,720,150	\$3,913,999
MISCELLANEOUS	\$9,631,124	\$8,573,350	\$28,909,740	\$27,053,068
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$50	\$50
TOTAL	\$46,034,238	\$48,350,098	\$79,814,999	\$82,059,000

FUND SUMMARY BY DEPARTMENT

Water & Sewer Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(04) TREASURY	\$1,090,538	\$1,397,137	\$1,499,116	\$1,518,291
(08) HUMAN RESOURCES	\$201,882	\$296,463	\$493,790	\$1,233,994
(30) PUBLIC WORKS	\$37,929,440	\$41,959,743	\$67,323,890	\$71,071,898
(67) INSURANCE	\$308,583	\$368,499	\$456,127	\$458,647
(68) BENEFITS	\$853,797	\$48,257	\$356,077	\$268,170
(70) MISCELLANEOUS	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000
TOTAL	\$46,034,238	\$48,350,098	\$79,814,999	\$82,059,000

SUMMARY BY REVENUE SOURCE

Water & Sewer Revenues

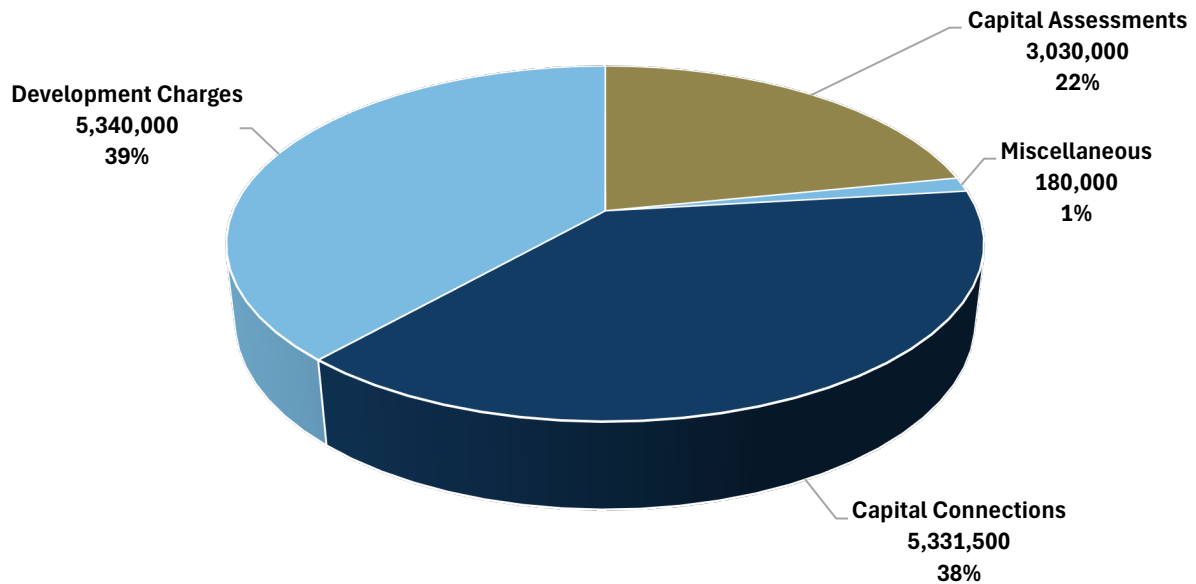
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
LICENSES & PERMITS	\$3,000	\$4,000	\$3,500	\$3,500
INTERGOVERNMENTAL REVENUE	\$486,602	\$496,546	\$330,000	\$450,000
CHARGES FOR SERVICES	\$52,538,597	\$54,371,278	\$56,146,600	\$59,480,200
FINES & FORFEITURES	\$15,285	\$15,900	\$15,000	\$15,000
MISCELLANEOUS REVENUES	\$683,595	\$7,353,491	\$23,319,900	\$22,110,300
LONG TERM DEBT PROCEEDS	\$993,544	\$180,280	\$0	\$0
TOTAL	\$54,720,624	\$62,421,495	\$79,815,000	\$82,059,000

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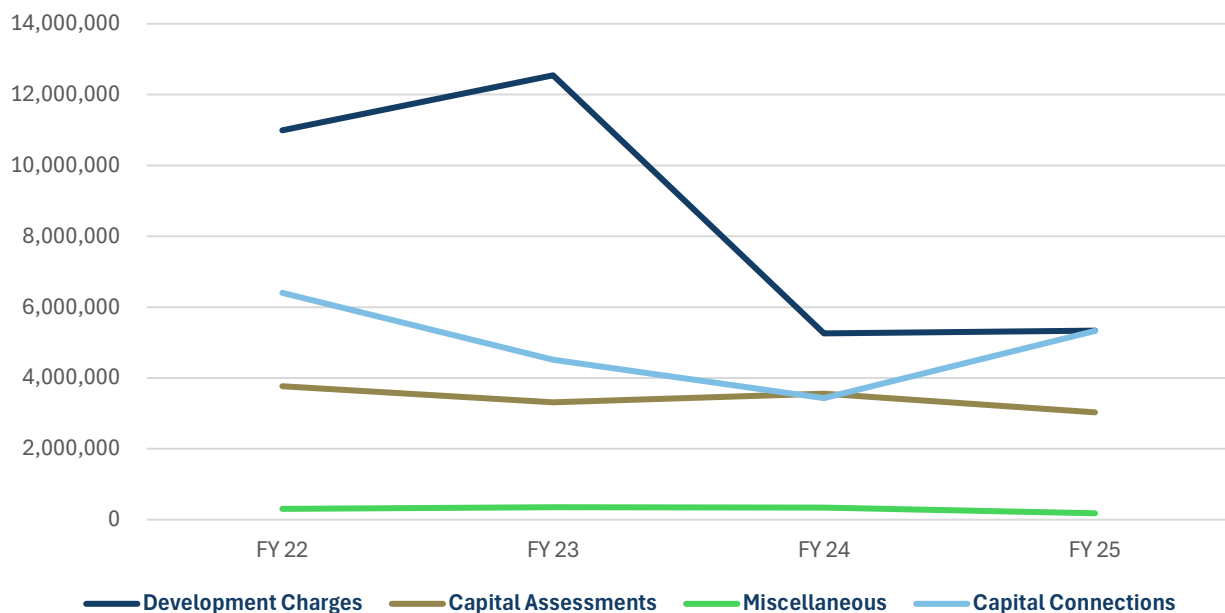
FY 25 APPROVED WATER & SEWER DEBT SERVICE FUND REVENUE BREAKDOWN

\$13,881,500

Development Charges	5,340,000	38%
Capital Assessments	3,030,000	22%
Capital Connections	5,331,500	38%
Miscellaneous	180,000	1%

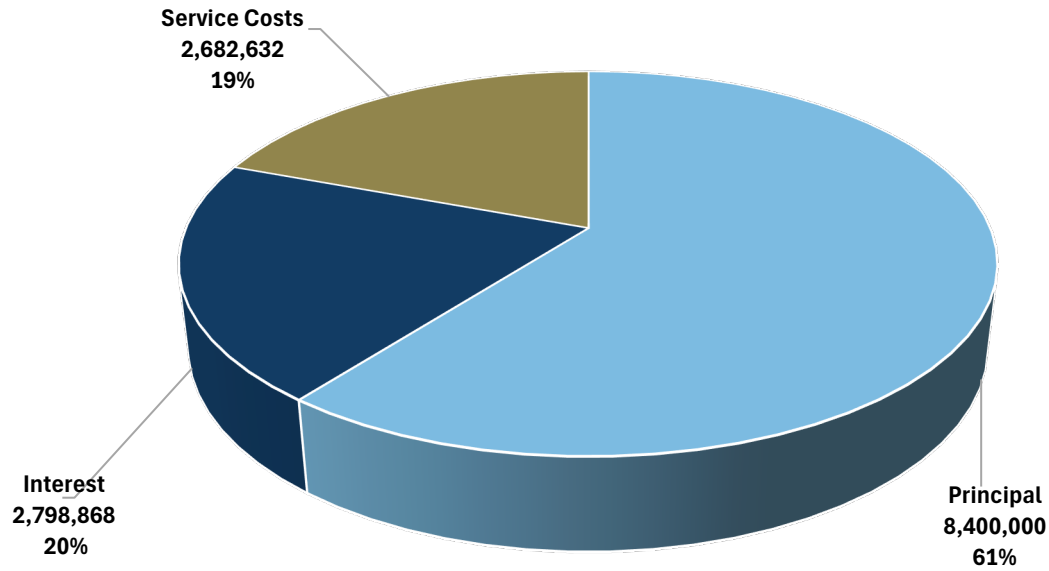


Water & Sewer Debt Service Revenue Budget Trend

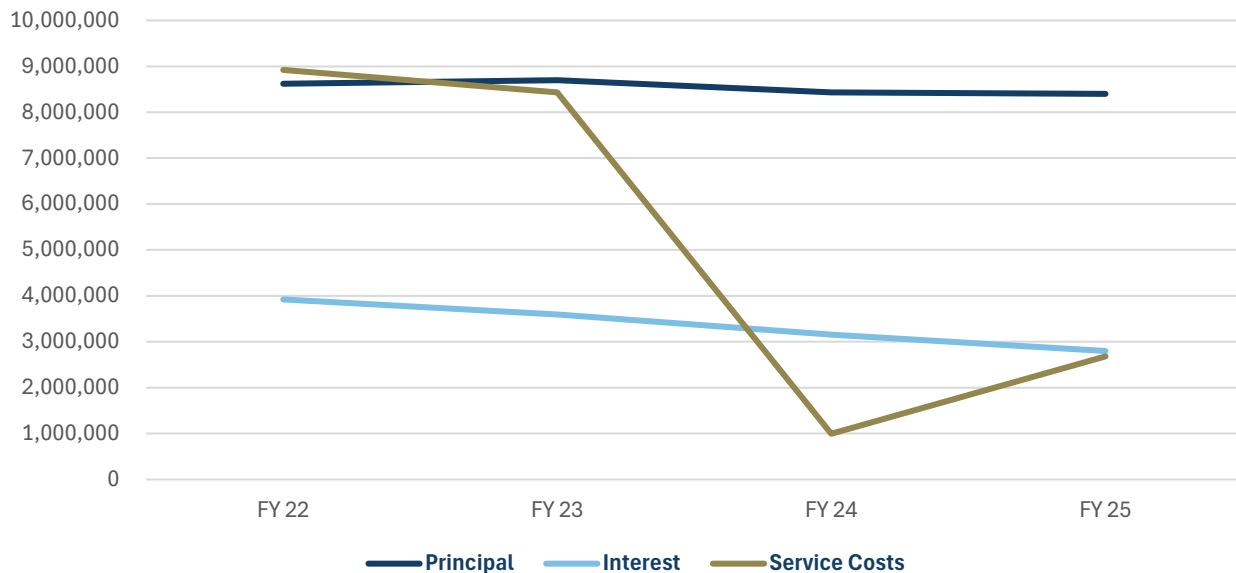


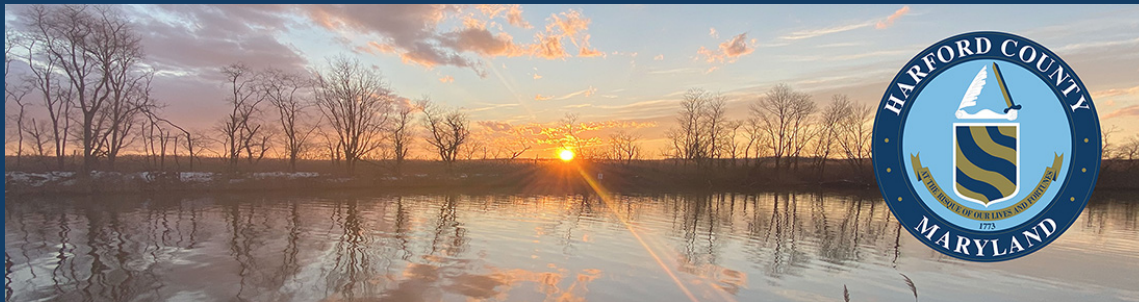
FY 25 APPROVED WATER & SEWER DEBT SERVICE FUND APPROPRIATIONS BREAKDOWN
\$13,881,500

Principal	8,400,000	61%
Interest	2,798,868	20%
Service Costs	2,682,632	19%



Water & Sewer Debt Service Appropriation Budget Trend





WATER & SEWER DEBT SERVICE FUND SUMMARY

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 longterm 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.

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.

FUND SUMMARY BY CHARACTER

Water & Sewer Debt Service Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$0	\$0	\$70,000	\$70,000
DEBT SERVICE	\$12,230,404	\$11,921,015	\$11,918,638	\$11,529,500
MISCELLANEOUS	\$0	\$0	\$596,362	\$2,282,000
TOTAL	\$12,230,404	\$11,921,015	\$12,585,000	\$13,881,500

FUND SUMMARY BY DEPARTMENT

Water & Sewer Debt Service Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(66) DEBT SERVICE	\$12,230,404	\$11,921,015	\$12,585,000	\$13,881,500
TOTAL	\$12,230,404	\$11,921,015	\$12,585,000	\$13,881,500

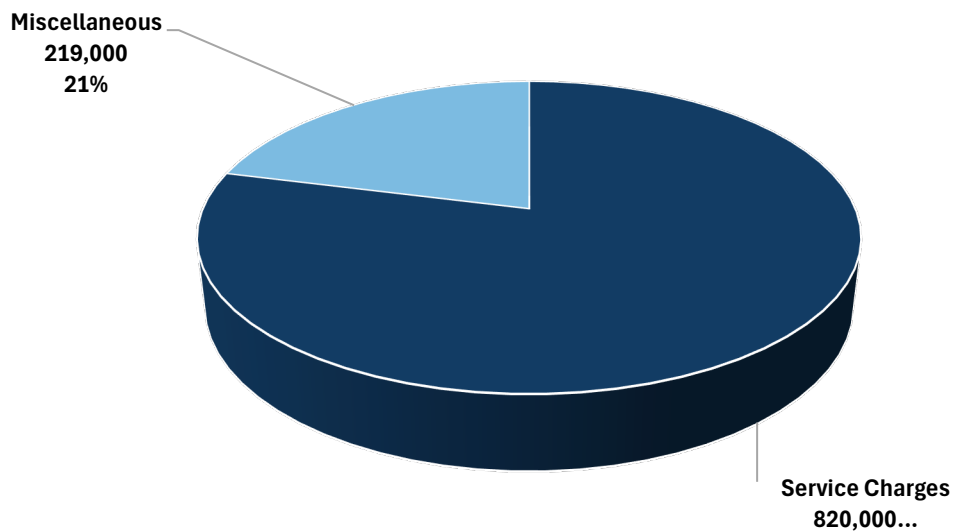
SUMMARY BY REVENUE SOURCE

Water & Sewer Debt Service Revenues

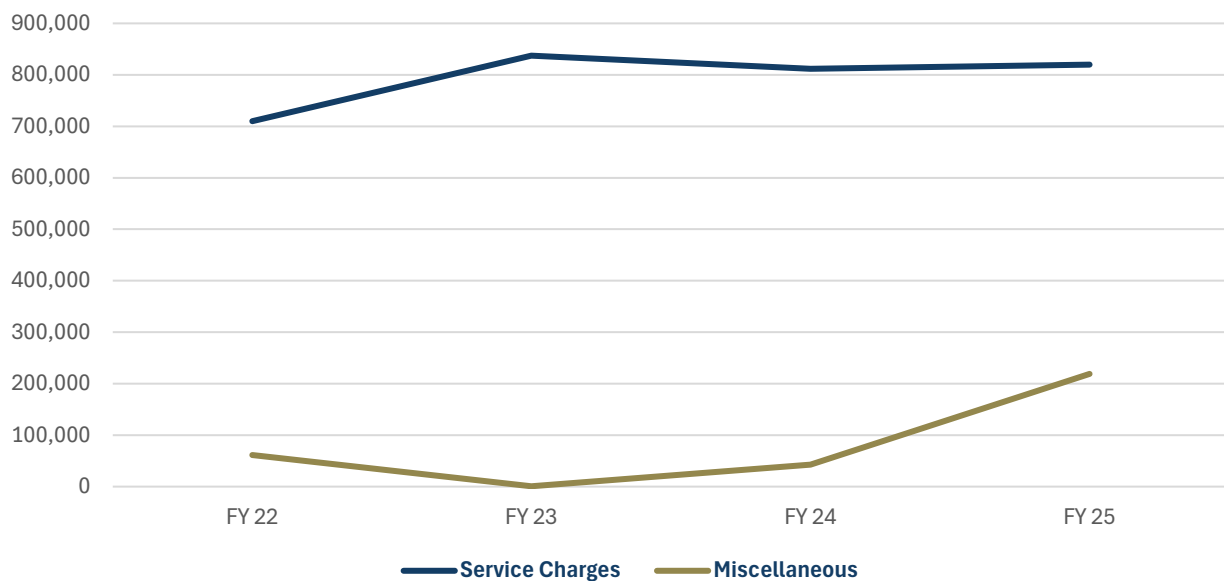
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TAXES	\$3,583,609	\$3,374,022	\$3,431,500	\$3,030,000
CHARGES FOR SERVICES	\$8,018,193	\$18,151,389	\$8,813,500	\$10,671,500
MISCELLANEOUS REVENUES	\$150,787	\$124,803	\$340,000	\$180,000
TOTAL	\$11,752,590	\$21,650,214	\$12,585,000	\$13,881,500

FY 25 APPROVED PARKS & RECREATION SPECIAL REVENUE FUND REVENUE BREAKDOWN \$1,039,000

Service Charges	820,000	79%
Miscellaneous	219,000	21%

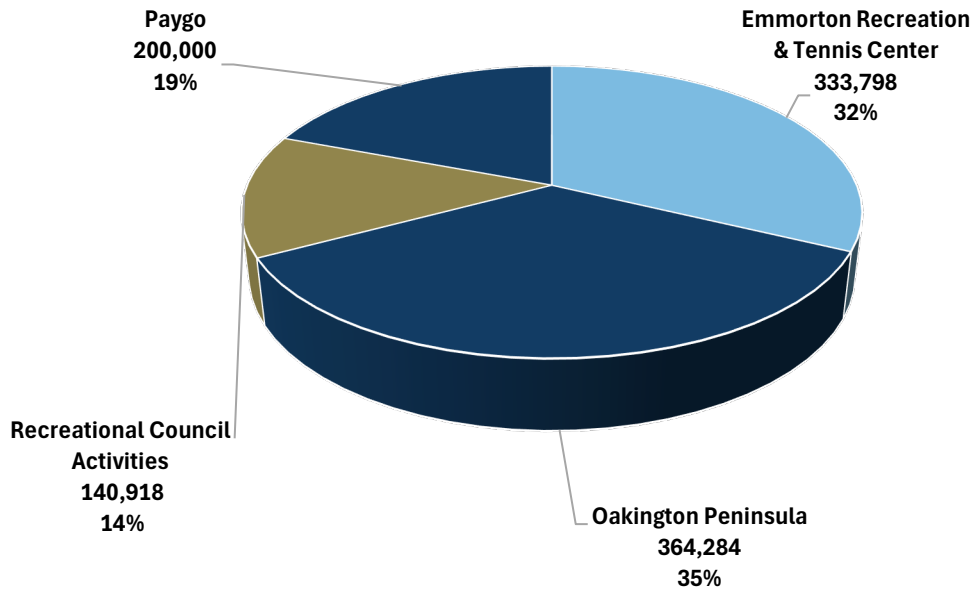


Parks and Recreation Revenue Budget Trend

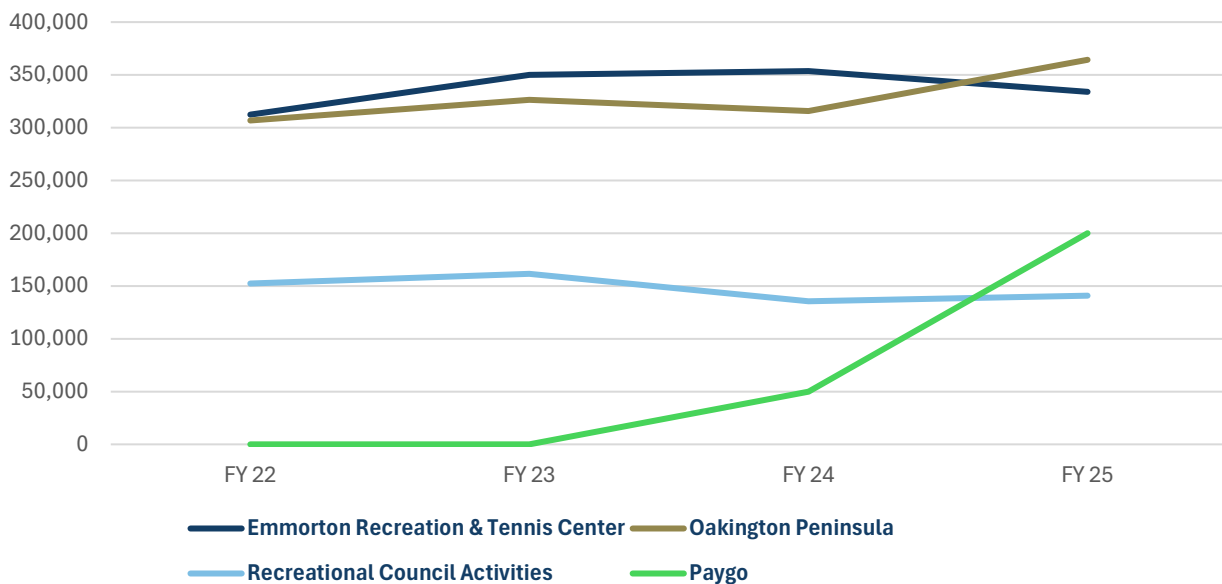


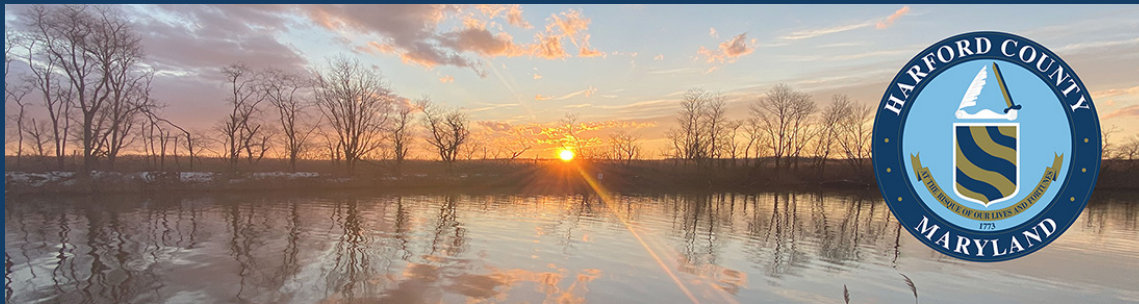
FY 25 APPROVED PARKS & RECREATION SPECIAL REVENUE FUND APPROPRIATIONS BREAKDOWN
\$1,039,000

Emmorton Recreation & Tennis Center	333,798	32%
Oakington Peninsula	364,284	35%
Recreational Council Activities	140,918	14%
Paygo	200,000	19%



Parks and Recreation Appropriation Budget Trend





PARKS & RECREATION SPECIAL REVENUE FUND SUMMARY

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.

FUND SUMMARY BY CHARACTER

Parks & Rec Special Revenue Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$254,249	\$192,404	\$337,382	\$297,935
CONTRACTUAL SERVICES	\$279,120	\$343,867	\$377,148	\$450,948
SUPPLIES AND MATERIALS	\$27,825	\$24,849	\$35,650	\$34,679
BUSINESS AND TRAVEL	\$811	\$8	\$2,865	\$2,800
CAPITAL OUTLAY	\$2,806	\$0	\$4,000	\$4,000
MISCELLANEOUS	\$66,241	\$66,909	\$97,955	\$248,638
TOTAL	\$631,052	\$628,037	\$855,000	\$1,039,000

ALL FUND SUMMARY BY DEPARTMENT

Parks & Rec Special Revenue Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(59) PARKS AND RECREATION	\$631,052	\$628,037	\$805,000	\$839,000
(70) MISCELLANEOUS	\$0	\$0	\$50,000	\$200,000
TOTAL	\$631,052	\$628,037	\$855,000	\$1,039,000

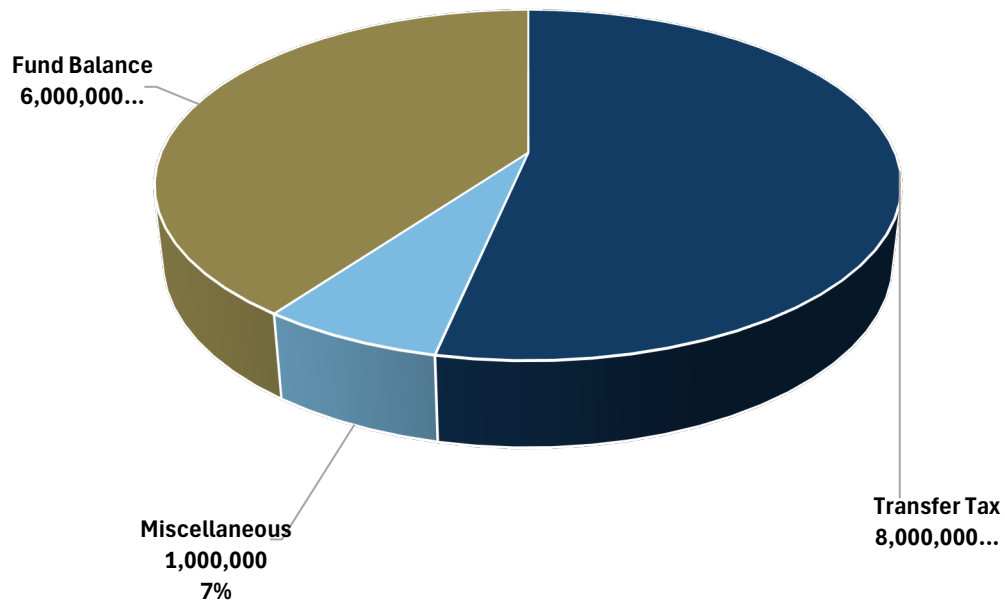
SUMMARY BY REVENUE SOURCE

Parks & Recreation Special Revenue Revenues

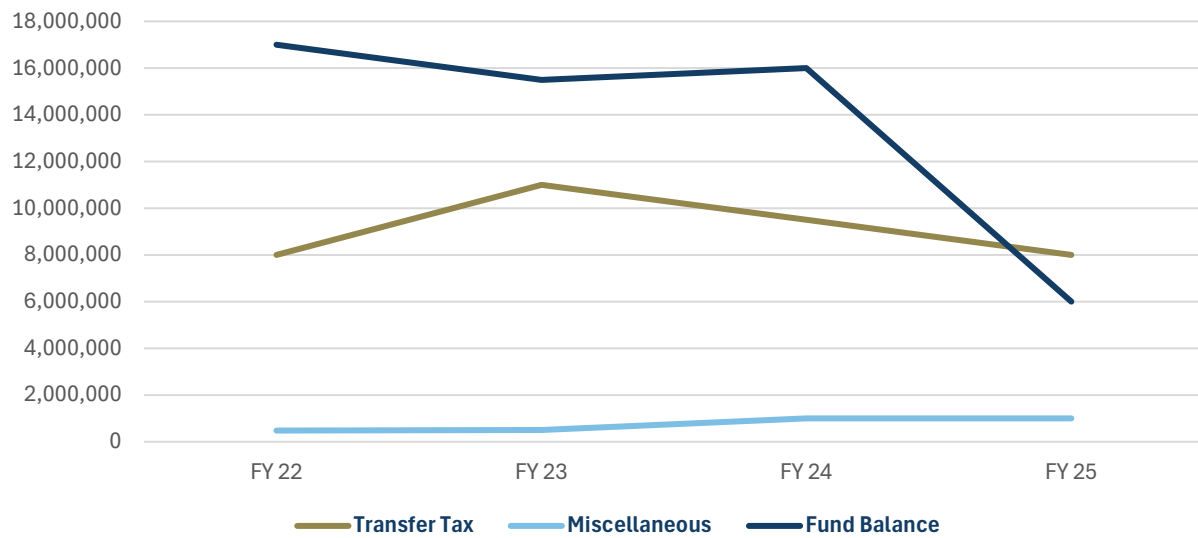
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CHARGES FOR SERVICES	\$723,759	\$818,758	\$812,000	\$820,000
MISCELLANEOUS REVENUES	\$186	\$9,286	\$6,000	\$13,000
INTRA-COUNTY REVENUES	\$0	\$0	\$37,000	\$206,000
TOTAL	\$723,946	\$828,044	\$855,000	\$1,039,000

FY 25 APPROVED AG PRESERVATION COUNTY FUND REVENUE BREAKDOWN \$15,000,000

Transfer Tax	8,000,000	53%
Miscellaneous	1,000,000	7%
Fund Balance	6,000,000	40%

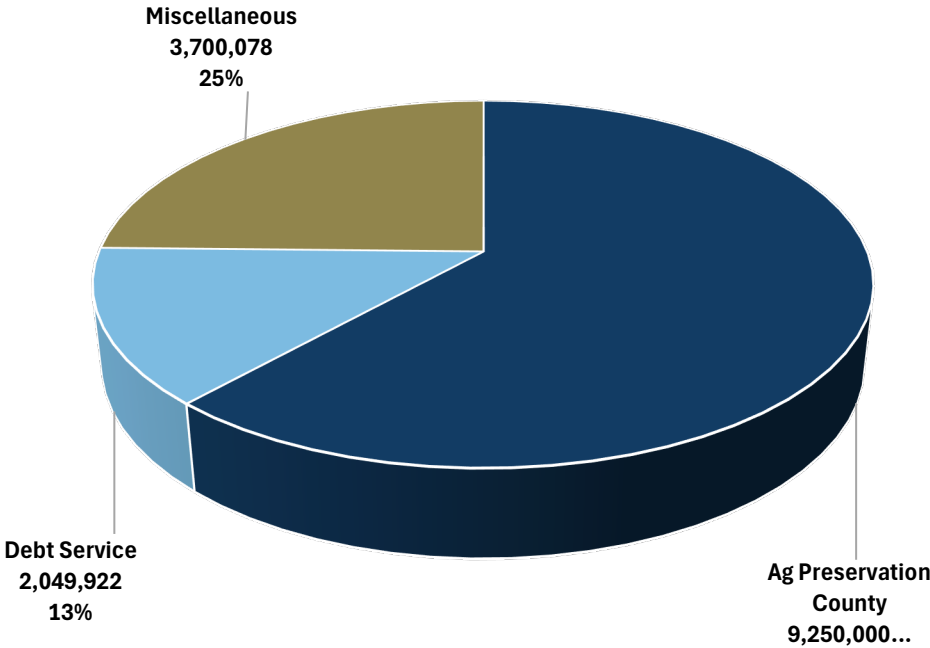


Ag Preservation County Revenue Budget Trend

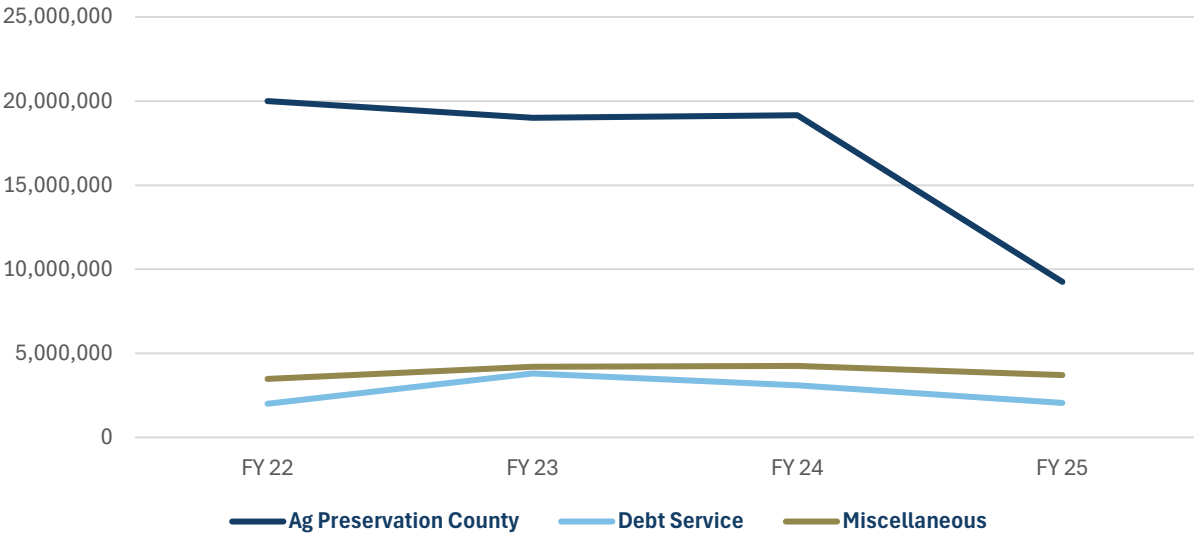


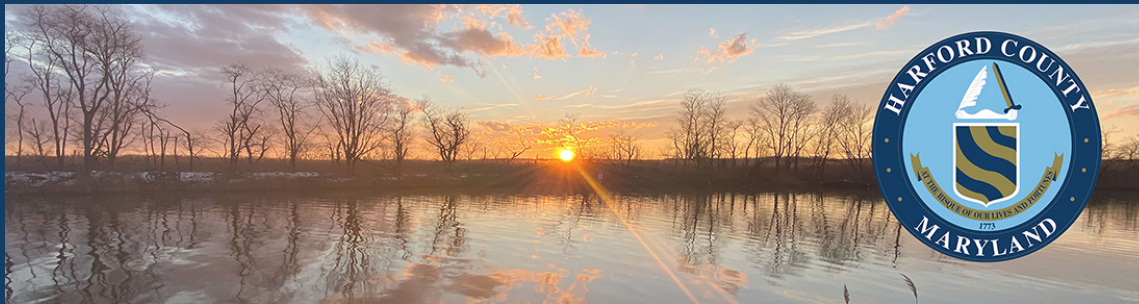
FY 25 APPROVED AG PRESERVATION COUNTY FUND APPROPRIATIONS BREAKDOWN
\$15,000,000

Ag Preservation County	9,250,000	62%
Debt Service	2,049,922	14%
Miscellaneous	3,700,078	25%



Ag Preservation County Appropriation Budget Trend





COUNTY AG PRESERVATION FUND SUMMARY

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. Easement purchases may be settled in a lump sum payment, or may be 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.

The funding included in the annual budget appropriation represents anticipated expenses for new easement purchases, required annual payments of IPAs, scheduled balloon payments on IPAs, and other associated expenses and obligations. The county's dedicated Agricultural Preservation fund maintains funding levels sufficient to meet the full obligations under the program at the time of settlement through to the completion of agreed payments. Due to the timing of Council approvals of easements, the completion of required surveys and documents, and final settlement dates, the preservation process for one property may span more than one fiscal year.

Transfer Tax revenue not expended during the fiscal year in which it was budgeted reverts to the dedicated Agricultural Preservation fund and is made available for expenditure on eligible land preservation in future fiscal years in the form of appropriated fund balance.

FUND SUMMARY BY CHARACTER

Ag Pres County Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$27,256	\$0	\$0	\$0
BUSINESS AND TRAVEL	\$413	\$0	\$0	\$0
CAPITAL OUTLAY	\$16,692,613	\$10,873,888	\$19,150,000	\$9,250,000
DEBT SERVICE	\$1,949,728	\$5,687,444	\$3,100,000	\$2,049,922
MISCELLANEOUS	\$2,863,661	\$2,089,550	\$4,250,000	\$3,700,078
TOTAL	\$21,533,670	\$18,650,883	\$26,500,000	\$15,000,000

FUND SUMMARY BY DEPARTMENT

Ag Pres County Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(06) PLANNING AND ZONING	\$19,556,686	\$12,963,438	\$23,400,000	\$12,950,078
(66) DEBT SERVICE	\$1,976,984	\$5,687,444	\$3,100,000	\$2,049,922
TOTAL	\$21,533,670	\$18,650,883	\$26,500,000	\$15,000,000

SUMMARY BY REVENUE SOURCE

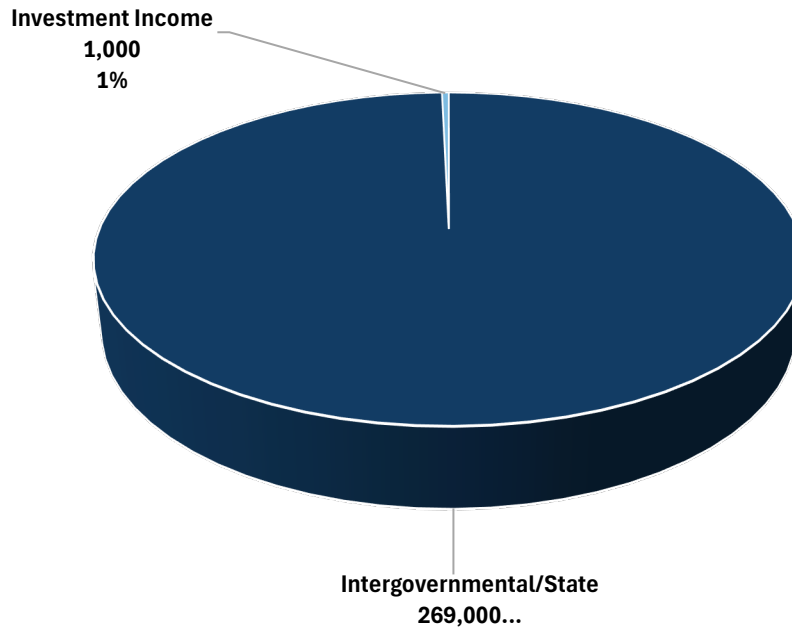
Ag Preservation County Revenues

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TAXES	\$13,076,318	\$9,210,876	\$9,500,000	\$8,000,000
MISCELLEANOUS REVENUES	-\$2,830,247	-\$281	\$1,000,000	\$1,000,000
LONG TERM DEBT PROCEEDS	\$5,412,730	\$0	\$0	\$0
INTRA-COUNTY REVENUES	\$0	\$0	\$16,000,000	\$6,000,000
TOTAL	\$15,658,801	\$9,210,595	\$26,500,000	\$15,000,000

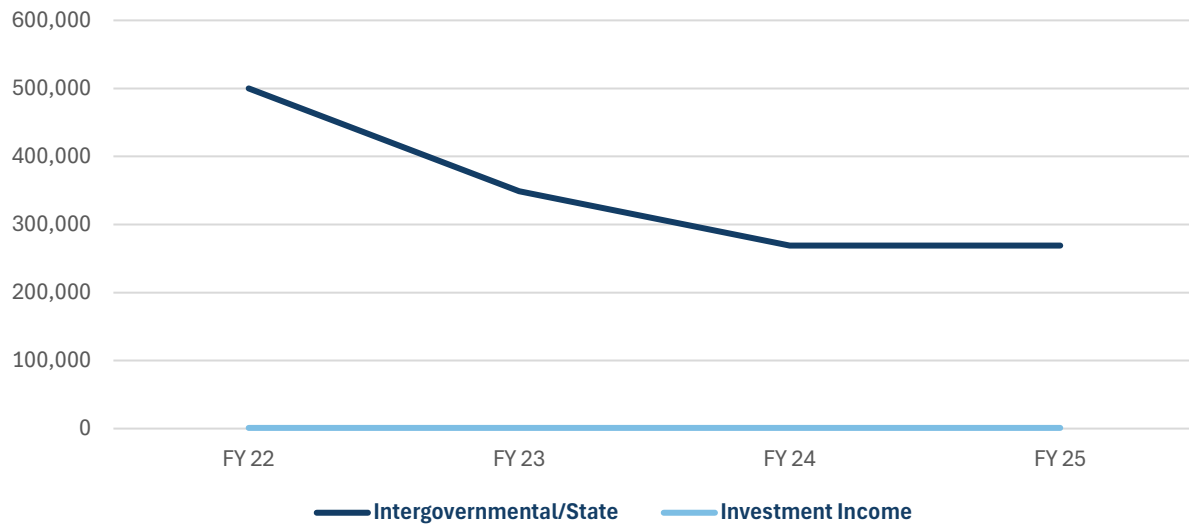
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FY 25 APPROVED AG PRESERVATION STATE FUND REVENUE BREAKDOWN
\$270,000

Intergovernmental/State	269,000	99%
Investment Income	1,000	1%



Ag Preservation State Revenue Budget Trend

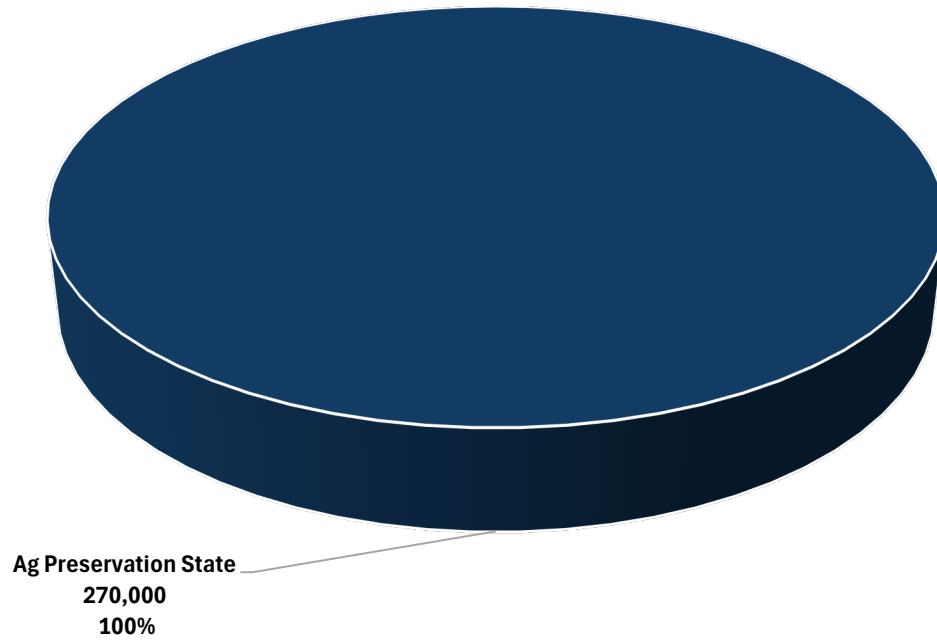


FY 25 APPROVED AG PRESERVATION STATE FUND APPROPRIATIONS BREAKDOWN
\$270,000

Ag Preservation State

270,000

100%





STATE AG PRESERVATION FUND SUMMARY

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.

FUND SUMMARY BY CHARACTER

Ag Pres State Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$30,000	\$30,000	\$30,000	\$30,000
MISCELLANEOUS	\$200,745	\$119,027	\$240,000	\$240,000
TOTAL	\$230,745	\$149,027	\$270,000	\$270,000

FUND SUMMARY BY DEPARTMENT

Ag Pres State Fund Summary by Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(06) PLANNING AND ZONING	\$230,745	\$149,027	\$270,000	\$270,000
TOTAL	\$230,745	\$149,027	\$270,000	\$270,000

SUMMARY BY REVENUE SOURCE

Ag Preservation State Revenues

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
INTERGOVERNMENTAL REVENUE	\$231,068	\$149,003	\$269,000	\$269,000
MISCELLANEOUS REVENUES	-\$324	\$24	\$1,000	\$1,000
TOTAL	\$230,745	\$149,027	\$270,000	\$270,000

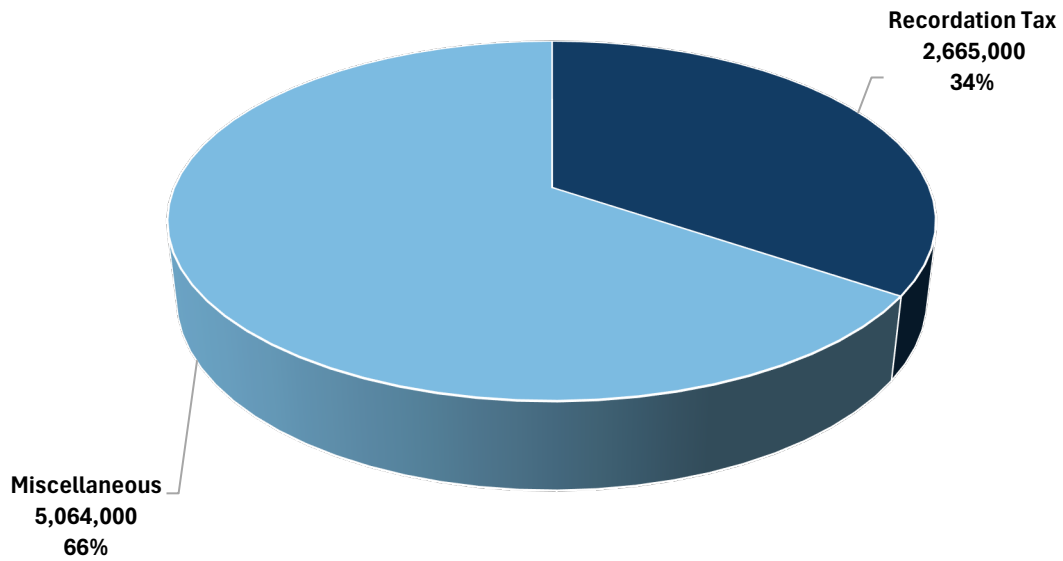
FY 25 APPROVED WATERSHED MANAGEMENT FUND REVENUE BREAKDOWN
\$7,729,000

Other Taxes **34%**

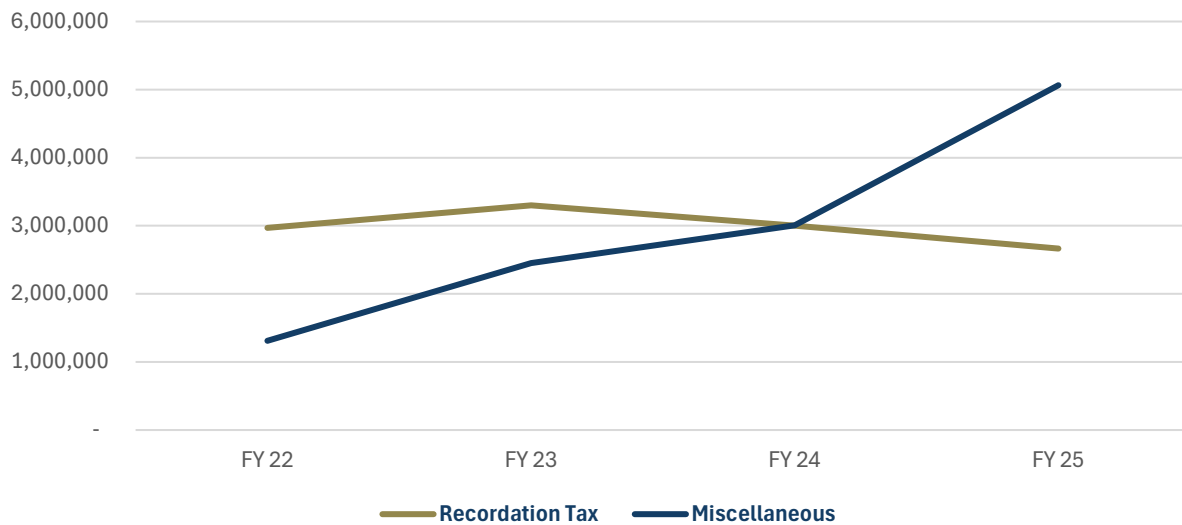
Recordation Tax **2,665,000**

Miscellaneous **66%**

Investment Income	380,000
Fund Balance	4,659,000
Other	25,000
	<u>5,064,000</u>

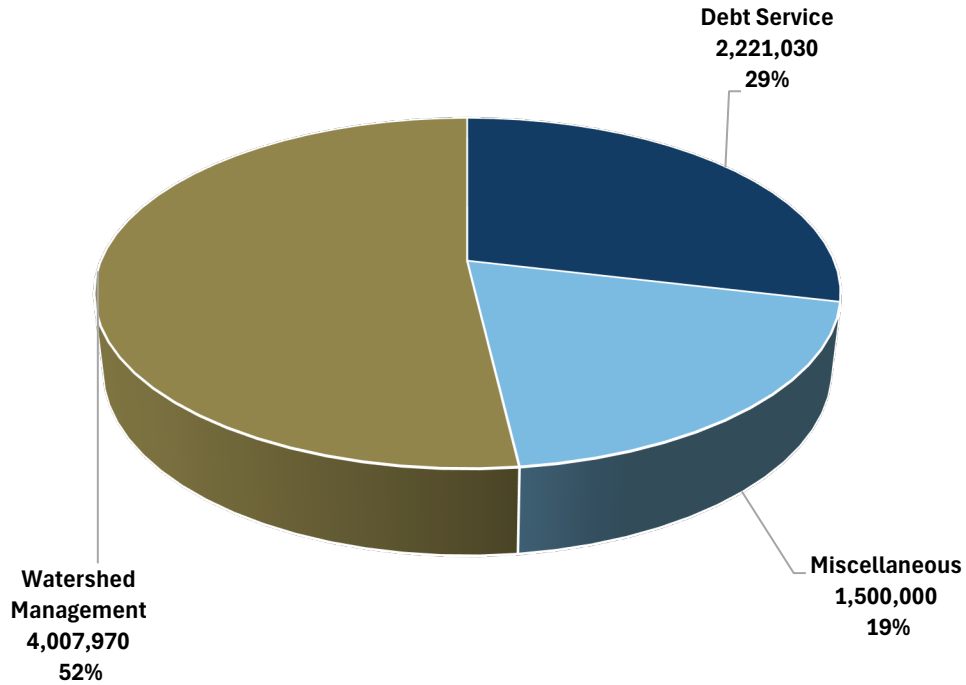


Watershed Management Revenue Budget Trend

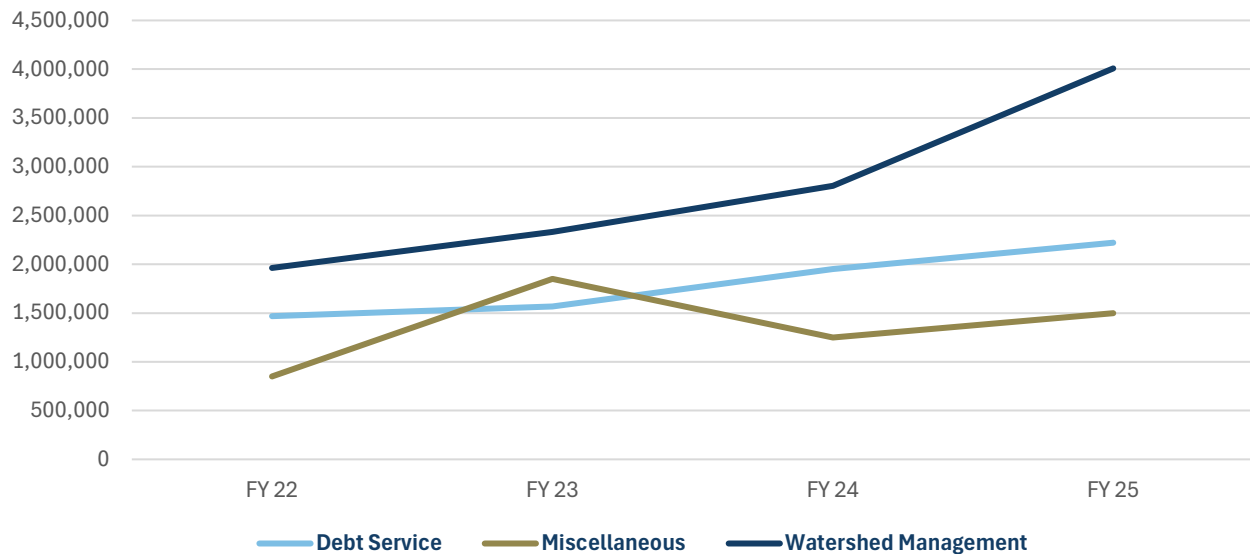


FY 25 APPROVED WATERSHED MANAGEMENT FUND APPROPRIATIONS BREAKDOWN
\$7,729,000

Debt Service	2,221,030	29%
Miscellaneous	1,500,000	19%
Watershed Management	4,007,970	52%



Watershed Management Appropriation Budget Trend





WATERSHED MANAGEMENT FUND SUMMARY

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.

FUND SUMMARY BY CHARACTER

Watershed Management Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$497,165	\$671,558	\$827,661	\$1,138,154
CONTRACTUAL SERVICES	\$620,045	\$512,185	\$1,008,280	\$1,808,440
SUPPLIES AND MATERIALS	\$3,291	\$3,143	\$5,985	\$5,360
BUSINESS AND TRAVEL	\$10,188	\$11,656	\$11,750	\$18,600
DEBT SERVICE	\$1,365,642	\$1,547,307	\$1,951,749	\$2,221,030
MISCELLANEOUS	\$1,684,669	\$2,575,986	\$2,200,575	\$2,537,416
TOTAL	\$4,180,999	\$5,321,835	\$6,006,000	\$7,729,000

FUND SUMMARY BY DEPARTMENT

Watershed Management Fund Summary By Department

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(30) PUBLIC WORKS	\$1,965,357	\$2,924,527	\$2,804,251	\$4,007,970
(66) DEBT SERVICE	\$1,365,642	\$1,547,307	\$1,951,749	\$2,221,030
(70) MISCELLANEOUS	\$850,000	\$850,000	\$1,250,000	\$1,500,000
TOTAL	\$4,180,999	\$5,321,835	\$6,006,000	\$7,729,000

SUMMARY BY REVENUE SOURCE

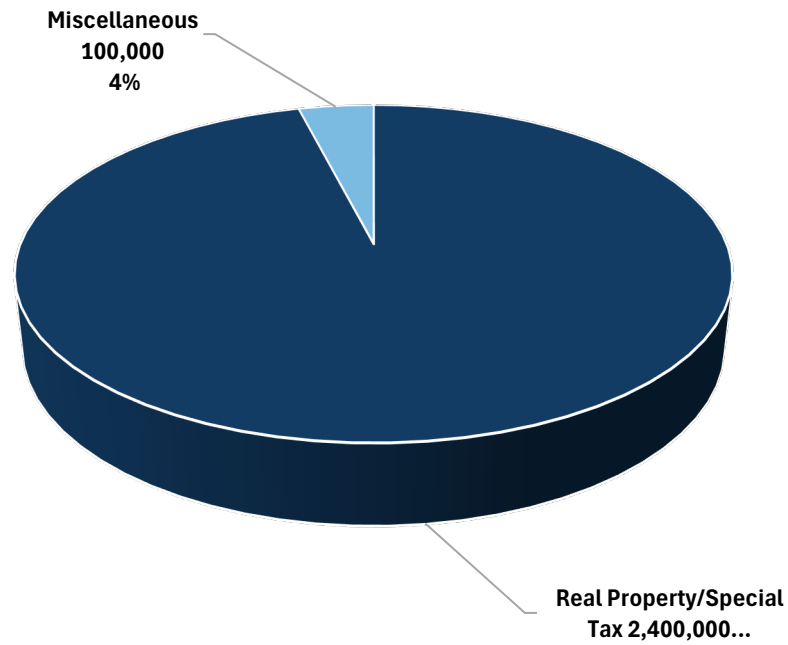
Watershed Management Revenues

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TAXES	\$4,081,867	\$2,987,424	\$2,999,700	\$2,665,000
FINES & FORFEITURES	\$0	\$0	\$0	\$25,000
MISCELLANEOUS REVENUES	\$14,744	\$327,817	\$360,300	\$380,000
LONG TERM DEBT PROCEEDS	\$298,827	\$494,730	\$0	\$0
INTRA-COUNTY REVENUES	\$0	\$0	\$2,646,000	\$4,659,000
TOTAL	\$4,395,438	\$3,809,971	\$6,006,000	\$7,729,000

FY 25 APPROVED TAX INCREMENT FINANCING FUND REVENUE BREAKDOWN

\$2,500,000

Real Property/Special Tax	2,400,000	96%
Miscellaneous		4%
Investment Income	100,000	

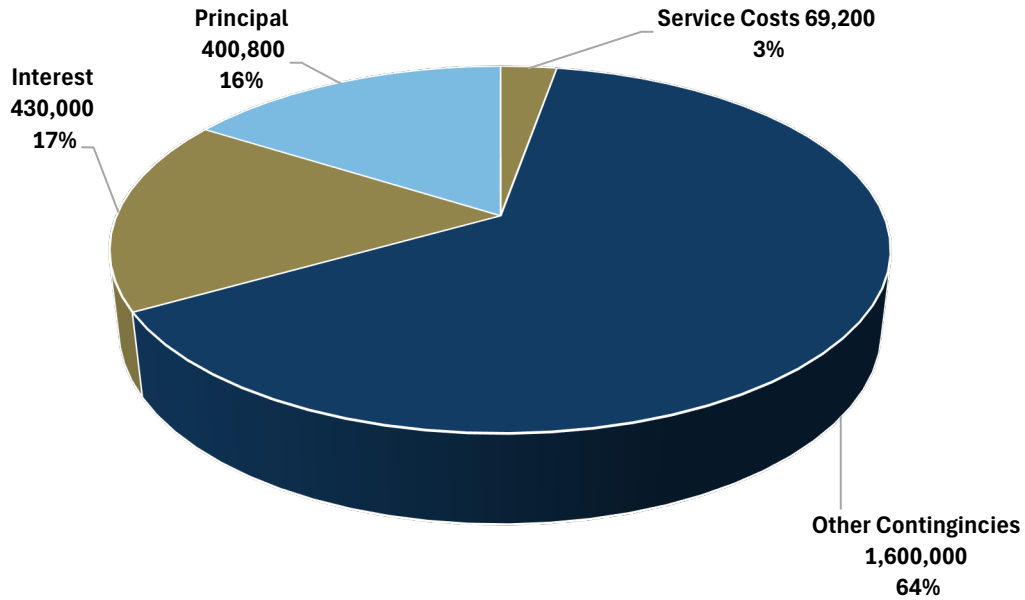


Tax Increment Financing Revenue Budget Trend

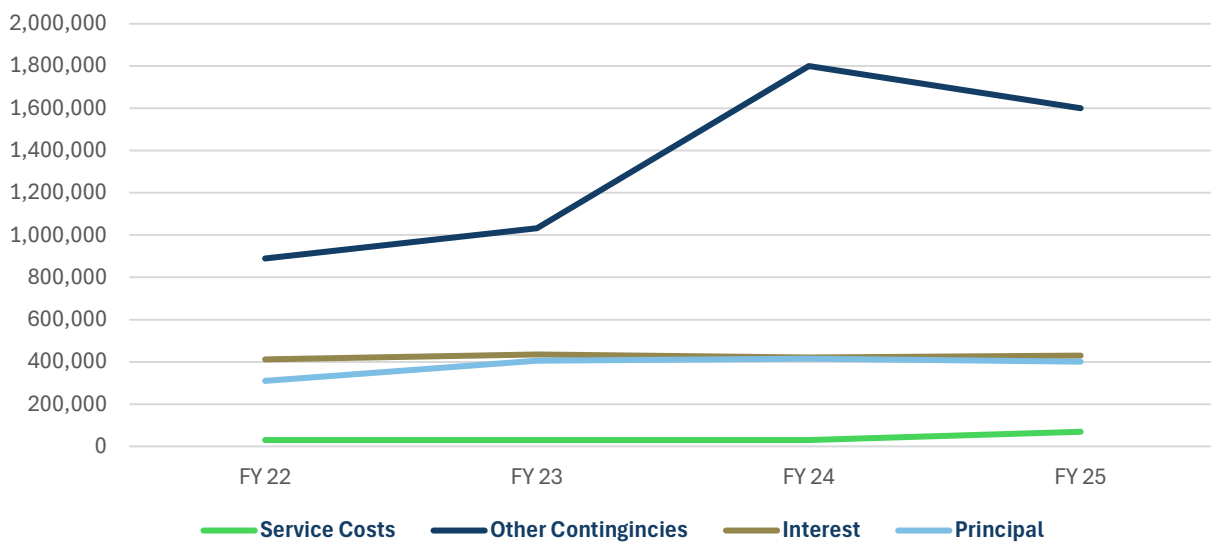


FY 25 APPROVED TAX INCREMENT FINANCING FUND APPROPRIATIONS BREAKDOWN
\$2,500,000

Service Costs	69,200	3%
Other Contingencies	1,600,000	64%
Interest	430,000	17%
Principal	400,800	16%



Tax Increment Financing Appropriation Budget Trend





TAX INCREMENT FINANCING FUND SUMMARY

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.

FUND SUMMARY BY CHARACTER

TIF Fund Summary by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
DEBT SERVICE	\$738,822	\$867,175	\$865,000	\$900,000
MISCELLANEOUS	\$783,411	\$1,032,000	\$1,800,000	\$1,600,000
TOTAL	\$1,522,233	\$1,899,175	\$2,665,000	\$2,500,000

FUND SUMMARY BY DEPARTMENT

TIF Fund Summary By Department

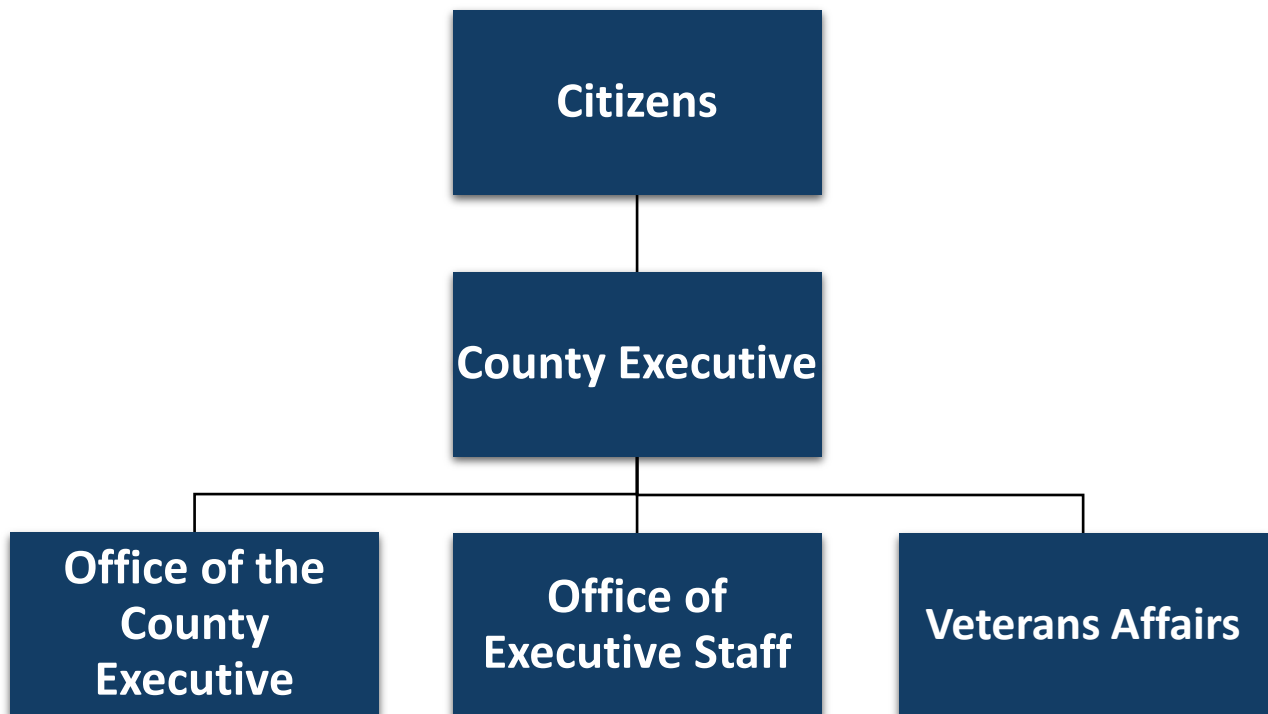
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(66) DEBT SERVICE	\$738,822	\$867,175	\$865,000	\$900,000
(70) MISCELLANEOUS	\$783,411	\$1,032,000	\$1,800,000	\$1,600,000
TOTAL	\$1,522,233	\$1,899,175	\$2,665,000	\$2,500,000

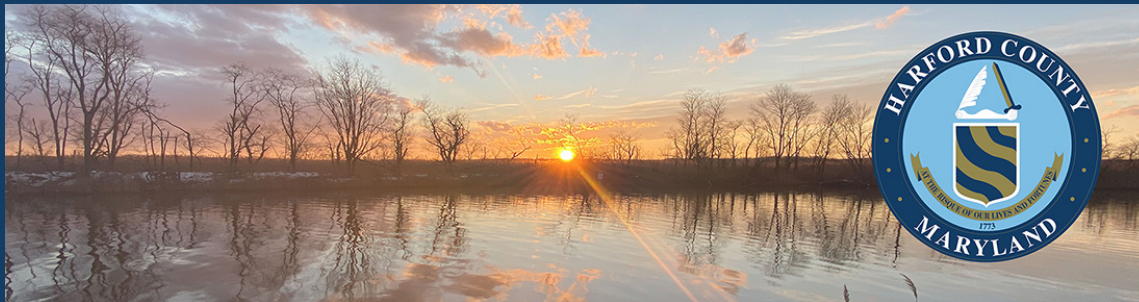
SUMMARY BY REVENUE SOURCE

Tax Increment Financing Revenues

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TAXES	\$2,250,348	\$2,243,552	\$2,612,700	\$2,400,000
MISCELLANEOUS REVENUES	\$2,756	\$92,662	\$52,300	\$100,000
TOTAL	\$2,253,104	\$2,336,214	\$2,665,000	\$2,500,000

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.

The Office of Executive Staff was created by Executive Order 23-05. The Office is responsible for the coordination of county boards, agencies, and organizations regarding application of governmental policies, laws and programs. The Office shall review proposed state legislation and present the County Executive's position on legislation presented in the General Assembly. It shall be responsible for the coordination and oversight of major county initiatives as assigned by the County Executive and shall conduct research, analyze and interpret information, issues, proposals, and problems to ensure that appropriate and complete information is provided to the County Executive for decision making and informational purposes.

DEPARTMENT SUMMARY BY CHARACTER

County Executive by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$605,585	\$547,404	\$1,490,577	\$1,470,676
CONTRACTUAL SERVICES	\$8,435	\$8,749	\$113,050	\$113,050
SUPPLIES AND MATERIALS	\$11,913	\$16,159	\$86,300	\$102,300
BUSINESS AND TRAVEL	\$32,518	\$22,411	\$77,200	\$77,200
MISCELLANEOUS	\$143,271	\$137,997	\$101,462	\$101,462
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$2	\$46	\$1,000	\$1,000
TOTAL	\$801,723	\$732,766	\$1,869,589	\$1,865,688

DEPARTMENT SUMMARY BY FUND

County Executive by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$801,723	\$732,766	\$1,869,589	\$1,865,688
TOTAL	\$801,723	\$732,766	\$1,869,589	\$1,865,688

DEPARTMENT SUMMARY BY DIVISION

County Executive by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
COUNTY EXECUTIVE				
(011000) OFFICE OF COUNTY EXECUTIVE	\$801,723	\$732,766	\$537,955	\$568,813
(013000) OFFICE OF EXECUTIVE STAFF	\$0	\$0	\$1,331,634	\$1,259,005
(014000) VETERANS AFFAIRS	\$0	\$0	\$0	\$37,870
COUNTY EXECUTIVE TOTAL	\$801,723	\$732,766	\$1,869,589	\$1,865,688
TOTAL	\$801,723	\$732,766	\$1,869,589	\$1,865,688

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$19,901)

- Full-time salaries increase \$11,569
 - Salary adjustments - \$17,773
 - FY 24 COLA - \$25,549
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$31,430
- Transfer of one (1) position to DES - P3786 (\$107,271)
- Increase of temporary salaries for new Veterans Affairs Division - \$20,196
- Pension increase of \$5,762 based on actuals
- Health benefits adjusted \$15,525 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funds provide for telephone service, other advertising, professional services, etc.

SUPPLIES & MATERIALS INCREASES \$16,000

Funds added for the new Veterans Affairs division, provide for Veterans Resource Fair and other various supplies and materials needed for Veterans events.

BUSINESS & TRAVEL no change

Funds provide for mileage/tolls/transportation, meals/lodging, membership fees/dues, training/seminars/courses.

MISCELLANEOUS no change

Discretionary contributions.

INTERGOVERNMENTAL no change

Funds provide for fleet carpool costs.

**DEPARTMENT STAFF SUMMARY
COUNTY EXECUTIVE**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	82,836	0.00	0	0.00	0
Administrative Secretary	1.00	81,548	2.00	163,083	1.00	94,647
Administrative Specialist II	0.00	0	1.00	102,833	2.00	185,056
Administrative Specialist III	0.00	0	0.00	0	1.00	98,415
Chief Advisor	1.00	159,170	0.00	0	0.00	0
Chief of Executive Staff	0.00	0	1.00	120,000	2.00	251,726
County Executive	1.00	155,520	1.00	155,520	1.00	171,106
Deputy Chief of Staff	0.00	0	3.00	302,500	0.00	0
Marketing Coordinator	0.00	0	2.00	156,897	1.00	88,432
Public Information Officer	0.00	0	0.00	0	1.00	72,761
TOTAL FULL-TIME SALARIES	4.00	479,074	10.00	1,000,833	9.00	962,143
TEMPORARY SALARIES		0		45,000		66,658
SALARY TOTAL	4.00	479,074	10.00	1,045,833	9.00	1,028,801
OTHER PERSONAL SERVICES						
Pension & Retirement		52,698		115,096		115,457
Workers' Compensation		1,629		3,428		2,750
Health Benefits		107,284		176,750		174,600
RHS/OPEB		28,720		70,452		69,260
FICA		31,832		77,617		78,548
27th Pay		19,412		0		0
Miscellaneous		560		1,400		1,260
TOTAL OTHER PERSONAL SERVICES		242,135		444,743		441,875
TOTAL PERSONAL SERVICES	4.00	721,209	10.00	1,490,576	9.00	1,470,676



COUNTY EXECUTIVE

Office of the County Executive

Cost Center 011000

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.

DIVISION SUMMARY BY CHARACTER

Office of the County Executive 011000 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$605,585	\$547,404	\$342,093	\$372,951
CONTRACTUAL SERVICES	\$8,435	\$8,749	\$20,500	\$20,500
SUPPLIES AND MATERIALS	\$11,913	\$16,159	\$21,700	\$21,700
BUSINESS AND TRAVEL	\$32,518	\$22,411	\$52,200	\$52,200
MISCELLANEOUS	\$143,271	\$137,997	\$101,462	\$101,462
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$2	\$46	\$0	\$0
TOTAL	\$801,723	\$732,766	\$537,955	\$568,813

DIVISION SUMMARY BY FUND

Office of County Executive by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$801,723	\$732,766	\$537,955	\$568,813
TOTAL	\$801,723	\$732,766	\$537,955	\$568,813

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$30,858

- Full-time salaries increase \$12,757
 - Salary adjustments - \$10,037
 - FY 24 COLA - \$2,720
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$8,804
- Pension increase of \$2,758 based on actuals
- Health benefits adjusted \$3,450 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funds provide for telephone service, other advertising, other professional services.

SUPPLIES & MATERIALS no change

Funds provide for general office supplies, printing, general office mailing, other food supplies.

BUSINESS & TRAVEL INCREASES no change

Funds provide for transportation costs, training/seminars/courses, membership fees/dues, transportation/meals/lodging.

MISCELLANEOUS DECREASES no change

Discretionary contributions

DIVISION STAFF SUMMARY
Office of the County Executive
Index #011000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	82,836	0.00	0	0.00	0
Administrative Secretary	1.00	81,548	1.00	90,000	1.00	94,647
Chief Advisor	1.00	159,170	0.00	0	0.00	0
County Executive	1.00	155,520	1.00	155,520	1.00	171,106
TOTAL FULL-TIME SALARIES	4.00	479,074	2.00	245,520	2.00	265,753
OTHER PERSONAL SERVICES						
Pension & Retirement		52,698		28,235		31,890
Workers' Compensation		1,629		565		452
Health Benefits		107,284		35,350		38,800
RHS/OPEB		28,720		15,656		15,600
FICA		31,832		16,487		20,176
27th Pay		19,412		0		0
Miscellaneous		560		280		280
TOTAL OTHER PERSONAL SERVICES		242,135		96,573		107,198
TOTAL PERSONAL SERVICES	4.00	721,209	2.00	342,093	2.00	372,951



COUNTY EXECUTIVE

Office of Executive Staff

Cost Center 013000

ORIGIN & PURPOSE:

The Office of Executive Staff was created by Executive Order 23-05. The Office is responsible for the coordination of county boards, agencies and organizations regarding application of governmental policies, laws and programs. The Office shall review proposed state legislation and present the County Executive's position on legislation presented in the General Assembly. It shall be responsible for the coordination and oversight of major county initiatives as assigned by the County Executive and shall conduct research, analyze and interpret information, issues proposals and problems to ensure that appropriate and complete information is provided the County Executive for decision making and informational purposes.

DIVISION SUMMARY BY CHARACTER

Office of Executive Staff by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$1,148,484	\$1,075,855
CONTRACTUAL SERVICES	\$0	\$0	\$92,550	\$92,550
SUPPLIES AND MATERIALS	\$0	\$0	\$64,600	\$64,600
BUSINESS AND TRAVEL	\$0	\$0	\$25,000	\$25,000
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$1,000	\$1,000
TOTAL	\$0	\$0	\$1,331,634	\$1,259,005

DIVISION SUMMARY BY FUND

Office of Executive Staff by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$1,331,634	\$1,259,005
TOTAL	\$0	\$0	\$1,331,634	\$1,259,005

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$72,629)

- Full-time salaries decrease (\$1,188)
 - Salary adjustments - \$7,736
 - Turnover - (\$31,753)
 - FY 24 COLA - \$22,829
- Transfer of one (1) position to DES - P3786 (\$107,271)
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$22,626
- Pension increase of \$3,004 based on actuals
- Health benefits adjusted \$12,075 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funds provide for advertising, professional services, telephone costs, etc.

SUPPLIES & MATERIALS no change

Funds provide for general office supplies, printing, office mailing, and other supplies/materials.

BUSINESS & TRAVEL no change

Funds provide for mileage/tolls/transportation, meals/lodging, membership fees/dues, and training/seminars/courses.

INTERGOVERNMENTAL no change

Funding provides for Fleet Car Pool costs

DIVISION STAFF SUMMARY
Office of Executive Staff
Index #013000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary	0.00	0	1.00	73,083	0.00	0
Administrative Specialist II	0.00	0	1.00	102,833	2.00	185,056
Administrative Specialist III	0.00	0	0.00	0	1.00	98,415
Chief of Executive Staff	0.00	0	1.00	120,000	2.00	251,726
Deputy Chief of Staff	0.00	0	3.00	302,500	0.00	0
Marketing Coordinator	0.00	0	2.00	156,897	1.00	88,432
Public Information Officer	0.00	0	0.00	0	1.00	72,761
TOTAL FULL-TIME SALARIES	0.00	0	8.00	755,313	7.00	696,390
TEMPORARY SALARIES		0		45,000		46,658
SALARY TOTAL	0.00	0	8.00	800,313	7.00	743,048
OTHER PERSONAL SERVICES						
Pension & Retirement		0		86,861		83,567
Workers' Compensation		0		2,863		1,958
Health Benefits		0		141,400		135,799
RHS/OPEB		0		54,796		53,660
FICA		0		61,131		56,843
27th Pay		0		0		0
Miscellaneous		0		1,120		980
TOTAL OTHER PERSONAL SERVICES		0		348,171		332,807
TOTAL PERSONAL SERVICES	0.00	0	8.00	1,148,484	7.00	1,075,855



COUNTY EXECUTIVE

Veterans Affairs

Cost Center 014000

ORIGIN & PURPOSE:

Harford County has one of the largest veteran populations per capita in the State. They may require assistance in accessing various benefits and services to support their transition to civilian life. Recognizing this need, a dedicated office was created to provide support and assistance tailored to veterans' specific needs. It assists veterans by helping with access to benefits. It serves as a central point of contact for veterans seeking information and assistance. It advocates on behalf of veterans to ensure their voices are heard and their interests are represented in local government policies and initiatives. It conducts outreach and educational activities to raise awareness about available resources and support services for veterans. Finally, it provides emergency assistance to veterans facing financial hardship or other crises.

Overall, the Veterans Affairs office within a county executive's office plays a crucial role in supporting and advocating for the welfare of veterans in the local community, ensuring they receive the assistance and respect they deserve for their service to the nation.

DIVISION SUMMARY BY CHARACTER

County Executive Veterans Affairs by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$0	\$21,870
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$16,000
TOTAL	\$0	\$0	\$0	\$37,870

DIVISION SUMMARY BY FUND

County Executive Veterans Affairs by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$0	\$37,870
TOTAL	\$0	\$0	\$0	\$37,870

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$21,870

- Temporary salaries - \$20,000
- FICA/Workers' Comp - \$1,870

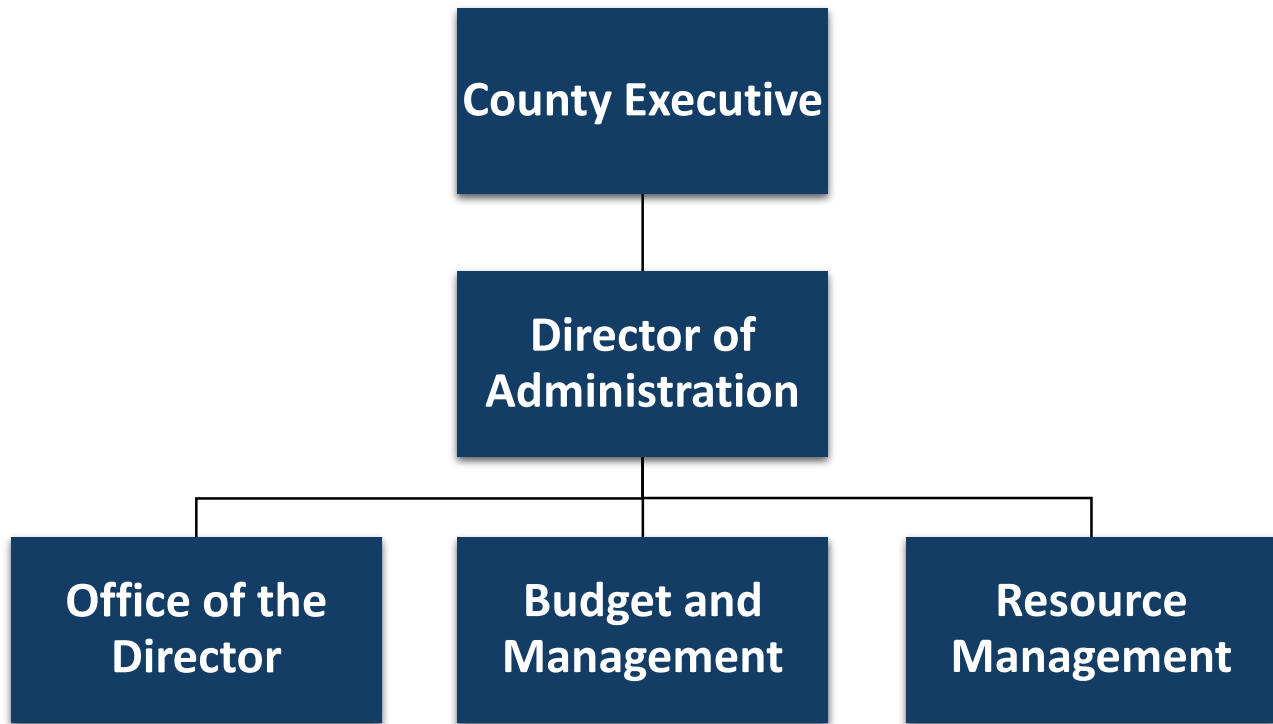
SUPPLIES & MATERIALS INCREASES \$16,000

Funds provide for the Veterans Resource Fair and other various supplies and materials needed for Veterans events.

DIVISION STAFF SUMMARY
Veterans Affairs
Index #014000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		0		0		20,000
SALARY TOTAL	0.00	0	0.00	0	0.00	20,000
OTHER PERSONAL SERVICES						
Pension & Retirement		0		0		
Workers' Compensation		0		0		340
FICA		0		0		1,530
TOTAL OTHER PERSONAL SERVICES		0		0		1,870
TOTAL PERSONAL SERVICES	0.00	0	0.00	0	0.00	21,870

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, Resource Management, and Budget and Management. 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.

DEPARTMENT SUMMARY BY CHARACTER

ADMINISTRATION BY CHARACTER

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$4,605,272	\$5,491,117	\$1,323,189	\$1,277,713
CONTRACTUAL SERVICES	\$2,484,127	\$2,855,608	\$125,100	\$124,600
SUPPLIES AND MATERIALS	\$550,936	\$531,211	\$28,300	\$23,300
BUSINESS AND TRAVEL	\$113,797	\$128,517	\$50,850	\$51,350
CAPITAL OUTLAY	\$5,138	\$35,049	\$0	\$0
MISCELLANEOUS	\$155,039	\$126,826	\$61,463	\$61,463
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$201	\$247	\$0	\$0
TOTAL	\$7,914,510	\$9,168,576	\$1,588,902	\$1,538,426

DEPARTMENT SUMMARY BY FUND

Administration by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$7,914,510	\$9,168,576	\$1,588,902	\$1,538,426
TOTAL	\$7,914,510	\$9,168,576	\$1,588,902	\$1,538,426

DEPARTMENT SUMMARY BY DIVISION

ADMINISTRATION BY INDEX

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
ADMINISTRATION				
(021000) DIRECTOR OF ADMINISTRATION	\$503,242	\$592,667	\$577,335	\$583,689
(021200) PROPERTY MANAGEMENT	\$1,132,998	\$1,167,857	\$0	\$0
(021500) RESOURCE MANAGEMENT	\$0	\$0	\$211,745	\$157,252
(022000) FACILITIES & OPERATIONS	\$5,160,732	\$5,965,322	\$0	\$0
(023100) CENTRAL SERVICES	\$533,742	\$546,576	\$0	\$0
(024000) BUDGET & MANAGEMENT	\$583,796	\$896,154	\$799,823	\$797,485
ADMINISTRATION TOTAL	\$7,914,510	\$9,168,576	\$1,588,902	\$1,538,426
TOTAL	\$7,914,510	\$9,168,576	\$1,588,902	\$1,538,426

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$45,475)

- Full-time salaries decrease (\$18,366)
 - Salary adjustment - \$3,304
 - Turnover - (\$48,290)
 - FY 24 COLA - \$26,620
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$27,508
- Temporary salaries reallocated to Housing & Community Services new cost center - (\$48,000)
- Health benefits adjusted for reallocation of temporary position and 10% cost increase - (\$3,872)

CONTRACTUAL SERVICES - DECREASES (\$500)

Funding provides for telephone service and other professional services; funding reallocated in Resource Management to Business and Travel.

SUPPLIES & MATERIALS INCREASES - DECREASES (\$5,000)

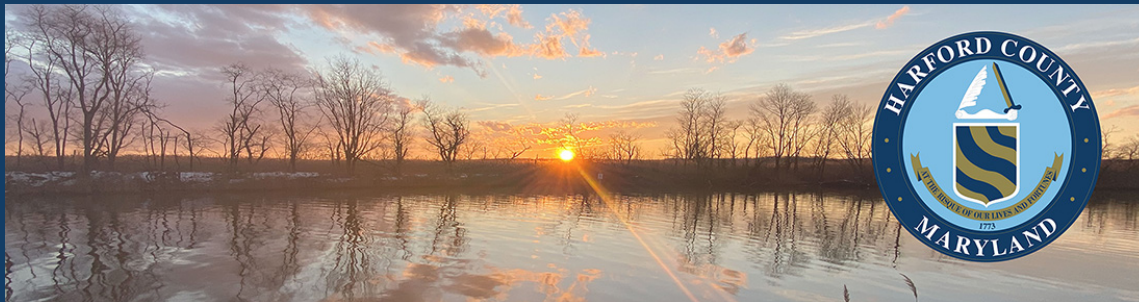
Funding provides for general office supplies, commercial printing, other supplies and materials; funding reduced in Budget and Management printing by (\$5,000).

BUSINESS & TRAVEL INCREASES - INCREASES \$500

Funding provides for professional books & periodicals, transportation and lodging; funding reallocated from Contractual Services in Resource Management.

**DEPARTMENT STAFF SUMMARY
ADMINISTRATION**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	75,461	0.00	0	0.00	0
Administrative Secretary	1.00	96,200	1.00	96,200	1.00	101,109
Administrative Specialist I	2.00	156,047	0.00	0	0.00	0
Administrative Specialist II	1.00	72,550	0.00	0	0.00	0
Asset Manager	1.00	103,294	0.00	0	0.00	0
Assistant Supervisor Custodial Workers	1.00	76,526	0.00	0	0.00	0
Budget Analyst	0.00	0	1.00	63,755	2.00	171,765
Central Services Specialist	3.00	174,738	0.00	0	0.00	0
Chief, Budget & Management	1.00	154,918	1.00	154,918	1.00	142,400
Chief, Facilities & Operations	1.00	123,349	0.00	0	0.00	0
Custodial Worker II	6.00	303,381	0.00	0	0.00	0
Director of Administration	1.00	145,189	1.00	160,000	1.00	167,484
Lead Maintenance Mechanic	2.00	138,636	0.00	0	0.00	0
Lead Maintenance Worker	2.00	138,648	0.00	0	0.00	0
Maintenance Mechanic II	4.00	273,044	0.00	0	0.00	0
Maintenance Worker I	3.00	137,493	0.00	0	0.00	0
Maintenance Worker II	7.00	364,082	0.00	0	0.00	0
Management Assistant II	1.00	122,907	0.00	0	0.00	0
Project Coordinator	2.00	138,975	1.00	81,303	1.00	85,599
Real Property Agent III	2.00	188,056	0.00	0	0.00	0
Senior Budget Analyst	4.00	350,471	3.00	324,539	2.00	216,949
Superintendent, Facilities & Operations	1.00	100,181	0.00	0	0.00	0
Supervisor, Central Services	1.00	68,131	0.00	0	0.00	0
Supervisor, Warehouse	1.00	60,300	0.00	0	0.00	0
Supervisor, Custodial Workers	1.00	84,920	0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	50.00	3,647,497	8.00	880,715	8.00	885,306
TEMPORARY SALARIES		75,800		48,000		0
SALARY TOTAL	50.00	3,723,297	8.00	928,715	8.00	885,306
OTHER PERSONAL SERVICES						
Pension & Retirement		418,809		105,902		106,237
Workers' Compensation		38,777		2,126		1,506
Health Benefits		945,263		159,072		155,200
RHS/OPEB		265,525		59,602		59,419
Overtime & Shift Differential		35,200		0		0
FICA		274,547		65,911		67,725
27th Pay		151,020		0		0
Miscellaneous		12,400		1,860		2,320
TOTAL OTHER PERSONAL SERVICES		2,141,541		394,473		392,407
TOTAL PERSONAL SERVICES	50.00	5,864,838	8.00	1,323,188	8.00	1,277,713



ADMINISTRATION

Director of Administration

Cost Center 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 Resource Management and Budget and Management provide support services to all County government departments and agencies.

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

DIVISION SUMMARY BY CHARACTER

Director of Administration by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$312,762	\$354,159	\$368,772	\$375,126
CONTRACTUAL SERVICES	\$1,695	\$76,148	\$98,000	\$98,000
SUPPLIES AND MATERIALS	\$2,474	\$7,132	\$5,750	\$5,750
BUSINESS AND TRAVEL	\$31,268	\$34,828	\$43,350	\$43,350
MISCELLANEOUS	\$155,039	\$120,400	\$61,463	\$61,463
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$5	\$0	\$0	\$0
TOTAL	\$503,242	\$592,667	\$577,335	\$583,689

DIVISION SUMMARY BY FUND

Director of Administration by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$503,242	\$592,667	\$577,335	\$583,689
TOTAL	\$503,242	\$592,667	\$577,335	\$583,689

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$6,354

- Full-time salaries increase \$7,754
 - FY 24 COLA - \$7,744
 - Turnover - \$10
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$5,560
- Health benefits adjusted \$3,450 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funds provide for telephone service, management services, and other professional services.

SUPPLIES & MATERIALS no change

Funds provide for general office supplies, printing, other food supplies and materials.

BUSINESS & TRAVEL no change

Funds provide for fuel, mileage, transportation, lodging, professional books/periodicals, membership fees and dues.

MISCELLANEOUS no change

Funds provide for discretionary grants and contributions.

DIVISION STAFF SUMMARY
Director of Administration
Index #021200

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary	1.00	96,200	1.00	96,200	1.00	101,109
Director of Administration	1.00	145,189	1.00	160,000	1.00	167,484
TOTAL FULL-TIME SALARIES	2.00	241,389	2.00	256,200	2.00	268,593
TEMPORARY SALARIES		0		6,000		0
SALARY TOTAL	2.00	241,389	2.00	262,200	2.00	268,593
OTHER PERSONAL SERVICES						
Pension & Retirement		26,553		29,463		32,231
Workers' Compensation		821		589		457
Health Benefits		53,485		35,350		38,800
RHS/OPEB		19,680		23,363		14,218
FICA		16,812		17,526		20,547
27th Pay		9,994		0		0
Miscellaneous		280		280		280
TOTAL OTHER PERSONAL SERVICES		127,625		106,571		106,533
TOTAL PERSONAL SERVICES	2.00	369,014	2.00	368,771	2.00	375,126



ADMINISTRATION

Property Management

Cost Center 021200

DIVISION SUMMARY BY CHARACTER

Property Management by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$367,522	\$415,703	\$0	\$0
CONTRACTUAL SERVICES	\$762,535	\$745,643	\$0	\$0
SUPPLIES AND MATERIALS	\$2,368	\$5,488	\$0	\$0
BUSINESS AND TRAVEL	\$573	\$988	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$34	\$0	\$0
TOTAL	\$1,132,998	\$1,167,857	\$0	\$0

DIVISION SUMMARY BY FUND

Property Management by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,132,998	\$1,167,857	\$0	\$0
TOTAL	\$1,132,998	\$1,167,857	\$0	\$0

DIVISION STAFF SUMMARY
Property Management
Index #021200

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Specialist I	1.00	91,349	0.00	0	0.00	0
Real Property Agent III	2.00	188,056	0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	3.00	279,405	0.00	0	0.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		30,735		0		0
Workers' Compensation		2,379		0		0
Health Benefits		62,307		0		0
RHS/OPEB		15,837		0		0
FICA		21,375		0		0
27th Pay		11,568		0		0
Miscellaneous		420		0		0
TOTAL OTHER PERSONAL SERVICES		144,621		0		0
TOTAL PERSONAL SERVICES	3.00	424,026	0.00	0	0.00	0



ADMINISTRATION

Resource Management

Cost Center 021500

ORIGIN & PURPOSE:

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

GOAL:

To create a culture of efficiency to ensure the efficient use and reuse of County resources through innovative solutions

DIVISION SUMMARY BY CHARACTER

Resource Management by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$182,620	\$128,127
CONTRACTUAL SERVICES	\$0	\$0	\$21,000	\$20,500
SUPPLIES AND MATERIALS	\$0	\$0	\$3,500	\$3,500
BUSINESS AND TRAVEL	\$0	\$0	\$4,625	\$5,125
TOTAL	\$0	\$0	\$211,745	\$157,252

DIVISION SUMMARY BY FUND

Resource Management by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$211,745	\$157,252
TOTAL	\$0	\$0	\$211,745	\$157,252

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$54,493)

- Full-time salaries increase \$2,458
 - FY 24 COLA - \$2,458
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$2,458
- Temporary salaries reallocated to new cost center in Housing and Community Services - (\$42,000)
- Health benefits adjusted with reallocation of temporary salaries and 10% cost increase - (\$15,947)

CONTRACTUAL SERVICES DECREASES (\$500)

Funds provide for energy contracts and management, \$500 reallocated to Business and Travel.

SUPPLIES & MATERIALS no change

Funding for various supplies and materials

BUSINESS & TRAVEL INCREASES \$2,000

Funds provide for membership fees and dues, trainings, courses and meetings, adjusted with funds reallocated from Contractual Services.

DIVISION STAFF SUMMARY
Resource Management
Index #021500

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Project Coordinator	0.00	0	1.00	81,303	1.00	85,599
TOTAL FULL-TIME SALARIES	0.00	0	1.00	81,303	1.00	85,599
TEMPORARY SALARIES		0		42,000		0
SALARY TOTAL	0.00	0	1.00	123,303	1.00	85,599
OTHER PERSONAL SERVICES						
Pension & Retirement		0		13,970		10,272
Workers' Compensation		0		287		146
Health Benefits		0		35,347		19,400
Miscellaneous		0		9,713		740
FICA		0		9,433		6,548
OPEB		0		0		5,422
TOTAL OTHER PERSONAL SERVICES		0		68,750		42,528
TOTAL PERSONAL SERVICES	0.00	0	1.00	192,053	1.00	128,127



ADMINISTRATION

Facilities and Operations

Cost Center 022000

DIVISION SUMMARY BY CHARACTER

Facilities & Operations by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,031,547	\$3,476,132	\$0	\$0
CONTRACTUAL SERVICES	\$1,677,133	\$1,983,563	\$0	\$0
SUPPLIES AND MATERIALS	\$365,012	\$396,550	\$0	\$0
BUSINESS AND TRAVEL	\$81,707	\$92,377	\$0	\$0
CAPITAL OUTLAY	\$5,138	\$10,062	\$0	\$0
MISCELLANEOUS	\$0	\$6,426	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$195	\$213	\$0	\$0
TOTAL	\$5,160,732	\$5,965,322	\$0	\$0

DIVISION SUMMARY BY FUND

Facilities & Operations by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$5,160,732	\$5,965,322	\$0	\$0
TOTAL	\$5,160,732	\$5,965,322	\$0	\$0

DIVISION STAFF SUMMARY
Facilities & Operations
Index #022000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	75,461	0.00	0	0.00	0
Administrative Specialist I	1.00	64,698	0.00	0	0.00	0
Administrative Specialist II	1.00	72,550	0.00	0	0.00	0
Asset Manager	1.00	103,294	0.00	0	0.00	0
Assistant Supervisor Custodial Workers	1.00	76,526	0.00	0	0.00	0
Chief, Facilities & Operations	1.00	123,349	0.00	0	0.00	0
Custodial Worker II	6.00	303,381	0.00	0	0.00	0
Lead Maintenance Mechanic	2.00	138,636	0.00	0	0.00	0
Lead Maintenance Worker	2.00	138,648	0.00	0	0.00	0
Maintenance Mechanic II	4.00	273,044	0.00	0	0.00	0
Maintenance Worker I	3.00	137,493	0.00	0	0.00	0
Maintenance Worker II	7.00	364,082	0.00	0	0.00	0
Mangement Assistant II	1.00	122,907	0.00	0	0.00	0
Project Coordinator	1.00	61,551	0.00	0	0.00	0
Superintendent, Facilities & Operations	1.00	100,181	0.00	0	0.00	0
Supervisor, Warehouse	1.00	60,300	0.00	0	0.00	0
Supervisor, Custodial Workers	1.00	84,920	0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	35.00	2,301,021	0.00	0	0.00	0
TEMPORARY SALARIES		70,000		0		0
SALARY TOTAL	35.00	2,371,021	0.00	0	0.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		270,696		0		0
Workers' Compensation		30,815		0		0
Health Benefits		623,702		0		0
RHS/OPEB		184,116		0		0
Overtime & Shift Differential		35,200		0		0
FICA		175,454		0		0
27th Pay		95271		0		0
Miscellaneous		10,300		0		0
TOTAL OTHER PERSONAL SERVICES		1,425,554		0		0
TOTAL PERSONAL SERVICES	35.00	3,796,575	0.00	0	0.00	0



ADMINISTRATION

Central Services

Cost Center 023100

DIVISION SUMMARY BY CHARACTER

Central Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CAPITAL OUTLAY	\$0	\$24,987	\$0	\$0
CONTRACTUAL SERVICES	\$39,521	\$45,667	\$0	\$0
SALARIES AND WAGES	\$323,144	\$362,030	\$0	\$0
SUPPLIES AND MATERIALS	\$171,076	\$113,892	\$0	\$0
TOTAL	\$533,742	\$546,576	\$0	\$0

DIVISION SUMMARY BY FUND

Central Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$533,742	\$546,576	\$0	\$0
TOTAL	\$533,742	\$546,576	\$0	\$0

DIVISION STAFF SUMMARY
Central Services
Index #023100

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Central Services Specialist	3.00	174,739	0.00	0	0.00	0
Supervisor, Central Services	1.00	68,131	0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	4.00	242,870	0.00	0	0.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		26,716		0		0
Workers' Compensation		2,781		0		0
Health Benefits		45,314		0		0
RHS/OPEB		21,360		0		0
FICA		18,580		0		0
27th Pay		10,056		0		0
Miscellaneous		560		0		0
TOTAL OTHER PERSONAL SERVICES		125,367		0		0
TOTAL PERSONAL SERVICES	4.00	368,237	0.00	0	0.00	0



ADMINISTRATION

Budget and Management

Cost Center 024000

ORIGIN & PURPOSE:

This division is administered by the Chief of Budget and Management 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 Management 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 approves all expenditures, 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.

GOAL:

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

DIVISION SUMMARY BY CHARACTER

Budget & Management by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$570,298	\$883,093	\$771,798	\$774,460
CONTRACTUAL SERVICES	\$3,243	\$4,587	\$6,100	\$6,100
SUPPLIES AND MATERIALS	\$10,006	\$8,149	\$19,050	\$14,050
BUSINESS AND TRAVEL	\$250	\$325	\$2,875	\$2,875
TOTAL	\$583,796	\$896,154	\$799,823	\$797,485

DIVISION SUMMARY BY FUND

Budget & Management by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$583,796	\$896,154	\$799,823	\$797,485
TOTAL	\$583,796	\$896,154	\$799,823	\$797,485

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$2,662

- Full-time salaries decrease (\$28,578)
 - Salary adjustments - \$3,303
 - Turnover - (\$48,300)
 - FY 24 COLA - \$16,419
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$19,745
- Health benefits adjusted \$8,625 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funds provide for telephone service and other professional services (i.e. GFOA award application).

SUPPLIES & MATERIALS DECREASES (\$5,000)

Funds reduced in commercial printing by (\$5,000).

BUSINESS & TRAVEL - no change

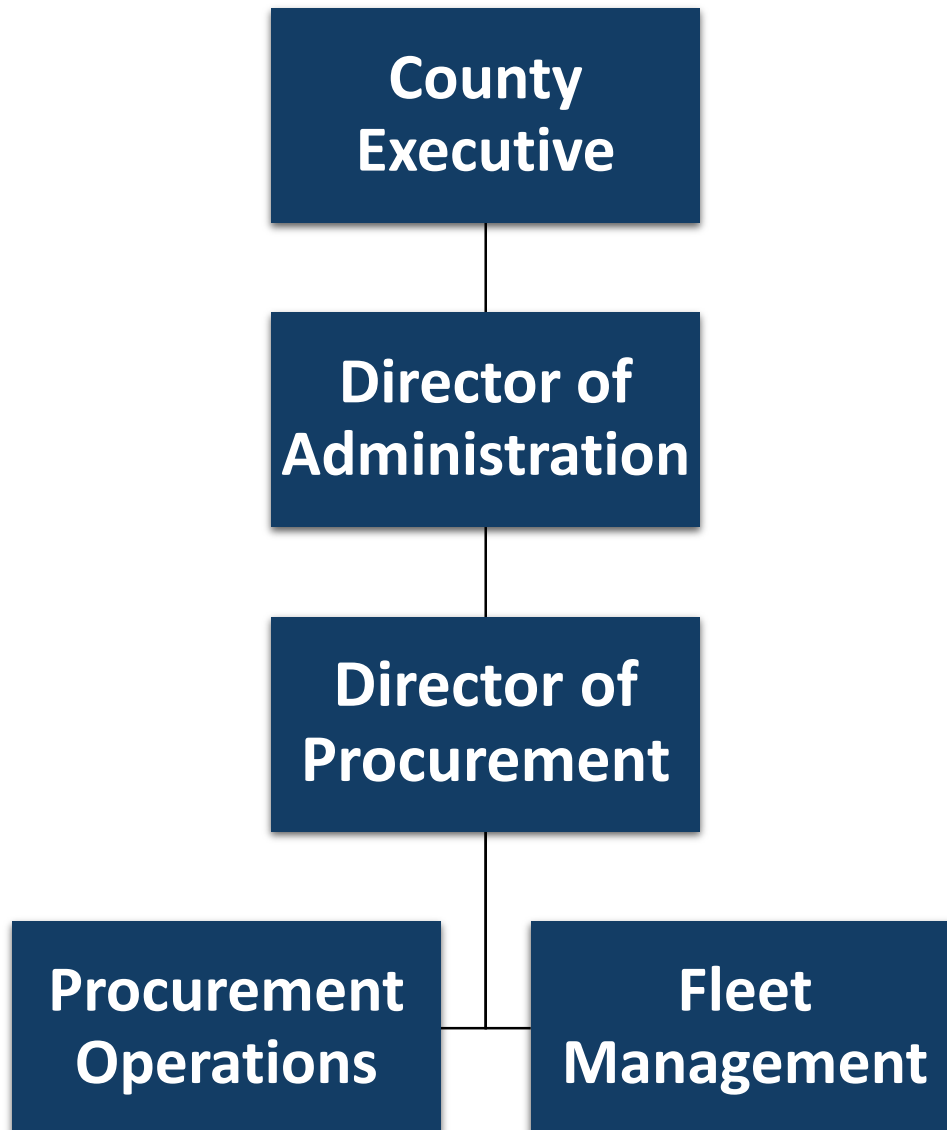
Funds provide for staff to attend conferences and training seminars.

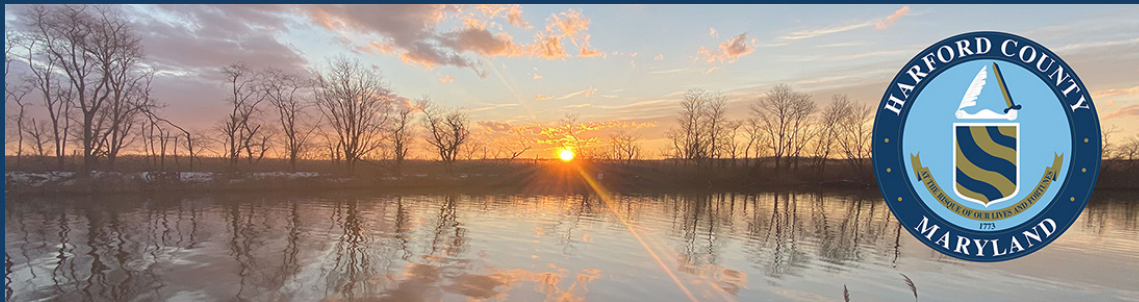
DIVISION STAFF SUMMARY
Budget & Management
Index #024000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Budget Analyst	0.00	0	1.00	63,755	2.00	171,765
Chief, Budget & Management	1.00	154,918	1.00	154,918	1.00	142,400
Project Coordinator	1.00	77,424	0.00	0	0.00	0
Senior Budget Analyst	4.00	350,472	3.00	324,539	2.00	216,948
TOTAL FULL-TIME SALARIES	6.00	582,814	5.00	543,212	5.00	531,113
TEMPORARY SALARIES		5,800		0		0
SALARY TOTAL	6.00	588,614	5.00	543,212	5.00	531,113
OTHER PERSONAL SERVICES						
Pension & Retirement		64,110		62,469		63,734
Workers' Compensation		1,982		1,249		903
Health Benefits		160,455		88,375		97,000
OPEB/RHS		24,532		35,932		39,780
FICA		42,327		39,261		40,630
27th Pay Costs		24,131		0		0
Miscellaneous		840		1,300		1,300
TOTAL OTHER PERSONAL SERVICES		318,377		228,586		243,347
TOTAL PERSONAL SERVICES	6.00	906,991	5.00	771,798	5.00	774,460

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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.

Fleet Management is charged with the management of all County vehicles, and the fleet maintenance program performed under contract by First Vehicle Services.

The Division of Property Acquisition moved under the Department of Law for FY 25.

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.

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

DEPARTMENT SUMMARY BY CHARACTER

Procurement All Fund by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,084,377	\$1,276,587	\$1,835,092	\$1,619,266
CONTRACTUAL SERVICES	\$108,011	\$222,284	\$434,200	\$710,400
SUPPLIES AND MATERIALS	\$2,862,045	\$4,531,168	\$5,779,200	\$5,924,540
BUSINESS AND TRAVEL	\$4,688,526	\$5,847,649	\$5,917,862	\$6,569,750
CAPITAL OUTLAY	\$48,631	\$0	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$308	\$386	\$2,000	\$2,000
TOTAL	\$8,791,897	\$11,878,074	\$13,968,354	\$14,825,956

DEPARTMENT SUMMARY BY FUND

Procurement ALL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395
GENERAL FUND TOTAL	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$7,943,546	\$10,782,294	\$12,467,627	\$13,567,561
SPECIAL REVENUE TOTAL	\$7,943,546	\$10,782,294	\$12,467,627	\$13,567,561
TOTAL	\$8,791,897	\$11,878,074	\$13,968,354	\$14,825,956

DEPARTMENT SUMMARY BY DIVISION

Procurement ALL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
PROCUREMENT				
(031000) PROCUREMENT OPERATIONS	\$848,351	\$1,095,780	\$1,211,923	\$1,258,395
(032000) FLEET MANAGEMENT	\$7,943,546	\$10,782,294	\$12,467,627	\$13,567,561
(034000) PROCUREMENT-PROPERTY ACQUISITION	\$0	\$0	\$288,804	\$0
PROCUREMENT TOTAL	\$8,791,897	\$11,878,074	\$13,968,354	\$14,825,956
TOTAL	\$8,791,897	\$11,878,074	\$13,968,354	\$14,825,956

**DEPARTMENT STAFF SUMMARY
PROCUREMENT - ALL FUND**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
PROCUREMENT - GENERAL FUND						
Administrative Assistant I	0.00	0	0.00	0	1.00	50,207
Administrative Secretary III	1.00	79,672	1.00	79,680	1.00	83,909
Administrative Specialist I	1.00	65,820	1.00	64,574	0.00	0
Administrative Specialist II	1.00	79,258	1.00	79,266	0.00	0
Administrative Specialist III	0.00	0	0.00	0	1.00	83,478
Deputy Director of Procurement	0.00	0	1.00	120,000	1.00	124,018
Director of Procurement	1.00	156,150	1.00	130,000	1.00	144,521
Procurement Agent I	1.00	57,304	1.00	80,000	0.00	0
Procurement Agent II	1.00	61,712	3.00	221,718	3.00	218,282
Procurement Agent III	2.00	161,269	0.00	0	1.00	84,242
Real Property Agent III	0.00	0	2.00	188,057	0.00	0
SUB-TOTAL FULL-TIME SALARIES	8.00	661,185	11.00	963,295	9.00	788,657
TEMPORARY SALARIES		20,000		20,000		20,000
SUB-TOTAL GENERAL FUND SALARIES	8.00	681,185	11.00	983,295	9.00	808,657
PROCUREMENT - HIGHWAYS FUND						
Administrative Assistant II	0.00	0	1.00	82,844	1.00	87,201
Administrative Specialist II	1.00	69,784	0.00	0	0.00	0
Administrator	0.00	0	1.00	125,346	1.00	102,000
Fleet Manager	1.00	121,684	1.00	85,000	1.00	89,445
SUB-TOTAL HIGHWAYS FUND SALARIES	2.00	191,468	3.00	293,190	3.00	278,646
OTHER PERSONAL SERVICES						
Pension & Retirement		93,792		144,496		130,277
Workers' Compensation		5,954		6,150		2,648
Health Benefits		250,933		247,450		232,800
RHS/OPEB		65,485		63,661		81,241
FICA		64,226		94,891		83,178
27th Pay		35,304		0		0
Miscellaneous		1,400		1,960		1,820
TOTAL OTHER PERSONAL SERVICES		517,094		558,608		531,964
TOTAL PERSONAL SERVICES	10.00	1,389,747	14.00	1,835,093	12.00	1,619,266



PROCUREMENT

General Fund Summary

GENERAL FUND SUMMARY BY CHARACTER

Procurement GENERAL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$826,599	\$1,025,006	\$1,419,802	\$1,205,145
CONTRACTUAL SERVICES	\$10,105	\$57,548	\$39,050	\$14,050
SUPPLIES AND MATERIALS	\$5,029	\$6,698	\$14,300	\$12,800
BUSINESS AND TRAVEL	\$5,789	\$6,211	\$25,575	\$24,400
CAPITAL OUTLAY	\$631	\$0	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$199	\$317	\$2,000	\$2,000
TOTAL	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395

GENERAL FUND SUMMARY BY FUND

Procurement GENERAL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395
TOTAL	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395

GENERAL FUND SUMMARY BY DIVISION

Procurement GENERAL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
PROCUREMENT				
(031000) PROCUREMENT OPERATIONS	\$848,351	\$1,095,780	\$1,211,923	\$1,258,395
(034000) PROCUREMENT-PROPERTY ACQUISITION	\$0	\$0	\$288,804	\$0
PROCUREMENT TOTAL	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395
TOTAL	\$848,351	\$1,095,780	\$1,500,727	\$1,258,395



PROCUREMENT

Procurement Operations

Cost Center 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.

GOALS:

- To achieve cost savings for the county
- To help build economic vitality
- To improve contract management

DIVISION SUMMARY BY CHARACTER

Procurement Operations by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$826,599	\$1,025,006	\$1,158,673	\$1,205,145
CONTRACTUAL SERVICES	\$10,105	\$57,548	\$14,050	\$14,050
SUPPLIES AND MATERIALS	\$5,029	\$6,698	\$12,800	\$12,800
BUSINESS AND TRAVEL	\$5,789	\$6,211	\$24,400	\$24,400
CAPITAL OUTLAY	\$631	\$0	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$199	\$317	\$2,000	\$2,000
TOTAL	\$848,351	\$1,095,780	\$1,211,923	\$1,258,395

DIVISION SUMMARY BY FUND

Procurement Operations by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$848,351	\$1,095,780	\$1,211,923	\$1,258,395
TOTAL	\$848,351	\$1,095,780	\$1,211,923	\$1,258,395

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$46,472

- Full time salaries decreases by (\$3,301) due to turnover
 - Turnover - (\$26,733)
 - FY 24 COLA - \$23,432
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$20,039
- Pension increase of \$5,680 based on actuals
- Workers' Compensation decreases by (\$1,599) for adjustments
- Health Benefits adjusted \$15,525 based on 10% cost increase
- Other Post Employment Benefit increase of \$8,070 based on actuarial cost

CONTRACTUAL SERVICES - No Change

SUPPLIES & MATERIALS - No Change

BUSINESS & TRAVEL - No Change

Increase in Mileage, Parking Tolls, Transportation Costs and Lodging offset by decrease in Training Seminars

INTERGOVERNMENTAL - No Change

**DIVISION STAFF SUMMARY
PROCUREMENT OPERATIONS
Index #031000**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant I	0.00	0	0.00	0	1.00	50,207
Administrative Secretary III	1.00	79,672	1.00	79,680	1.00	83,909
Administrative Specialist I	1.00	65,820	1.00	64,574	0.00	0
Administrative Specialist II	1.00	79,258	1.00	79,266	0.00	0
Administrative Specialist III	0.00	0	0.00	0	1.00	83,478
Deputy Director of Procurement	0.00	0	1.00	120,000	1.00	124,018
Director of Procurement	1.00	156,150	1.00	130,000	1.00	144,521
Procurement Agent I	1.00	57,304	1.00	80,000	0.00	0
Procurement Agent II	1.00	61,712	3.00	221,718	3.00	218,282
Procurement Agent III	2.00	161,269	0.00	0	1.00	84,242
FULL-TIME SALARIES	8.00	661,185	9.00	775,238	9.00	788,657
TEMPORARY SALARIES		20,000		20,000		20,000
SALARY TOTAL	8.00	681,185	9.00	795,238	9.00	808,657
OTHER PERSONAL SERVICES						
Pension & Retirement		72,730		89,152		96,839
Workers' Compensation		4,378		3,382		1,817
Health Benefits		197,448		159,075		174,600
RHS/OPEB		54,538		52,066		59,971
FICA		49,776		58,500		61,862
27th Pay		27,376		0		0
Miscellaneous		1,120		1,260		1,400
TOTAL OTHER PERSONAL SERVICES		407,366		363,435		396,489
TOTAL PERSONAL SERVICES	8.00	1,088,551	9.00	1,158,673	9.00	1,205,145



PROCUREMENT

Property Acquisition

Cost Center 034000

ORIGIN & PURPOSE:

Per Executive Order No. 23-04, the Division of Property Acquisition was moved from Administration to the Department of Procurement. This Division is responsible for property acquisition, property appraisals, contract negotiations with property owners, condemnation and surplus property.

This Division to be moved to The Law Department for better oversight in FY 25

DIVISION SUMMARY BY CHARACTER

Procurement Property Acquisition by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$261,129	\$0
CONTRACTUAL SERVICES	\$0	\$0	\$25,000	\$0
SUPPLIES AND MATERIALS	\$0	\$0	\$1,500	\$0
BUSINESS AND TRAVEL	\$0	\$0	\$1,175	\$0
TOTAL	\$0	\$0	\$288,804	\$0

DIVISION SUMMARY BY FUND

Procurement Property Acquisition by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$288,804	\$0
TOTAL	\$0	\$0	\$288,804	\$0

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$261,129)

Division moved under The Law Department for FY 25

CONTRACTUAL SERVICES DECREASES (\$25,000)

Division moved under The Law Department for FY 25

SUPPLIES & MATERIALS DECREASES (\$1,200)

Division moved under The Law Department for FY 25

BUSINESS & TRAVEL DECREASES (\$1,175)

Division moved under The Law Department for FY 25

DIVISION STAFF SUMMARY
PROPERTY ACQUISITION
Index #034000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Real Property Agent III	0.00	0	2.00	188,057	0	0
FULL-TIME SALARIES	0.00	0	2.00	188,057	0	0
SALARY TOTAL	0.00	0	2.00	188,057	0	0
OTHER PERSONAL SERVICES						
Pension & Retirement		0		21,627		0
Workers' Compensation		0		1,429		0
Health Benefits		0		35,350		0
FICA		0		14,386		0
Miscellaneous		0		280		0
TOTAL OTHER PERSONAL SERVICES		0		73,072		0
TOTAL PERSONAL SERVICES	0.00	0	2.00	261,129	0.00	0



PROCUREMENT

Fleet Management
Cost Center 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.

GOALS:

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

DIVISION SUMMARY BY CHARACTER

Procurement Fleet Management by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$257,778	\$251,581	\$415,290	\$414,121
CONTRACTUAL SERVICES	\$97,906	\$164,736	\$395,150	\$696,350
SUPPLIES AND MATERIALS	\$2,857,016	\$4,524,470	\$5,764,900	\$5,911,740
BUSINESS AND TRAVEL	\$4,682,737	\$5,841,438	\$5,892,287	\$6,545,350
CAPITAL OUTLAY	\$48,000	\$0	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$109	\$69	\$0	\$0
TOTAL	\$7,943,546	\$10,782,294	\$12,467,627	\$13,567,561

DIVISION SUMMARY BY FUND

Procurement Fleet Management by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(025) HIGHWAYS FUND	\$7,943,546	\$10,782,294	\$12,467,627	\$13,567,561
TOTAL	\$7,943,546	\$10,782,294	\$12,467,627	\$13,567,561

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$1,170)

- Full time salaries decreases by (\$20,073) due to turnover
 - Turnover - (\$29,135)
 - FY 24 COLA - \$8,862
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$6,872
- Pension decrease of (\$967) based on actuals
- Workers' Compensation decreases by (\$525) for adjustments
- Health Benefits adjusted \$5,175 based on 10% cost increase
- Other Post Employment Benefit and Retirement Health service increase of \$9,675 based on actuarial cost

CONTRACTUAL SERVICES INCREASES \$301,200

Increase of \$301,200 for New Fleet Software as existing software is no longer supported, includes new licenses

SUPPLIES & MATERIALS INCREASES \$146,840

- General Office Supplies increase of \$2,200 based on actual expense history
- Diesel Fuel and Gasoline increase of \$144,600 based on actual expense history and growing fleet

BUSINESS & TRAVEL INCREASES \$653,063

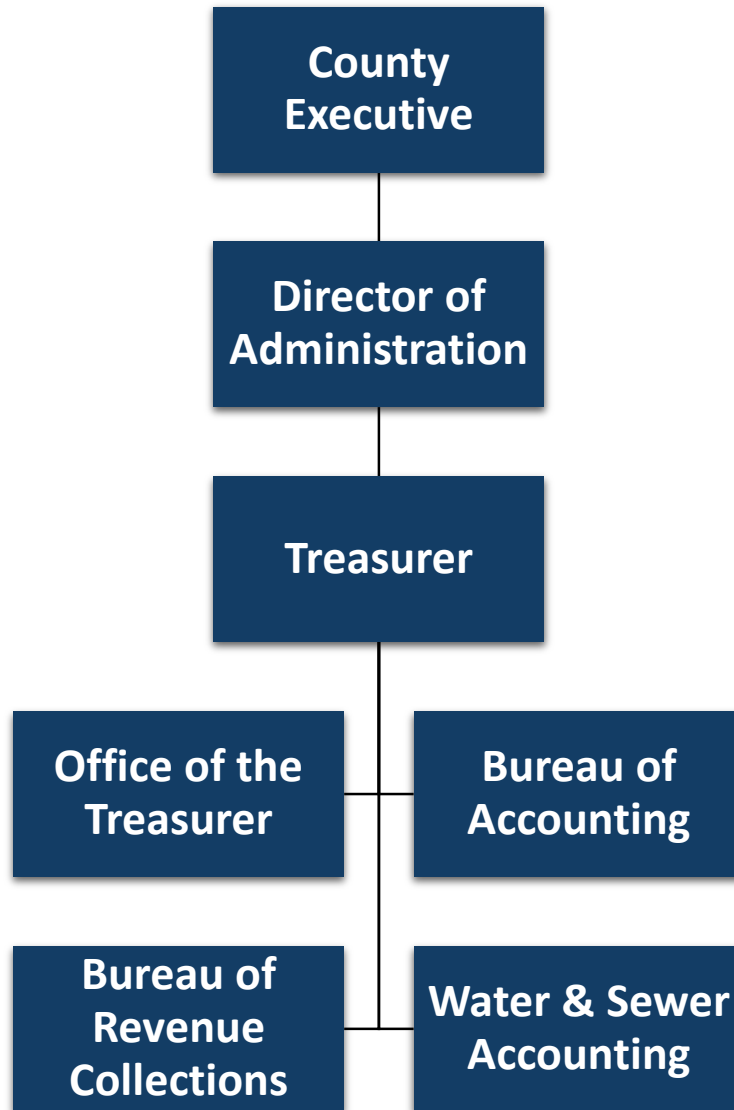
- Target Charges for Vehicle services increase of \$253,063 based on actuals and additional technician
- Non-Targeted Charges for Vehicle services increased \$400,000 based on projections

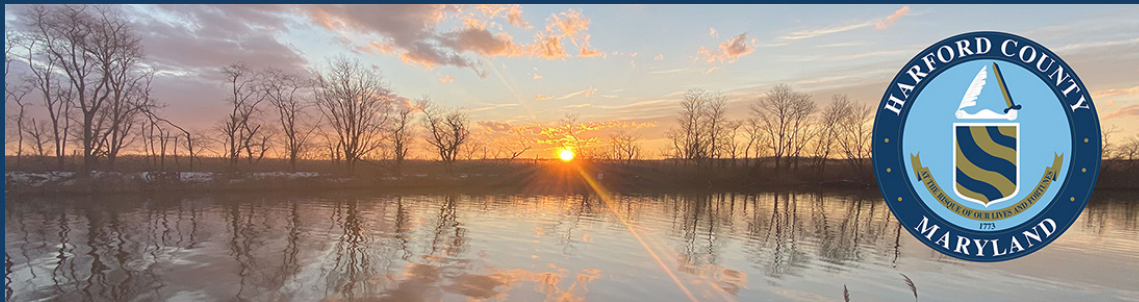
**DIVISION STAFF SUMMARY
FLEET MANAGEMENT
Index #032000**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	0.00	0	1.00	82,844	1.00	87,201
Administrative Specialist II	1.00	69,784	0.00	0	0.00	0
Administrator	0.00	0	1.00	125,346	1.00	102,000
Fleet Manager	1.00	121,684	1.00	85,000	1.00	89,445
FULL-TIME SALARIES	2.00	191,468	3.00	293,190	3.00	278,646
SALARY TOTAL	2.00	191,468	3.00	293,190	3.00	278,646
OTHER PERSONAL SERVICES						
Pension & Retirement		21,061		33,717		33,438
Workers' Compensation		1,576		1,339		831
Health Benefits		53,485		53,025		58,200
RHS/OPEB		10,947		11,595		21,270
FICA		14,450		22,005		21,316
27th Pay		7,928		0		-
Miscellaneous		280		420		420
TOTAL OTHER PERSONAL SERVICES		109,727		122,101		135,475
TOTAL PERSONAL SERVICES	2.00	301,195	3.00	415,291	3.00	414,121

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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.

GOALS:

To provide technical accounting oversight and guidance to county agencies and external customers to ensure that generally accepted accounting procedures, legal requirements, and 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 and leverage grants to create opportunities for growth and enhancement of the County's goals.

DEPARTMENT SUMMARY BY CHARACTER

Treasury ALL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$4,256,642	\$4,528,839	\$4,779,288	\$4,791,681
CONTRACTUAL SERVICES	\$284,371	\$437,188	\$631,025	\$679,425
SUPPLIES AND MATERIALS	\$232,022	\$380,595	\$356,225	\$347,225
BUSINESS AND TRAVEL	\$22,129	\$20,980	\$30,460	\$31,410
CAPITAL OUTLAY	\$1,424	\$0	\$0	\$0
MISCELLANEOUS	\$0	\$27,362	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$64	\$0	\$1,000	\$1,000
TOTAL	\$4,796,653	\$5,394,965	\$5,797,998	\$5,850,741

DEPARTMENT SUMMARY BY FUND

Treasury ALL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450
GENERAL FUND TOTAL	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450
ENTERPRISE FUND				
(051) WATER & SEWER OPERATING	\$1,090,538	\$1,397,137	\$1,499,116	\$1,518,291
ENTERPRISE FUND TOTAL	\$1,090,538	\$1,397,137	\$1,499,116	\$1,518,291
TOTAL	\$4,796,653	\$5,394,965	\$5,797,998	\$5,850,741

DEPARTMENT SUMMARY BY DIVISION

Treasury ALL FUND by Division

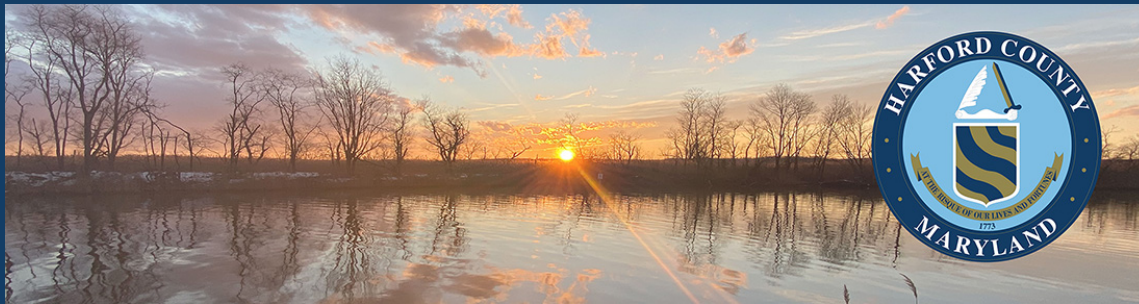
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TREASURY				
(041000) OFFICE OF TREASURER	\$747,734	\$763,425	\$688,615	\$739,213
(043000) BUREAU OF ACCOUNTING	\$1,794,256	\$1,934,505	\$2,128,878	\$1,980,726
(044000) BUREAU OF REVENUE COLLECTIONS	\$1,164,126	\$1,299,898	\$1,481,389	\$1,612,511
(045000) WATER & SEWER ACCOUNTING	\$1,090,538	\$1,397,137	\$1,499,116	\$1,518,291
TREASURY TOTAL	\$4,796,653	\$5,394,965	\$5,797,998	\$5,850,741
TOTAL	\$4,796,653	\$5,394,965	\$5,797,998	\$5,850,741

**DEPARTMENT STAFF SUMMARY
TREASURY**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>TREASURY - GENERAL FUND</u>						
Accounting Clerk I	1.00	41,325	3.00	112,500	1.00	43,031
Accounting Clerk II	8.00	477,922	7.00	422,844	9.00	467,933
Accountant I	0.00	0	2.00	120,000	2.00	125,018
Accountant II	6.00	450,063	5.00	380,958	3.00	252,372
Accountant III	1.00	87,389	1.00	87,397	1.00	91,938
Accountant IV	1.00	99,479	1.00	99,488	1.00	104,520
Accounting Supervisor	0.00	0	0.00	0	3.00	230,860
Accounting Technician I	3.00	174,266	4.00	230,164	2.00	115,967
Accounting Technician II	4.00	324,619	4.00	288,893	4.00	288,967
Accounts Payable Supervisor	1.00	89,913	1.00	89,921	1.00	45,635
Administrative Secretary III	1.00	85,325	1.00	67,000	1.00	70,715
Assistant Supervisor of Revenue Collections	1.00	88,487	1.00	88,496	1.00	93,082
Chief, Treasury Bureau	2.00	241,215	2.00	241,236	2.00	253,012
Deputy Treasurer	1.00	162,103	1.00	162,118	1.00	169,688
Treasurer	1.00	167,784	1.00	167,799	1.00	175,600
TOTAL FULL-TIME SALARIES	31.00	2,489,890	34.00	2,558,814	33.00	2,528,339
TEMPORARY SALARIES		167,380		10,000		33,300
SALARY TOTAL	31.00	2,657,270	34.00	2,568,814	33.00	2,561,639

**DEPARTMENT STAFF SUMMARY
TREASURY**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>TREASURY - WATER & SEWER FUND</u>						
Accountant III	1.00	82,552	1.00	84,164	1.00	88,575
Accountant IV	1.00	66,120	0.00	0	0.00	0
Accounting Clerk I	0.00	0	2.00	75,000	2.00	86,062
Accounting Clerk II	4.00	233,055	3.00	172,248	3.00	181,496
Accounting Technician I	3.00	213,249	1.00	58,135	1.00	61,491
Accounting Technician II	0.00	0	1.00	64,341	1.00	61,600
Assistant Supervisor of Revenue Collections	1.00	110,565	1.00	110,574	1.00	81,800
TOTAL FULL-TIME SALARIES	10.00	705,541	9.00	564,462	9.00	561,025
TEMPORARY SALARIES		-		10,000		
SALARY TOTAL	10.00	705,541	9.00	574,462	9.00	561,025
OTHER PERSONAL SERVICES						
Pension & Retirement		360,573		359,177		370,723
Workers' Compensation		9,654		7,059		5,232
Health Benefits		930,342		758,000		783,600
RHS/OPEB		257,929		281,608		267,357
FICA		251,111		233,548		235,834
27th Pay		132,303		0		0
Miscellaneous		6,620		6,620		6,270
		<u>1,948,532</u>		<u>1,646,012</u>		<u>1,669,016</u>
TREASURY - DEPARTMENT TOTALS						
TOTAL FULL - TIME SALARIES	41.00	3,195,431	43.00	3,123,276	42.00	3,089,364
TOTAL TEMPORARY SALARIES		167,380		10,000		33,300
TOTAL OTHER PERSONNEL SERVICES		1,948,532		1,646,012		1,669,016
DEPARTMENTAL SALARY TOTALS	41.00	5,311,343	43.00	4,779,288	42.00	4,791,681



TREASURY

General Fund Summary

GENERAL FUND SUMMARY BY CHARACTER

Treasury GENERAL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,442,390	\$3,673,986	\$3,890,627	\$3,888,545
CONTRACTUAL SERVICES	\$142,139	\$161,626	\$219,600	\$263,300
SUPPLIES AND MATERIALS	\$98,855	\$114,690	\$159,930	\$150,930
BUSINESS AND TRAVEL	\$21,243	\$20,164	\$27,775	\$28,725
CAPITAL OUTLAY	\$1,424	\$0	\$0	\$0
MISCELLANEOUS	\$0	\$27,362	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$64	\$0	\$950	\$950
TOTAL	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450

GENERAL FUND SUMMARY BY FUND

Treasury GENERAL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450
TOTAL	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450

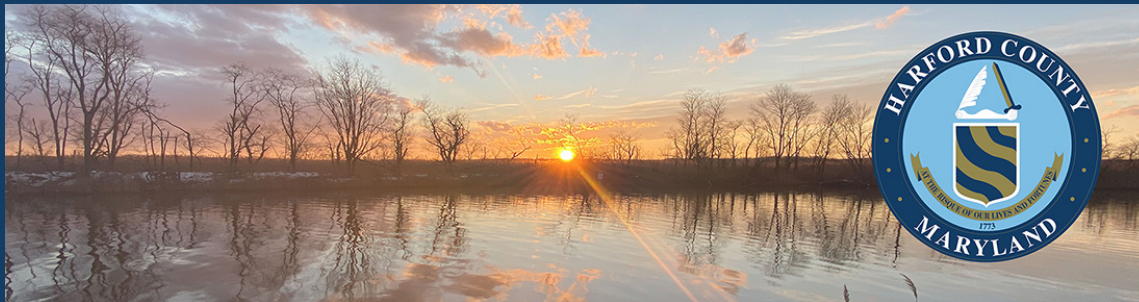
DEPARTMENT SUMMARY BY DIVISION

Treasury GENERAL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
TREASURY				
(041000) OFFICE OF TREASURER	\$747,734	\$763,425	\$688,615	\$739,213
(043000) BUREAU OF ACCOUNTING	\$1,794,256	\$1,934,505	\$2,128,878	\$1,980,726
(044000) BUREAU OF REVENUE COLLECTIONS	\$1,164,126	\$1,299,898	\$1,481,389	\$1,612,511
TREASURY TOTAL	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450
TOTAL	\$3,706,115	\$3,997,828	\$4,298,882	\$4,332,450

**DEPARTMENT STAFF SUMMARY
TREASURY**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>TREASURY - GENERAL FUND</u>						
Accounting Clerk I	1.00	41,325	3.00	112,500	1.00	43,031
Accounting Clerk II	8.00	477,922	7.00	422,844	9.00	467,933
Accountant I	0.00	0	2.00	120,000	2.00	125,018
Accountant II	6.00	450,063	5.00	380,958	3.00	252,372
Accountant III	1.00	87,389	1.00	87,397	1.00	91,938
Accountant IV	1.00	99,479	1.00	99,488	1.00	104,520
Accounting Supervisor	0.00	0	0.00	0	3.00	230,860
Accounting Technician I	3.00	174,266	4.00	230,164	2.00	115,967
Accounting Technician II	4.00	324,619	4.00	288,893	4.00	288,967
Accounts Payable Supervisor	1.00	89,913	1.00	89,921	1.00	45,635
Administrative Secretary III	1.00	85,325	1.00	67,000	1.00	70,715
Assistant Supervisor of Revenue Collections	1.00	88,487	1.00	88,496	1.00	93,082
Chief, Treasury Bureau	2.00	241,215	2.00	241,236	2.00	253,012
Deputy Treasurer	1.00	162,103	1.00	162,118	1.00	169,688
Treasurer	1.00	167,784	1.00	167,799	1.00	175,600
TOTAL FULL-TIME SALARIES	31.00	2,489,890	34.00	2,558,814	33.00	2,528,339
TEMPORARY SALARIES		167,380		10,000		33,300
SALARY TOTAL	31.00	2,657,270	34.00	2,568,814	33.00	2,561,639
<u>OTHER PERSONAL SERVICES</u>						
Pension & Retirement		282,963		359,177		303,400
Workers' Compensation		7,255		7,059		4,278
Health Benefits		741,602		758,000		609,701
RHS/OPEB		202,747		281,608		211,601
FICA		197,137		233,548		192,916
27th Pay		103,091		0		0
Miscellaneous		5,220		6,620		5,010
		1,540,015		1,646,012		1,326,906
TOTAL PERSONNEL SERVICES	31.00	4,197,285	34.00	4,214,826	33.00	3,888,545



TREASURY

Office of the Treasurer

Cost Center 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.

GOALS:

To provide technical accounting oversight and guidance to county agencies and external customers to ensure that generally accepted accounting procedures, legal requirements, and 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 and leverage grants to create opportunities for growth and enhancement of the County's goals.

DIVISION SUMMARY BY CHARACTER

Office of the Treasurer by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$722,991	\$714,935	\$660,365	\$710,963
CONTRACTUAL SERVICES	\$4,992	\$3,219	\$5,600	\$4,900
SUPPLIES AND MATERIALS	\$4,319	\$5,888	\$5,900	\$5,900
BUSINESS AND TRAVEL	\$14,008	\$12,021	\$16,250	\$16,950
CAPITAL OUTLAY	\$1,424	\$0	\$0	\$0
MISCELLANEOUS	\$0	\$27,362	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$500	\$500
TOTAL	\$747,734	\$763,425	\$688,615	\$739,213

DIVISION SUMMARY BY FUND

Office of the Treasurer by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$747,734	\$763,425	\$688,615	\$739,213
TOTAL	\$747,734	\$763,425	\$688,615	\$739,213

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$50,598

- Full-time salaries increase \$19,247
 - Salary Adjustment - \$5,001
 - FY 24 COLA - \$14,246
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$10,433
- Pension increase of \$4,667 based on actuals
- Health benefits adjusted \$6,900 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$2,633 based on actuals
- FICA adjusted \$6,968 based on actuals

CONTRACTUAL SERVICES DECREASES (\$700)

Other Professional Services decreased based on actual expense history

SUPPLIES & MATERIALS - No Change

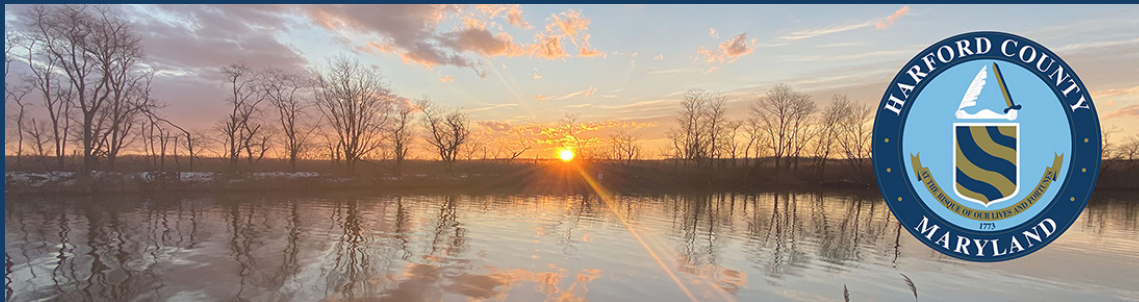
BUSINESS & TRAVEL INCREASES \$700

Mileage and Meals increased based on actual expense history

MISCELLANEOUS - No Change

DIVISION STAFF SUMMARY
Office of Treasurer
Cost Center 041000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>TREASURY - GENERAL FUND</u>						
Accountant II	2.00	143,556	1.00	74,424	0.00	0
Accounting Supervisor		0	0.00	0	1.00	83,491
Administrative Secretary III	1.00	85,325	1.00	67,000	1.00	70,715
Deputy Treasurer	1.00	162,103	1.00	162,118	1.00	169,688
Treasurer	1.00	167,784	1.00	167,799	1.00	175,600
TOTAL FULL-TIME SALARIES	5.00	558,768	4.00	471,341	4.00	499,494
SALARY TOTAL	5.00	558,768	4.00	471,341	4.00	499,494
<u>OTHER PERSONAL SERVICES</u>						
Pension & Retirement		61,464		54,204		59,939
Workers' Compensation		1,900		1,084		849
Health Benefits		119,465		70,700		77,600
RHS/OPEB		35,115		31,579		34,212
FICA		36,987		30,297		37,709
27th Pay		23,135		0		0
Miscellaneous		1,300		1,160		1,160
		279,366		189,024		211,469
TOTAL PERSONNEL SERVICES	5.00	838,134	4.00	660,365	4.00	710,963



TREASURY

Bureau of Accounting

Cost Center 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.

GOALS:

To provide technical accounting oversight and guidance to county agencies and external customers to ensure that generally accepted accounting procedures, legal requirements, and 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 and leverage grants to create opportunities for growth and enhancement of the County's goals.

DIVISION SUMMARY BY CHARACTER

Bureau of Accounting by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,683,849	\$1,791,357	\$1,957,953	\$1,751,651
CONTRACTUAL SERVICES	\$81,200	\$117,682	\$128,350	\$188,350
SUPPLIES AND MATERIALS	\$23,869	\$19,868	\$36,200	\$34,200
BUSINESS AND TRAVEL	\$5,338	\$5,599	\$6,225	\$6,375
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$150	\$150
TOTAL	\$1,794,256	\$1,934,505	\$2,128,878	\$1,980,726

DIVISION SUMMARY BY FUND

Bureau of Accounting by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,794,256	\$1,934,505	\$2,128,878	\$1,980,726
TOTAL	\$1,794,256	\$1,934,505	\$2,128,878	\$1,980,726

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$206,302)

- Full-time salaries decrease (\$43,445)
 - Salary Adjustment - (\$34,397)
 - Turnover - (\$45,969)
 - FY 24 COLA - \$36,921
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$29,258
- Transfer One Accounting Technician I out to Revenue Collections #P0116 (\$87,217)
- Abolish One Accountant II #P0123 (\$100,870)
- Pension increase pf \$894 based on actuals
- Workers Compensation decreases by (\$777) based on actuals
- Health benefits adjusted \$9,875 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$10,556) based on actuarials
- FICA adjustment (\$3,324) based on actuals

CONTRACTUAL SERVICES INCREASE \$60,000

Other Professional Services increased for ADP to process the tax portion of Payroll

SUPPLIES & MATERIALS DECREASES (\$2,000)

General Office Mailing decreased based on actuals

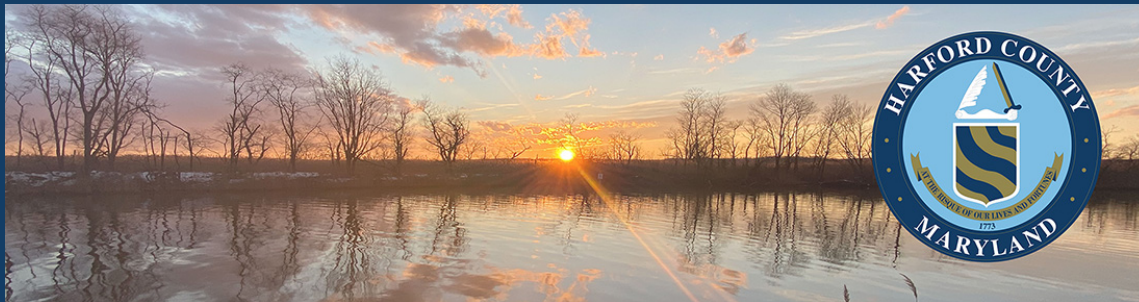
BUSINESS & TRAVEL INCREASE \$150

Meals increased based on actual expense history

MISCELLANEOUS - No Change

DIVISION STAFF SUMMARY
Bureau of Accounting
Cost Center 043000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>TREASURY - GENERAL FUND</u>						
Accountant I	0.00	0	2.00	120,000	1.00	62,509
Accountant II	3.00	237,367	3.00	237,388	2.00	179,424
Accountant III	1.00	87,389	1.00	87,397	1.00	91,938
Accountant IV	1.00	99,479	1.00	99,488	1.00	104,520
Accounting Clerk I	1.00	41,325	1.00	37,500	1.00	43,031
Accounting Clerk II	3.00	157,112	2.00	100,101	2.00	69,499
Accounting Supervisor	0.00	0	0.00	0	2.00	147,369
Accounting Technician I	3.00	174,266	3.00	176,164	1.00	57,188
Accounting Technician II	3.00	250,940	3.00	215,207	3.00	211,294
Accounts Payable Supervisor	1.00	89,913	1.00	89,921	1.00	45,635
Chief, Treasury Bureau	1.00	116,490	1.00	116,500	1.00	122,221
TOTAL FULL-TIME SALARIES	17.00	1,254,281	18.00	1,279,666	16.00	1,134,629
SALARY TOTAL	17.00	1,254,281	18.00	1,279,666	16.00	1,134,629
<u>OTHER PERSONAL SERVICES</u>						
Pension & Retirement		137,971		147,162		136,155
Workers' Compensation		4,091		2,819		1,832
Health Benefits		349,091		316,800		289,600
RHS/OPEB		106,193		111,092		100,536
FICA		95,952		97,894		86,799
27th Pay		51,932		0		0
Miscellaneous		2,380		2,520		2,100
		747,610		678,287		617,022
TOTAL PERSONNEL SERVICES	17.00	2,001,891	18.00	1,957,953	16.00	1,751,651



TREASURY

Revenue Collections

Cost Center 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.

GOALS:

To provide technical accounting oversight and guidance to county agencies and external customers to ensure that generally accepted accounting procedures, legal requirements, and 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 and leverage grants to create opportunities for growth and enhancement of the County's goals.

DIVISION SUMMARY BY CHARACTER

Bureau of Revenue Collections by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,035,550	\$1,167,694	\$1,272,309	\$1,425,931
CONTRACTUAL SERVICES	\$55,947	\$40,725	\$85,650	\$70,050
SUPPLIES AND MATERIALS	\$70,667	\$88,934	\$117,830	\$110,830
BUSINESS AND TRAVEL	\$1,896	\$2,544	\$5,300	\$5,400
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$64	\$0	\$300	\$300
TOTAL	\$1,164,126	\$1,299,898	\$1,481,389	\$1,612,511

DIVISION SUMMARY BY FUND

Bureau of Revenue Collections by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,164,126	\$1,299,898	\$1,481,389	\$1,612,511
TOTAL	\$1,164,126	\$1,299,898	\$1,481,389	\$1,612,511

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$153,621

- Full-time salaries increase \$8,738
 - Salary Adjustment - (\$12,292)
 - Turnover - (\$3,386)
 - FY 24 COLA - \$24,416
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$24,522
- Temporary salaries increase \$23,300
- Transfer One Accounting Technician I in from Bureau of Accounting #P0116 \$88,806
- Pension increase pf \$5,087 based on actuals
- Workers Compensation decreases by (\$393) based on actuals
- Health benefits adjusted \$11,000 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$6,938) based on actuals
- FICA adjustment \$289 based on actuals

CONTRACTUAL SERVICES DECREASE (\$15,600)

- Legal Services decrease of (\$15,000) as Tax Sale Council now done in house
- Other Professional Services and Office Equipment decrease based on actual expense history

SUPPLIES & MATERIALS DECREASES (\$7,000)

Printing Commercial decrease based on actual expenses

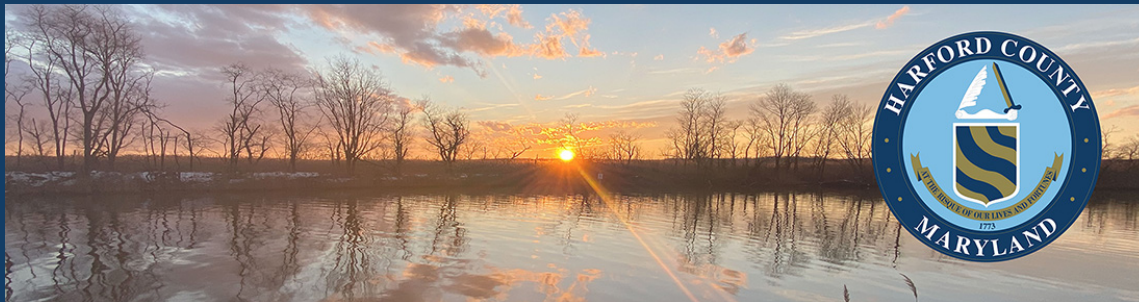
BUSINESS & TRAVEL INCREASE \$100

Meals increase based on actual expense history

MISCELLANEOUS - No Change

DIVISION STAFF SUMMARY
Bureau of Revenue Collections
Cost Center 044000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>TREASURY - GENERAL FUND</u>						
Accountant I	0.00	0	0.00	0	1.00	62,509
Accountant II	1.00	69,139	1.00	69,146	1.00	72,948
Accounting Clerk I	0.00	0	2.00	75,000	0.00	0
Accounting Clerk II	5.00	320,810	5.00	322,743	7.00	398,434
Accounting Technician I	0.00	0	1.00	54,000	1.00	58,779
Accounting Technician II	1.00	73,680	1.00	73,686	1.00	77,673
Assistant Supervisor of Revenue Collections	1.00	88,487	1.00	88,496	1.00	93,082
Chief, Treasury Bureau	1.00	124,724	1.00	124,736	1.00	130,791
TOTAL FULL-TIME SALARIES	9.00	676,840	12.00	807,807	13.00	894,217
TEMPORARY SALARIES		167,380		10,000		33,300
SALARY TOTAL	9.00	844,220	12.00	817,807	13.00	927,517
<u>OTHER PERSONAL SERVICES</u>						
Pension & Retirement		83,527		92,898		107,306
Workers' Compensation		1,264		1,858		1,597
Health Benefits		273,048		212,100		242,500
RHS/OPEB		61,439		83,791		76,853
FICA		64,197		62,176		68,408
27th Pay		28,024		0		0
Miscellaneous		1,540		1,680		1,750
		513,039		454,503		498,414
TOTAL PERSONNEL SERVICES	9.00	1,357,259	12.00	1,272,310	13.00	1,425,931



TREASURY

Water and Sewer Accounting

Cost Center 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.

GOALS:

To provide technical accounting oversight and guidance to county agencies and external customers to ensure that generally accepted accounting procedures, legal requirements, and 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 and leverage grants to create opportunities for growth and enhancement of the County's goals.

DIVISION SUMMARY BY CHARACTER

Water & Sewer Accounting by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$814,252	\$854,853	\$888,661	\$903,136
CONTRACTUAL SERVICES	\$142,232	\$275,561	\$411,425	\$416,125
SUPPLIES AND MATERIALS	\$133,167	\$265,905	\$196,295	\$196,295
BUSINESS AND TRAVEL	\$887	\$817	\$2,685	\$2,685
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$50	\$50
TOTAL	\$1,090,538	\$1,397,137	\$1,499,116	\$1,518,291

DIVISION SUMMARY BY FUND

Water & Sewer Accounting by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(051) WATER & SEWER OPERATING	\$1,090,538	\$1,397,137	\$1,499,116	\$1,518,291
TOTAL	\$1,090,538	\$1,397,137	\$1,499,116	\$1,518,291

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$14,476

- Full-time salaries decreases (\$17,093)
 - Salary adjustment - \$6,939
 - Turnover adjustment - (\$41,903)
 - FY 24 COLA - \$17,061
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$17,333
- Pension increase of \$674 based on actuals
- Workers Compensation decreases by (\$369) based on actuals
- Health benefits adjusted \$15,500 based on 10% increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$610 based on actuals
- FICA adjusted (\$1,369) based on actuals

CONTRACTUAL SERVICES INCREASES \$4,700

- Data Processing Software increase of \$4,700 due to increases in NorthStar Hosting and Maintenance fees and Harris Silverblaze customer portal software

SUPPLIES & MATERIALS - NO CHANGE

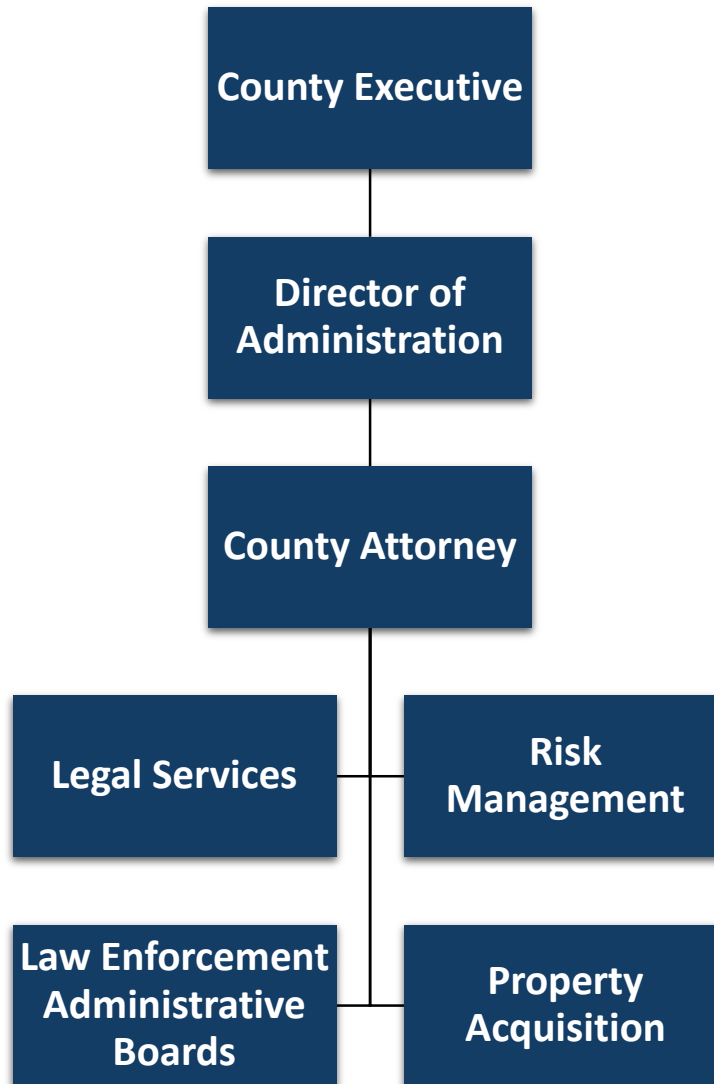
BUSINESS & TRAVEL - NO CHANGE

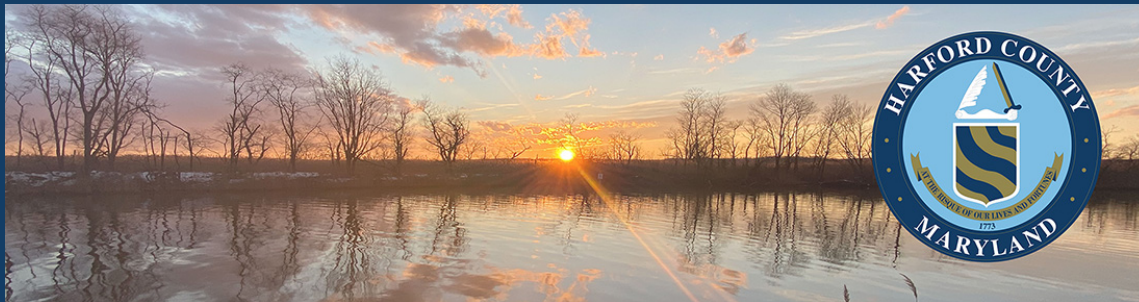
DIVISION STAFF SUMMARY
Water & Sewer Accounting
Cost Center 045000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>TREASURY - WATER & SEWER FUND</u>						
Accountant III	1.00	82,552	1.00	84,164	1.00	88,575
Accountant IV	1.00	66,120	0.00	0	0.00	0
Accounting Clerk I	0.00	0	2.00	75,000	2.00	86,062
Accounting Clerk II	4.00	233,055	3.00	172,248	3.00	181,496
Accounting Technician I	3.00	213,249	1.00	58,135	1.00	61,491
Accounting Technician II	0.00	0	1.00	64,341	1.00	61,600
Assistant Supervisor of Revenue Collections	1.00	110,565	1.00	110,574	1.00	81,800
TOTAL FULL-TIME SALARIES	10.00	705,541	9.00	564,462	9.00	561,025
SALARY TOTAL	10.00	705,541	9.00	564,462	9.00	561,025
<u>OTHER PERSONAL SERVICES</u>						
Pension & Retirement		77,610		64,913		67,323
Workers' Compensation		2,399		1,298		954
Health Benefits		188,740		158,400		173,900
RHS/OPEB		55,182		55,146		55,756
FICA		53,974		43,181		42,918
27th Pay		29,212		0		0
Miscellaneous		1,400		1,260		1,260
		408,517		324,198		342,111
TOTAL PERSONNEL SERVICES	10.00	1,114,058	9.00	888,660	9.00	903,136

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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.

The Division of Property Acquisition has been moved from Procurement to Law and is responsible for property acquisition, property appraisals, contract negotiations with property owners, condemnation and surplus property.

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.

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 minimize the County's exposure for financial loss

DEPARTMENT SUMMARY BY CHARACTER

Law Department by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,565,680	\$1,816,980	\$2,484,626	\$2,898,891
CONTRACTUAL SERVICES	\$81,740	\$52,449	\$91,875	\$96,875
SUPPLIES AND MATERIALS	\$5,578	\$17,565	\$9,535	\$13,175
BUSINESS AND TRAVEL	\$23,070	\$30,844	\$40,120	\$52,390
CAPITAL OUTLAY	\$0	\$5,172	\$0	\$0
MISCELLANEOUS	\$27,207	\$27,836	\$228,448	\$229,948
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$500	\$500
TOTAL	\$1,703,275	\$1,950,846	\$2,855,104	\$3,291,779

DEPARTMENT SUMMARY BY FUND

Law Department by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,703,275	\$1,950,846	\$2,855,104	\$3,291,779
TOTAL	\$1,703,275	\$1,950,846	\$2,855,104	\$3,291,779

DEPARTMENT SUMMARY BY DIVISION

Law Department by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
LAW				
(052000) LEGAL SERVICES	\$1,515,800	\$1,750,508	\$2,234,046	\$2,223,753
(053000) LAW ENFORCEMENT ADMINISTRATIVE BOARDS	\$0	\$6,987	\$200,000	\$200,000
(054000) RISK MANAGEMENT	\$187,475	\$193,352	\$421,058	\$546,957
(055000) PROPERTY ACQUISITION	\$0	\$0	\$0	\$321,069
LAW TOTAL	\$1,703,275	\$1,950,846	\$2,855,104	\$3,291,779
TOTAL	\$1,703,275	\$1,950,846	\$2,855,104	\$3,291,779

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$414,265

- Full-time salaries - (\$58,664)
 - Salary adjustment - (\$1,336)
 - Turnover - (\$110,273)
 - FY 24 COLA - \$52,945
- Transfer of two (2) positions from Procurement - \$289,194 (P0745, P2149)
- Transfer of one (1) position from Water & Sewer - \$117,839 (P0205)
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$44,683
- Temporary salaries decrease (\$37,800)
- Health benefits adjusted \$23,775 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$34,717 based on actuarial costs

CONTRACTUAL SERVICES INCREASES \$5,060

Funds adjusted in Risk Management - \$5,000 for Other Professional Services to collect out of state MVA records. Funding also added for new Property Acquisition cost center and offset by a reduction of funding in the Law Office cost center.

SUPPLIES & MATERIALS INCREASES \$3,640

Funds adjusted in Risk Management for safety equipment and other supplies and materials.

BUSINESS & TRAVEL INCREASES \$12,270

Funding adjusted in Risk Management and the Law Office cost centers for mileage, training seminars, conferences, lodging and transportation.

MISCELLANEOUS INCREASES \$1,500

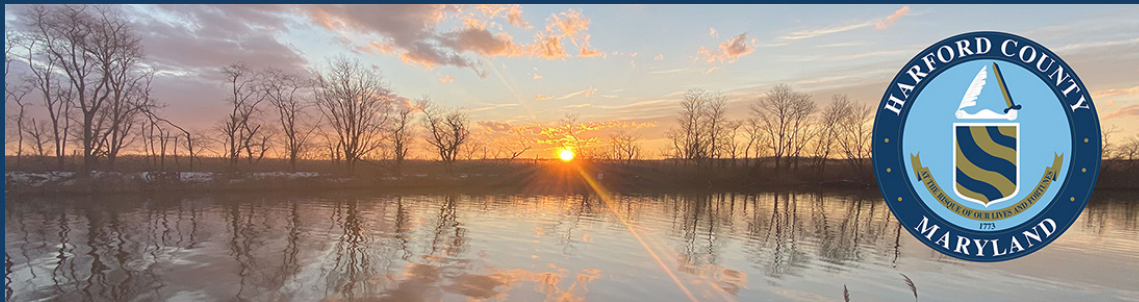
Funding increased for litigation expenses.

INTERGOVERNMENTAL/INTERFUND no change

Funds provide for daily carpool use.

**DEPARTMENT STAFF SUMMARY
LAW**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	80,567	1.00	85,000	1.00	89,445
Administrative Specialist I	2.00	141,304	1.00	80,000	0.00	0
Administrative Specialist II	0.00	0	0.00	0	1.00	83,012
Assistant County Attorney I	3.00	289,828	3.00	360,000	1.00	127,250
Assistant County Attorney II	0.00	0	0.00	0	4.00	496,170
County Attorney	1.00	178,437	1.00	160,000	1.00	167,484
Deputy County Attorney	0.00	0	1.00	164,654	1.00	172,192
Legal Specialist I	0.00	0	0.00	0	2.00	152,616
Legal Specialist III	2.00	168,455	2.00	162,411	0.00	0
Management Assistant I	1.00	105,140	0.00	0	0.00	0
Management Assistant (Claims Adjuster)	0.00	0	1.00	75,000	1.00	75,324
Management Assistant (Investigator)	0.00	0	1.00	105,140	1.00	89,445
Administrator, Risk & Safety	1.00	99,786	1.00	105,000	1.00	110,256
Real Property Agent II	0.00	0	0.00	0	2.00	197,695
Risk & Safety Officer	0.00	0	0.00	0	1.00	81,800
Senior Assistant County Attorney	4.00	604,166	3.00	454,504	1.00	161,781
TOTAL FULL-TIME SALARIES	15.00	1,667,683	15.00	1,751,709	18.00	2,004,470
TEMPORARY SALARIES		83,000		71,800		34,000
SALARY TOTAL	15.00	1,750,683	15.00	1,823,509	18.00	2,038,470
OTHER PERSONAL SERVICES						
Pension & Retirement		166,450		183,679		221,122
Workers' Compensation		6,429		4,585		4,772
Health Benefits		336,093		265,125		347,100
RHS/OPEB		84,763		84,529		131,789
FICA		115,791		121,100		153,119
27th Pay		69,675		0		0
Miscellaneous		2,100		2,100		2,519
TOTAL OTHER PERSONAL SERVICES		781,301		661,118		860,421
TOTAL PERSONAL SERVICES	15.00	2,531,984	15.00	2,484,627	18.00	2,898,891



LAW

Legal Services
Cost Center 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.

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

DIVISION SUMMARY BY CHARACTER

Legal Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,382,327	\$1,631,822	\$2,077,053	\$2,088,515
CONTRACTUAL SERVICES	\$80,140	\$49,331	\$90,100	\$60,100
SUPPLIES AND MATERIALS	\$4,693	\$16,014	\$7,600	\$7,600
BUSINESS AND TRAVEL	\$21,432	\$25,504	\$30,345	\$37,090
MISCELLANEOUS	\$27,207	\$27,836	\$28,448	\$29,948
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$500	\$500
TOTAL	\$1,515,800	\$1,750,508	\$2,234,046	\$2,223,753

DIVISION SUMMARY BY FUND

Legal Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,515,800	\$1,750,508	\$2,234,046	\$2,223,753
TOTAL	\$1,515,800	\$1,750,508	\$2,234,046	\$2,223,753

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$11,462

- Full-time salaries decrease (\$42,856)
 - Salary adjustments - (\$1,336)
 - Turnover - (\$85,847)
 - FY 24 COLA - \$44,327
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$30,959
- Temporary salaries decrease - (\$37,800)
- Health benefits adjusted \$18,500 based on 10% cost increase
- FICA adjusted \$11,411 based on actuals
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$33,086 based on actuarials

CONTRACTUAL SERVICES DECREASES (\$30,000)

- Contractual legal services and other professional services decrease (\$30,000).

SUPPLIES & MATERIALS no change

Funds provide for general office supplies, printing, office mailing, and other supplies and materials.

BUSINESS & TRAVEL INCREASES \$6,745

Funding provides for training seminars, conferences and increased for professional books and periodicals; training, transportation costs, and lodging increased based on actual expenses.

MISCELLANEOUS INCREASES \$1,500

Funds for litigation expense increase \$1,500.

INTERGOVERNMENTAL/INTERFUND no change

Funds provide for daily carpool use.

DIVISION STAFF SUMMARY
Legal Services
Index #052000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary	1.00	80,567	1.00	85,000	1.00	89,445
Administrative Specialist I	1.00	75,184	1.00	80,000	0.00	0
Administrative Specialist II	0.00	0	0.00	0	1.00	83,012
Assistant County Attorney I	3.00	289,828	3.00	360,000	1.00	127,250
Assistant County Attorney II	0.00	0	0.00	0	4.00	496,170
County Attorney	1.00	178,437	1.00	160,000	1.00	167,484
Deputy County Attorney	0.00	0	1.00	164,654	1.00	172,192
Legal Specialist I	0.00	0	0.00	0	2.00	152,616
Legal Specialist III	2.00	168,455	2.00	162,411	0.00	0
Management Assistant I	1.00	105,140	0.00	0	0.00	0
Senior Assistant County Attorney	4.00	604,166	3.00	454,504	1.00	161,781
TOTAL FULL-TIME SALARIES	13.00	1,501,777	12.00	1,466,569	12.00	1,449,950
TEMPORARY SALARIES		83,000		71,800		34,000
SALARY TOTAL	13.00	1,584,777	12.00	1,538,369	12.00	1,483,950
OTHER PERSONAL SERVICES						
Pension & Retirement		148,200		150,887		154,580
Workers' Compensation		5,106		3,373		2,465
Health Benefits		308,072		212,100		230,700
RHS/OPEB		72,357		71,357		104,443
FICA		103,100		99,287		110,698
27th Pay		62,806		0		0
Miscellaneous		1,820		1,680		1,679
TOTAL OTHER PERSONAL SERVICES		701,461		538,684		604,565
TOTAL PERSONAL SERVICES	13.00	2,286,238	12.00	2,077,053	12.00	2,088,515



LAW

Law Enforcement Administrative Boards

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Law Enforcement Admin Board by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$0	\$1,710	\$0	\$0
BUSINESS AND TRAVEL	\$0	\$105	\$0	\$0
CAPITAL OUTLAY	\$0	\$5,172	\$0	\$0
MISCELLANEOUS	\$0	\$0	\$200,000	\$200,000
TOTAL	\$0	\$6,987	\$200,000	\$200,000

DIVISION SUMMARY BY FUND

Law Enforcement Admin Board by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$6,987	\$200,000	\$200,000
TOTAL	\$0	\$6,987	\$200,000	\$200,000

FINANCIAL NOTES

MISCELLANEOUS Funding \$200,000

Boards and Commissions



LAW

Risk Management

Cost Center 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.

GOAL:

Minimize the County's exposure for financial loss

DIVISION SUMMARY BY CHARACTER

Risk Management by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$183,353	\$185,158	\$407,573	\$521,182
CONTRACTUAL SERVICES	\$1,600	\$1,408	\$1,775	\$7,575
SUPPLIES AND MATERIALS	\$885	\$1,550	\$1,935	\$4,075
BUSINESS AND TRAVEL	\$1,638	\$5,235	\$9,775	\$14,125
TOTAL	\$187,475	\$193,352	\$421,058	\$546,957

DIVISION SUMMARY BY FUND

Risk Management by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$187,475	\$193,352	\$421,058	\$546,957
TOTAL	\$187,475	\$193,352	\$421,058	\$546,957

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$113,609

- Full-time salaries decrease (\$15,809)
 - Turnover - (\$24,427)
 - FY 24 COLA - \$8,618
- Transfer in of one (1) position from Water & Sewer - \$117,839 (P0205)
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$6,829
- Health benefits adjusted \$5,175 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$1,631 based on actuarial costs

CONTRACTUAL SERVICES INCREASES \$5,800

Telephone service adjusted \$800 based on actual expenses; and Other Professional Services increase of \$5,000 for out of state MVA records.

SUPPLIES & MATERIALS INCREASES \$2,140

Safety equipment adjusted \$1,140; and funding of \$1,000 provided for other supplies and materials.

BUSINESS & TRAVEL INCREASES \$4,350

Funding increased for training/seminars/courses, mileage, transportation and lodging.

DIVISION STAFF SUMMARY
Risk Management
Index #054000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrator, Risk & Safety	1.00	99,786	1.00	105,000	1.00	110,256
Administrative Specialist I	1.00	66,120	0	0	0.00	0
Management Assistant (Claims Adjuster)	0.00	0	1.00	75,000	1.00	75,324
Management Assistant (Investigator)	0.00	0	1.00	105,140	1.00	89,445
Risk & Safety Officer	0.00	0	0.00	0	1.00	81,800
TOTAL FULL-TIME SALARIES	2.00	165,906	3.00	285,140	4.00	356,825
TEMPORARY SALARIES		0		0		0
SALARY TOTAL	2.00	165,906	3.00	285,140	4.00	356,825
OTHER PERSONAL SERVICES						
Pension & Retirement		18,250		32,791		42,819
Workers' Compensation		1,322		1,212		1,279
Health Benefits		28,021		53,025		77,600
RHS/OPEB		12,406		13,172		14,803
FICA		12,692		21,813		27,296
27th Pay		6,869		0		0
Miscellaneous		280		420		560
TOTAL OTHER PERSONAL SERVICES		79,840		122,433		164,357
TOTAL PERSONAL SERVICES	2.00	245,746	3.00	407,573	4.00	521,182



LAW

Property Acquisition

Cost Center 055000

ORIGIN & PURPOSE:

This Division is responsible for property acquisition, property appraisals, contract negotiations with property owners, condemnation and surplus property.

GOAL:

To balance the goals and budget of county government when acquiring real property while being equitable to Harford County citizens

DIVISION SUMMARY BY CHARACTER

Property Acquisition by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$0	\$289,194
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$29,200
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$1,500
BUSINESS AND TRAVEL	\$0	\$0	\$0	\$1,175
TOTAL	\$0	\$0	\$0	\$321,069

DIVISION SUMMARY BY FUND

Property Acquisition by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$0	\$321,069
TOTAL	\$0	\$0	\$0	\$321,069

FINANCIAL NOTES

New cost center for FY 25. Funds have been reallocated from former cost center in Procurement.

PERSONAL SERVICES - \$289,194

- Transfer in of two (2) positions from Procurement - \$289,194 (P0745, P2149)

CONTRACTUAL SERVICES - \$29,200

Funds provide for appraisal services.

SUPPLIES & MATERIALS - \$1,500

Funds provide for general office supplies, commercial printing, general office mailing, and computer supplies.

BUSINESS & TRAVEL - \$1,175

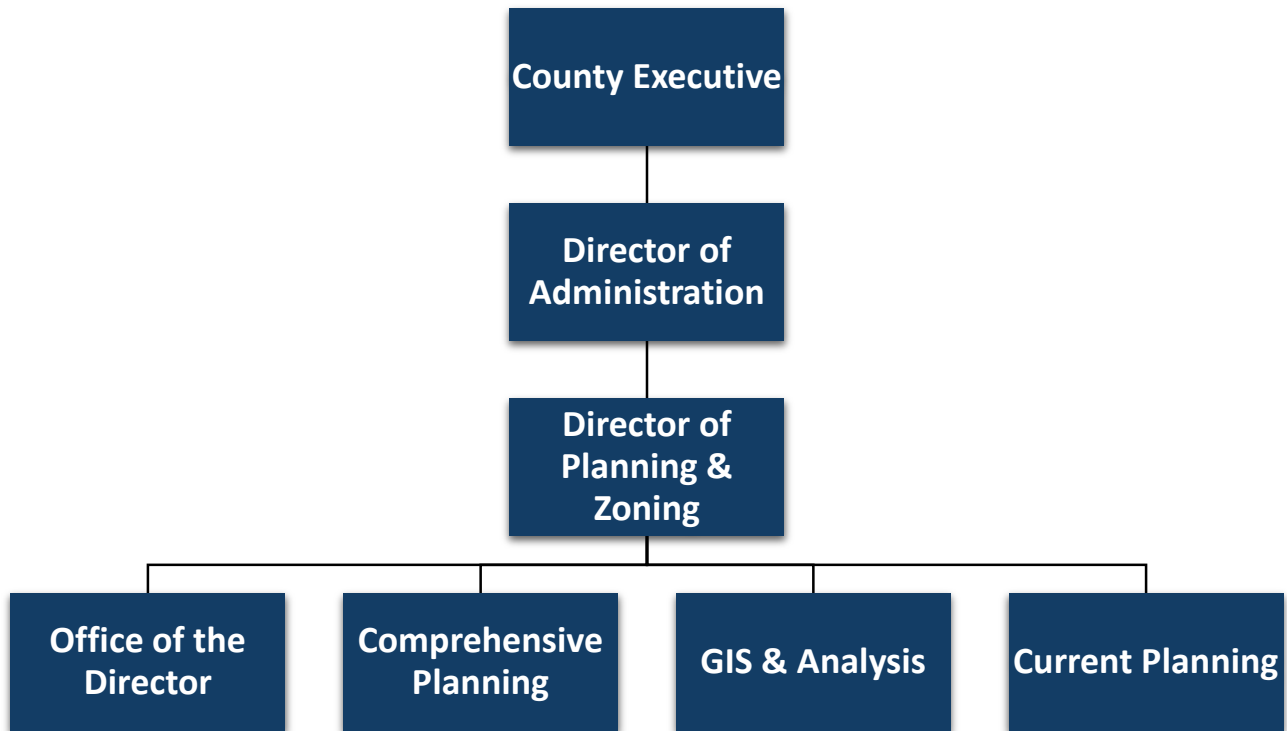
Funds provide for professional books/periodicals, membership fees and dues.

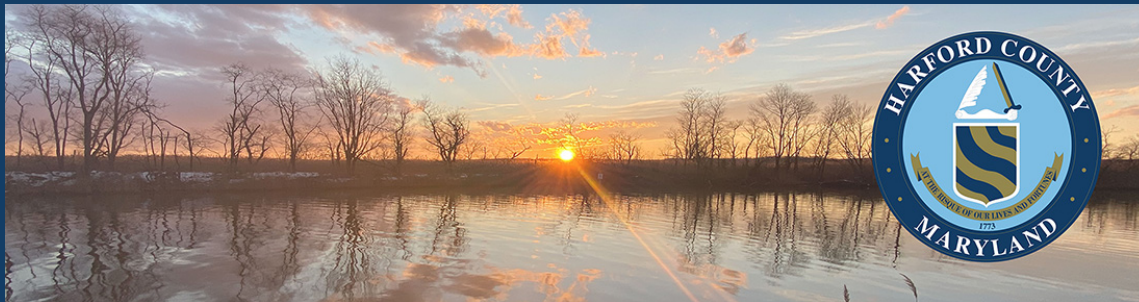
DIVISION STAFF SUMMARY
PROPERTY ACQUISITION
Index #055000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Real Property Agent III	0.00	0	0.00	0	2.00	197,695
FULL-TIME SALARIES	0.00	0	0.00	0	2.00	197,695
SALARY TOTAL	0.00	0	0.00	0	2.00	197,695
OTHER PERSONAL SERVICES						
Pension & Retirement		0		0		23,723
Workers' Compensation		0		0		1,028
Health Benefits		0		0		38,800
FICA		0		0		15,125
OPEB		0		0		12,543
Miscellaneous		0		0		280
TOTAL OTHER PERSONAL SERVICES		0		0		91,499
TOTAL PERSONAL SERVICES	0.00	0	0.00	0	2.00	289,194

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DEPARTMENT OF PLANNING & ZONING





PLANNING & 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

GOALS:

To provide quality customer service
To implement HarfordNEXT

DEPARTMENT SUMMARY BY CHARACTER

Planning & Zoning ALL FUNDS by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,693,290	\$3,988,178	\$4,250,672	\$3,955,660
CONTRACTUAL SERVICES	\$26,755	\$14,941	\$40,900	\$42,900
SUPPLIES AND MATERIALS	\$16,493	\$14,318	\$32,100	\$31,100
BUSINESS AND TRAVEL	\$18,230	\$25,238	\$38,100	\$42,100
CAPITAL OUTLAY	\$16,692,613	\$10,873,888	\$19,150,000	\$9,250,000
MISCELLANEOUS	\$3,105,906	\$2,288,577	\$4,590,000	\$4,040,078
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$19	\$0	\$200	\$200
TOTAL	\$23,553,307	\$17,205,140	\$28,101,972	\$17,362,038

DEPARTMENT SUMMARY BY FUND

Planning & Zoning ALL FUNDS by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960
GENERAL FUND TOTAL	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960
SPECIAL REVENUE				
(027) AG PRESERVATION-COUNTY	\$19,556,686	\$12,963,438	\$23,400,000	\$12,950,078
(028) AG PRESERVATION-STATE	\$230,745	\$149,027	\$270,000	\$270,000
SPECIAL REVENUE TOTAL	\$19,787,431	\$13,112,465	\$23,670,000	\$13,220,078
TOTAL	\$23,553,307	\$17,205,140	\$28,101,972	\$17,362,038

DEPARTMENT SUMMARY BY DIVISION

Planning & Zoning ALL FUNDS by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
PLANNING AND ZONING				
(061000) DIRECTOR OF PLANNING & ZONING	\$565,281	\$640,583	\$679,831	\$677,624
(062000) COMPREHENSIVE PLANNING	\$1,479,115	\$1,638,370	\$1,730,327	\$1,137,294
(062100) GIS & ANALYSIS	\$0	\$0	\$0	\$449,801
(063000) CURRENT PLANNING	\$1,721,480	\$1,813,722	\$2,021,814	\$1,877,241
(064270) AG PRESERVATION-COUNTY	\$19,556,686	\$12,963,438	\$23,400,000	\$12,950,078
(064280) AG PRESERVATION-STATE	\$230,745	\$149,027	\$270,000	\$270,000
PLANNING AND ZONING TOTAL	\$23,553,307	\$17,205,140	\$28,101,972	\$17,362,038
TOTAL	\$23,553,307	\$17,205,140	\$28,101,972	\$17,362,038

**DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING
ALL FUNDS**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>PLANNING AND ZONING - ALL FUNDS</u>						
Administrative Assistant II	2.00	123,055	2.00	123,066	1.00	68,015
Administrative Secretary III	1.00	84,156	1.00	84,164	1.00	88,575
Administrative Specialist I	0.00	0	0.00	0	1.00	65,092
Administrative Specialist II	1.00	84,263	0.00	0	0.00	0
Customer Support Analyst I	0.00	0	0.00	0	2.00	88,363
Customer Support Analyst II	3.00	188,222	3.00	177,203	3.00	197,035
Senior Customer Support Analyst II	1.00	81,091	1.00	77,364	0.00	0
Deputy Director of Planning and Zoning	1.00	121,806	1.00	135,000	1.00	125,000
Director, Planning and Zoning	1.00	145,189	1.00	136,000	1.00	135,000
GIS Analyst	2.00	146,192	2.00	146,206	2.00	150,728
GIS Technician	1.00	67,792	1.00	67,798	1.00	54,000
Planner I**	5.00	295,624	4.00	198,714	4.00	187,290
Planner II	4.00	296,228	5.00	312,887	3.00	193,945
Planner III	4.00	369,428	5.00	476,548	5.00	449,929
Planner IV	4.00	507,532	4.00	485,825	4.00	403,463
Planning Technician I	1.00	44,080	0.00	0	1.00	44,182
Planning Technician III	1.00	73,424	1.00	73,431	1.00	77,407
Zoning Enforcement Coordinator	1.00	106,818	1.00	106,827	1.00	112,157
Zoning Inspector I***	0.00	0	0.00	0	1.00	25,000
Zoning Inspector II	3.00	231,378	3.00	231,400	2.00	171,702
Zoning Technician	1.00	55,914	1.00	55,920	0.00	0
TOTAL FULL-TIME SALARIES	37.00	3,022,192	36.00	2,888,353	35.00	2,636,881
SALARY OFFSET		(30,000)		(90,000)		(90,000)
SUB-TOTAL P & Z GENERAL FUND	37.00	2,992,192	36.00	2,798,353	35.00	2,546,881
<u>P & Z AG PRESERVATION - STATE</u>						
Planner III		30,000		30,000		30,000
SUB-TOTAL P & Z AG PRES - STATE	0.00	30,000	0.00	30,000		30,000
OTHER PERSONAL SERVICES						
Pension & Retirement		332,441		332,161		316,425
Workers' Compensation		23,147		15,493		9,564
Health Benefits		788,787		636,300		659,600
RHS/OPEB		202,696		217,125		186,709
FICA		225,868		216,201		201,721
27th Pay		125,131		0		0
Miscellaneous		5,180		5,040		4,760
TOTAL OTHER PERSONAL SERVICES		1,703,250		1,422,320		1,378,779
TOTAL PERSONAL SERVICES	37.00	4,725,441	36.00	4,250,672	35.00	3,955,660

*One (1) vacant Planner I position funded for 50% of FY25

**One (1) vacant Zoning Inspector I position funded for 50% of FY25



PLANNING & ZONING

General Fund Summary

DEPARTMENT SUMMARY BY CHARACTER

Planning & Zoning GENERAL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,663,290	\$3,958,178	\$4,220,672	\$3,925,660
CONTRACTUAL SERVICES	\$26,755	\$14,941	\$40,900	\$42,900
SUPPLIES AND MATERIALS	\$16,493	\$14,318	\$32,100	\$31,100
BUSINESS AND TRAVEL	\$17,818	\$25,238	\$38,100	\$42,100
MISCELLANEOUS	\$41,500	\$80,000	\$100,000	\$100,000
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$19	\$0	\$200	\$200
TOTAL	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960

DEPARTMENT SUMMARY BY FUND

Planning & Zoning GENERAL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960
TOTAL	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960

DEPARTMENT SUMMARY BY DIVISION

Planning & Zoning GENERAL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
PLANNING AND ZONING				
(061000) DIRECTOR OF PLANNING & ZONING	\$565,281	\$640,583	\$679,831	\$677,624
(062000) COMPREHENSIVE PLANNING	\$1,479,115	\$1,638,370	\$1,730,327	\$1,137,294
(062100) GIS & ANALYSIS	\$0	\$0	\$0	\$449,801
(063000) CURRENT PLANNING	\$1,721,480	\$1,813,722	\$2,021,814	\$1,877,241
PLANNING AND ZONING TOTAL	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960
TOTAL	\$3,765,876	\$4,092,675	\$4,431,972	\$4,141,960

**DEPARTMENT STAFF SUMMARY
PLANNING AND ZONING
GENERAL FUND**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
<u>PLANNING AND ZONING - GENERAL FUND</u>						
Administrative Assistant II	2.00	123,055	2.00	123,066	1.00	68,015
Administrative Secretary III	1.00	84,156	1.00	84,164	1.00	88,575
Administrative Specialist I	0.00	0	0.00	0	1.00	65,092
Administrative Specialist II	1.00	84,263	0.00	0	0.00	0
Customer Support Analyst I	0.00	0	0.00	0	2.00	88,363
Customer Support Analyst II	3.00	188,222	3.00	177,203	3.00	197,035
Senior Customer Support Analyst II	1.00	81,091	1.00	77,364	0.00	0
Deputy Director of Planning and Zoning	1.00	121,806	1.00	135,000	1.00	125,000
Director, Planning and Zoning	1.00	145,189	1.00	136,000	1.00	135,000
GIS Analyst	2.00	146,192	2.00	146,206	2.00	150,728
GIS Technician	1.00	67,792	1.00	67,798	1.00	54,000
Planner I**	5.00	295,624	4.00	198,714	4.00	187,290
Planner II	4.00	296,228	5.00	312,887	3.00	193,945
Planner III	4.00	369,428	5.00	476,548	5.00	449,929
Planner IV	4.00	507,532	4.00	485,825	4.00	403,463
Planning Technician I	1.00	44,080	0.00	0	1.00	44,182
Planning Technician III	1.00	73,424	1.00	73,431	1.00	77,407
Zoning Enforcement Coordinator	1.00	106,818	1.00	106,827	1.00	112,157
Zoning Inspector I***	0.00	0	0.00	0	1.00	25,000
Zoning Inspector II	3.00	231,378	3.00	231,400	2.00	171,702
Zoning Technician	1.00	55,914	1.00	55,920	0.00	0
TOTAL FULL-TIME SALARIES	37.00	3,022,192	36.00	2,888,353	35.00	2,636,881
SALARY OFFSET		(30,000)		(90,000)		(90,000)
SALARY TOTAL P & Z GENERAL FUND	37.00	2,992,192	36.00	2,798,353	35.00	2,546,881
<u>OTHER PERSONAL SERVICES</u>						
Pension & Retirement		332,441		332,161		316,425
Workers' Compensation		23,147		15,493		9,564
Health Benefits		788,787		636,300		659,600
RHS/OPEB		202,696		217,125		186,709
FICA		225,868		216,201		201,721
27th Pay		125,131		0		0
Miscellaneous		5,180		5,040		4,760
TOTAL OTHER PERSONAL SERVICES		1,703,250		1,422,320		1,378,779
TOTAL PERSONAL SERVICES	37.00	4,695,441	36.00	4,220,672	35.00	3,925,660

*One (1) vacant Planner I position funded for 50% of FY25

**One (1) vacant Zoning Inspector I position funded for 50% of FY25



PLANNING & ZONING

Director of Planning & Zoning

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Director of Planning & Zoning by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$472,653	\$511,988	\$499,531	\$501,324
CONTRACTUAL SERVICES	\$21,965	\$14,753	\$25,900	\$22,900
SUPPLIES AND MATERIALS	\$16,493	\$14,318	\$32,100	\$31,100
BUSINESS AND TRAVEL	\$12,650	\$19,524	\$22,100	\$22,100
MISCELLANEOUS	\$41,500	\$80,000	\$100,000	\$100,000
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$19	\$0	\$200	\$200
TOTAL	\$565,281	\$640,583	\$679,831	\$677,624

DIVISION SUMMARY BY FUND

Director of Planning & Zoning by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$565,281	\$640,583	\$679,831	\$677,624
TOTAL	\$565,281	\$640,583	\$679,831	\$677,624

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$1,793

- Full-time salaries decrease (-\$8,456)
 - Turnover: (-\$11,000)
 - FY 24 COLA: \$2,544
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$2,237
- Pension rate increase based on actuarials: \$761
- Workers' Compensation rate decrease based on actuarials: (-\$505)
- Health Benefits rate increase based on actuarials: \$7,200
- Retirement Health Savings (RHS) decrease: (-\$7,883)
- Other Post-Employment Benefits (OPEB) increase: \$9,004
- FICA increase: \$1,460

CONTRACTUAL SERVICES DECREASES (-\$3,000)

Funding decreased for Legal Notice, Office Equipment Service, and Data Processing Hardware based on actual expense history.

SUPPLIES & MATERIALS DECREASES (-\$1,000)

Funding decreased for Commercial Printing based on actual expense history.

BUSINESS & TRAVEL no change

Funding provided for Vehicles, Fuel, Transportation Costs, Training Seminars, Courses & Meetings, etc.

MISCELLANEOUS no change

Funding provides for environmental studies and annual operating contribution to the Harford Land Trust.

DIVISION STAFF SUMMARY
Director of Planning and Zoning
Cost Center 061000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	84,156	1.00	84,164	1.00	88,575
Administrative Specialist II	1.00	84,263	0.00	0	0.00	0
Deputy Director of Planning and Zoning	1.00	121,806	1.00	135,000	1.00	125,000
Director, Planning and Zoning	1.00	145,189	1.00	136,000	1.00	135,000
SALARY TOTAL	4.00	435,414	3.00	355,164	3.00	348,575
OTHER PERSONAL SERVICES						
Pension & Retirement		47,896		40,844		41,829
Workers' Compensation		2,406		1,532		1,030
Health Benefits		90,478		53,025		58,200
RHS/OPEB		21,540		23,483		24,604
FICA		31,450		25,062		26,666
27th Pay		19,270		0		0
Miscellaneous		560		420		420
TOTAL OTHER PERSONAL SERVICES		213,600		144,366		152,749
TOTAL PERSONAL SERVICES	4.00	649,014	3.00	499,531	3.00	501,324



PLANNING & ZONING

Comprehensive Planning

Cost Center 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.

GOALS:

To implement HarfordNEXT

To initiate Comprehensive Rezoning process

DIVISION SUMMARY BY CHARACTER

Comprehensive Planning by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,475,283	\$1,633,178	\$1,707,177	\$1,116,644
CONTRACTUAL SERVICES	\$0	\$188	\$10,000	\$10,000
BUSINESS AND TRAVEL	\$3,832	\$5,005	\$13,150	\$10,650
TOTAL	\$1,479,115	\$1,638,370	\$1,730,327	\$1,137,294

DIVISION SUMMARY BY FUND

Comprehensive Planning by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,479,115	\$1,638,370	\$1,730,327	\$1,137,294
TOTAL	\$1,479,115	\$1,638,370	\$1,730,327	\$1,137,294

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$590,533)

- Full-time salaries decrease (-\$81,357)
 - Salary adjustments: \$5,985
 - Turnover: (-\$96,388)
 - FY 24 COLA: \$9,046
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$13,045
- Net result to this division of Transfers between divisions of Planning & Zoning: (-\$426,382)
- One (1) vacant Planner I position abolished (P2891): (-\$77,770)
- Pension rate decrease based on actuarials: (-\$5,765)
- Workers' Compensation rate decrease based on actuarials: (-\$2,342)
- Health Benefits rate increase based on actuarials: \$15,525
- Retirement Health Savings (RHS) decrease: (-\$23,593)
- Other Post-Employment Benefits (OPEB) increase: \$3,745
- FICA decrease: (-\$5,639)

CONTRACTUAL SERVICES no change

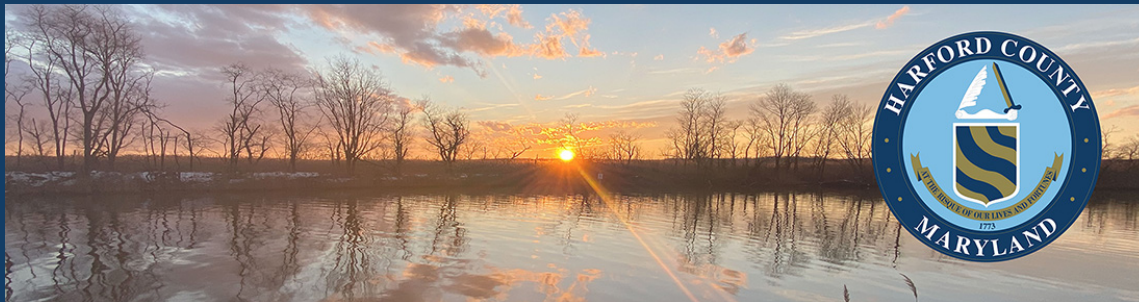
Funding provides for Historic Preservation consultant

BUSINESS & TRAVEL DECREASES (-\$2,500)

Funding decreases for Training Seminars, Courses & Meetings and for Membership Fees & Dues.

DIVISION STAFF SUMMARY
Comprehensive Planning
Cost Center 062000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
GIS Analyst	2.00	146,192	2.00	146,206	0.00	0
GIS Technician	1.00	67,792	1.00	67,798	0.00	0
Planner I	2.00	123,150	2.00	102,430	2.00	106,290
Planner II	3.00	231,731	2.00	127,775	3.00	193,945
Planner III	2.00	207,876	4.00	395,478	3.00	293,101
Planner IV	2.00	277,799	3.00	375,825	2.00	186,590
TOTAL FULL-TIME SALARIES	12.00	1,054,540	14.00	1,215,512	10.00	779,927
SALARY OFFSET		(30,000)		(90,000)		(90,000)
SALARY TOTAL	12.00	1,024,540	14.00	1,125,512	10.00	689,927
OTHER PERSONAL SERVICES						
Pension & Retirement		115,999		139,784		93,591
Workers' Compensation		9,974		8,104		3,878
Health Benefits		252,273		247,450		194,000
RHS/OPEB		91,998		94,032		74,184
FICA		78,023		90,335		59,664
27th Pay		42,420		0		0
Miscellaneous		1,680		1,960		1,400
TOTAL OTHER PERSONAL SERVICES		592,367		581,665		426,717
TOTAL PERSONAL SERVICES	12.00	1,616,907	14.00	1,707,177	10.00	1,116,644



PLANNING & ZONING

GIS & Analysis

Cost Center 062100

ORIGIN & PURPOSE:

The GIS & Analysis Division was created in the FY 2025 Budget in order to better account for functions related to Geographic Information Systems (GIS) and the analytical aspects thereof, which previously resided in the Comprehensive Planning Division. This division is staffed by several GIS specialists and data analysts who provide informational reports and mapping services to county departments, affiliated agencies, and to the public upon request.

DIVISION SUMMARY BY CHARACTER

P&Z GIS by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$0	\$443,301
BUSINESS AND TRAVEL	\$0	\$0	\$0	\$6,500
TOTAL	\$0	\$0	\$0	\$449,801

DIVISION SUMMARY BY FUND

P&Z GIS by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$0	\$449,801
TOTAL	\$0	\$0	\$0	\$449,801

FINANCIAL NOTES (New cost center for FY 25. Funds have been reallocated from Comprehensive Planning 062000.)

PERSONAL SERVICES INCREASES \$443,301

- Four (4) employees transferred in from Comprehensive Planning (#062000): \$436,764
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$6,537

BUSINESS & TRAVEL INCREASES \$6,500

Funding provides for Lodging, Training Seminars, Courses & Meetings, Transportation Costs, etc.

DIVISION STAFF SUMMARY
GIS & Analysis
Cost Center 062100

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
GIS Analyst					2.00	150,728
GIS Technician					1.00	54,000
Planner IV					1.00	99,722
SALARY TOTAL					4.00	304,450
OTHER PERSONAL SERVICES						
Pension & Retirement						36,534
Workers' Compensation						867
Health Benefits						77,600
RHS/OPEB						0
FICA						23,290
27th Pay						0
Miscellaneous						560
TOTAL OTHER PERSONAL SERVICES						138,851
TOTAL PERSONAL SERVICES					4.00	443,301



PLANNING & ZONING

Current Planning
Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Current Planning by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,715,354	\$1,813,013	\$2,013,964	\$1,864,391
CONTRACTUAL SERVICES	\$4,790	\$0	\$5,000	\$10,000
BUSINESS AND TRAVEL	\$1,336	\$709	\$2,850	\$2,850
TOTAL	\$1,721,480	\$1,813,722	\$2,021,814	\$1,877,241

DIVISION SUMMARY BY FUND

Current Planning by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,721,480	\$1,813,722	\$2,021,814	\$1,877,241
TOTAL	\$1,721,480	\$1,813,722	\$2,021,814	\$1,877,241

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (-\$149,573)

- Full-time salaries decrease (-\$89,470)
 - Salary adjustments: \$13,151
 - Turnover: (-\$65,712)
 - Partial-Year funding for vacant positions: (-\$63,284)
 - FY 24 COLA: \$26,375
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$30,853
- Result of the transfer of position P2614 out to Comprehensive Planning (#062000): (-\$77,505)
- Pension decrease based on actuarials: (-\$4,398)
- Workers' Compensation rate decrease based on actuarials: (-\$2,030)
- Health Benefits rate increase based on actuarials: \$11,650
- Other Post-Employment Benefits (OPEB) decrease: (-\$11,551)
- FICA decrease: (-\$6,844)

CONTRACTUAL SERVICES INCREASES \$5,000

Funding increases for Other Professional Services due to increased costs of Cell Tower reviews.

BUSINESS & TRAVEL no change

Funding provides for Professional Books/Periodicals, Membership Fees & Dues, etc.

DIVISION STAFF SUMMARY

**Current Planning
Cost Center 063000**

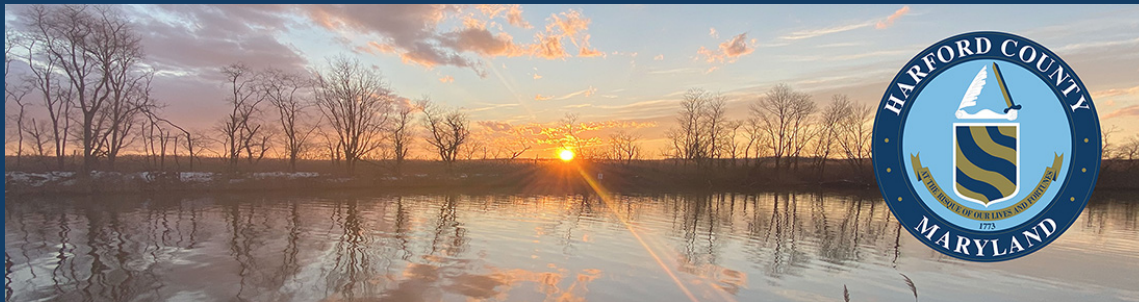
POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	2.00	123,055	2.00	123,066	1.00	68,015
Administrative Specialist I	0.00	0	0.00	0	1.00	65,092
Customer Support Analyst I	0.00	0	0.00	0	2.00	88,363
Customer Support Analyst II	3.00	188,222	3.00	177,203	3.00	197,035
Senior Customer Support Analyst II	1.00	81,091	1.00	77,364	0.00	0
Planner I**	3.00	172,474	2.00	96,284	2.00	81,000
Planner II	1.00	64,497	3.00	185,112	0.00	0
Planner III	2.00	161,552	1.00	81,070	2.00	156,828
Planner IV	2.00	229,733	1.00	110,000	1.00	117,150
Planning Technician I	1.00	44,080	0.00	0	1.00	44,182
Planning Technician III	1.00	73,424	1.00	73,431	1.00	77,407
Zoning Enforcement Coordinator	1.00	106,818	1.00	106,827	1.00	112,157
Zoning Inspector I***	0.00	0	0.00	0	1.00	25,000
Zoning Inspector II	3.00	231,378	3.00	231,400	2.00	171,702
Zoning Technician	1.00	55,914	1.00	55,920	0.00	0
TOTAL FULL-TIME SALARIES	21.00	1,532,238	19.00	1,317,677	18.00	1,203,929
TEMPORARY SALARIES		0		0		0
SALARY TOTAL	21.00	1,532,238	19.00	1,317,677	18.00	1,203,929

OTHER PERSONAL SERVICES

Pension & Retirement		168,546		151,533		144,471
Workers' Compensation		10,767		5,857		3,789
Health Benefits		446,036		335,825		329,800
RHS/OPEB		89,158		99,610		87,921
FICA		116,396		100,802		92,101
27th Pay		63,441		0		0
Miscellaneous		2,940		2,660		2,380
TOTAL OTHER PERSONAL SERVICES		897,284		696,287		660,462
TOTAL PERSONAL SERVICES	21.00	2,429,522	19.00	2,013,964	18.00	1,864,391

*One (1) vacant Planner I position funded for 50% of FY25

**One (1) vacant Zoning Inspector I position funded for 50% of FY25



PLANNING & ZONING

Ag Preservation County

Cost Center 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. Easement purchases may be settled in a lump sum payment, or may be 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. The funding included in the annual budget appropriation represents anticipated expenses for new easement purchases, required annual payments of IPAs, scheduled balloon payments on IPAs, and other associated expenses and obligations.

The county's dedicated Agricultural Preservation fund maintains funding levels sufficient to meet the full obligations under the program at the time of settlement through to the completion of agreed payments. Due to the timing of Council approvals of easements, the completion of required surveys and documents, and final settlement dates, the preservation process for one property may span more than one fiscal year. Transfer Tax revenue not expended during the fiscal year in which it was budgeted reverts to the dedicated Agricultural Preservation fund and is made available for expenditure on eligible land preservation in future fiscal years in the form of appropriated fund balance.

DIVISION SUMMARY BY CHARACTER

Ag Preservation COUNTY by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
BUSINESS AND TRAVEL	\$413	\$0	\$0	\$0
CAPITAL OUTLAY	\$16,692,613	\$10,873,888	\$19,150,000	\$9,250,000
MISCELLANEOUS	\$2,863,661	\$2,089,550	\$4,250,000	\$3,700,078
TOTAL	\$19,556,686	\$12,963,438	\$23,400,000	\$12,950,078

DIVISION SUMMARY BY FUND

Ag Pres County by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(027) AG PRESERVATION-COUNTY	\$19,556,686	\$12,963,438	\$23,400,000	\$12,950,078
TOTAL	\$19,556,686	\$12,963,438	\$23,400,000	\$12,950,078

FINANCIAL NOTES

CAPITAL OUTLAY DECREASES (-\$9,900,000)

Funds for purchase of ag preservation easements and development rights decrease based on anticipated expenses and availability of funds.

MISCELLANEOUS DECREASES (-\$549,922)

Funds realated to ag preservation transactions decrease based on anticipated expenses, partially offset by an increase in Interfund Reimbursements.



PLANNING & ZONING

Ag Preservation State

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Ag Preservation STATE by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$30,000	\$30,000	\$30,000	\$30,000
MISCELLANEOUS	\$200,745	\$119,027	\$240,000	\$240,000
TOTAL	\$230,745	\$149,027	\$270,000	\$270,000

DIVISION SUMMARY BY FUND

Ag Preservation STATE by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(028) AG PRESERVATION-STATE	\$230,745	\$149,027	\$270,000	\$270,000
TOTAL	\$230,745	\$149,027	\$270,000	\$270,000

FINANCIAL NOTES

PERSONAL SERVICES no change

Funding provides for partial salary reimbursement for Planner III position in Comprehensive Planning (#062000).

MISCELLANEOUS no change

Funding provides funds for match available for easement purchases that the Maryland Agricultural Land Preservation Foundation (MALPF) will make on the county's behalf.

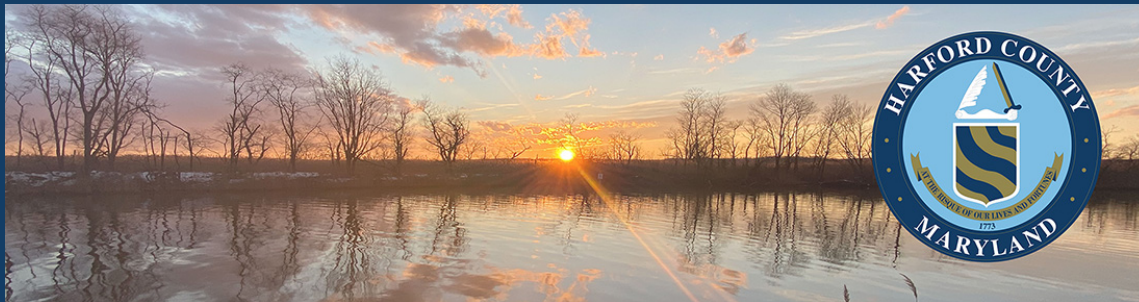
DIVISION STAFF SUMMARY
Ag Preservation - State
Cost Center 064280

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Planner III		30,000		30,000		30,000
SALARY TOTAL		30,000		30,000		30,000

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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.

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

DEPARTMENT SUMMARY BY CHARACTER

Human Resources ALL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$4,464,457	\$4,870,740	\$6,786,769	\$6,372,322
CONTRACTUAL SERVICES	\$406,473	\$273,885	\$1,094,405	\$1,288,340
SUPPLIES AND MATERIALS	\$5,356	\$14,699	\$20,900	\$17,400
BUSINESS AND TRAVEL	\$44,796	\$37,421	\$131,575	\$136,006
MISCELLANEOUS	\$50,694	\$56,113	\$61,000	\$65,525
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$377	\$561	\$400	\$400
TOTAL	\$4,972,153	\$5,253,419	\$8,095,049	\$7,879,993

DEPARTMENT SUMMARY BY FUND

Human Resources ALL FUNDS by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738
GENERAL FUND TOTAL	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$397,503	\$450,438	\$596,175	\$858,261
SPECIAL REVENUE TOTAL	\$397,503	\$450,438	\$596,175	\$858,261
ENTERPRISE FUND				
(051) WATER & SEWER OPERATING	\$201,882	\$296,463	\$493,790	\$1,233,994
ENTERPRISE FUND TOTAL	\$201,882	\$296,463	\$493,790	\$1,233,994
TOTAL	\$4,972,153	\$5,253,419	\$8,095,049	\$7,879,993

DEPARTMENT SUMMARY BY DIVISION

Human Resources ALL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
HUMAN RESOURCES				
(082000) HUMAN RESOURCES	\$966,142	\$1,188,128	\$1,286,479	\$1,406,962
(084110) PERSONNEL MATTERS-GEN FUND	\$3,406,625	\$3,318,389	\$5,718,605	\$4,380,776
(084250) PERSONNEL MATTERS-HWYS FUND	\$397,503	\$450,438	\$596,175	\$858,261
(084510) PERSONNEL MATTERS-W/S FUND	\$201,882	\$296,463	\$493,790	\$1,233,994
HUMAN RESOURCES TOTAL	\$4,972,153	\$5,253,419	\$8,095,049	\$7,879,993
TOTAL	\$4,972,153	\$5,253,419	\$8,095,049	\$7,879,993



HUMAN RESOURCES

General Fund Summary

GENERAL FUND SUMMARY BY CHARACTER

Human Resources GENERAL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$4,062,459	\$4,273,333	\$6,193,519	\$4,871,697
CONTRACTUAL SERVICES	\$238,145	\$155,288	\$640,690	\$743,580
SUPPLIES AND MATERIALS	\$5,356	\$14,699	\$20,900	\$17,400
BUSINESS AND TRAVEL	\$43,209	\$33,446	\$120,075	\$122,211
MISCELLANEOUS	\$23,222	\$29,191	\$29,500	\$32,450
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$377	\$561	\$400	\$400
TOTAL	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738

DEPARTMENT SUMMARY BY FUND

Human Resources General Fund by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738
TOTAL	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738

DEPARTMENT SUMMARY BY DIVISION

Human Resources GENERAL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
HUMAN RESOURCES				
(082000) HUMAN RESOURCES	\$966,142	\$1,188,128	\$1,286,479	\$1,406,962
(084110) PERSONNEL MATTERS-GEN FUND	\$3,406,625	\$3,318,389	\$5,718,605	\$4,380,776
HUMAN RESOURCES TOTAL	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738
TOTAL	\$4,372,768	\$4,506,517	\$7,005,084	\$5,787,738



HUMAN RESOURCES

Director of Human Resources

Cost Center 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.

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

DIVISION SUMMARY BY CHARACTER

Director of Human Resources by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$945,149	\$1,149,935	\$1,231,764	\$1,353,947
CONTRACTUAL SERVICES	\$3,520	\$3,663	\$4,840	\$4,840
SUPPLIES AND MATERIALS	\$5,356	\$14,699	\$20,900	\$17,400
BUSINESS AND TRAVEL	\$11,740	\$19,271	\$28,575	\$30,375
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$377	\$561	\$400	\$400
TOTAL	\$966,142	\$1,188,128	\$1,286,479	\$1,406,962

DIVISION SUMMARY BY FUND

Director of Human Resources by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$966,142	\$1,188,128	\$1,286,479	\$1,406,962
TOTAL	\$966,142	\$1,188,128	\$1,286,479	\$1,406,962

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$122,183

- Full time salaries increase by \$27,092
 - Salary adjustment - \$27,298
 - Turnover - (\$25,654)
 - FY 24 COLA - \$25,448
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$10,950
- Temporary Salaries decrease (\$20,000)
- Transfer One pin in from Housing #P3076 \$86,572
- Pension increase \$2,841 based on actuals
- Workers Compensation decreases (\$836)
- Health benefits adjusted \$18,950 based on 10% cost increase
- Other Post Employment Benefit (OPEB) and Retirement Health Services (RHS) decrease (\$5,537) based on actuarial cost
- FICA adjustment of \$2,291

CONTRACTUAL SERVICES no change

SUPPLIES & MATERIALS DECREASES (\$3,500)

Other Supplies and Materials decreased for one time expense of new badges for employees during FY 24

BUSINESS & TRAVEL INCREASES \$1,000

Meals and Membership fees increased basaed on actuals

**DEPARTMENT STAFF SUMMARY
HUMAN RESOURCES
Cost Center 082000**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	81,933	1.00	85,332	1.00	89,790
Deputy Director of Human Resources	1.00	108,299	1.00	120,000	1.00	132,106
Director of Human Resources	1.00	145,189	1.00	145,202	1.00	159,641
Human Resources Benefits Specialist	0.00	0	0.00	0	2.00	131,103
Human Resources Clerk	1.00	54,100	1.00	54,105	1.00	49,480
Human Resources Generalist	1.00	76,494	2.00	147,250	1.00	79,780
Human Resources Manager	1.00	104,892	1.00	104,901	1.00	110,153
Human Resources Specialist	3.00	181,830	2.00	137,165	2.00	135,685
TOTAL FULL-TIME SALARIES	9.00	752,737	9.00	793,955	10.00	887,737
TEMPORARY SALARIES		25,000		35,000		15,000
SALARY TOTAL	9.00	777,737	9.00	828,955	10.00	902,737
OTHER PERSONAL SERVICES						
Pension & Retirement		82,801		95,925		106,528
Workers' Compensation		3,589		2,718		2,035
Health Benefits		227,208		176,075		212,700
RHS/OPEB		59,272		65,024		59,487
FICA		55,930		61,667		69,060
27th Pay		31,166		0		0
Miscellaneous		1,260		1,400		1,400
TOTAL OTHER PERSONAL SERVICES		461,226		402,809		451,210
TOTAL PERSONAL SERVICES	9.00	1,238,963	9.00	1,231,764	10.00	1,353,947



HUMAN RESOURCES

Personnel Matters

Cost Centers: 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

Personnel Matters by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,519,309	\$3,720,805	\$5,555,005	\$5,018,375
CONTRACTUAL SERVICES	\$402,953	\$270,222	\$1,089,565	\$1,283,500
BUSINESS AND TRAVEL	\$33,055	\$18,150	\$103,000	\$105,631
MISCELLANEOUS	\$50,694	\$56,113	\$61,000	\$65,525
TOTAL	\$4,006,010	\$4,065,290	\$6,808,570	\$6,473,031

SUMMARY BY FUND

Personnel Matters by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$3,406,625	\$3,318,389	\$5,718,605	\$4,380,776
GENERAL FUND TOTAL	\$3,406,625	\$3,318,389	\$5,718,605	\$4,380,776
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$397,503	\$450,438	\$596,175	\$858,261
SPECIAL REVENUE TOTAL	\$397,503	\$450,438	\$596,175	\$858,261
ENTERPRISE FUND				
(051) WATER & SEWER OPERATING	\$201,882	\$296,463	\$493,790	\$1,233,994
ENTERPRISE FUND TOTAL	\$201,882	\$296,463	\$493,790	\$1,233,994
TOTAL	\$4,006,010	\$4,065,290	\$6,808,570	\$6,473,031

SUMMARY BY DIVISION

Personnel Matters by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(084110) PERSONNEL MATTERS-GEN FUND	\$3,406,625	\$3,318,389	\$5,718,605	\$4,380,776
(084250) PERSONNEL MATTERS-HWYS FUND	\$397,503	\$450,438	\$596,175	\$858,261
(084510) PERSONNEL MATTERS-W/S FUND	\$201,882	\$296,463	\$493,790	\$1,233,994
TOTAL	\$4,006,010	\$4,065,290	\$6,808,570	\$6,473,031

GENERAL PERSONNEL MATTERS

Personnel Matters GENERAL by Spend Category

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES				
Salaries and Wages				
(1102) Special Pays	\$2,676,858	\$2,669,311	\$4,635,255	\$3,000,000
SALARIES AND WAGES TOTAL	\$2,676,858	\$2,669,311	\$4,635,255	\$3,000,000
Insurance				
(1355) RHS	\$277,215	\$281,845	\$250,000	\$250,000
(1399) Other Health Insurance	-\$7,069	\$0	\$0	\$0
INSURANCE TOTAL	\$270,146	\$281,845	\$250,000	\$250,000
FICA				
(1602) Social Security	\$170,306	\$172,242	\$76,500	\$267,750
FICA TOTAL	\$170,306	\$172,242	\$76,500	\$267,750
SALARIES AND WAGES TOTAL	\$3,117,310	\$3,123,398	\$4,961,755	\$3,517,750
CONTRACTUAL SERVICES				
Advertising				
(2401) Personnel/Recruitment	\$237	\$188	\$2,500	\$2,500
ADVERTISING TOTAL	\$237	\$188	\$2,500	\$2,500
Insurance and Benefits				
(2599) Other Insurance	\$7,069	\$0	\$0	\$0
INSURANCE AND BENEFITS TOTAL	\$7,069	\$0	\$0	\$0
Professional Services				
(2601) Medical Services	\$78,235	\$82,714	\$257,400	\$283,140
(2602) Legal Services - Contractual	\$4,997	\$5,772	\$9,000	\$13,000
(2603) Management Services	\$143,088	\$59,356	\$201,000	\$276,000
(2699) Other Professional Services	\$1,000	\$3,596	\$164,100	\$164,100
PROFESSIONAL SERVICES TOTAL	\$227,319	\$151,438	\$631,500	\$736,240
Other Services				
(2899) Other Service	\$0	\$0	\$1,850	\$0
OTHER SERVICES TOTAL	\$0	\$0	\$1,850	\$0
CONTRACTUAL SERVICES TOTAL	\$234,625	\$151,625	\$635,850	\$738,740
BUSINESS AND TRAVEL				
Subsistence and Lodging				
(4401) Meals	\$0	\$3,975	\$0	\$0
SUBSISTENCE AND LODGING TOTAL	\$0	\$3,975	\$0	\$0
Education				
(4701) Tuition Reimbursement	\$29,873	\$8,875	\$90,000	\$75,000
(4702) In-House Training	\$0	\$0	\$1,500	\$1,500
(4703) Training Seminars, Courses and Meetings	\$1,595	\$1,325	\$0	\$15,336
EDUCATION TOTAL	\$31,468	\$10,200	\$91,500	\$91,836
BUSINESS AND TRAVEL TOTAL	\$31,468	\$14,175	\$91,500	\$91,836
MISCELLANEOUS				
Other Miscellaneous				
(7703) Service Awards	\$23,222	\$29,191	\$29,500	\$32,450
OTHER MISCELLANEOUS TOTAL	\$23,222	\$29,191	\$29,500	\$32,450
MISCELLANEOUS TOTAL	\$23,222	\$29,191	\$29,500	\$32,450
TOTAL	\$3,406,625	\$3,318,389	\$5,718,605	\$4,380,776

HIGHWAYS PERSONNEL MATTERS

Personnel Matters HIGHWAYS by Spend Category

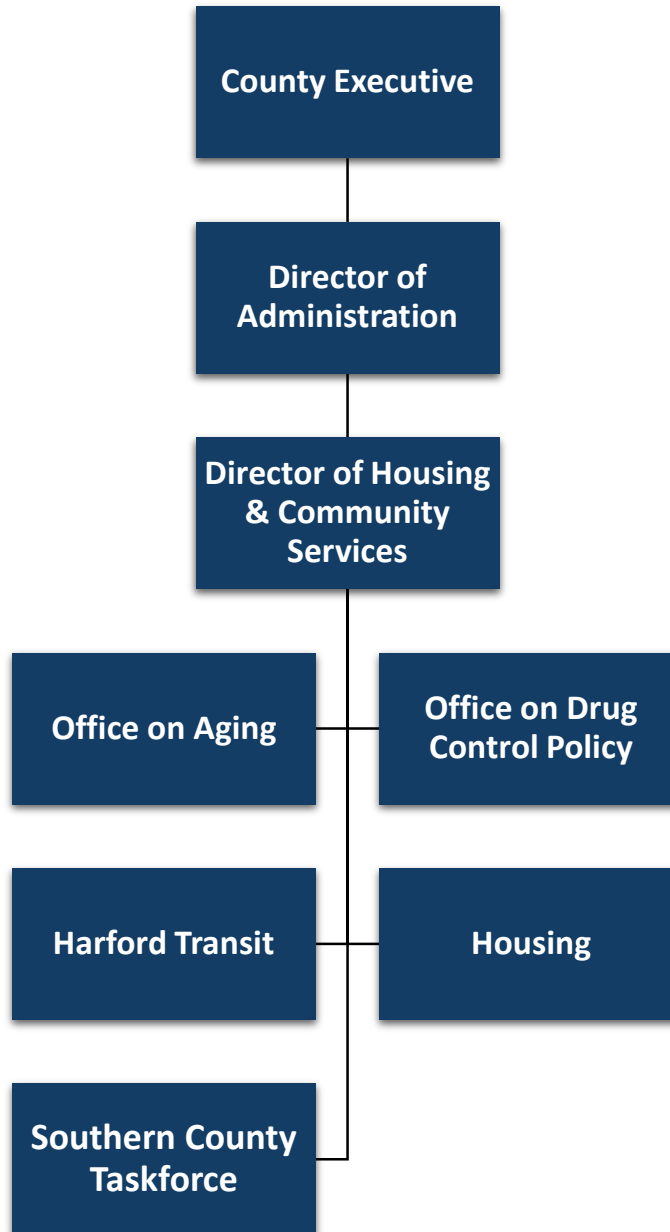
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES				
Salaries and Wages				
(1102) Special Pays	\$267,574	\$346,869	\$300,000	\$500,000
SALARIES AND WAGES TOTAL	\$267,574	\$346,869	\$300,000	\$500,000
Insurance				
(1355) RHS	\$13,402	\$8,423	\$25,000	\$25,000
INSURANCE TOTAL	\$13,402	\$8,423	\$25,000	\$25,000
FICA				
(1602) Social Security	\$20,441	\$26,547	\$22,950	\$38,250
FICA TOTAL	\$20,441	\$26,547	\$22,950	\$38,250
SALARIES AND WAGES TOTAL	\$301,417	\$381,840	\$347,950	\$563,250
CONTRACTUAL SERVICES				
Advertising				
(2401) Personnel/Recruitment	\$0	\$94	\$1,000	\$1,000
ADVERTISING TOTAL	\$0	\$94	\$1,000	\$1,000
Professional Services				
(2601) Medical Services	\$21,358	\$20,977	\$85,800	\$94,380
(2602) Legal Services - Contractual	\$215	\$846	\$4,000	\$4,500
(2603) Management Services	\$55,064	\$26,112	\$100,500	\$138,000
(2699) Other Professional Services	\$0	\$1,798	\$34,500	\$34,500
PROFESSIONAL SERVICES TOTAL	\$76,638	\$49,732	\$224,800	\$271,380
Other Services				
(2899) Other Service	\$0	\$0	\$925	\$0
OTHER SERVICES TOTAL	\$0	\$0	\$925	\$0
CONTRACTUAL SERVICES TOTAL	\$76,638	\$49,825	\$226,725	\$272,380
BUSINESS AND TRAVEL				
Subsistence and Lodging				
(4401) Meals	\$0	\$1,988	\$0	\$0
SUBSISTENCE AND LODGING TOTAL	\$0	\$1,988	\$0	\$0
Education				
(4701) Tuition Reimbursement	\$1,587	\$0	\$5,000	\$4,000
(4702) In-House Training	\$0	\$0	\$750	\$750
(4703) Training Seminars, Courses and Meetings	\$0	\$0	\$0	\$2,131
EDUCATION TOTAL	\$1,587	\$0	\$5,750	\$6,881
BUSINESS AND TRAVEL TOTAL	\$1,587	\$1,988	\$5,750	\$6,881
MISCELLANEOUS				
Other Miscellaneous				
(7703) Service Awards	\$17,861	\$16,786	\$15,750	\$15,750
OTHER MISCELLANEOUS TOTAL	\$17,861	\$16,786	\$15,750	\$15,750
MISCELLANEOUS TOTAL	\$17,861	\$16,786	\$15,750	\$15,750
TOTAL	\$397,503	\$450,438	\$596,175	\$858,261

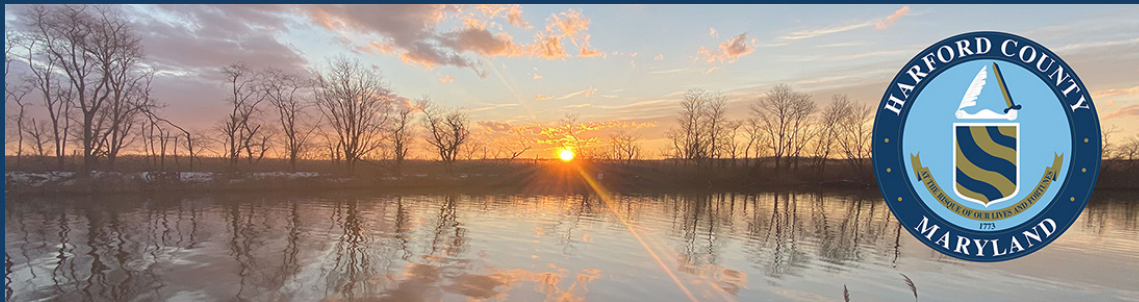
WATER & SEWER PERSONNEL MATTERS

Personnel Matters WATER & SEWER by Spend Category

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES				
Salaries and Wages				
(1102) Special Pays	\$45,918	\$150,701	\$200,000	\$850,000
SALARIES AND WAGES TOTAL	\$45,918	\$150,701	\$200,000	\$850,000
Insurance				
(1355) RHS	\$51,228	\$53,697	\$30,000	\$30,000
INSURANCE TOTAL	\$51,228	\$53,697	\$30,000	\$30,000
FICA				
(1602) Social Security	\$3,435	\$11,169	\$15,300	\$57,375
FICA TOTAL	\$3,435	\$11,169	\$15,300	\$57,375
SALARIES AND WAGES TOTAL	\$100,581	\$215,567	\$245,300	\$937,375
CONTRACTUAL SERVICES				
Advertising				
(2401) Personnel/Recruitment	\$0	\$94	\$1,000	\$1,000
ADVERTISING TOTAL	\$0	\$94	\$1,000	\$1,000
Professional Services				
(2601) Medical Services	\$34,718	\$40,406	\$85,800	\$94,380
(2602) Legal Services - Contractual	\$282	\$351	\$4,265	\$4,500
(2603) Management Services	\$55,064	\$26,124	\$100,500	\$138,000
(2699) Other Professional Services	\$1,625	\$1,798	\$34,500	\$34,500
PROFESSIONAL SERVICES TOTAL	\$91,690	\$68,678	\$225,065	\$271,380
Other Services				
(2899) Other Service	\$0	\$0	\$925	\$0
OTHER SERVICES TOTAL	\$0	\$0	\$925	\$0
CONTRACTUAL SERVICES TOTAL	\$91,690	\$68,772	\$226,990	\$272,380
BUSINESS AND TRAVEL				
Subsistence and Lodging				
(4401) Meals	\$0	\$1,988	\$0	\$0
SUBSISTENCE AND LODGING TOTAL	\$0	\$1,988	\$0	\$0
Education				
(4701) Tuition Reimbursement	\$0	\$0	\$5,000	\$4,000
(4702) In-House Training	\$0	\$0	\$750	\$750
(4703) Training Seminars, Courses and Meetings	\$0	\$0	\$0	\$2,164
EDUCATION TOTAL	\$0	\$0	\$5,750	\$6,914
BUSINESS AND TRAVEL TOTAL	\$0	\$1,988	\$5,750	\$6,914
MISCELLANEOUS				
Other Miscellaneous				
(7703) Service Awards	\$9,611	\$10,136	\$15,750	\$17,325
OTHER MISCELLANEOUS TOTAL	\$9,611	\$10,136	\$15,750	\$17,325
MISCELLANEOUS TOTAL	\$9,611	\$10,136	\$15,750	\$17,325
TOTAL	\$201,882	\$296,463	\$493,790	\$1,233,994

DEPARTMENT OF HOUSING & COMMUNITY SERVICES





HOUSING & COMMUNITY SERVICES

ORIGIN & PURPOSE:

The Department of Community Services was established pursuant to Chapter 16, Article IV, Section 22 of the Harford County Code. In June of 2023 Executive Order 23-08 reorganized the department and changed the name to the Department of Housing and Community Services. The Department of Housing and Community Services provides advocacy and services to enhance the quality of life for all county citizens. The Department partners with governments, nonprofits, faith-based communities, businesses, and citizens to identify and address the needs of Harford County residents and their neighborhoods. Divisions include the following: Harford County Housing Agency; Community Development; Office of Human Relations; Office of Children, Youth, and Families; Office of Disability Services; Office on Aging; Office of Drug Control Policy; and Harford Transit LINK. Working together, the divisions help to connect individuals and families with resources to meet specific challenges in their daily lives, ensure every household has safe, decent affordable housing, and provide a support network to help Harford County residents remain safe, healthy, and productive members of our community.

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.

GOALS:

To promote affordable housing opportunities for low-moderate income households, the elderly and disabled
To create viable communities by creating partnership programs that improve the quality of life for our citizens
To investigate complaints of unlawful discrimination
To provide advocacy and support for youth and family programs
To increase partnerships and collaborations with the disability community and provide opportunities for citizens of all ages and abilities
To connect and provide seniors and caretakers with resources and guidance that promote healthy lifestyles
To raise awareness about opiate use and to develop evidence-based strategies to prepare, prevent and respond to the opioid epidemic
To provide access to safe, dependable and effective transportation

DEPARTMENT SUMMARY BY CHARACTER

Housing & Community Services DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,772,924	\$3,156,503	\$3,848,265	\$4,534,351
CONTRACTUAL SERVICES	\$271,268	\$915,910	\$1,081,677	\$1,117,117
SUPPLIES AND MATERIALS	\$18,148	\$50,382	\$58,700	\$75,450
BUSINESS AND TRAVEL	\$10,183	\$12,723	\$23,200	\$32,100
CAPITAL OUTLAY	\$0	\$0	\$0	\$5,500
MISCELLANEOUS	\$1,797,905	\$1,608,525	\$855,000	\$2,166,745
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$60	\$60
TOTAL	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323

DEPARTMENT SUMMARY BY FUND

Housing & Community Services DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323
GENERAL FUND TOTAL	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323
TOTAL	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323

DEPARTMENT SUMMARY BY DIVISION

Housing & Community Services DEPARTMENT by Index

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
HOUSING & COMMUNITY SERVICES				
(091000) DIRECTOR HOUSING & COMMUNITY SERVICES	\$2,318,245	\$2,619,363	\$1,949,383	\$1,792,655
(092000) HOUSING	\$0	\$0	\$0	\$2,037,879
(094000) OFFICE OF DRUG CONTROL	\$987,631	\$1,299,226	\$1,343,104	\$1,244,739
(096000) SOUTHERN COUNTY TASKFORCE	\$0	\$0	\$0	\$220,801
(097100) OFFICE ON AGING	\$1,564,551	\$1,825,453	\$2,574,415	\$2,635,249
(097200) HARFORD TRANSIT	\$0	\$0	\$0	\$0
HOUSING & COMMUNITY SERVICES TOTAL	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323
TOTAL	\$4,870,427	\$5,744,042	\$5,866,902	\$7,931,323

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$686,438

- Full-time Salaries decrease (\$151,510)
 - Salary Adjustments - \$16,791
 - Turnover - \$11,924
 - Salary Offset - (\$237,000)
 - FY 24 COLA - \$56,775
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$176,522
- Net increase of \$86,943 from one (1) created position and one (1) abolished position
- Temporary Salaries increased \$113,165
- Pension increased \$38,195
- Health Benefits increased \$27,838 based on 10% cost increase
- Other Post Employment Benefits (OPEB) & Retirement Health Savings (RHS) decreased (\$52,258)
- FICA increased \$21,599

CONTRACTUAL SERVICES INCREASES \$35,440

Bulk of increase due to two (2) new cost centers in the Department

SUPPLIES & MATERIALS INCREASES \$16,750

Bulk of increase due to two (2) new cost centers in the Department

BUSINESS & TRAVEL INCREASES \$8,900

Bulk of increase due to two (2) new cost centers in the Department

CAPITAL OUTLAY INCREASES \$5,500

Increase due to reallocation of funds

MISCELLANEOUS INCREASES \$1,356,745

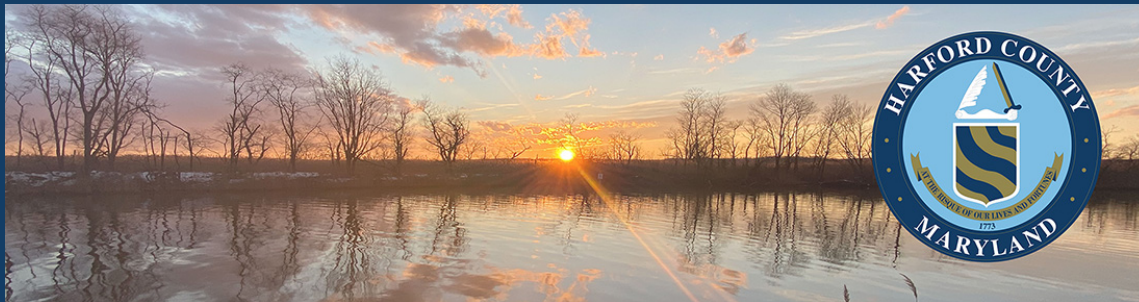
Bulk of increase due to two (2) new cost centers in the Department

INTER-GOVERNMENTAL/INTER-FUND EXPENDITURES - No Change

Funding provides for daily carpool use

**DEPARTMENT STAFF SUMMARY
HOUSING & COMMUNITY SERVICES**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Accounting Technician II	0.00	0	1.00	77,875	1.00	80,087
Administrative Assistant II	3.00	194,656	2.00	109,808	0.00	0
Administrative Budget Technician I	1.00	63,637	0.00	0	2.00	112,394
Administrative Budget Technician II	0.00	0	1.00	66,824	1.00	70,532
Administrative Secretary	1.00	80,212	1.00	78,000	1.00	82,162
Administrative Specialist I	3.00	213,346	3.00	213,346	1.00	64,860
Administrative Specialist II	1.00	70,531	1.00	70,531	2.00	164,297
Administrator	2.00	196,703	2.00	196,703	2.00	206,694
Client Advocacy Services Asst. Mgr.	3.00	207,614	3.00	207,614	3.00	224,934
Client Advocacy Services Manager	2.00	178,682	2.00	178,682	2.00	187,939
Communications Specialist I	0.00	0	1.00	52,213	0.00	0
Communications Specialist II	0.00	0	1.00	46,213	0.00	0
Community Resource Coordinator	0.00	0	0.00	0	2.00	111,440
Coordinator for Disabilities	1.00	74,191	1.00	74,191	1.00	83,012
Deputy Director, Community Services	1.00	110,725	1.00	125,000	1.00	134,270
Deputy Director, Housing	0.00	0	0.00	0	1.00	132,300
Director, Community Services	1.00	149,407	1.00	130,000	0.00	0
Director, Housing & Community Services	0.00	0	1.00	130,000	1.00	144,521
Grants Specialist	1.00	59,491	1.00	46,114	0.00	0
Housing Services Counselor	0.00	0	0.00	0	2.00	143,175
Human Relations Manager	1.00	69,000	1.00	69,000	0.00	0
Long Term Care Coordinator	1.00	79,687	1.00	79,687	1.00	83,924
Manager, Senior Center Division	1.00	90,408	1.00	90,408	1.00	95,080
Marketing Coordinator	0.00	0	0.00	0	1.00	87,113
Project Manager	0.00	0	0.00	0	1.00	93,264
Senior Center Specialist	2.00	142,511	2.00	142,511	2.00	140,969
TOTAL FULL-TIME SALARIES	25.00	1,980,801	28.00	2,184,720	29.00	2,442,967
GRANT FUNDING OFFSET		0		(176,301)		(317,087)
TEMPORARY SALARIES		484,527		618,181		835,989
SALARY TOTAL	25.00	2,465,328	28.00	2,626,600	29.00	2,961,869
OTHER PERSONAL SERVICES						
Pension & Retirement		252,241		264,348		363,685
Workers' Compensation		13,801		10,807		16,265
Health Benefits		541,312		604,327		718,340
RHS/OPEB		284,984		274,519		222,261
FICA		154,615		189,874		243,566
27th Pay		82013		0		0
Miscellaneous		6,625		7,790		8,367
TOTAL OTHER PERSONAL SERVICES		1,335,591		1,351,665		1,572,484
TOTAL PERSONAL SERVICES	25.00	3,800,919	28.00	3,978,265	29.00	4,534,353



HOUSING & COMMUNITY SERVICES

Director of Housing & Community Services

Cost Center 091000

ORIGIN & PURPOSE:

The Department of Community Services was established pursuant to Chapter 16, Article IV, Section 22 of the Harford County Code. In June of 2023 Executive Order 23-08 reorganized the department and changed the name to the Department of Housing and Community Services. The Department of Housing and Community Services provides advocacy and services to enhance the quality of life for all county citizens. The department partners with governments, nonprofits, faith-based communities, businesses, and citizens to identify and address the needs of Harford County residents and their neighborhoods. Divisions include the following: Harford County Housing Agency; Community Development; Office of Human Relations; Office of Children, Youth, and Families; Office of Disability Services; Office on Aging; Office of Drug Control Policy; and Harford Transit LINK. Working together, the divisions help to connect individuals and families with resources to meet specific challenges in their daily lives, ensure that every household has safe, decent affordable housing, and provide a support network to help Harford County residents remain safe, healthy, and productive members of our community.

GOALS:

To create viable communities by creating partnership programs that improve the quality of life for our citizens
To investigate complaints of unlawful discrimination
To increase partnerships and collaborations with the disability community and provide opportunities for citizens of all ages and abilities

DIVISION SUMMARY BY CHARACTER

Director of Housing & Community Services 091000 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$974,568	\$1,120,478	\$1,362,273	\$1,214,045
CONTRACTUAL SERVICES	\$37,277	\$29,416	\$43,300	\$43,300
SUPPLIES AND MATERIALS	\$2,295	\$30,307	\$29,550	\$39,050
BUSINESS AND TRAVEL	\$1,807	\$4,806	\$4,200	\$4,200
MISCELLANEOUS	\$1,302,298	\$1,434,355	\$510,000	\$492,000
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$60	\$60
TOTAL	\$2,318,245	\$2,619,363	\$1,949,383	\$1,792,655

DIVISION SUMMARY BY FUND

Director of Housing & Community Services 091000 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$2,318,245	\$2,619,363	\$1,949,383	\$1,792,655
GENERAL FUND TOTAL	\$2,318,245	\$2,619,363	\$1,949,383	\$1,792,655
TOTAL	\$2,318,245	\$2,619,363	\$1,949,383	\$1,792,655

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$148,229)

- Full-time Salaries increase \$39,255
 - Salary Adjustment - \$12,605
 - Turnover - \$7,938
 - FY 24 COLA - \$18,712
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$6,891
- Net decrease of three (3) transferred positions - (\$89,383) P0053, P0205, P4043
- One (1) position created - \$169,859 P4088
- Temporary Salaries decreased (\$193,137)
- Pension decreased (\$11,703)
- Heath Benefits decreased (\$25,000) based on transfer of positions and 10% cost increase
- Other Post Employment Benefits (OPEB) & Retirement Health Savings (RHS) decreased (\$50,410)

CONTRACTUAL SERVICES - No Change

Funds provide for telephone service, other advertising, and other professional services for events and fairs

SUPPLIES & MATERIALS INCREASES \$9,500

- Decrease of (8,500) to Printing-Commercial based on actuals
- Increase of \$16,000 to Meals-Special Purpose for events such as iCan Bike Camp, Empowered, Disabilities Employment Recognition Luncheon, Harford's Most Beautiful, etc.

BUSINESS & TRAVEL - No Change

Funds provide for transportation costs, trainings/seminars/courses, membership fees/dues and transportation/meals/lodging

MISCELLANEOUS DECREASES (\$18,000)

- Disabilities Resources: \$5,500

- Local Management Board: \$7,000
- Family Court Services: \$10,000
- Klein Family Harford Crisis Center: \$250,000
- GEEF/ARC/SARC/Mobile Food Pantry Partnerships: \$8,000 (reduced based on actual spending)
- Disability employment lunch, youth/family expo, sensory Santa, etc: \$7,000 (reduced based on actual spending)
- At risk emergency funding: \$42,500
- Highland Community Association: \$140,000
- iCan bike camp: \$12,000
- iCan swim camp: \$10,000

INTER-GOVERNMENTAL/INTER-FUND EXPENDITURES - No Change

Funding provides for daily carpool use

DIVISION STAFF SUMMARY
Director of Housing & Community Services
Index #091000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	70,400	0.00	0	0.00	0
Administrative Secretary	1.00	80,212	1.00	78,000	1.00	82,162
Administrative Specialist I	1.00	72,357	1.00	72,357	0.00	0
Administrative Specialist II	1.00	70,531	1.00	70,531	1.00	76,298
Coordinator for Disabilities	1.00	74,191	1.00	74,191	1.00	83,012
Deputy Director, Community Services	1.00	110,725	1.00	125,000	1.00	134,270
Deputy Director, Housing	0.00	0	0.00	0	1.00	132,300
Director, Community Services	1.00	149,407	1.00	130,000	0.00	0
Director, Housing & Community Services	0.00	0	0.00	0	1.00	144,521
Human Relations Manager	1.00	69,000	1.00	69,000	0.00	0
Marketing Coordinator	0.00	0	0.00	0	1.00	87,111
TOTAL FULL-TIME SALARIES	8.00	696,823	7.00	619,079	7.00	739,674
GRANT FUNDING OFFSET		0		0		0
TEMPORARY SALARIES		115,700		296,890		105,753
SALARY TOTAL	8.00	812,523	7.00	915,969	7.00	845,427
OTHER PERSONAL SERVICES						
Pension & Retirement		83,467		101,436		101,451
Workers' Compensation		4,896		4,235		3,055
Health Benefits		188,599		176,750		155,200
RHS/OPEB		50,353		91,662		41,252
FICA		51,391		68,955		64,675
27th Pay		28851		0		0
Miscellaneous		2,845		3,265		2,985
TOTAL OTHER PERSONAL SERVICES		410,402		446,303		368,618
TOTAL PERSONAL SERVICES	8.00	1,222,925	7.00	1,362,272	7.00	1,214,045



HOUSING & COMMUNITY SERVICES

Housing

Cost Center 092000

ORIGIN & PURPOSE:

The Division of Housing accepts and administers Federal, State and Local housing funding, addresses the housing needs of residents, and assists with housing issues.

GOALS:

To expand homeownership opportunities for Harford County citizens through administration of down payment and assistance programs and homeowner and rental assistance counseling

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

DIVISION SUMMARY BY CHARACTER

Housing 092000 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$0	\$576,094
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$24,140
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$4,750
BUSINESS AND TRAVEL	\$0	\$0	\$0	\$8,150
MISCELLANEOUS	\$0	\$0	\$0	\$1,424,745
TOTAL	\$0	\$0	\$0	\$2,037,879

DIVISION SUMMARY BY FUND

Housing by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$0	\$0	\$0	\$2,037,879
GENERAL FUND TOTAL	\$0	\$0	\$0	\$2,037,879
TOTAL	\$0	\$0	\$0	\$2,037,879

PERSONAL SERVICES - \$576,094

- Transfer in of five (5) positions from Housing & Community Development - \$813,094 (P0053, P0232, P0522, P01971, P3025)
- Salary Offset - (\$237,000)

CONTRACTUAL SERVICES - \$24,140

Funds provide for Telephone Service, Other Advertising, Other Professionals Services, etc.

SUPPLIES & MATERIALS - \$4,750

Funds provide for General Office Supplies, Printing - Commercial, General Office Mailing, etc.

BUSINESS & TRAVEL - \$8,150

Funds provide for County-owned Vehicles, Fuel, Mileage, Parking Tolls, etc,

MISCELLANEOUS - \$1,424,745

Funds provide for Grants, Sponsorships, and Grant in Aid

- Funding breakdown for Grants and Grant in Aid below

Grants

Crisis Assistance Grant - \$45,000
Human Services Grant - \$11,000
SARC/Domestic Violence -
\$75,000

Grant in Aid

755 Alliance - \$5,000
EpiCenter - \$45,000
Family & Children
Services/Springboard
Community Services - \$35,000
Hope Center - \$15,000
LASOS Support Program - \$17,000

Grant in Aid cont.

MD Legal Aid - \$38,000
Down Syndrom Association of MD
- \$5,000
Wilson Ministry Center - \$19,500
Associated Catholic Charities -
\$35,000
Boys & Girls Club of HC - \$133,000
HdG Housing Authority - \$5,000
Inner County Outreach - \$38,000
LASOS Foundations Program -
\$55,000
Village at Lakeview Neighborhood
Network - \$13,000
Char Hope Foundation - \$63,000

Grant in Aid cont.

Homecoming Project - \$117,000
Mann House - \$90,000
Anna's House - \$70,000
Found in Faith Ministries - \$10,000
Habitat for Humanity - \$50,000
Harford Community Action Agency
- \$170,000
Harford Family House - \$100,000
Mason Dixon Community Services
- \$55,000
New Service Training Employment
Program
(NSTEP) - \$6,800
SARC GIA - \$80,000

DIVISION STAFF SUMMARY
Housing
Index #092000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Budget Tech I	0.00	0	0.00	0	1.00	59,451
Community Resource Coordinator	0.00	0	0.00	0	1.00	55,000
Housing Services Counselor	0.00	0	0.00	0	2.00	143,175
Project Manager	0.00	0	0.00	0	1.00	93,264
TOTAL FULL-TIME SALARIES	0.00	0	0.00	0	5.00	350,890
SALARY OFFSET		0		0		(237,000)
TEMPORARY SALARIES		0		0		180,129
SALARY TOTAL	0.00	0	0.00	0	5.00	294,019
OTHER PERSONAL SERVICES						
Pension & Retirement		0		0		63,723
Workers' Compensation		0		0		3,659
Health Benefits		0		0		135,800
RHS/OPEB		0		0		37,290
FICA		0		0		40,623
Miscellaneous		0		0		980
TOTAL OTHER PERSONAL SERVICES		0		0		282,075
TOTAL PERSONAL SERVICES	0.00	0	0.00	0	5.00	576,094



HOUSING & COMMUNITY SERVICES

Office of Drug Control Policy

Cost Center 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 of 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 of Drug Control Policy strives to continuously improve the network of available services to ensure efficient, effective, and proactive assistance for Harford County citizens.

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

DIVISION SUMMARY BY CHARACTER

ODCP by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$422,506	\$482,238	\$351,654	\$350,289
CONTRACTUAL SERVICES	\$61,464	\$638,772	\$631,350	\$631,350
SUPPLIES AND MATERIALS	\$4,073	\$3,432	\$5,400	\$5,400
BUSINESS AND TRAVEL	\$3,981	\$614	\$9,700	\$7,700
MISCELLANEOUS	\$495,607	\$174,170	\$345,000	\$250,000
TOTAL	\$987,631	\$1,299,226	\$1,343,104	\$1,244,739

DIVISION SUMMARY BY FUND

ODCP by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$987,631	\$1,299,226	\$1,343,104	\$1,244,739
TOTAL	\$987,631	\$1,299,226	\$1,343,104	\$1,244,739

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$1,365)

- Full-time Salaries increase \$9,319
 - Salary Adjustments - \$4,119
 - FY 24 COLA - \$5,200
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$7,099

CONTRACTUAL SERVICES - No Change

Funding provides for Telephone Services, Other Advertising, and Management Services like Addiction Connections Resources for treatment, recovery services, case management and peer recovery specialists, etc.

SUPPLIES & MATERIALS - No Change

Funding provides for General Office Supplies, Commercial Printing, etc.

BUSINESS & TRAVEL DECREASES (\$2,000)

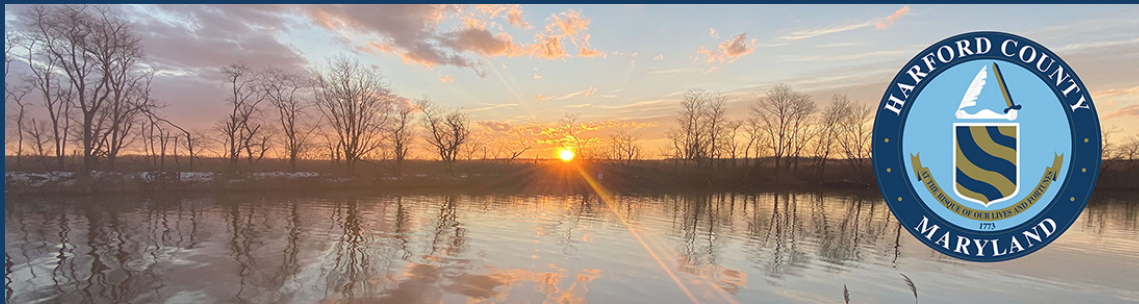
Funding decreased for Transportation Costs based on actuals

MISCELLANEOUS DECREASES (\$50,000)

Contributions provide for recovery month activities, Harford Community Action Agency peer recovery, and after prom initiatives. Sponsorship funding eliminated based on actual spending. Per Amendment #28 funding for Adult Drug Court Testing moved to Circuit Court.

DIVISION STAFF SUMMARY
Office of Drug Control Policy
Index #094000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Specialist I	1.00	79,621	1.00	79,621	0.00	0
Administrative Specialist III	0.00	0	0.00	0	1.00	87,999
Administrator	1.00	92,408	1.00	92,408	1.00	97,162
TOTAL FULL-TIME SALARIES	2.00	172,029	2.00	172,029	2.00	185,161
TEMPORARY SALARIES		138,203		53,465		56,642
SALARY TOTAL	2.00	310,232	2.00	225,494	2.00	241,803
OTHER PERSONAL SERVICES						
Pension & Retirement		31,758		25,664		29,016
Workers' Compensation		585		556		1,278
Health Benefits		35,486		62,171		38,800
RHS/OPEB		24,111		18,899		19,274
FICA		13,160		17,250		18,498
27th Pay		7,123		0		0
Miscellaneous		1,480		1,620		1,620
TOTAL OTHER PERSONAL SERVICES		113,703		126,160		108,486
TOTAL PERSONAL SERVICES	2.00	423,935	2.00	351,654	2.00	350,289



HOUSING & COMMUNITY SERVICES

Southern County Taskforce
Cost Center 096000

ORIGIN & PURPOSE:

The Southern County Taskforce originated from the recognition of specific challenges and opportunities within the Route 40 corridor in Harford County. This included issues such as traffic congestion, limited recreational opportunities, aesthetic concerns, economic development opportunities, and public safety challenges.

The purpose of the taskforce is to identify needs in the community and to facilitate community discussions through input from local leaders and concerns raised by residents and businesses along the Route 40 corridor.

Overall, the Southern County Taskforce serves as a collaborative platform for stakeholders to work together towards improving the overall quality of life along the Route 40 corridor in Harford County.

DIVISION SUMMARY BY CHARACTER

Southern County Taskforce by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$0	\$199,801
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$11,000
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$8,000
BUSINESS AND TRAVEL	\$0	\$0	\$0	\$2,000
TOTAL	\$0	\$0	\$0	\$220,801

DIVISION SUMMARY BY FUND

Southern County Taskforce

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$0	\$220,801
TOTAL	\$0	\$0	\$0	\$220,801

PERSONAL SERVICES - \$199,801

- Temporary Salaries - \$129,133
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$4,018
- Pension - \$15,496
- Workers' Comp - \$2,195
- Life - \$280
- Health Benefits - \$38,800
- FICA - \$9,879

CONTRACTUAL SERVICES - \$11,000

Funding provides for Other Advertising and Other Professional Services

SUPPLIES & MATERIALS - \$8,000

Funding provides for General Office Supplies, Mailing, Commercial Printing, and Other Supplies and Materials

BUSINESS & TRAVEL - \$2,000

Funding provides for Meals and Training Seminars, Courses and Meetings

DIVISION STAFF SUMMARY
Southern County Taskforce
Index #096000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		0		0		132,444
OTHER PERSONAL SERVICES						
Pension & Retirement		0		0		15,893
Workers' Compensation		0		0		2,252
Health Benefits		0		0		38,800
FICA		0		0		10,132
Miscellaneous		0		0		280
TOTAL OTHER PERSONAL SERVICES		0		0		67,357
TOTAL PERSONAL SERVICES		0		0		199,801



HOUSING & COMMUNITY SERVICES

Office on Aging

Cost Center 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.

GOAL:

To connect and provide to seniors and caretakers, resources and guidance that promote healthy lifestyles

DIVISION SUMMARY BY CHARACTER

Office on Aging by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,375,850	\$1,553,787	\$2,134,338	\$2,194,122
CONTRACTUAL SERVICES	\$172,526	\$247,721	\$407,027	\$407,327
SUPPLIES AND MATERIALS	\$11,780	\$16,642	\$23,750	\$18,250
BUSINESS AND TRAVEL	\$4,395	\$7,302	\$9,300	\$10,050
CAPITAL OUTLAY	\$0	\$0	\$0	\$5,500
TOTAL	\$1,564,551	\$1,825,453	\$2,574,415	\$2,635,249

DIVISION SUMMARY BY FUND

Office on Aging by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,564,551	\$1,825,453	\$2,574,415	\$2,635,249
GENERAL FUND TOTAL	\$1,564,551	\$1,825,453	\$2,574,415	\$2,635,249
TOTAL	\$1,564,551	\$1,825,453	\$2,574,415	\$2,635,249

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$59,784

- Full-time Salaries increase \$36,915
 - Salary Adjustment - \$67
 - Turnover - \$3,984
 - FY 24 COLA - \$32,864
- One (1) position abolished - (\$91,119) P2788
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$139,039
- Other Post Employment Benefits (OPEB) & Retirement Health Savings (RHS) decreased - (\$39,513)

CONTRACTUAL SERVICES INCREASES \$300

Funding provides for Electricity, Heating Fuel, Water and Sewer, Telephone and Fax Services, Other Professional Services, and Building/Custodial Services

SUPPLIES & MATERIALS DECREASES (\$5,500)

Funds from Other Supplies and Materials were reallocated to Capital Outlay - Other to correct allocation.

BUSINESS & TRAVEL INCREASES \$750

Increase to County-owned Vehicles based on actual spending

CAPITAL OUTLAY INCREASES \$5,500

Funds were reallocated from Other Supplies and Materials and are used to replace fitness room equipment

DIVISION STAFF SUMMARY
Office on Aging
Index #097100

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	2.00	124,256	2.00	109,808	0.00	0
Administrative Budget Technician I	1.00	63,637	0.00	0	1.00	52,943
Administrative Budget Technician II	0.00	0	1.00	66,824	1.00	70,532
Administrative Specialist I	1.00	61,368	1.00	61,368	1.00	64,860
Administrator	1.00	104,295	1.00	104,295	1.00	109,532
Client Advocacy Services Asst. Manager	3.00	207,614	3.00	207,614	3.00	224,934
Client Advocacy Services Manager	2.00	178,682	2.00	178,682	2.00	187,939
Community Resource Coordinator	0.00	0	0.00	0	1.00	56,440
Grants Specialist	1.00	59,491	1.00	46,114	0.00	0
Long Term Care Coordinator	1.00	79,687	1.00	79,687	1.00	83,924
Manager, Senior Center Division	1.00	90,408	1.00	90,408	1.00	95,080
Senior Center Specialist	2.00	142,511	2.00	142,511	2.00	140,969
TOTAL FULL-TIME SALARIES	15.00	1,111,949	15.00	1,087,311	14.00	1,087,153
SALARY OFFSET		0		0		0
TEMPORARY SALARIES		230,624		267,826		361,021
SALARY TOTAL	15.00	1,342,573	15.00	1,355,137	14.00	1,448,174
OTHER PERSONAL SERVICES						
Pension & Retirement		137,016		137,247		153,602
Workers' Compensation		8,320		6,016		6,021
Health Benefits		317,228		365,406		349,740
RHS/OPEB		210,520		163,958		124,445
FICA		90,064		103,668		109,638
27th Pay		46039		0		0
Miscellaneous		2,300		2,905		2,502
TOTAL OTHER PERSONAL SERVICES		811,487		779,200		745,948
TOTAL PERSONAL SERVICES	15.00	2,154,060	15.00	2,134,337	14.00	2,194,122



HOUSING & COMMUNITY SERVICES

Harford Transit

Cost Center 097200

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 services for the elderly and disabled persons.

GOAL:

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

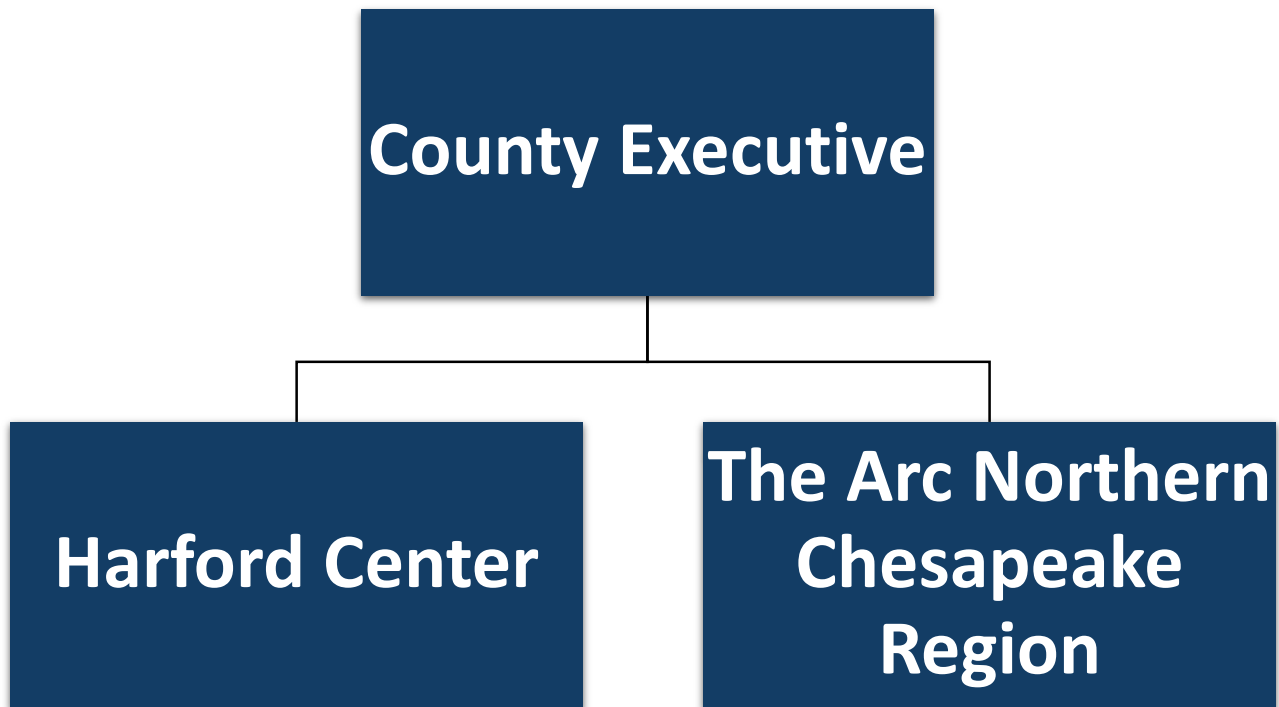
Harford Transit operating expenses are funded by various federal and state transportation grants.

DIVISION STAFF SUMMARY
Harford Transit
Index #097200

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Accounting Technician II	0.00	0	1.00	77,875	1.00	80,087
Communications Specialist I	0.00	0	1.00	52,213	0	0
Communications Specialist I	0.00	0	1.00	46,213	0	0
TOTAL FULL-TIME SALARIES	0.00	0	3.00	176,301	1.00	80,087
GRANT FUNDING OFFSET		0		(176,301)		(80,087)
SALARY TOTAL	0.00	0	3.00	0	1.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		0		0		0
Workers' Compensation		0		0		0
Health Benefits		0		0		0
RHS/OPEB		0		0		0
FICA		0		0		0
27th Pay		0		0		0
Miscellaneous		0		0		0
TOTAL OTHER PERSONAL SERVICES		0		0		0
TOTAL PERSONAL SERVICES	0.00	0	3.00	0	1.00	0

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HANDICAPPED CARE CENTERS





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.

DEPARTMENT SUMMARY BY CHARACTER

Handicapped Care Centers by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921
TOTAL	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921

DEPARTMENT SUMMARY BY FUND

Handicapped Care Centers by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921
GENERAL FUND TOTAL	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921
TOTAL	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921

DEPARTMENT SUMMARY BY DIVISION

Handicapped Care Centers by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
HANDICAPPED CARE CENTERS				
(141000) HARFORD CENTER	\$620,193	\$675,745	\$702,215	\$721,341
(142000) ARC NORTHERN CHESAPEAKE REGION	\$1,977,800	\$2,171,650	\$2,249,580	\$2,249,580
HANDICAPPED CARE CENTERS TOTAL	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921
TOTAL	\$2,597,993	\$2,847,395	\$2,951,795	\$2,970,921

FINANCIAL NOTES

MISCELLANEOUS INCREASES \$19,126

Additional funds to support operations



HANDICAPPED CARE CENTERS

The Harford Center

Cost Center 141000

ORIGIN & PURPOSE:

The Harford Center, Inc. was created by Bill No. 78-3, Article XXV of the Harford County Code. Since 1961, The Harford Center has supported its community by providing adults with disabilities the opportunity to have a meaningful day. The Harford Center provides day habilitation and supported employment services to adults with differing abilities. We promote dignity, safety, stability, choice, and community integration. Our goal is to ensure that all of the individuals we support in programs are integrated into the community through social activities, volunteering, employment, and recreation. Through individualized programming, each participant at the Harford Center is able to choose what brings meaning into their lives. The Harford Center is funded through a combination of State, Federal, and local grant dollars. Additionally, The Harford Center receives an annual appropriation from the Harford County Government. Through this funding, Harford County citizens with differing abilities can fully participate, enjoy, and work in their community.

GOAL:

Continue to provide high-quality services that are individualized to ensure that each person has a meaningful day, every day.

DIVISION SUMMARY BY CHARACTER

Harford Center by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$620,193	\$675,745	\$702,215	\$721,341
TOTAL	\$620,193	\$675,745	\$702,215	\$721,341

DIVISION SUMMARY BY FUND

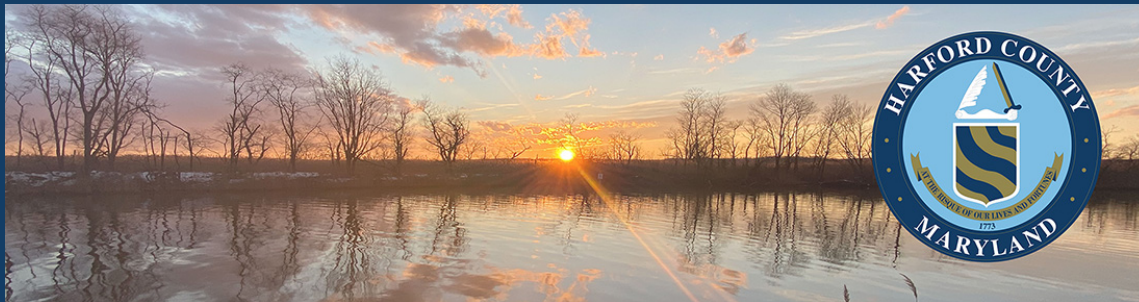
Harford Center by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$620,193	\$675,745	\$702,215	\$721,341
GENERAL FUND TOTAL	\$620,193	\$675,745	\$702,215	\$721,341
TOTAL	\$620,193	\$675,745	\$702,215	\$721,341

FINANCIAL NOTES

MISCELLANEOUS INCREASES \$19,126

Additional funds to support operations



HANDICAPPED CARE CENTERS

The Arc Northern Chesapeake Region

Cost Center 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.

GOAL:

To minimize staff turnover and to increase retention in order to maintain a qualified workforce

DIVISION SUMMARY BY CHARACTER

ARC by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$1,977,800	\$2,171,650	\$2,249,580	\$2,249,580
TOTAL	\$1,977,800	\$2,171,650	\$2,249,580	\$2,249,580

DIVISION SUMMARY BY FUND

ARC by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,977,800	\$2,171,650	\$2,249,580	\$2,249,580
GENERAL FUND TOTAL	\$1,977,800	\$2,171,650	\$2,249,580	\$2,249,580
TOTAL	\$1,977,800	\$2,171,650	\$2,249,580	\$2,249,580

FINANCIAL NOTES

MISCELLANEOUS - No Change

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OFFICE of GOVERNMENTAL & COMMUNITY RELATIONS

DEPARTMENT SUMMARY BY CHARACTER

Gov't & Comm Relations by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$848,653	\$1,031,890	\$0	\$0
CONTRACTUAL SERVICES	\$68,308	\$59,142	\$0	\$0
SUPPLIES AND MATERIALS	\$49,577	\$80,551	\$0	\$0
BUSINESS AND TRAVEL	\$6,161	\$13,454	\$0	\$0
CAPITAL OUTLAY	\$0	\$399	\$0	\$0
MISCELLANEOUS	\$162,908	\$153,821	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$42	\$0	\$0	\$0
TOTAL	\$1,135,649	\$1,339,257	\$0	\$0

DEPARTMENT SUMMARY BY FUND

Gov't & Comm Relations by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,135,649	\$1,339,257	\$0	\$0
TOTAL	\$1,135,649	\$1,339,257	\$0	\$0

DEPARTMENT SUMMARY BY DIVISION

Gov't & Comm Relations by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
OFFICE OF GOVERNMENT & COMMUNITY RELATIONS				
(151000) OFFICE OF GOV'T & COMMUNITY RELATIONS	\$687,185	\$856,411	\$0	\$0
(154000) CITIZEN AFFAIRS & AGRICULTURAL SERVICES	\$448,464	\$482,846	\$0	\$0
OFFICE OF GOVERNMENT & COMMUNITY RELATIONS TOTAL	\$1,135,649	\$1,339,257	\$0	\$0
TOTAL	\$1,135,649	\$1,339,257	\$0	\$0

**DEPARTMENT STAFF SUMMARY
OFFICE OF GOVERNMENTAL AND COMMUNITY RELATIONS**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	73,076	0.00	0	0.00	0
Chief, Citizen Affairs and Agricultural Services	1.00	81,576	0.00	0	0.00	0
Director	1.00	148,877	0.00	0	0.00	0
Deputy Director	1.00	89,720	0.00	0	0.00	0
Marketing Coordinator	3.00	259,868	0.00	0	0.00	0
SUB-TOTAL FULL-TIME SALARIES	7.00	653,117	0.00	0	0.00	0
TEMPORARY SALARIES		42,332		0		0
SALARY TOTAL	7.00	695,449	0.00	0	0.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		71,843		0		0
Workers' Compensation		4,034		0		0
Health Benefits		179,851		0		0
RHS/OPEB		48,909		0		0
FICA		48,080		0		0
27th Pay		27,041		0		0
Miscellaneous		980		0		0
TOTAL OTHER PERSONAL SERVICES		380,738		0		0
TOTAL PERSONAL SERVICES	7.00	1,076,187	0.00	0	0.00	0



OFFICE of GOVERNMENTAL & COMMUNITY RELATIONS

Office of Governmental & Community Relations

Cost Center 151000

DIVISION SUMMARY BY CHARACTER

Gov't & Comm Relations by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$848,653	\$1,031,890	\$0	\$0
CONTRACTUAL SERVICES	\$68,308	\$59,142	\$0	\$0
SUPPLIES AND MATERIALS	\$49,577	\$80,551	\$0	\$0
BUSINESS AND TRAVEL	\$6,161	\$13,454	\$0	\$0
CAPITAL OUTLAY	\$0	\$399	\$0	\$0
MISCELLANEOUS	\$162,908	\$153,821	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$42	\$0	\$0	\$0
TOTAL	\$1,135,649	\$1,339,257	\$0	\$0

DIVISION SUMMARY BY FUND

Gov't & Comm Relations by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$1,135,649	\$1,339,257	\$0	\$0
TOTAL	\$1,135,649	\$1,339,257	\$0	\$0

DEPARTMENT STAFF SUMMARY
Office of Governmental and Community Relations
Cost Center 151000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	73,076	0.00	0	0.00	0
Director	1.00	148,877	0.00	0	0.00	0
Deputy Director	1.00	89,720	0.00	0	0.00	0
Marketing Coordinator	2.00	175,704	0.00	0	0.00	0
SUB-TOTAL FULL-TIME SALARIES	5.00	487,377	0.00	0	0.00	0
TEMPORARY SALARIES		0		0		0
SALARY TOTAL	5.00	487,377	0.00	0	0.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		53,611		0		0
Workers' Compensation		3,470		0		0
Health Benefits		133,791		0		0
RHS/OPEB		34,549		0		0
FICA		35,401		0		0
27th Pay		20,179		0		0
Miscellaneous		700		0		0
TOTAL OTHER PERSONAL SERVICES		281,701		0		0
TOTAL PERSONAL SERVICES	5.00	769,078	0.00	0	0.00	0



OFFICE of GOVERNMENTAL & COMMUNITY RELATIONS

Citizen Affairs & Agricultural Services

Cost Center 154000

DIVISION SUMMARY BY CHARACTER

Citizen Affairs by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$227,357	\$251,048	\$0	\$0
CONTRACTUAL SERVICES	\$14,718	\$18,313	\$0	\$0
SUPPLIES AND MATERIALS	\$43,482	\$59,530	\$0	\$0
BUSINESS AND TRAVEL	\$0	\$134	\$0	\$0
MISCELLANEOUS	\$162,908	\$153,821	\$0	\$0
TOTAL	\$448,464	\$482,846	\$0	\$0

DIVISION SUMMARY BY FUND

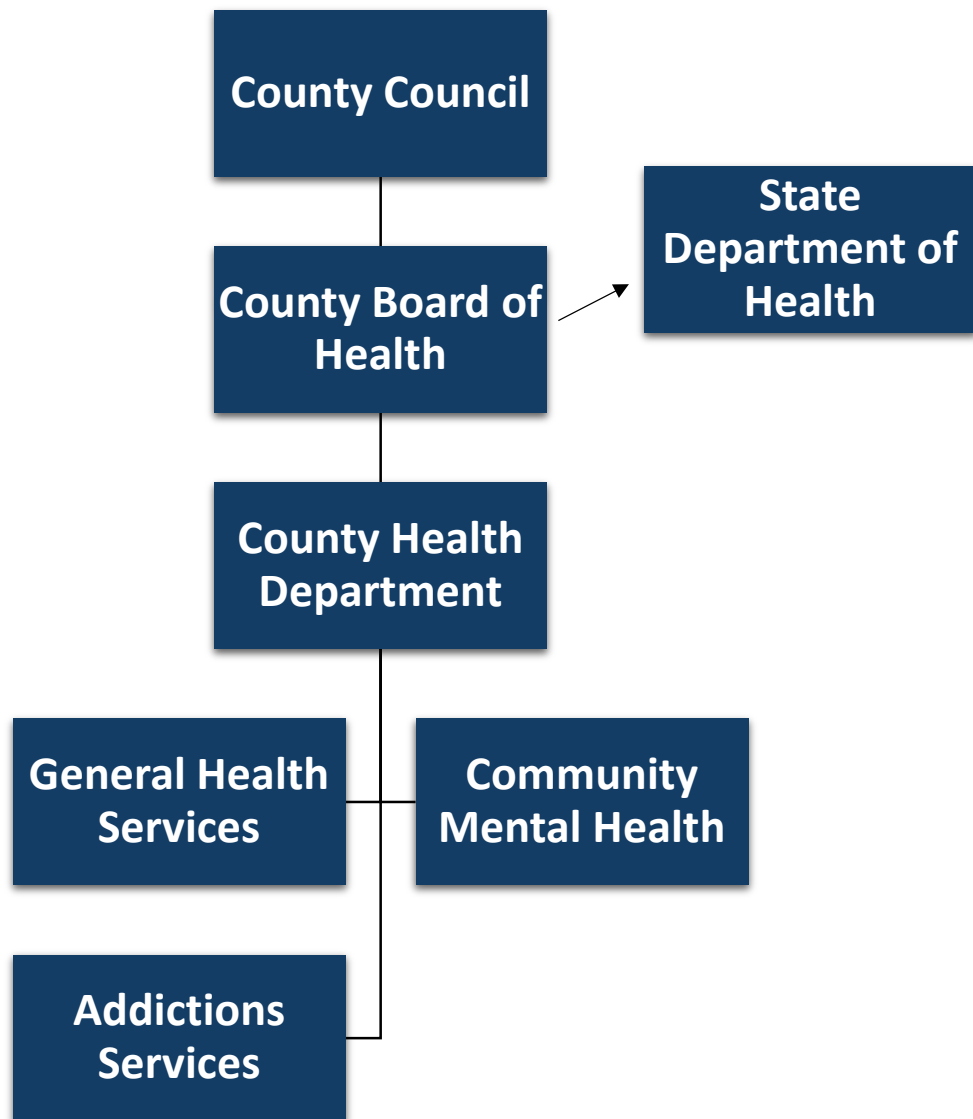
Citizen Affairs by Fund

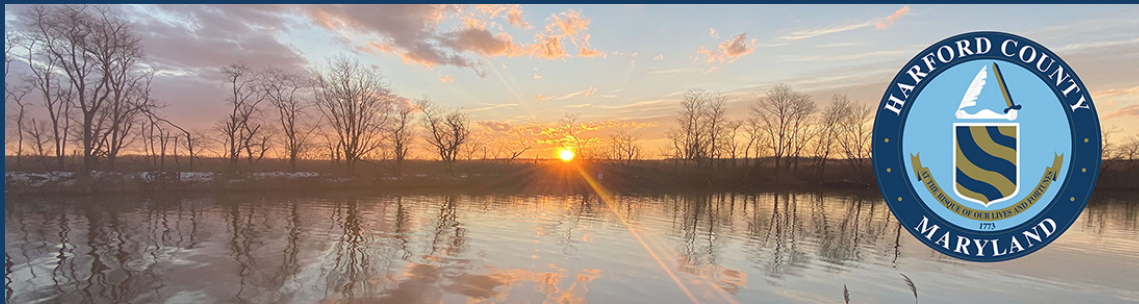
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$448,464	\$482,846	\$0	\$0
TOTAL	\$448,464	\$482,846	\$0	\$0

DEPARTMENT STAFF SUMMARY
Office of Governmental and Community Relations
Cost Center 154000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 24 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Chief, Citizen Affairs and Agricultural Services	1.00	81,576	0.00	0	0.00	0
Marketing Coordinator	1.00	84,164	0.00	0	0.00	0
SUB-TOTAL FULL-TIME SALARIES	2.00	165,740	0.00	0	0.00	0
TEMPORARY SALARIES		42,332		0		0
SALARY TOTAL	2.00	208,072	0.00	0	0.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		18,231		0		0
Workers' Compensation		564		0		0
Health Benefits		46,060		0		0
RHS/OPEB		14,360		0		0
FICA		12,679		0		0
27th Pay		6,862		0		0
Miscellaneous		280		0		0
TOTAL OTHER PERSONAL SERVICES		99,036		0		0
TOTAL PERSONAL SERVICES	2.00	307,108	0.00	0	0.00	0

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

GOALS:

To establish and maintain a coordinated system of continuous health assessment, policy development and assurance for the delivery of public health services to the citizens;

To strive for an optimum level of protection against preventable disease, premature loss of life and environmental pollution;

To prevent and control epidemics.

DEPARTMENT SUMMARY BY CHARACTER

Health by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$193,784	\$210,446	\$207,564	\$207,564
CONTRACTUAL SERVICES	\$293,523	\$262,003	\$318,215	\$318,215
MISCELLANEOUS	\$3,492,389	\$3,492,388	\$4,242,389	\$4,480,798
TOTAL	\$3,979,696	\$3,964,837	\$4,768,168	\$5,006,577

DEPARTMENT SUMMARY BY FUND

Health by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$3,979,696	\$3,964,837	\$4,768,168	\$5,006,577
TOTAL	\$3,979,696	\$3,964,837	\$4,768,168	\$5,006,577

FINANCIAL NOTES

PERSONAL SERVICES no change

Funding provides for stipends for Environmental Health employees.

CONTRACTUAL SERVICES no change

Funding provides for office space leases.

MISCELLANEOUS INCREASES \$239,409

Funding increased to provide for 5% increase in overall county funding, to be offset by increased revenue from Health Department services. Funds provide for Environmental Health operations, Administrative expenses, Community Health operations, Addiction program expenses, Behavioral Health treatment services, Teen Diversion program, and Water Testing.

DIVISION STAFF SUMMARY
General Health Services
Cost Center 161000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		<u>192,814</u>		<u>192,814</u>		<u>192,814</u>
SALARY TOTAL		<u>192,814</u>		<u>192,814</u>		<u>192,814</u>
OTHER PERSONAL SERVICES						
FICA		<u>14,750</u>		<u>14,750</u>		<u>14,750</u>
TOTAL OTHER PERSONAL SERVICES		<u>14,750</u>		<u>14,750</u>		<u>14,750</u>
TOTAL PERSONAL SERVICES		<u>207,564</u>		<u>207,564</u>		<u>207,564</u>



HOUSING & COMMUNITY DEVELOPMENT

DEPARTMENT SUMMARY BY CHARACTER

Housing 171000 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$806,610	\$0
CONTRACTUAL SERVICES	\$0	\$0	\$24,140	\$0
SUPPLIES AND MATERIALS	\$0	\$0	\$7,290	\$0
BUSINESS AND TRAVEL	\$0	\$0	\$8,650	\$0
MISCELLANEOUS	\$0	\$0	\$1,425,905	\$0
TOTAL	\$0	\$0	\$2,272,595	\$0

DEPARTMENT SUMMARY BY FUND

Housing 171000 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$0	\$0	\$2,272,595	\$0
GENERAL FUND TOTAL	\$0	\$0	\$2,272,595	\$0
TOTAL	\$0	\$0	\$2,272,595	\$0

DEPARTMENT SUMMARY BY DIVISION

Housing 171000 by Division

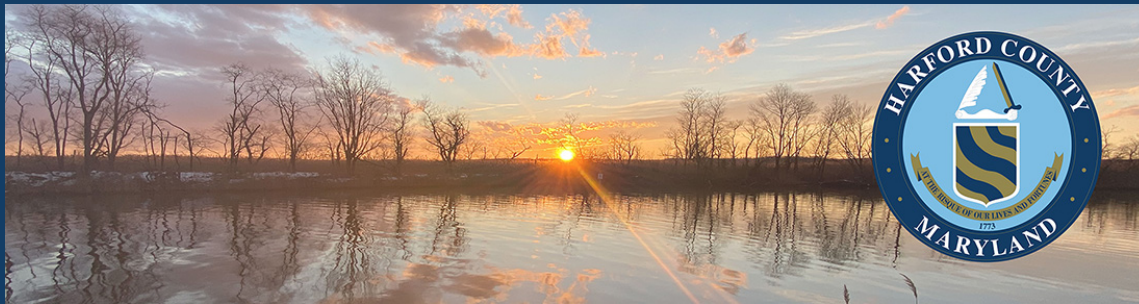
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
HOUSING & COMMUNITY DEVELOPMENT				
(171000) HOUSING SERVICES	\$0	\$0	\$2,272,595	\$0
HOUSING & COMMUNITY DEVELOPMENT TOTAL	\$0	\$0	\$2,272,595	\$0
TOTAL	\$0	\$0	\$2,272,595	\$0

DIVISION STAFF SUMMARY
Housing & Community Development
Index #171000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	0.00	0	1.00	73,091	0.00	0
Administrative Secretary III	0.00	0	1.00	81,300	0.00	0
Deputy Director, Housing	0.00	0	1.00	120,000	0.00	0
Director, Housing	0.00	0	1.00	130,000	0.00	0
Grants Administrator	0.00	0	1.00	82,197	0.00	0
Housing Inspector	0.00	0	1.00	68,229	0.00	0
Housing Services Counselor	0.00	0	2.00	136,840	0.00	0
TOTAL FULL-TIME SALARIES	0.00	0	8.00	691,657	0.00	0
SALARY OFFSET		0		(286,370)		0
TEMPORARY SALARIES		0		24,362		0
SALARY TOTAL	0.00	0	8.00	429,649	0.00	0
OTHER PERSONAL SERVICES						
Pension & Retirement		0		88,471		0
Workers' Compensation		0		2,196		0
Health Benefits		0		159,075		0
RHS/OPEB		0		67,643		0
FICA		0		58,316		0
Miscellaneous		0		1,260		0
TOTAL OTHER PERSONAL SERVICES		0		376,961		0
TOTAL PERSONAL SERVICES	0.00	0	8.00	806,610	0.00	0

INFORMATION & COMMUNICATION TECHNOLOGY





INFORMATION & COMMUNICATION TECHNOLOGY

ORIGIN & PURPOSE:

The Office of Information and Communication Technology was created by Executive Order under Article XXXVIB. 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 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.

GOALS:

To implement innovative and cost effective IT based business solutions
To implement a talent acquisition and management program for the ICT workforce

DEPARTMENT SUMMARY BY CHARACTER

ICT DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,923,572	\$3,592,807	\$4,006,739	\$4,513,298
CONTRACTUAL SERVICES	\$6,865,574	\$7,288,885	\$9,686,523	\$11,164,059
SUPPLIES AND MATERIALS	\$82,555	\$110,050	\$103,050	\$51,000
BUSINESS AND TRAVEL	\$11,194	\$18,293	\$26,855	\$36,150
MISCELLANEOUS	\$204,000	\$0	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$500	\$500
TOTAL	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007

DEPARTMENT SUMMARY BY FUND

ICT DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007
GENERAL FUND TOTAL	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007
TOTAL	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007

DEPARTMENT SUMMARY BY DIVISION

ICT DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
INFORMATION & COMMUNICATION TECHNOLOGY				
(181000) INFORMATION & COMMUNICATION TECHNOLOGY	\$9,738,647	\$10,605,559	\$13,009,667	\$14,808,112
(182000) BROADBAND	\$348,248	\$404,476	\$814,000	\$956,895
INFORMATION & COMMUNICATION TECHNOLOGY TOTAL	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007
TOTAL	\$10,086,895	\$11,010,035	\$13,823,667	\$15,765,007

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$506,559

- Full-time salaries increase \$19,176
 - Salary adjustments - \$29,546
 - Turnover - (\$84,902)
 - FY 24 COLA - \$74,532
- Net increase from the transfer in of two positions: \$232,174 (P0667, P3269)
- Net total from two (2) PINs created during FY 24: \$179,109 (P4176, P4177)
- FY 26 COLA of 1% and merit of \$1,000 for all eligible employees: \$69,852
- Temporary salaries decrease (\$111,107)
- Health benefits increase \$57,260 based on 10% cost increase
- Retirement Health Savings (RHS) and Other Post Employment Benefits (OPEB) increase \$33,614 based on cost actuarial
- Overtime increase \$25,000 based on actual spending

CONTRACTUAL SERVICES INCREASES \$1,477,536

Major changes include:

- Increase of \$2,415,500 for Other Professional Services in ICT 181000
- Decrease of (\$2,124,550) for Data Processing Hardware in ICT 181000
- Increase of \$857,586 for Data Processing Software in ICT 181000
- Increase of \$110,000 for Security Systems in ICT 181000 (reallocated from DPW)
- Increase of \$5,000 for county fiber maintenance agreement in Broadband 182000

SUPPLIES & MATERIALS DECREASES (\$52,050)

Decrease based on actual expense history.

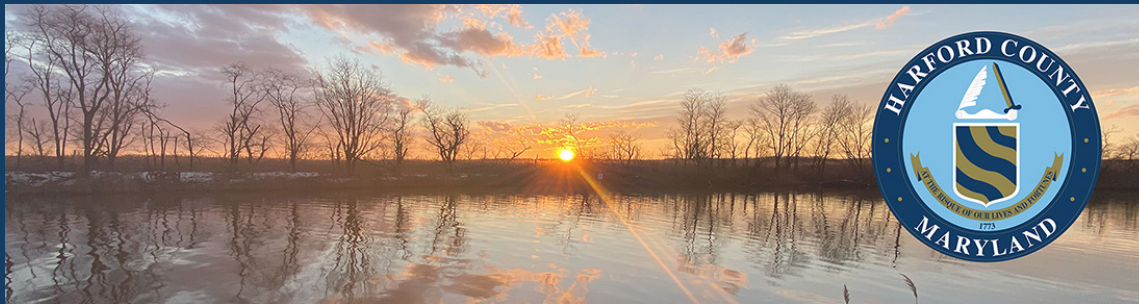
BUSINESS & TRAVEL INCREASES \$9,295

Funds adjusted based on actual expense history.

INTERGOVERNMENTAL/INTERFUND no change

**DEPARTMENT STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Budget Technician II	1.00	70,102	1.00	74,692	1.00	82,605
Administrative Secretary	1.00	74,685	1.00	81,940	1.00	86,261
Asset Manager	0.00	0	0.00	0	1.00	108,490
Computer Engineer	0.00	0	0.00	0	3.00	169,011
Computer Systems Engineer	5.00	376,156	5.00	379,739	4.00	294,756
Deputy Director, ICT	0.00	0	1.00	130,000	1.00	136,268
Director of ICT	1.00	161,620	1.00	147,000	1.00	153,605
GIS Coordinator	1.00	111,057	1.00	111,057	1.00	116,568
ICT Supervisor	2.00	229,084	3.00	359,709	3.00	377,308
Manager, Systems Development	1.00	113,525	1.00	113,525	1.00	119,137
Programmer	2.00	115,139	3.00	161,695	3.00	177,968
Programmer Analyst	2.00	123,907	2.00	114,587	4.00	294,307
Senior Computer Systems Engineer	3.00	274,376	4.00	347,666	4.00	379,731
Senior Programmer Analyst	4.00	414,102	2.00	206,708	1.00	73,246
Supervisor, App & Web Services	1.00	140,568	1.00	140,568	1.00	147,278
Supervisor, Software Development	1.00	97,032	1.00	97,032	1.00	101,974
SUB-TOTAL FULL-TIME SALARIES	25.00	2,301,353	27.00	2,465,918	31.00	2,818,513
TEMPORARY SALARIES		384,000		258,677		149,456
TOTAL SALARIES	25.00	2,685,353	27.00	2,724,595	31.00	2,967,969
OTHER PERSONAL SERVICES						
Pension & Retirement		253,149		300,580		348,957
Workers' Compensation		10,998		8,111		8,128
Health Benefits		495,386		484,539		618,700
RHS/OPEB		147,218		183,944		217,558
Overtime and Shift Differential		128,000		87,572		106,000
FICA		201,617		212,097		240,406
27th Pay		95,285		0		0
Miscellaneous		4,600		5,300		5,580
TOTAL OTHER PERSONAL SERVICES		1,336,253		1,282,143		1,545,329
TOTAL PERSONAL SERVICES	25.00	4,021,606	27.00	4,006,738	31.00	4,513,298



INFORMATION & COMMUNICATION TECHNOLOGY

Office of Information & Communication Technology
Cost Center 181000

ORIGIN & PURPOSE:

The Office of Information and Communication Technology was created by Executive Order under Article XXXVIB. 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 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.

GOALS:

To implement innovative and cost effective IT based business solutions
To implement a talent acquisition and management program for the ICT workforce

DIVISION SUMMARY BY CHARACTER

Office of ICT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,923,572	\$3,592,807	\$4,006,739	\$4,377,403
CONTRACTUAL SERVICES	\$6,518,508	\$6,885,029	\$8,876,523	\$10,349,059
SUPPLIES AND MATERIALS	\$81,373	\$109,430	\$102,050	\$49,250
BUSINESS AND TRAVEL	\$11,194	\$18,293	\$23,855	\$31,900
MISCELLANEOUS	\$204,000	\$0	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$500	\$500
TOTAL	\$9,738,647	\$10,605,559	\$13,009,667	\$14,808,112

DIVISION SUMMARY BY FUND

Office of ICT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$9,738,647	\$10,605,559	\$13,009,667	\$14,808,112
GENERAL FUND TOTAL	\$9,738,647	\$10,605,559	\$13,009,667	\$14,808,112
TOTAL	\$9,738,647	\$10,605,559	\$13,009,667	\$14,808,112

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$370,664

- Full-time salaries increase \$19,176
 - Salary adjustments - \$29,546
 - Turnover - (\$84,902)
 - FY 24 COLA - \$74,532
- Net increase from the transfer in of two positions - \$232,174 (P0667, P3269)
- Net total from two (2) PINs created during FY 24 - \$179,109 (P4176, P4177)
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$66,337
- Temporary salaries decrease (\$198,677)
- Health benefits adjusted \$37,860 based on 10% cost increase
- Overtime increase \$25,000 based on actual spending

CONTRACTUAL SERVICES INCREASES \$1,472,536

Major changes include:

- Increase of \$2,415,500 for Other Professional Services - expenses include software and hardware security and maintenance contracts such as Malware, MERAKI, VxRail, Cisco, etc. Funds were reallocated from the Hardware line item.
- Decrease of (\$2,124,550) for Data Processing Hardware - funds reallocated to the Other Professional Services line item and adjusted based on actuals.
- Increase of \$857,586 for Data Processing Software - expenses include all software for General Fund departments.
- Increase of \$110,000 for Security Systems - funds reallocated from DPW due to the transfer of the Asset Manager

SUPPLIES & MATERIALS DECREASES (\$52,800)

Funding provides for general office supplies, printing, delivery charges, computer software and hardware components. Funding was adjusted based on actual spending.

BUSINESS & TRAVEL INCREASES \$8,045

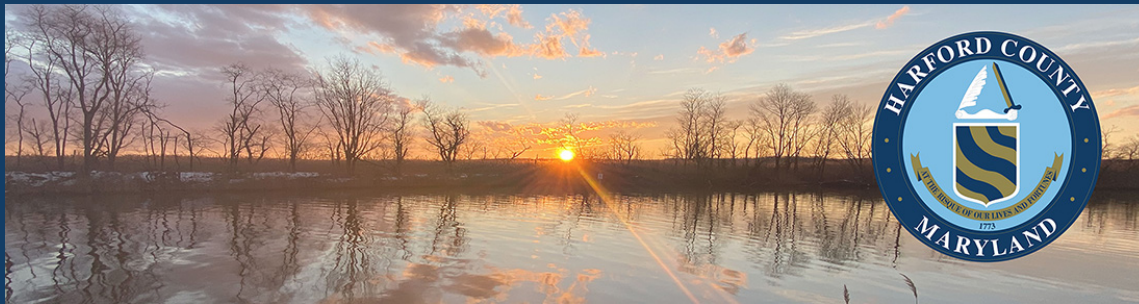
Funding provides for county-owned vehicles and fuel; meals and lodging; and membership fees and training seminars. Line items adjusted based on actual spending, and \$2,000 added to provide county vehicle funding for the Asset Manager.

INTERGOVERNMENTAL/INTERFUND no change

Funds provide for daily fleet carpool use.

DIVISION STAFF SUMMARY
INFORMATION AND COMMUNICATION TECHNOLOGY
Index #181000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Budget Technician II	1.00	70,102	1.00	74,692	1.00	82,605
Administrative Secretary	1.00	74,685	1.00	81,940	1.00	86,261
Asset Manager	0.00	0	0.00	0	1.00	108,490
Computer Engineer	0.00	0	0.00	0	3.00	169,011
Computer Systems Engineer	5.00	376,156	5.00	379,739	4.00	294,756
Deputy Director, ICT	0.00	0	1.00	130,000	1.00	136,268
Director of ICT	1.00	161,620	1.00	147,000	1.00	153,605
GIS Coordinator	1.00	111,057	1.00	111,057	1.00	116,568
ICT Supervisor	2.00	229,084	3.00	359,709	3.00	377,308
Manager, Systems Development	1.00	113,525	1.00	113,525	1.00	119,137
Programmer	2.00	115,139	3.00	161,695	3.00	177,968
Programmer Analyst	2.00	123,907	2.00	114,587	4.00	294,307
Senior Computer Systems Engineer	3.00	274,376	4.00	347,666	4.00	379,731
Senior Programmer Analyst	4.00	414,102	2.00	206,708	1.00	73,246
Supervisor, App & Web Services	1.00	140,568	1.00	140,568	1.00	147,278
Supervisor, Software Development	1.00	97,032	1.00	97,032	1.00	101,974
SUB-TOTAL FULL-TIME SALARIES	25.00	2,301,353	27.00	2,465,918	31.00	2,818,513
TEMPORARY SALARIES		284,000		258,677		60,000
TOTAL SALARIES	25.00	2,585,353	27.00	2,724,595	31.00	2,878,513
OTHER PERSONAL SERVICES						
Pension & Retirement		253,149		300,580		338,222
Workers' Compensation		10,998		8,111		6,607
Health Benefits		495,386		484,539		599,300
RHS/OPEB		147,218		183,944		209,758
Overtime and Shift Differential		128,000		87,572		106,000
FICA		201,617		212,097		233,563
27th Pay		95,285		0		0
Miscellaneous		4,600		5,300		5,440
TOTAL OTHER PERSONAL SERVICES		1,336,253		1,282,143		1,498,890
TOTAL PERSONAL SERVICES	25.00	3,921,606	27.00	4,006,738	31.00	4,377,403



INFORMATION & COMMUNICATION TECHNOLOGY

Office of Broadband
Cost Center 182000

ORIGIN & PURPOSE:

The Office of Broadband was created to facilitate the deployment of broadband in unserved and underserved rural areas of Harford County. The County is working with an internet service provider (ISP) to apply for state and federal grants to help close the digital access gap.

Funding for maintenance of the County's Harford Metro Area Network (HMAN) is allocated in this cost center. The County has built and maintains the HMAN, which provides all county, school, public safety, and library facilities with a fiber network.

DIVISION SUMMARY BY CHARACTER

Broadband by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$0	\$135,895
CONTRACTUAL SERVICES	\$347,066	\$403,856	\$810,000	\$815,000
SUPPLIES AND MATERIALS	\$1,182	\$620	\$1,000	\$1,750
BUSINESS AND TRAVEL	\$0	\$0	\$3,000	\$4,250
TOTAL	\$348,248	\$404,476	\$814,000	\$956,895

DIVISION SUMMARY BY FUND

Broadband by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$348,248	\$404,476	\$814,000	\$956,895
GENERAL FUND TOTAL	\$348,248	\$404,476	\$814,000	\$956,895
TOTAL	\$348,248	\$404,476	\$814,000	\$956,895

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$135,895

- Temporary Salaries - \$87,570 for Broadband Coordinator
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$3,515
- Health benefits - \$19,400
- Retirement Health Services (RHS) - \$7,800
- Pension - \$10,508
- FICA - \$6,699

CONTRACTUAL SERVICES INCREASES \$5,000

Increase in county fiber maintenance agreement and in electricity

SUPPLIES & MATERIALS INCREASES \$750

Increases to general office mailing and supplies based on actual expense history

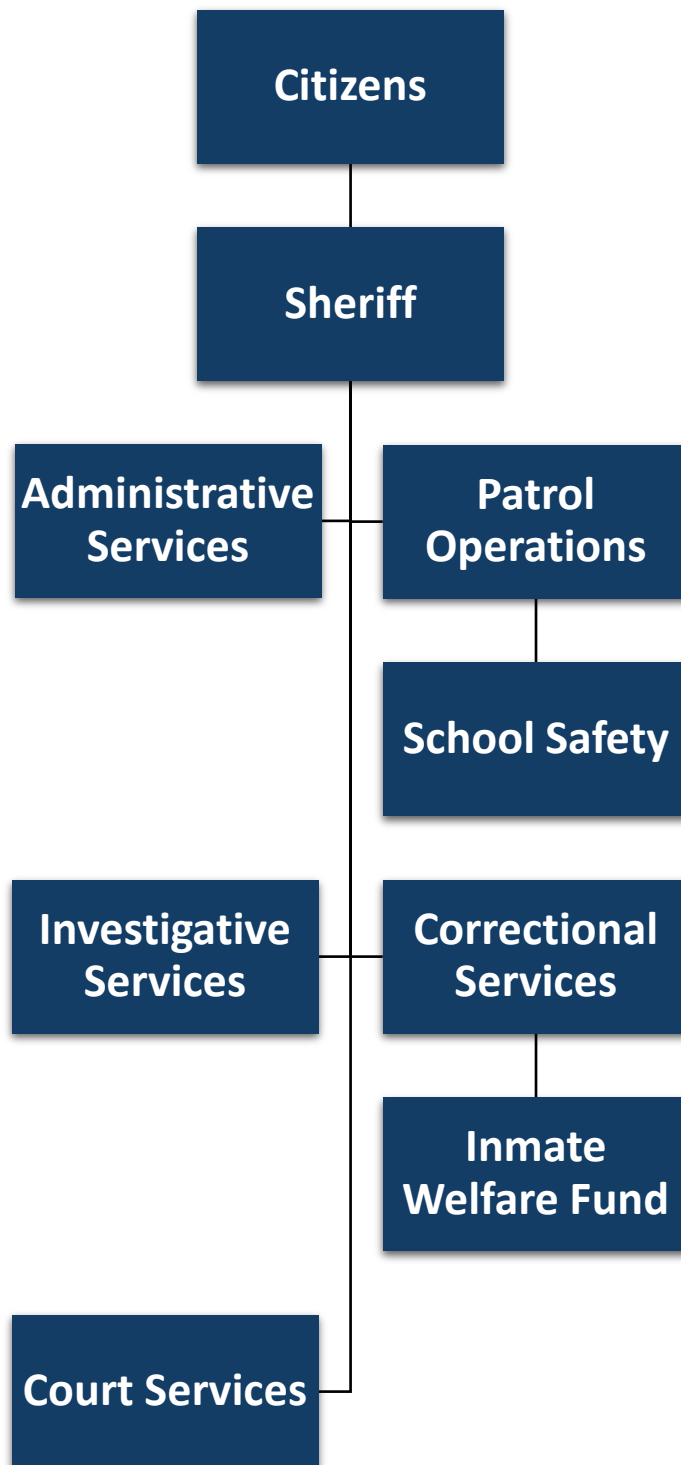
BUSINESS AND TRAVEL INCREASES \$1,250

Funds budgeted for fuel expense for generators in the fiber hubs, training, mileage.

DIVISION STAFF SUMMARY
Broadband
Index #182000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		0		0		89,456
OTHER PERSONAL SERVICES						
Pension & Retirement		0		0		10,735
Workers' Compensation		0		0		1,521
Health Benefits		0		0		19,400
FICA		0		0		6,843
RHS		0		0		7,800
Miscellaneous		0		0		140
TOTAL OTHER PERSONAL SERVICES		0		0		46,439
TOTAL PERSONAL SERVICES		0		0		135,895

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 six major components: Administrative Services, Patrol Operations, Investigative Services, School Safety, Correctional Services and Court Services.

MISSION STATEMENT:

To make Harford County a place which is safe and secure to live, work, and visit.

AGENCY 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

DEPARTMENT SUMMARY BY CHARACTER

Sheriff's Office DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$77,671,645	\$89,467,088	\$96,357,243	\$104,091,536
CONTRACTUAL SERVICES	\$8,477,037	\$9,958,705	\$12,948,554	\$13,650,555
SUPPLIES AND MATERIALS	\$3,330,343	\$3,662,081	\$4,536,691	\$4,695,101
BUSINESS AND TRAVEL	\$2,096,874	\$2,420,522	\$2,829,104	\$2,913,378
CAPITAL OUTLAY	\$1,389,672	\$2,733,619	\$967,217	\$1,011,041
MISCELLANEOUS	\$52,805	\$63,052	\$104,800	\$104,800
TOTAL	\$93,018,377	\$108,305,067	\$117,743,609	\$126,466,411

DEPARTMENT SUMMARY BY FUND

Sheriff's Office DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$93,018,377	\$108,305,067	\$117,743,609	\$126,466,411
TOTAL	\$93,018,377	\$108,305,067	\$117,743,609	\$126,466,411

DEPARTMENT SUMMARY BY DIVISION

Sheriff's Office DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SHERIFF'S OFFICE				
(211100) ADMINISTRATION & SUPPORT	\$7,644,641	\$8,768,139	\$9,770,301	\$10,306,515
(211200) PATROL OPERATIONS	\$34,613,466	\$42,939,894	\$45,810,282	\$47,495,058
(211300) INVESTIGATIVE SERVICES	\$12,028,952	\$12,910,761	\$13,306,075	\$15,210,941
(211400) SCHOOL SAFETY	\$3,301,660	\$3,722,517	\$3,889,648	\$5,048,857
(212000) CORRECTIONAL SERVICES	\$26,534,567	\$30,105,723	\$34,410,872	\$36,529,887
(212100) INMATE WELFARE FUND	\$733,808	\$837,672	\$1,132,626	\$1,191,174
(213000) COURT SERVICES	\$8,161,282	\$9,020,360	\$9,423,804	\$10,683,979
SHERIFF'S OFFICE TOTAL	\$93,018,377	\$108,305,067	\$117,743,609	\$126,466,411
TOTAL	\$93,018,377	\$108,305,067	\$117,743,609	\$126,466,411

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$7,734,293

- Full-time salaries increase \$1,258,684
 - Salary adjustments: \$444,962
 - Turnover: (-\$532,009)
 - FY 24 COLA: \$1,345,731
- FY 25 Law Enforcement & Corrections Officer Step plus COLA of 1%: \$2,147,613
- Net result of Transfers between divisions of the Sheriff's Office: \$90,500
- Four (4) new law enforcement SRO positions created: \$574,716
- Temporary Salaries increase \$125,188
- Part-time salaries increase to reflect FY 24 COLA: \$15,079
- Pension rate increase based on actuarials: \$976,306
- Workers' Compensation rate decrease based on actuarials: (-\$188,227)
- Health Benefits rate increase based on actuarials: \$1,224,525
- Other Post Employment Benefits (OPEB) increase: \$417,601
- Retirement Health Savings (RHS) increase: \$186,897
- Overtime increase based on actual expense history: \$318,563
- Shift Differential increase based on actual expense history: \$360,574
- FICA increase: \$225,956

CONTRACTUAL SERVICES INCREASES \$702,001

- Other Insurance increase per actuarials: \$519,736
- Medical Services increase for Detention Center contract: \$356,100
- Funding increase for Telephone Service, Vehicle Operating Equipment, Other Professional Services, Building/Custodial Services, and Electricity: \$104,843
- Data Processing Software decrease due to transfer of Microsoft Office 365 expense to General Fund Debt Service account: (-\$236,739)
- Internet Line Service decrease based on actual and expected expenses: (-\$45,050)

SUPPLIES & MATERIALS INCREASES \$158,419

Funding increases for Meals (Detention Center Food Service contract), Weapons & Ammunition, and Safety Equipment based on actual expense history, partially offset by decreases in Uniform Purchase and Audio-Visual Supplies.

BUSINESS & TRAVEL INCREASES \$84,274

Funding increases for County-Owned Vehicles, Fuel, and Non-Targeted Charges based on actual expense history, partially offset by a decrease in Membership Fees & Dues.

EQUIPMENT INCREASES \$43,824

Funding increases for Police Car Packages, Audio-Visual Equipment, and Portable Radios.

MISCELLANEOUS no change

Funds provided for Confidential expenses and Service Awards.

**DEPARTMENT STAFF SUMMARY
SHERIFF'S OFFICE**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Sheriff	1.00	193,490	1.00	202,199	1.00	202,199
Chief Deputy	1.00	194,594	1.00	198,820	1.00	220,752
Major	3.00	551,224	3.00	563,577	3.00	615,262
Captain	9.00	1,392,955	10.00	1,693,371	8.00	1,411,908
Lieutenant	15.00	2,100,785	14.00	2,147,268	15.00	2,405,181
Sergeant	37.00	4,549,721	36.00	4,783,219	37.00	5,148,415
Corporal	31.00	3,079,824	32.00	3,443,083	36.00	4,074,350
Senior Deputy	82.00	7,764,384	68.00	7,014,298	63.00	6,790,263
Deputy First Class	108.00	7,559,636	102.00	7,709,003	138.00	10,803,295
Deputy	7.00	416,721	61.00	4,000,362	30.00	2,069,700
Deputy Recruit	22.00	1,207,932	0.00	0	0.00	0
Major - Corrections	1.00	149,311	1.00	181,230	1.00	205,563
Captain - Corrections	2.00	255,833	2.00	274,835	2.00	280,730
Lieutenant - Corrections	8.00	944,520	8.00	958,569	8.00	1,018,593
Sergeant - Corrections	16.00	1,654,090	16.00	1,670,790	19.00	2,083,219
Corporal - Corrections	11.00	968,380	11.00	944,214	11.00	964,562
Sr. Deputy - Corrections	34.00	2,729,411	33.00	2,676,687	34.00	2,928,357
Officer First Class	52.00	3,068,458	43.00	2,585,588	47.00	2,897,122
Officer	16.00	831,840	44.00	2,393,864	35.00	1,986,610
Officer Recruits	18.00	881,730	0.00	0	0.00	0
Warden	1.00	185,986	1.00	185,986	1.00	210,942
Animal Control Manager	1.00	73,791	1.00	73,791	1.00	79,061
Animal Control Officer I	1.00	45,064	0.00	0	0.00	0
Animal Control Officer II	4.00	218,609	5.00	267,739	5.00	286,811
Animal Control Clerk	1.00	47,234	1.00	47,234	1.00	50,606
Administrative Support Technician	5.00	330,066	5.00	327,977	5.00	329,700
Applicant Investigator	2.00	142,381	2.00	142,381	2.00	152,548
Assistant Director of Legal Affairs	0.00	0	1.00	75,000	1.00	77,267
Body Worn Camera Coordinator	0.00	0	1.00	60,632	1.00	64,958
Budget Director	1.00	137,983	1.00	137,983	1.00	147,867
Budget Technician	2.00	118,011	2.00	118,011	2.00	126,485
Classification Counselor	3.00	197,561	3.00	197,561	3.00	211,681
Classification Supervisor	1.00	93,349	1.00	93,349	1.00	100,048
Commissary Coordinator	1.00	49,097	1.00	50,565	1.00	54,163
Communications Specialist	1.00	67,596	1.00	67,596	0.00	0
Command Support Specialist	0.00	0	0.00	0	1.00	72,426
Community & Legislative Director	1.00	113,904	1.00	113,904	1.00	122,034
Community Services Coordinator	1.00	75,054	1.00	75,054	1.00	80,413
Computer Resources Technician	2.00	169,957	2.00	169,957	3.00	257,110
Corrections Quartermaster	1.00	77,362	1.00	77,362	1.00	82,909
Corrections Records Manager	1.00	96,094	1.00	72,000	1.00	63,336
Corrections Records Clerk	2.00	100,924	2.00	104,878	2.00	110,386
Corrections Records Technician I	0.00	0	2.00	71,510	0.00	0
Corrections Records Technician II	5.00	236,632	3.00	143,874	5.00	216,069
Crime Analyst Manager	1.00	88,052	1.00	88,052	1.00	94,328
Database Administrator	0.00	0	1.00	55,307	1.00	63,336
DC Projects Coordinator	1.00	68,008	1.00	68,008	1.00	72,883
Digital Forensics Examiner	1.00	70,268	1.00	70,268	1.00	75,317
Digital Forensics Supervisor	1.00	86,959	1.00	86,959	1.00	93,163
Director of Legal Affairs	0.00	0	1.00	75,000	1.00	77,267
Electronics Services Technician	1.00	68,712	1.00	68,712	1.00	73,632
Electronic Surveillance Technician	1.00	62,576	1.00	62,576	1.00	67,059
Executive Office Manager	1.00	78,577	0.00	0	0.00	0

**SHERIFF'S OFFICE
OVERALL STAFF SUMMARY**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Financial Investigator	1.00	77,847	1.00	77,847	1.00	83,408
Fleet Technician	1.00	72,842	1.00	72,842	1.00	78,042
Forensics Lab Director	1.00	75,807	1.00	75,807	1.00	81,245
Heroin Coordinator /Analyst	1.00	72,318	1.00	72,318	1.00	77,480
Human Resources Director	1.00	128,117	1.00	128,117	1.00	137,280
Human Resources Specialist	1.00	80,351	1.00	80,351	1.00	86,091
Information Technology Specialist	2.00	161,605	2.00	161,605	2.00	166,109
Inmate Property Coordinator	1.00	67,780	1.00	65,811	1.00	40,518
Internal Affairs Investigator	0.00	0	1.00	76,003	1.00	81,432
IT Director	1.00	110,358	1.00	110,358	1.00	118,269
Law Enforcement Analyst	3.00	199,674	2.00	140,194	2.00	150,197
Law Enforcement Pawn Analyst	1.00	63,124	1.00	63,124	1.00	67,642
Law Enforcement Records Manager	1.00	64,265	1.00	64,265	1.00	68,869
Law Enforcement Records Supervisor	3.00	167,651	3.00	167,651	3.00	179,712
Law Enforcement Records Technician I	6.00	222,075	4.00	153,538	1.00	33,426
Law Enforcement Records Technician II	17.00	851,920	19.00	931,969	22.00	1,110,685
Law Enforcement Support Specialist	4.00	168,855	4.00	169,042	4.00	181,169
Law Enforcement Specialist Coordinator	1.00	55,000	0.00	0	0.00	0
Maintenance Officer	2.00	140,025	2.00	110,726	2.00	118,622
Maintenance Officer II	1.00	69,758	1.00	69,758	1.00	74,734
Pre-Trial Services Coordinator	2.00	132,297	2.00	132,297	2.00	141,752
Program Coordinator	1.00	50,538	1.00	57,699	1.00	51,064
Property Management Assistant	1.00	58,774	1.00	58,774	1.00	62,982
Property Manager	1.00	71,847	1.00	71,847	1.00	76,981
Public Information Director	1.00	104,777	1.00	104,477	1.00	111,946
Public Information Officer	1.00	73,085	1.00	73,085	1.00	64,293
Quartermaster Fleet Assistant	0.00	0	1.00	60,032	1.00	64,958
Quartermaster Fleet Manager	1.00	66,587	1.00	66,587	1.00	71,365
Security System Administrator	1.00	74,981	1.00	74,981	1.00	80,330
Sex Offender Verification Investigator	2.00	123,938	2.00	123,939	2.00	132,787
Standards/Accreditation Manager	1.00	92,500	1.00	92,500	1.00	99,091
Victim & Child Advocate	2.00	141,870	2.00	141,870	2.00	152,048
Victim Rights Advocate	1.00	50,000	0.00	0	0.00	0
Video Forensic Analyst	1.00	65,327	1.00	55,016	1.00	58,947
SUBTOTAL FULL-TIME SALARIES	587.00	47,555,737	597.00	50,594,632	601.00	53,723,359
SALARY OFFSET		(1,248,097)		(1,787,414)		(1,901,145)
TOTAL FULL-TIME SALARIES	587.00	46,307,640	597.00	48,807,218	601.00	51,822,214
PART-TIME SALARIES						
School Crossing Guard	6.75	291,285	6.75	291,285	6.75	306,364
TEMPORARY SALARIES		2,928,099		3,035,161		3,189,498
SALARY TOTAL	593.75	49,527,024	603.75	52,133,664	607.75	55,318,076

**SHERIFF'S OFFICE
OVERALL STAFF SUMMARY**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
OTHER PERSONAL SERVICES						
Pension & Retirement		15,836,708		16,323,403		18,003,561
Workers' Compensation		1,130,068		799,379		613,481
Health Benefits		10,960,582		10,991,750		12,374,900
RHS/OPEB		2,575,218		2,852,784		3,457,282
Overtime & Shift Differential		7,763,622		8,352,872		9,032,009
FICA		4,275,218		4,502,250		4,888,406
27th Pay		1,982,640		0		0
Miscellaneous		390,000		401,141		403,820
TOTAL OTHER PERSONAL SERVICES		44,914,056		44,223,579		48,773,459
TOTAL PERSONAL SERVICES	593.75	94,441,081	603.75	96,357,243	607.75	104,091,535



SHERIFF'S OFFICE

Administrative Services

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

HCSO Administrative Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$4,944,781	\$5,944,925	\$6,127,725	\$6,908,926
CONTRACTUAL SERVICES	\$2,153,636	\$2,160,815	\$3,014,238	\$2,765,089
SUPPLIES AND MATERIALS	\$129,659	\$152,817	\$135,440	\$135,440
BUSINESS AND TRAVEL	\$386,039	\$386,088	\$468,098	\$472,260
CAPITAL OUTLAY	\$17,721	\$85,716	\$0	\$0
MISCELLANEOUS	\$12,805	\$37,778	\$24,800	\$24,800
TOTAL	\$7,644,641	\$8,768,139	\$9,770,301	\$10,306,515

DIVISION SUMMARY BY FUND

HCSO Administrative Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$7,644,641	\$8,768,139	\$9,770,301	\$10,306,515
GENERAL FUND TOTAL	\$7,644,641	\$8,768,139	\$9,770,301	\$10,306,515
TOTAL	\$7,644,641	\$8,768,139	\$9,770,301	\$10,306,515

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$781,201

- Full-time salaries increase \$144,514
 - Salary adjustments: \$89,736
 - Turnover: (-\$39,869)
 - FY 24 COLA: \$94,647
- FY 25 Law Enforcement & Corrections Officer Step plus COLA of 1%: \$55,033
- Net result to this division of Transfers between divisions of the Sheriff's Office: \$294,549
- Temporary Salaries increase \$7,591
- Pension rate increase based on actuarials: \$95,918
- Workers' Compensation rate decrease based on actuarials: (-\$6,868)
- Health Benefits rate increase based on actuarials: \$83,875
- Other Post Employment Benefits (OPEB) increase: \$17,612
- Retirement Health Savings (RHS) increase: \$54,545
- FICA increase: \$34,052

CONTRACTUAL SERVICES DECREASES (-\$249,149)

- Data Processing Software decrease due to transfer of Microsoft Office 365 expense to General Fund Debt Service account: (-\$236,739)
- Internet Line Service decrease based on actual and expected expenses: (-\$45,050)
- Funding increases for Telephone Service, Electricity, Medical Services, and Other Professional Services.

SUPPLIES & MATERIALS no change

Funds provide for General Office Supplies, Printing, Uniform Purchase, and Other Supplies & Materials.

BUSINESS & TRAVEL INCREASES \$4,162

Funding increases for Fuel, partially offset by a decrease in Membership Fees & Dues.

MISCELLANEOUS no change

Funds provide for Service Awards.

DIVISION STAFF SUMMARY
Administrative Services
Cost Center 211100

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Sheriff	1.00	193,490	1.00	202,199	1.00	202,199
Chief Deputy	1.00	194,594	1.00	198,820	1.00	220,752
Major	1.00	183,782	1.00	189,353	1.00	208,504
Captain	1.00	156,704	1.00	168,088	1.00	177,728
Lieutenant	2.00	284,342	1.00	156,235	2.00	317,956
Sergeant	1.00	128,951	1.00	127,475	1.00	134,199
Corporal	1.00	93,542	1.00	102,821	1.00	109,221
Senior Deputy	4.00	381,401	4.00	419,340	2.00	219,471
Deputy First Class	0.00	0	0.00	0	2.00	160,459
Administrative Support Technician	1.00	63,366	1.00	63,366	1.00	47,258
Applicant Investigator	2.00	142,380	2.00	142,381	2.00	152,548
Assistant Director of Legal Affairs	0.00	0	1.00	75,000	1.00	77,267
Budget Director	1.00	137,983	1.00	137,983	1.00	147,867
Budget Technician	2.00	118,011	2.00	118,011	2.00	126,485
Communications Specialist	1.00	67,596	1.00	67,596	0.00	0
Computer Resources Technician	2.00	169,957	2.00	169,957	3.00	257,110
Command Support Specialist	0.00	0	0.00	0	1.00	72,426
Community & Legislative Director	1.00	113,904	1.00	113,904	1.00	122,034
Database Administrator	0.00	0	1.00	55,307	1.00	63,336
Director of Legal Affairs	0.00	0	1.00	75,000	1.00	77,267
Electronics Services Technician	1.00	68,712	1.00	68,712	1.00	73,632
Executive Office Manager	1.00	78,577	0.00	0	0.00	0
Fleet Technician	1.00	72,842	1.00	72,842	1.00	78,042
Human Resources Director	1.00	128,117	1.00	128,117	1.00	137,280
Human Resources Specialist	1.00	80,351	1.00	80,351	1.00	86,091
Information Technology Specialist	2.00	161,605	2.00	161,605	2.00	166,109
IT Director	1.00	110,358	1.00	110,358	1.00	118,269
Public Information, Director	1.00	104,477	1.00	104,477	1.00	111,946
Public Information Officer	1.00	73,085	1.00	73,085	1.00	64,293
Quartermaster Fleet Assistant	0.00	0	1.00	60,032	1.00	64,958
Quartermaster Fleet Manager	1.00	66,587	1.00	66,587	1.00	71,365
TOTAL FULL-TIME SALARIES	33.00	3,374,714	35.00	3,509,001	37.00	3,866,072
TEMPORARY SALARIES		368,854		405,064		416,782
SALARY TOTAL	33.00	3,743,568	35.00	3,914,065	37.00	4,282,854
OTHER PERSONAL SERVICES						
Pension & Retirement		815,130		735,830		899,860
Workers' Compensation		53,595		35,739		29,789
Health Benefits		713,889		705,650		833,500
RHS/OPEB		164,415		187,623		259,780
Overtime & Shift Differential		225,002		251,101		251,101
FICA		280,855		285,617		338,682
27th Pay		147,050		0		0
Miscellaneous		11,820		12,100		13,360
TOTAL OTHER PERSONAL SERVICES		2,411,756		2,213,660		2,626,072
TOTAL PERSONAL SERVICES	33.00	6,155,324	35.00	6,127,725	37.00	6,908,926



SHERIFF'S OFFICE

Patrol Operations

Cost Center 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).

DIVISION SUMMARY BY CHARACTER

HCSO Patrol Operations by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$30,248,089	\$36,444,210	\$40,985,915	\$42,014,261
CONTRACTUAL SERVICES	\$1,094,101	\$1,562,245	\$1,627,630	\$2,147,685
SUPPLIES AND MATERIALS	\$1,094,851	\$1,197,846	\$1,011,344	\$1,063,060
BUSINESS AND TRAVEL	\$962,981	\$1,141,780	\$1,295,056	\$1,337,448
CAPITAL OUTLAY	\$1,213,444	\$2,593,813	\$890,337	\$932,604
TOTAL	\$34,613,466	\$42,939,894	\$45,810,282	\$47,495,058

DIVISION SUMMARY BY FUND

HCSO Patrol Operations by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$34,613,466	\$42,939,894	\$45,810,282	\$47,495,058
GENERAL FUND TOTAL	\$34,613,466	\$42,939,894	\$45,810,282	\$47,495,058
TOTAL	\$34,613,466	\$42,939,894	\$45,810,282	\$47,495,058

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$1,028,346

- Full-time salaries increase \$392,315
 - Salary adjustments: (-\$49,825)
 - Turnover: (-\$122,726)
 - FY 24 COLA: \$564,866
- FY 25 Law Enforcement & Corrections Officer Step plus COLA of 1%: \$1,016,221
- Net result to this division of Transfers between divisions of the Sheriff's Office: (-\$2,003,726)
- Two (2) new law enforcement positions created: \$251,684
- Temporary Salaries increase \$76,217
- Pension rate increase based on actuarials: \$449,864
- Workers' Compensation rate decrease based on actuarials: (-\$86,449)
- Health Benefits rate increase based on actuarials: \$388,325
- Other Post Employment Benefits (OPEB) increase: \$136,649
- Overtime increase based on actual expense history: \$126,761
- Shift Differential increase based on actual expense history: \$185,654
- FICA increase: \$92,379

CONTRACTUAL SERVICES INCREASES \$520,055

Funding increases for Other Insurance per actuarials.

SUPPLIES & MATERIALS INCREASES \$51,716

Funding increases for Weapons & Ammunition, Uniform Purchase, Safety Equipment, Medical Supplies, Animal Food Supplies, and Paper Supplies based on actual expense history, partially offset by a decrease in Audio-Visual Supplies.

BUSINESS & TRAVEL INCREASES \$42,392

Funding increases for Fuel. Funds also provide for County-Owned Vehicles, Non-Targeted Charges, and Training Seminars, Courses & Meetings.

EQUIPMENT INCREASES \$42,267

Funding increases for Police Car Packages and Audio-Visual Equipment.

DIVISION STAFF SUMMARY
Patrol Operations
Cost Center 211200

	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Major	1.00	181,206	1.00	180,032	1.00	195,501
Captain	5.00	770,523	5.00	848,785	5.00	883,682
Lieutenant	9.00	1,259,777	10.00	1,530,374	9.00	1,442,197
Sergeant	23.00	2,801,137	22.00	2,898,895	22.00	3,050,700
Corporal	16.00	1,552,998	16.00	1,706,853	18.00	2,025,211
Senior Deputy	36.00	3,409,485	26.00	2,728,830	26.00	2,818,966
Deputy First Class	91.00	6,286,927	85.00	6,368,284	104.00	8,050,934
Deputy	7.00	416,721	61.00	4,000,362	29.00	2,000,710
Deputy Recruit	20.00	1,098,120	0.00	0	0.00	0
Administrative Support Technician	2.00	143,368	2.00	141,280	2.00	150,300
Body Worn Camera Coordinator	0.00	0	1.00	60,632	0.00	0
Law Enforcement Records Technician II	1.00	51,947	1.00	51,947	1.00	56,474
Law Enforcement Specialist Coordinator	1.00	55,000	0.00	0	0.00	0
Law Enforcement Support Specialist	4.00	168,855	4.00	169,042	0.00	0
Animal Control Manager	1.00	73,791	1.00	73,791	1.00	79,061
Animal Control Officer I	1.00	45,064	0.00	0	0.00	0
Animal Control Officer II	4.00	218,608	5.00	267,739	5.00	286,811
Animal Control Clerk	1.00	47,234	1.00	47,234	1.00	50,606
TOTAL FULL-TIME SALARIES	223.00	18,580,761	241.00	21,074,081	224.00	21,091,153
TEMPORARY SALARIES		785,451		731,610		815,905
SALARY TOTAL	223.00	19,366,212	241.00	21,805,691	224.00	21,907,058
OTHER PERSONAL SERVICES						
Pension & Retirement		6,806,544		7,669,691		8,070,584
Workers' Compensation		492,237		372,233		272,482
Health Benefits		4,307,275		4,542,275		4,653,900
RHS/OPEB		997,935		1,186,686		1,323,225
Overtime & Shift Differential		3,066,926		3,360,271		3,672,686
FICA		1,682,375		1,872,529		1,944,806
27th Pay		798,419		0		0
Miscellaneous		163,220		176,540		169,520
TOTAL OTHER PERSONAL SERVICES		18,314,931		19,180,225		20,107,203
TOTAL PERSONAL SERVICES	223.00	37,681,143	241.00	40,985,916	224.00	42,014,261



SHERIFF'S OFFICE

Investigative Services

Cost Center 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 Investigations.

DIVISION SUMMARY BY CHARACTER

HCSO Investigative Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$11,052,899	\$11,914,813	\$12,026,895	\$13,896,843
CONTRACTUAL SERVICES	\$481,138	\$458,429	\$636,828	\$668,670
SUPPLIES AND MATERIALS	\$86,680	\$82,982	\$96,840	\$99,916
BUSINESS AND TRAVEL	\$365,856	\$428,809	\$465,512	\$465,512
CAPITAL OUTLAY	\$2,380	\$454	\$0	\$0
MISCELLANEOUS	\$40,000	\$25,274	\$80,000	\$80,000
TOTAL	\$12,028,952	\$12,910,761	\$13,306,075	\$15,210,941

DIVISION SUMMARY BY FUND

HCSO Investigative Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$12,028,952	\$12,910,761	\$13,306,075	\$15,210,941
TOTAL	\$12,028,952	\$12,910,761	\$13,306,075	\$15,210,941

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$1,869,948

- Full-time salaries increase \$214,195
 - Salary adjustments: \$42,077
 - FY 24 COLA: \$172,118
- FY 25 Law Enforcement & Corrections Officer Step plus COLA of 1%: \$276,924
- Net result to this division of Transfers between divisions of the Sheriff's Office: \$865,100
- Temporary Salaries increase \$10,140
- Pension rate increase based on actuarials: \$118,696
- Workers' Compensation rate decrease based on actuarials: (-\$21,563)
- Health Benefits rate increase based on actuarials: \$123,425
- Other Post Employment Benefits (OPEB) increase: \$87,003
- Retirement Health Savings (RHS) increase: \$31,172
- Overtime increase based on actual expense history: \$56,972
- Shift Differential increase based on actual expense history: \$77,024
- FICA increase: \$36,579

CONTRACTUAL SERVICES INCREASES \$31,842

Funding increases for Vehicle & Operating Equipment and Data Processing Software, partially offset by a decrease in Building/Custodial Services.

SUPPLIES & MATERIALS INCREASES \$3,076

Funding increases for Safety Equipment. Funds also provided for General Office Supplies, Audio-Visual Supplies, Lab Supplies, Uniform Purchase, and Other Supplies & Materials.

BUSINESS & TRAVEL no change

Funds provided for County-Owned Vehicles, Fuel, Non-Targeted Charges, Training Seminars, Courses & Meetings, and Lodging.

MISCELLANEOUS no change

Funds provided for Confidential Expenses.

DIVISION STAFF SUMMARY
Investigative Services
Cost Center 211300

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Major	1.00	186,236	1.00	194,192	1.00	211,257
Captain	2.00	309,024	3.00	504,211	1.00	172,770
Lieutenant	3.00	418,501	2.00	308,447	3.00	483,771
Sergeant	8.00	999,938	8.00	1,077,328	8.00	1,118,258
Corporal	7.00	687,576	7.00	744,418	7.00	777,505
Senior Deputy	19.00	1,800,688	17.00	1,708,147	16.00	1,702,220
Deputy First Class	12.00	900,724	9.00	720,786	19.00	1,569,928
Deputy Recruit	2.00	109,812	0.00	0	0.00	0
Administrative Support Technician	2.00	123,331	2.00	123,331	2.00	132,142
Digital Forensics Examiner	1.00	70,268	1.00	70,268	1.00	75,317
Digital Forensics Supervisor	1.00	86,959	1.00	86,959	1.00	93,163
Electronic Surveillance Technician	1.00	62,576	1.00	62,576	1.00	67,059
Financial Investigator	1.00	77,847	1.00	77,847	1.00	83,408
Forensics Lab Director	1.00	75,807	1.00	75,807	1.00	81,245
Heroin Coordinator /Analyst	1.00	72,318	1.00	72,318	1.00	77,480
Internal Affairs Investigator	0.00	0	1.00	76,003	1.00	81,432
Law Enforcement Analyst	3.00	199,674	2.00	140,194	2.00	150,197
Law Enforcement Pawn Analyst	1.00	63,124	1.00	63,124	1.00	67,642
Property Management Assistant	1.00	58,774	1.00	58,774	1.00	62,982
Property Manager	1.00	71,847	1.00	71,847	1.00	76,981
Victim & Child Advocate	2.00	141,870	2.00	141,870	2.00	152,048
Victim Rights Advocate	1.00	50,000	0.00	0	0.00	0
Video Forensic Analyst	1.00	65,327	1.00	55,016	1.00	58,947
TOTAL FULL-TIME SALARIES	72.00	6,632,220	64.00	6,433,463	72.00	7,295,752
TEMPORARY SALARIES		162,160		153,732		164,535
SALARY TOTAL	72.00	6,794,380	64.00	6,587,195	72.00	7,460,287
OTHER PERSONAL SERVICES						
Pension & Retirement		2,121,629		2,052,359		2,431,106
Workers' Compensation		153,572		99,219		82,459
Health Benefits		1,408,898		1,161,825		1,450,100
RHS/OPEB		369,672		370,846		489,021
Overtime & Shift Differential		1,143,726		1,143,726		1,277,722
FICA		588,683		567,824		662,048
27th Pay		269,403		0		0
Miscellaneous		43,500		43,900		44,100
TOTAL OTHER PERSONAL SERVICES		6,099,083		5,439,699		6,436,556
TOTAL PERSONAL SERVICES	72.00	12,893,463	64.00	12,026,895	72.00	13,896,843



SHERIFF'S OFFICE

School Safety

Cost Center 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).

DIVISION SUMMARY BY CHARACTER

HCSO School Safety by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,186,387	\$3,592,136	\$3,732,456	\$4,855,993
CONTRACTUAL SERVICES	\$0	\$719	\$2,600	\$2,600
SUPPLIES AND MATERIALS	\$21,915	\$20,853	\$25,160	\$29,774
BUSINESS AND TRAVEL	\$93,359	\$108,809	\$129,432	\$160,490
TOTAL	\$3,301,660	\$3,722,517	\$3,889,648	\$5,048,857

DIVISION SUMMARY BY FUND

HCSO School Safety by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$3,301,660	\$3,722,517	\$3,889,648	\$5,048,857
GENERAL FUND TOTAL	\$3,301,660	\$3,722,517	\$3,889,648	\$5,048,857
TOTAL	\$3,301,660	\$3,722,517	\$3,889,648	\$5,048,857

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$1,123,537

- Full-time salaries increase \$41,932
 - Salary adjustments: \$1,675
 - FY 24 COLA: \$40,257
- FY 25 Law Enforcement & Corrections Officer Step plus COLA of 1%: \$114,342
- Net result to this division of Transfers between divisions of the Sheriff's Office: \$453,333
- Two (2) new law enforcement positions created: \$323,032
- Temporary Salaries increase \$2,650
- Part-time salaries increase to reflect FY 24 COLA: \$15,079
- Pension rate increase based on actuarials: \$39,389
- Workers' Compensation rate decrease based on actuarials: (-\$7,364)
- Health Benefits rate increase based on actuarials: \$48,150
- Other Post Employment Benefits (OPEB) increase: \$22,898
- Retirement Health Savings (RHS) increase: \$39,000
- Uniform Allowance increase: \$3,600
- Overtime increase based on actual expense history: \$20,386
- FICA increase: \$7,111

CONTRACTUAL SERVICES no change

Funds provided for Operating Equipment Service.

SUPPLIES & MATERIALS INCREASES \$4,614

Funding increases for Safety Equipment.

BUSINESS & TRAVEL INCREASES \$31,058

Funding increases for County-Owned Vehicles, Fuel, and Non-Targeted Charges.

DIVISION STAFF SUMMARY

**School Safety
Cost Center 211400**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Sergeant	1.00	121,740	1.00	134,420	2.00	272,537
Corporal	2.00	213,479	2.00	203,724	3.00	322,535
Senior Deputy	11.00	1,017,099	9.00	908,602	7.00	742,298
Deputy First Class	3.00	228,391	5.00	383,268	10.00	782,105
Deputy	0.00	0	0.00	0	1.00	68,990
TOTAL FULL-TIME SALARIES	17.00	1,580,708	17.00	1,630,014	23.00	2,188,465
PART-TIME SALARIES						
School Crossing Guard	6.75	291,285	6.75	291,285	6.75	306,364
TEMPORARY SALARIES		45,815		44,570		47,220
SALARY TOTAL	23.75	1,917,808	23.75	1,965,869	29.75	2,542,049
OTHER PERSONAL SERVICES						
Pension & Retirement		616,903		636,603		879,323
Workers' Compensation		51,293		34,968		32,932
Health Benefits		516,532		543,875		713,600
RHS/OPEB		109,442		103,967		165,865
Overtime & Shift Differential		213,864		254,614		275,000
FICA		143,007		168,880		215,504
27th Pay		65,447		0		0
Miscellaneous		26,680		23,680		31,720
TOTAL OTHER PERSONAL SERVICES		1,743,168		1,766,587		2,313,944
TOTAL PERSONAL SERVICES	23.75	3,660,977	23.75	3,732,456	29.75	4,855,993



SHERIFF'S OFFICE

Correctional Services

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

HCSO Correctional Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$20,297,282	\$22,854,566	\$24,424,989	\$26,057,005
CONTRACTUAL SERVICES	\$4,627,719	\$5,489,747	\$7,258,720	\$7,658,748
SUPPLIES AND MATERIALS	\$1,481,733	\$1,700,915	\$2,673,133	\$2,758,547
BUSINESS AND TRAVEL	\$23,934	\$35,115	\$25,150	\$25,150
CAPITAL OUTLAY	\$103,900	\$25,380	\$28,880	\$30,437
TOTAL	\$26,534,567	\$30,105,723	\$34,410,872	\$36,529,887

DIVISION SUMMARY BY FUND

HCSO Correctional Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$26,534,567	\$30,105,723	\$34,410,872	\$36,529,887
GENERAL FUND TOTAL	\$26,534,567	\$30,105,723	\$34,410,872	\$36,529,887
TOTAL	\$26,534,567	\$30,105,723	\$34,410,872	\$36,529,887

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$1,632,016

- Full-time salaries increase \$376,712
 - Salary adjustments: \$318,957
 - Turnover: (-\$317,306)
 - FY 24 COLA: \$375,061
- FY 25 Law Enforcement & Corrections Officer Step plus COLA of 1%: \$551,969
- Result of the Transfer of one (1) position to Administrative Services (#211100): (-\$96,199)
- Temporary Salaries increase \$15,615
- Pension rate increase based on actuarials: \$164,367
- Workers' Compensation rate decrease based on actuarials: (-\$51,892)
- Health Benefits rate increase based on actuarials: \$291,225
- Other Post Employment Benefits (OPEB) increase: \$109,697
- Retirement Health Savings (RHS) increase: \$31,200
- Overtime increase based on actual expense history: \$114,444
- Shift Differential increase based on actual expense history: \$82,800
- FICA increase: \$41,379

CONTRACTUAL SERVICES INCREASES \$400,028

- Medical Services increase for Detention Center medical contract: \$356,100
- Funding increase for Building/Custodial Services, Other Professional Services, and Data Processing Software: \$44,495

SUPPLIES & MATERIALS INCREASES \$85,414

Funding increases for Meals (Detention Center Food Service Contract).

BUSINESS & TRAVEL no change

Funds provided for Training Seminars, Courses & Meetings, Transportation Costs, Meals, Lodging, etc.

EQUIPMENT INCREASES \$1,557

Funding increases for Portable Radios.

DIVISION STAFF SUMMARY
Correctional Services
Cost Center 212000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Major - Corrections	1.00	149,311	1.00	181,230	1.00	205,563
Captain - Corrections	2.00	255,833	2.00	274,835	2.00	280,730
Lieutenant - Corrections	8.00	944,520	8.00	958,569	8.00	1,018,593
Sergeant - Corrections	16.00	1,654,090	16.00	1,670,790	19.00	2,083,219
Corporal - Corrections	11.00	968,380	11.00	944,214	11.00	964,562
Sr. Deputy - Corrections	34.00	2,729,411	33.00	2,676,687	34.00	2,928,357
Officer First Class	52.00	3,068,458	43.00	2,585,588	47.00	2,897,122
Officer	16.00	831,840	44.00	2,393,864	35.00	1,986,610
Officer Recruits	18.00	881,730	0.00	0	0.00	0
Warden	1.00	185,986	1.00	185,986	1.00	210,942
Classification Counselor	4.00	290,910	3.00	197,561	4.00	311,729
Classification Supervisor	0.00	0	1.00	93,349	0.00	0
Commissary Coordinator	1.00	49,097	1.00	50,565	1.00	54,163
Community Services Coordinator	1.00	75,054	1.00	75,054	1.00	80,413
Corrections Records Manager	1.00	96,094	1.00	72,000	1.00	63,336
Corrections Records Clerk	2.00	100,924	2.00	104,878	2.00	110,386
Corrections Records Technician I	0.00	0	2.00	71,510	3.00	131,097
Corrections Records Technician II	5.00	236,633	3.00	143,874	2.00	84,972
Corrections Quartermaster	1.00	77,362	1.00	77,362	1.00	82,909
Crime Analyst Manager	1.00	88,052	1.00	88,052	1.00	94,328
DC Projects Coordinator	1.00	68,008	1.00	68,008	1.00	72,883
Inmate Property Coordinator	1.00	67,780	1.00	65,811	1.00	40,518
Maintenance Officer	2.00	140,025	2.00	110,726	2.00	118,622
Maintenance Officer II	1.00	69,758	1.00	69,758	1.00	74,734
Pre-Trial Services Coordinator	2.00	132,297	2.00	132,297	2.00	141,752
Program Coordinator	1.00	50,538	1.00	57,699	1.00	51,064
Standards/Accreditation Manager	1.00	92,500	1.00	92,500	1.00	99,091
FULL-TIME SALARIES	184.00	13,304,591	184.00	13,442,767	183	14,187,695
SALARY OFFSET		(881,730)		(979,308)		(1,018,672)
TOTAL FULL-TIME SALARIES	184.00	12,422,860	184.00	12,463,458	183.00	13,169,023
TEMPORARY SALARIES		206,400		244,484		262,700
SALARY TOTAL	184.00	12,629,260	184.00	12,707,942	183.00	13,431,723
OTHER PERSONAL SERVICES						
Pension & Retirement		3,748,337		3,786,868		4,062,721
Workers' Compensation		307,672		206,126		158,175
Health Benefits		2,841,736		2,996,650		3,270,200
RHS/OPEB		671,202		702,443		843,340
Overtime & Shift Differential		2,515,252		2,738,978		2,936,222
FICA		1,149,560		1,176,342		1,245,024
27th Pay		506,803		0		0
Miscellaneous		109,640		109,640		109,600
TOTAL OTHER PERSONAL SERVICES		11,850,202		11,717,047		12,625,282
TOTAL PERSONAL SERVICES	184.00	24,479,462	184.00	24,424,989	183.00	26,057,005



SHERIFF'S OFFICE

Inmate Welfare Fund

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

HCSO Inmate Welfare Fund by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$125,568	\$97,295	\$104,388	\$156,685
CONTRACTUAL SERVICES	\$85,570	\$261,174	\$360,596	\$359,409
SUPPLIES AND MATERIALS	\$464,778	\$440,434	\$527,512	\$534,950
BUSINESS AND TRAVEL	\$12,919	\$10,512	\$92,130	\$92,130
CAPITAL OUTLAY	\$44,972	\$28,256	\$48,000	\$48,000
TOTAL	\$733,808	\$837,672	\$1,132,626	\$1,191,174

DIVISION SUMMARY BY FUND

HCSO Inmate Welfare Fund by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$733,808	\$837,672	\$1,132,626	\$1,191,174
GENERAL FUND TOTAL	\$733,808	\$837,672	\$1,132,626	\$1,191,174
TOTAL	\$733,808	\$837,672	\$1,132,626	\$1,191,174

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$52,297

- Temporary Salaries increase: \$21,618
- Pension rate increase based on actuarials: \$8,514
- Health Benefits increase: \$19,400
- Other Post Employment Benefits (OPEB) increase: \$971
- FICA increase: \$1,654

CONTRACTUAL SERVICES DECREASES (-\$1,187)

Funding decreases for Office Equipment.

SUPPLIES & MATERIALS INCREASES \$7,438

Funding increases for Meals-Special Purpose, partially offset by a decrease in Uniform Purchase.

BUSINESS & TRAVEL no change

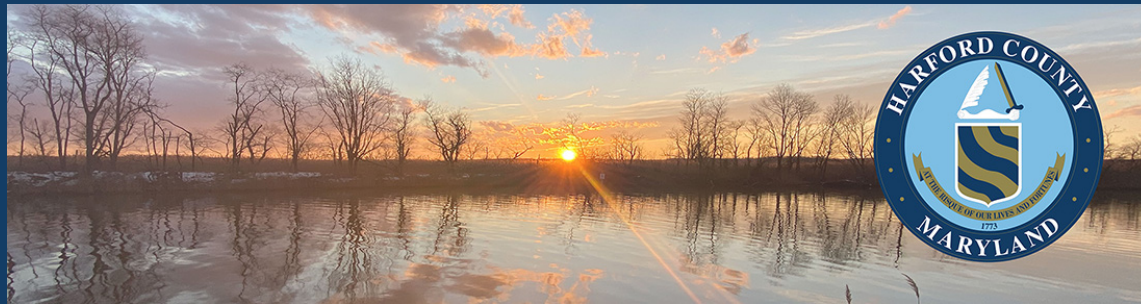
Funds provided for In-House Training and Professional Books/Periodicals.

EQUIPMENT no change

Funds provided for Furniture.

DIVISION STAFF SUMMARY
Inmate Welfare Fund
Cost Center 212100

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		118,949		79,049		100,667
SALARY TOTAL		118,949		79,049		100,667
OTHER PERSONAL SERVICES						
Pension & Retirement		13,996		3,566		12,080
Workers' Compensation		388		388		388
Health Benefits		16,226		0		19,400
RHS/OPEB		2,140		2,140		3,111
Overtime & Shift Differential		12,000		12,000		12,000
FICA		20,357		6,965		8,619
Miscellaneous		140		280		420
TOTAL OTHER PERSONAL SERVICES		65,247		25,339		56,018
TOTAL PERSONAL SERVICES		184,196		104,388		156,685



SHERIFF'S OFFICE

Court Services

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

HCSO Court Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$7,816,639	\$8,619,142	\$8,954,874	\$10,201,823
CONTRACTUAL SERVICES	\$34,873	\$25,575	\$47,942	\$48,354
SUPPLIES AND MATERIALS	\$50,728	\$66,235	\$67,262	\$73,414
BUSINESS AND TRAVEL	\$251,786	\$309,408	\$353,726	\$360,388
CAPITAL OUTLAY	\$7,255	\$0	\$0	\$0
TOTAL	\$8,161,282	\$9,020,360	\$9,423,804	\$10,683,979

DIVISION SUMMARY BY FUND

HCSO Court Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$8,161,282	\$9,020,360	\$9,423,804	\$10,683,979
TOTAL	\$8,161,282	\$9,020,360	\$9,423,804	\$10,683,979

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$1,246,949

- Full-time salaries increase \$89,016
 - Salary adjustments: \$42,342
 - Turnover: (-\$52,108)
 - FY 24 COLA: \$98,782
- FY 25 Law Enforcement & Corrections Officer Step plus COLA of 1%: \$133,124
- Net result to this division of Transfers between divisions of the Sheriff's Office: \$577,442
- Temporary Salaries decrease: (-\$8,643)
- Pension rate increase based on actuarials: \$99,558
- Workers' Compensation rate decrease based on actuarials: (-\$14,093)
- Health Benefits rate increase based on actuarials: \$270,125
- Other Post Employment Benefits (OPEB) increase: \$42,771
- Retirement Health Savings (RHS) increase: \$31,090
- Shift Differential increase based on actual expense history: \$15,096
- FICA increase: \$12,802

CONTRACTUAL SERVICES INCREASES \$412

Funds provided for Office Equipment, Data Processing Software, Other Professional Services, Vehicle & Operating Equipment, etc.

SUPPLIES & MATERIALS INCREASES \$6,152

Funding increases for Safety Equipment.

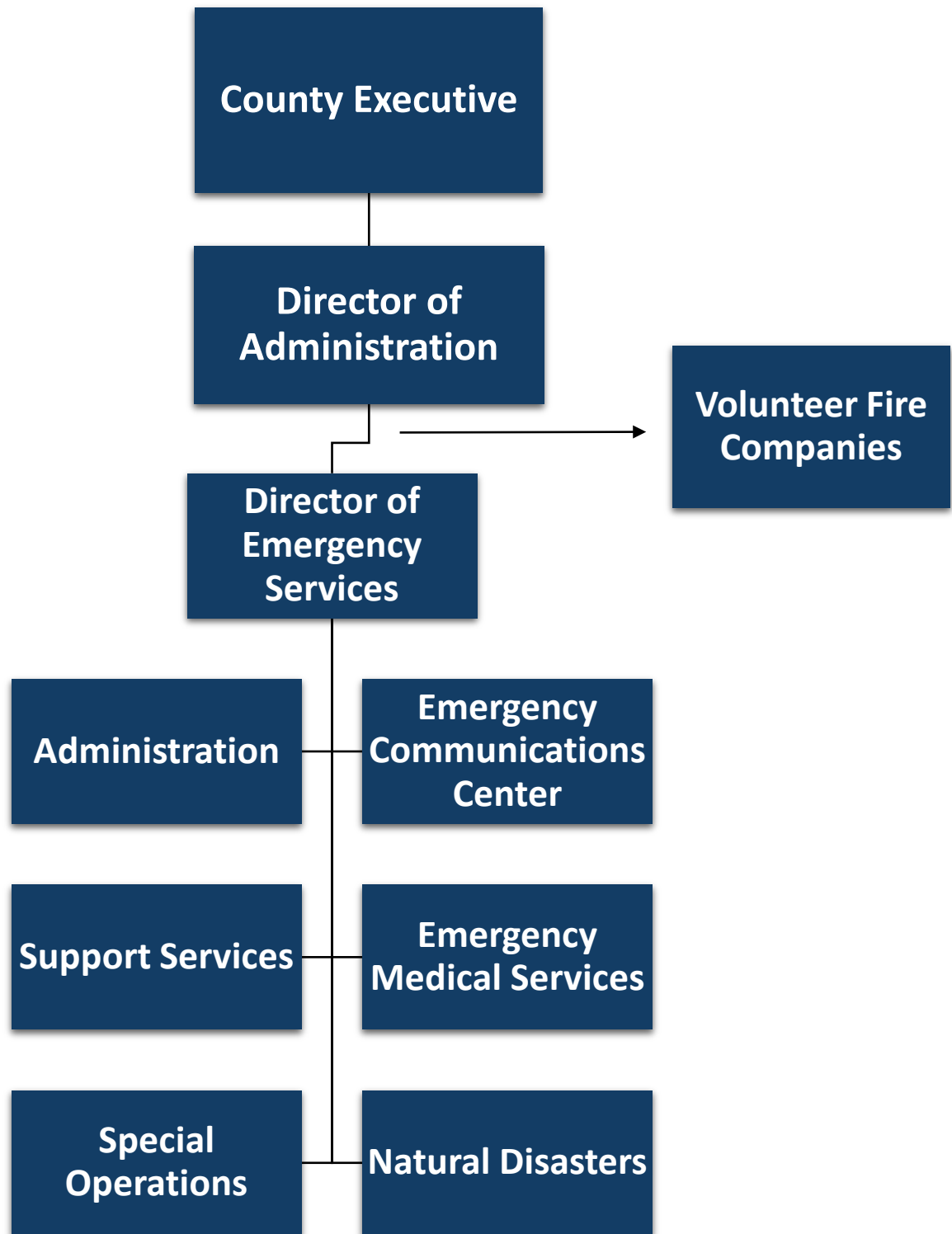
BUSINESS & TRAVEL INCREASES \$6,662

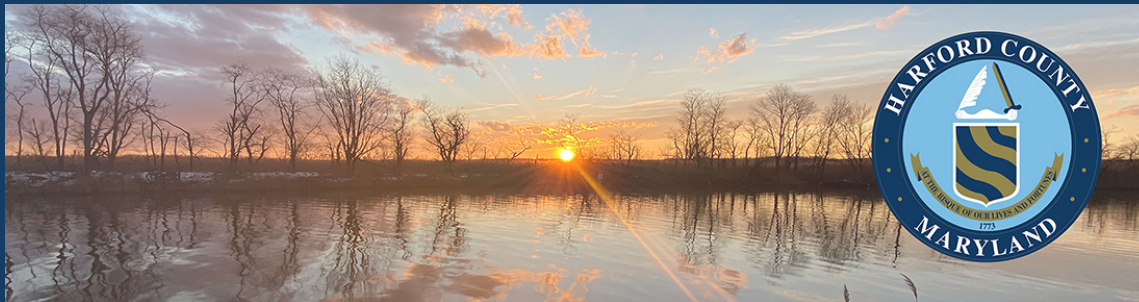
Funding increases for Fuel.

DIVISION STAFF SUMMARY
Court Services
Cost Center 213000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Captain	1.00	156,704	1.00	172,287	1.00	177,728
Lieutenant	1.00	138,165	1.00	152,212	1.00	161,257
Sergeant	4.00	497,955	4.00	545,101	4.00	572,721
Corporal	5.00	532,229	6.00	685,267	7.00	839,878
Senior Deputy	12.00	1,155,711	12.00	1,249,379	12.00	1,307,308
Deputy First Class	2.00	143,596	3.00	236,665	3.00	239,869
Body Worn Camera Coordinator					1.00	64,958
Law Enforcement Manager	1.00	64,265	1.00	64,265	1.00	68,869
Law Enforcement Records Supervisor	3.00	167,651	3.00	167,651	3.00	179,712
Law Enforcement Records Technician I	6.00	227,075	4.00	153,538	1.00	33,426
Law Enforcement Records Technician II	16.00	799,972	18.00	880,022	21.00	1,054,211
Law Enforcement Support Specialist	0.00	0	0.00	0	4.00	181,169
Security Systems Admin	1.00	74,981	1.00	74,981	1.00	80,330
Sex Offender Verification Investigator	2.00	123,938	2.00	123,939	2.00	132,787
SUB-TOTAL FULL-TIME SALARIES	54.00	4,082,242	56.00	4,505,307	62.00	5,094,223
SALARY OFFSET		(365,867)		(808,106)		(882,473)
TOTAL FULL-TIME SALARIES		3,716,375		3,697,201		4,211,750
TEMPORARY SALARIES		1,240,470		1,376,652		1,381,689
SALARY TOTAL	54.00	4,956,845	56.00	5,073,853	62.00	5,593,439
OTHER PERSONAL SERVICES						
Pension & Retirement		1,714,168		1,438,486		1,647,887
Workers' Compensation		71,313		50,707		37,256
Health Benefits		1,156,026		1,041,475		1,434,200
RHS/OPEB		260,412		299,079		372,940
Overtime & Shift Differential		586,852		592,182		607,278
FICA		410,381		424,093		473,723
27th Pay		195,518		0		0
Miscellaneous		35,000		35,000		35,100
TOTAL OTHER PERSONAL SERVICES		4,429,670		3,881,022		4,608,384
TOTAL PERSONAL SERVICES	54.00	9,386,515	56.00	8,954,875	62.00	10,201,823

DEPARTMENT OF EMERGENCY SERVICES





DEPARTMENT OF EMERGENCY SERVICES

ORIGIN & PURPOSE:

The Department of Emergency Services (DES) was established pursuant to Executive Order 12-08 issued in December of 2012 and became law February 17, 2013. This Department is responsible for receiving and disseminating all emergency requests in Harford County for fire, (EMS) Emergency Medical Services, rescue, hazardous materials, and police incidents. Training is provided for all agency members to include the Dispatch Academy, In-Service training to all agency employees, supervisors and management training for all applicable staff members. The Department is the Emergency Management agency and primary Homeland Security Coordination agency for the County and is responsible for emergency plans including emergency plans for the Peach Bottom Atomic Power Station. It is responsible for all mitigation and preparedness response and recovery operations. DES is responsible for response to hazardous materials incidents in the county and maintaining a fully equipped and operational hazmat team. Additionally, DES is responsible for providing technical rescue services for the county and maintaining a fully equipped and operational technical rescue team. DES is designated as the County's EMS Operational Authority which has oversight of all EMS activities in 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 Association and Member Companies, 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.

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);
- 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 continue development and build-out of a County career-based EMS system.

DEPARTMENT SUMMARY BY CHARACTER

Emergency Services DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$11,221,473	\$15,658,779	\$26,531,187	\$34,673,479
CONTRACTUAL SERVICES	\$9,152,736	\$9,739,893	\$6,247,625	\$5,727,725
SUPPLIES AND MATERIALS	\$740,261	\$2,576,540	\$1,109,500	\$1,254,500
BUSINESS AND TRAVEL	\$210,486	\$528,712	\$530,953	\$1,042,853
CAPITAL OUTLAY	\$31,955	\$4,116,704	\$0	\$0
MISCELLANEOUS	\$7,507,433	\$8,316,851	\$10,287,379	\$8,767,816
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$851	\$0	\$0
TOTAL	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373

DEPARTMENT SUMMARY BY FUND

Emergency Services DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373
GENERAL FUND TOTAL	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373
TOTAL	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373

DEPARTMENT SUMMARY BY DIVISION

Emergency Services DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
EMERGENCY SERVICES				
(221000) ADMINISTRATION	\$2,009,683	\$2,049,868	\$2,096,461	\$2,520,802
(222100) EMERGENCY COMMUNICATIONS CENTER	\$7,276,772	\$8,434,346	\$10,947,694	\$11,128,992
(222200) SUPPORT SERVICES	\$2,781,008	\$2,996,560	\$3,080,346	\$2,952,188
(223000) VOLUNTEER FIRE COMPANIES	\$7,745,605	\$8,662,423	\$10,223,302	\$10,922,333
(224000) EMERGENCY MEDICAL SERVICES	\$8,494,628	\$18,075,196	\$17,405,461	\$22,922,130
(225000) SPECIAL OPERATIONS	\$556,648	\$719,936	\$853,381	\$859,928
(229000) NATURAL DISASTERS	\$0	\$0	\$100,000	\$160,000
EMERGENCY SERVICES TOTAL	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373
TOTAL	\$28,864,343	\$40,938,330	\$44,706,644	\$51,466,373

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$8,142,292

- Full-time salaries increase \$1,752,624
 - Salary adjustments: \$1,554,497
 - Turnover: (-\$98,300)
 - Partial-Year funding for vacant positions: (-\$155,457)
 - Salary Offset increase: \$20,770
 - FY 24 COLA: \$431,114
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$505,589
- Net result of Transfers into and between divisions of DES: \$72,759
- Eight (8) new Paramedic/EMT positions created: \$657,380
- Supplemental Pay decrease due to FY 24 enhancements now in base salaries: (-\$1,250,000)
- Temporary Salaries increase \$1,138,219
- Pension rate increase based on actuarials: \$681,779
- Workers' Compensation rate decrease based on actuarials: (-\$16,122)
- Health Benefits rate increase based on actuarials: \$716,691
- Retirement Health Savings (RHS) increase: \$871,451
- Overtime increase based on actual expense history: \$2,605,000
- Shift Differential increase based on actual expense history: \$8,800
- FICA increase: \$397,289

CONTRACTUAL SERVICES DECREASES (-\$519,900)

- Emergency Medical Services (funds paid to Volunteer Fire Companies for EMS transports) decrease based on actual expense history: (-\$350,000)
- Data Processing Software decrease due to expense for VFC Microsoft 365 being moved to Contributions: (-\$200,000)
- Funding decrease for Emergency Reporting System, Communication Equipment, Communications Service, Space & Real Estate Rental, and Building/Custodial Services: (-\$226,000)
- Funding increase for Other Professional Services, Electricity, Other Insurance, Telephone Service, and Operating Equipment Service: \$250,100

SUPPLIES & MATERIALS INCREASES \$145,000

Funding increases for Medical Supplies and Uniform Purchase, partially offset by a decrease for Safety Equipment.

BUSINESS & TRAVEL INCREASES \$511,900

Funding increases for Vehicles & Maintenance, Training Seminars, Courses & Meetings, and for Meals, partially offset by a decrease in Mileage.

MISCELLANEOUS DECREASES (-\$1,519,563)

Funding decreases due to a one-time FY 24 EMS Billing Supplement to Volunteer Fire Companies. Funding also decreases to Ladies Auxiliary legacy program based on actual expense history. Partially offset by increases for VFC staffing incentive and for VFC Microsoft Office 365 licenses.

**DEPARTMENT STAFF SUMMARY
EMERGENCY SERVICES**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Director of Emergency Services	1.00	144,001	1.00	144,002	1.00	175,225
Deputy Director of Emergency Services	1.00	138,230	2.00	240,000	2.00	251,727
Administrative Budget Technician II	1.00	95,837	0.00	0	0.00	0
Administrative Secretary III	1.00	93,905	1.00	93,914	1.00	98,720
Computer Systems Engineer	1.00	60,000	1.00	62,000	1.00	65,513
Custodian of Records	0.00	0	0.00	0	1.00	92,098
Electronic Services Technician II	1.00	68,323	1.00	68,329	1.00	66,922
EMS Battalion Chief	0.00	0	2.00	167,168	2.00	175,943
EMS Captain	0.00	0	8.00	600,000	8.00	608,117
EMS Logistics Coordinator	0.00	0	1.00	55,000	1.00	92,741
EMT	9.00	413,219	68.00	2,326,520	85.00	4,474,364
GIS Analyst	1.00	74,635	1.00	74,642	1.00	80,997
Grants Coordinator	1.00	97,560	1.00	97,569	1.00	102,523
Paramedic	27.00	1,530,977	68.00	3,841,244	59.00	3,699,185
PS Emergency Comm. Specialist I*	12.00	570,138	29.00	1,371,136	32.00	1,592,391
PS Emergency Comm. Specialist II	25.00	1,393,009	28.00	1,536,982	28.00	1,777,417
PS Emergency Comm. Specialist III	22.00	1,657,021	18.00	1,348,014	15.00	1,201,614
Public Information Officer	0.00	0	0.00	0	1.00	80,552
Public Safety Battalion Chief	3.00	260,440	3.00	260,463	3.00	274,019
Public Safety Division Chief	5.00	513,751	6.00	617,400	7.00	747,070
Public Safety Hazmat Manager	1.00	75,037	1.00	75,044	1.00	79,085
Public Safety Lieutenant	7.00	580,938	6.00	470,163	6.00	495,218
Public Safety Support Specialist I	1.00	85,230	1.00	63,001	1.00	66,554
Public Safety Support Specialist II	5.00	376,187	5.00	387,847	5.00	398,102
Public Safety Support Specialist III	1.00	90,697	2.00	175,705	0.00	0
Quality Assurance Paramedic	0.00	0	1.00	75,000	2.00	141,400
Radio Shop Supervisor	1.00	92,432	1.00	92,440	1.00	97,186
Training Officer	0.00	0	1.00	75,000	0.00	0
TOTAL FULL-TIME SALARIES	127.00	8,411,567	257.00	14,318,583	266.00	16,934,683
SALARY OFFSET		(180,452)		(201,338)		(180,568)
TOTAL FULL-TIME SALARIES	127.00	8,231,115	257.00	14,117,245	266.00	16,754,115
TEMPORARY SALARIES		645,515		442,607		1,587,788
SALARY TOTAL	127.00	8,876,630	257.00	14,559,852	266.00	18,341,903
FY 24 PUBLIC SAFETY RECRUITMENT & RETENTION PAY ENHANCEMENTS						
				1,250,000		
OTHER PERSONAL SERVICES						
Pension & Retirement		941,940		2,951,520		3,739,685
Workers' Compensation		70,811		80,383		66,571
Health Benefits		2,592,255		4,203,584		5,086,900
RHS/OPEB		611,389		840,064		1,710,248
Overtime & Shift Differential		1,425,000		1,475,000		4,088,800
FICA		785,382		1,137,464		1,602,762
27th Pay		340,271		0		0
Miscellaneous		17,920		33,320		36,610
TOTAL OTHER PERSONAL SERVICES		6,784,968		10,721,335		16,331,576
TOTAL PERSONAL SERVICES	127.00	15,661,598	257.00	26,531,187	266.00	34,673,479

*Six (6) vacant PSEC I positions funded for 75% of FY25, Five (5) vacant PSEC I positions funded for 50% of FY25



DEPARTMENT OF EMERGENCY SERVICES

Administration

Cost Center 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.

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;
- To provide 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 the County's response to all disasters, DES will acquire CCTV feeds from relevant critical infrastructure.

DIVISION SUMMARY BY CHARACTER

DES Administration by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,049,918	\$1,166,714	\$1,263,108	\$1,636,949
CONTRACTUAL SERVICES	\$686,509	\$717,203	\$754,200	\$788,300
SUPPLIES AND MATERIALS	\$43,654	\$86,016	\$50,000	\$55,000
BUSINESS AND TRAVEL	\$22,897	\$29,770	\$29,153	\$40,553
CAPITAL OUTLAY	\$4,330	\$2,570	\$0	\$0
MISCELLANEOUS	\$202,375	\$47,068	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$527	\$0	\$0
TOTAL	\$2,009,683	\$2,049,868	\$2,096,461	\$2,520,802

DIVISION SUMMARY BY FUND

DES Administration by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$2,009,683	\$2,049,868	\$2,096,461	\$2,520,802
GENERAL FUND TOTAL	\$2,009,683	\$2,049,868	\$2,096,461	\$2,520,802
TOTAL	\$2,009,683	\$2,049,868	\$2,096,461	\$2,520,802

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$373,841

- Full-time salaries increase \$69,870
 - Salary adjustments: \$24,146
 - Turnover: (-\$3,251)
 - Salary Offset increase: \$20,770
 - FY 24 COLA: \$28,205
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$28,239
- Result of the transfer of one (1) position into DES: \$113,915
- Temporary Salaries increase \$42,510
- Pension rate increase based on actuarials: \$25,707
- Workers' Compensation rate decrease based on actuarials: (-\$1,219)
- Health Benefits rate increase based on actuarials: \$33,591
- Other Post-Employment Benefits (OPEB) increase: 18,975
- Retirement Health Savings (RHS) increase: \$31,172
- FICA increase: \$11,081

CONTRACTUAL SERVICES INCREASES \$34,100

Funding increases for Electricity, Operating Equipment Service, and Other Professional Services, partially offset by a decrease for Building/Custodial Services.

SUPPLIES & MATERIALS INCREASES \$5,000

Funding increases for Uniform Purchase.

BUSINESS & TRAVEL INCREASES \$11,400

Funding increases for County-Owned Vehicles and Vehicle Maintenance.

DIVISION STAFF SUMMARY
Administration
Cost Center 221000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Budget Technician II	1.00	95,837	0.00	0	0.00	0
Administrative Secretary III	1.00	93,905	1.00	93,914	1.00	98,720
Computer System Engineer	1.00	60,000	0.00	0	0.00	0
Custodian of Records	0.00	0	0.00	0	1.00	92,098
Deputy Director of Emergency Services	1.00	138,230	2.00	240,000	2.00	251,727
Director of Emergency Services	1.00	144,001	1.00	144,002	1.00	175,225
Grants Coordinator	1.00	97,560	1.00	97,569	1.00	102,523
Public Information Officer	0.00	0	0.00	0	1.00	80,552
Public Safety Division Chief	1.00	103,967	2.00	203,976	2.00	214,243
Public Safety Support Specialist I	1.00	85,230	1.00	63,001	1.00	66,554
Public Safety Support Specialist III	1.00	90,697	1.00	90,705	0.00	0
TOTAL FULL-TIME SALARIES	9.00	909,427	9.00	933,167	10.00	1,081,641
SALARY OFFSET		(180,452)		(201,338)		(180,568)
TOTAL FULL-TIME SALARIES	9.00	728,975	9.00	731,829	10.00	901,073
TEMPORARY SALARIES		105,817		84,046		129,975
SALARY TOTAL	9.00	834,792	9.00	815,875	10.00	1,031,048

OTHER PERSONAL SERVICES

Pension & Retirement	104,113	113,183	150,815
Workers' Compensation	7,408	4,733	3,715
Health Benefits	195,623	178,409	231,400
RHS/OPEB	47,163	53,598	103,745
Overtime & Shift Differential	20,000	20,000	20,000
FICA	63,411	76,050	94,826
27th Pay	29,653	0	0
Miscellaneous	1,400	1,260	1,400
TOTAL OTHER PERSONAL SERVICES	468,770	447,233	605,901
TOTAL PERSONAL SERVICES	9.00 1,303,562	9.00 1,263,108	10.00 1,636,949



DEPARTMENT OF EMERGENCY SERVICES

Emergency Communications Center

Cost Center 222100

ORIGIN & PURPOSE:

Employees of the 9-1-1 Center 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.

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.

DIVISION SUMMARY BY CHARACTER

DES Emergency Communications Center by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$6,903,081	\$8,040,283	\$10,002,180	\$10,243,392
CONTRACTUAL SERVICES	\$338,283	\$350,482	\$892,000	\$792,000
SUPPLIES AND MATERIALS	\$19,579	\$3,740	\$7,000	\$7,000
BUSINESS AND TRAVEL	\$11,261	\$39,154	\$38,800	\$78,800
CAPITAL OUTLAY	\$4,568	\$687	\$0	\$0
MISCELLANEOUS	\$0	\$0	\$7,714	\$7,800
TOTAL	\$7,276,772	\$8,434,346	\$10,947,694	\$11,128,992

DIVISION SUMMARY BY FUND

DES Emergency Communications Center by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$7,276,772	\$8,434,346	\$10,947,694	\$11,128,992
GENERAL FUND TOTAL	\$7,276,772	\$8,434,346	\$10,947,694	\$11,128,992
TOTAL	\$7,276,772	\$8,434,346	\$10,947,694	\$11,128,992

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$241,212

- Full-time salaries increase \$308,791
 - Salary adjustments: \$344,339
 - Turnover: (-\$43,649)
 - Partial-Year funding for vacant positions: (-\$155,457)
 - FY 24 COLA: \$163,558
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$157,406
- Result to this division of the transfer of one (1) position in from EMS (#224000): \$43,106
- Supplemental Pay decrease due to FY 24 enhancements now in base salaries: (-\$850,000)
- Pension rate increase based on actuarials: \$64,111
- Workers' Compensation rate decrease based on actuarials: (-\$4,023)
- Health Benefits rate increase based on actuarials: \$74,075
- Retirement Health Savings (RHS) increase: \$147,237
- Other Post-Employment Benefits (OPEB) decrease: (-\$10,413)
- Overtime increase based on actual expense history: \$200,000
- Shift Differential increase based on actual expense history: \$8,300
- FICA increase: \$103,182

CONTRACTUAL SERVICES DECREASES (-\$100,000)

Funding decreases for Emergency Reporting System based on expected expenses for NextGen 911.

SUPPLIES & MATERIALS no change

Funding provides for training material, headsets, batteries, etc.

BUSINESS & TRAVEL INCREASES \$40,000

Funding increases for Meals and Training Seminars, Courses & Meetings.

MISCELLANEOUS INCREASES \$86

Funding provides for RHS for grant employee.

DIVISION STAFF SUMMARY
Emergency Communications Center
Cost Center 222100

	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
GIS Analyst	1.00	74,635	1.00	74,642	1.00	80,997
Public Safety Division Chief	1.00	104,452	1.00	104,461	2.00	211,694
PS Emergency Comm. Specialist I*	12.00	570,138	29.00	1,371,136	32.00	1,592,391
PS Emergency Comm. Specialist II	25.00	1,393,009	28.00	1,536,982	28.00	1,777,417
PS Emergency Comm. Specialist III	22.00	1,657,021	18.00	1,348,014	15.00	1,201,614
Public Safety Battalion Chief	3.00	260,440	3.00	260,463	3.00	274,019
Public Safety Lieutenant	6.00	500,766	6.00	470,163	6.00	495,218
Public Safety Support Specialist II	3.00	241,240	2.00	160,311	3.00	245,670
Public Safety Support Specialist III	0.00	0	1.00	85,000	0.00	0
TOTAL FULL-TIME SALARIES	73.00	4,801,701	89.00	5,411,172	90.00	5,879,020
TEMPORARY SALARIES		16,000		0		
SALARY TOTAL	73.00	4,817,701	89.00	5,411,172	90.00	5,879,020
FY 24 PUBLIC SAFETY RECRUITMENT & RETENTION PAY ENHANCEMENTS						
				850,000		
OTHER PERSONAL SERVICES						
Pension & Retirement		528,187		622,285		705,482
Workers' Compensation		22,872		16,601		13,009
Health Benefits		1,357,056		1,552,025		1,635,800
RHS/OPEB		397,139		433,682		570,506
Overtime & Shift Differential		640,000		690,000		898,300
FICA		417,514		413,955		529,305
27th Pay		198,809		0		0
Miscellaneous		10,220		12,460		11,970
TOTAL OTHER PERSONAL SERVICES		3,571,797		3,741,008		4,364,372
TOTAL PERSONAL SERVICES	73.00	8,389,498	89.00	10,002,180	90.00	10,243,392

*Six (6) vacant PSEC I positions funded for 75% of FY25, Five (5) vacant PSEC I positions funded for 50% of FY25



DEPARTMENT OF EMERGENCY SERVICES

Support Services
Cost Center 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.)

DIVISION SUMMARY BY CHARACTER

DES Support Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$657,210	\$806,506	\$758,846	\$794,688
CONTRACTUAL SERVICES	\$2,025,489	\$2,112,979	\$2,258,000	\$2,091,500
SUPPLIES AND MATERIALS	\$70,600	\$66,842	\$57,500	\$57,500
BUSINESS AND TRAVEL	\$7,079	\$8,732	\$6,000	\$8,500
CAPITAL OUTLAY	\$20,630	\$1,501	\$0	\$0
TOTAL	\$2,781,008	\$2,996,560	\$3,080,346	\$2,952,188

DIVISION SUMMARY BY FUND

DES Support Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$2,781,008	\$2,996,560	\$3,080,346	\$2,952,188
GENERAL FUND TOTAL	\$2,781,008	\$2,996,560	\$3,080,346	\$2,952,188
TOTAL	\$2,781,008	\$2,996,560	\$3,080,346	\$2,952,188

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$35,842

- Full-time salaries increase \$11,538
 - Salary adjustments: \$2,343
 - Turnover: (-\$5,125)
 - FY 24 COLA: \$14,320
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$13,028
- Pension rate increase based on actuarials: \$3,754
- Workers' Compensation rate decrease based on actuarials: (-\$759)
- Health Benefits rate increase based on actuarials: \$10,350
- Retirement Health Savings (RHS) increase: \$7,772
- Other Post-Employment Benefits (OPEB) decrease: (-\$14,548)
- FICA increase: \$4,708

CONTRACTUAL SERVICES DECREASES (-\$166,500)

Funding decreases for Other Professional Services, Communication Equipment, and Communications Service due to one-time expenses, partially offset by increases for Telephone Service and Emergency Reporting System.

SUPPLIES & MATERIALS no change

Funds provided for Safety Equipment, Computer Supplies, etc.

BUSINESS & TRAVEL INCREASES \$2,500

Funding increases for County-owned vehicles and Meals.

DIVISION STAFF SUMMARY
Support Services
Cost Center 222200

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Computer Systems Engineer	0.00	0	1.00	62,000	1.00	65,513
Electronic Services Technician I	0.00	0	0.00	0	1.00	66,922
Electronic Services Technician II	1.00	68,323	1.00	68,329	0.00	0
Public Safety Division Chief	2.00	208,953	1.00	108,675	1.00	114,080
Public Safety Support Specialist II	2.00	134,947	2.00	142,298	2.00	152,432
Radio Shop Supervisor	1.00	92,432	1.00	92,440	1.00	97,186
SALARY TOTAL	6.00	504,655	6.00	473,742	6.00	496,133

OTHER PERSONAL SERVICES

Pension & Retirement		55,512		54,480		59,536
Workers' Compensation		4,206		2,662		1,946
Health Benefits		153,583		106,050		116,400
RHS/OPEB		26,392		34,830		28,054
Overtime & Shift Differential		50,000		50,000		50,000
FICA		38,606		36,241		41,779
27th Pay		20,895		0		0
Miscellaneous		840		840		840
TOTAL OTHER PERSONAL SERVICES		350,034		285,103		298,555
TOTAL PERSONAL SERVICES	6.00	854,689	6.00	758,845	6.00	794,688



DEPARTMENT OF EMERGENCY SERVICES

Volunteer Fire Companies

Cost Center 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 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.

DIVISION SUMMARY BY CHARACTER

DES VFC by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$1,292,879	\$1,674,910
CONTRACTUAL SERVICES	\$442,761	\$569,215	\$818,000	\$665,000
SUPPLIES AND MATERIALS	\$0	\$4,914	\$30,000	\$30,000
MISCELLANEOUS	\$7,302,844	\$8,088,295	\$8,082,423	\$8,552,423
TOTAL	\$7,745,605	\$8,662,423	\$10,223,302	\$10,922,333

DIVISION SUMMARY BY FUND

DES VFC by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$7,745,605	\$8,662,423	\$10,223,302	\$10,922,333
GENERAL FUND TOTAL	\$7,745,605	\$8,662,423	\$10,223,302	\$10,922,333
TOTAL	\$7,745,605	\$8,662,423	\$10,223,302	\$10,922,333

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$382,031

Firemen's Pension increases based on actuarials.

CONTRACTUAL SERVICES DECREASES (-\$153,000)

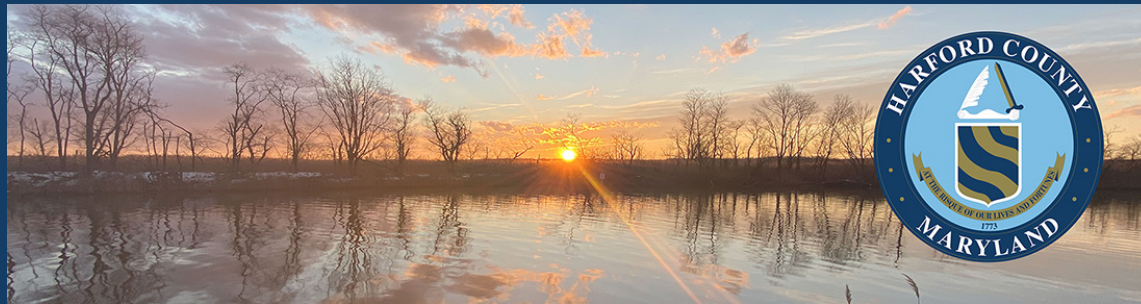
Funding decreases due to funds for Microsoft Office 365 moving to Miscellaneous-Contributions. This is partially offset by increases in Other insurance (for VFC Workers' Compensation), Telephone Service, and Other Advertising.

SUPPLIES & MATERIALS no change

Funds provided for Safety Equipment.

MISCELLANEOUS INCREASES \$470,000

- Total funding distributed to Volunteer Fire Companies: \$7,394,711 (No change from FY 24)
- Total funding provided to Volunteer Fire & EMS Association for operations and programs: \$187,712 (No change from FY 24)
- Funding increase to provide for VFC staffing incentives: \$300,000
- Funding increase for Microsoft Office 365 expense formerly in Contractual Services: \$250,000
- Total funding provided for student loan repayment program: \$350,000 (No change from FY 24)
- Funding decrease for Ladies Auxiliary legacy program based on actual expense history: (-\$50,000)
- Funding decrease for ALS reimbursement program based on actual expense history: (-\$30,000)



DEPARTMENT OF EMERGENCY SERVICES

Emergency Medical Services

Cost Center 224000

ORIGIN & PURPOSE:

In 2017, Harford County Government began incremental changes to Emergency Medical Services to ensure the sustainability and long-term effectiveness of the system. During Fiscal Year 2023, the Harford County EMS Foundation informed the county Administration that the time had come to initiate the long-anticipated transition to a fully county-operated EMS system. Fiscal Year 2025 will see continued development of the county's EMS component with significant investment in additional personnel and in standardizing equipment among the Volunteer Fire Service.

GOALS:

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.

DIVISION SUMMARY BY CHARACTER

DES EMS by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,258,449	\$5,215,760	\$12,495,719	\$19,525,037
CONTRACTUAL SERVICES	\$5,618,418	\$5,955,570	\$1,459,500	\$1,354,500
SUPPLIES AND MATERIALS	\$516,024	\$2,272,815	\$915,000	\$1,055,000
BUSINESS AND TRAVEL	\$99,311	\$402,417	\$403,000	\$855,000
CAPITAL OUTLAY	\$2,427	\$4,052,822	\$0	\$0
MISCELLANEOUS	\$0	\$175,488	\$2,132,242	\$132,593
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$324	\$0	\$0
TOTAL	\$8,494,628	\$18,075,196	\$17,405,461	\$22,922,130

DIVISION SUMMARY BY FUND

DES EMS by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$8,494,628	\$18,075,196	\$17,405,461	\$22,922,130
GENERAL FUND TOTAL	\$8,494,628	\$18,075,196	\$17,405,461	\$22,922,130
TOTAL	\$8,494,628	\$18,075,196	\$17,405,461	\$22,922,130

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$7,029,318

- Full-time salaries increase \$1,360,445
 - Salary Adjustments: \$1,186,988
 - Turnover: (-\$46,275)
 - FY 24 COLA: \$219,732
- FY 25 COLA of 1% and Merit of \$1,000 to all eligible employees: \$298,567
- Transfer of one (1) vacant position (P4120) out to Emergency Communications (222100): (-\$84,262)
- Creation of one (1) new Paramedic and seven (7) new EMT positions: \$657,380
- Temporary salaries increase for additional Paramedic/EMT staffing and for Medical Director salary: \$1,100,000
- Pension rate increase per actuarials: \$205,063
- Workers' Compensation rate decrease per actuarials: (-\$9,710)
- Health Benefits rate increase per actuarials: \$595,225
- Retirement Health Savings (RHS) increase: \$677,470
- FICA increase: \$276,199
- Overtime increase based on actual expense history: \$2,350,000

CONTRACTUAL SERVICES DECREASES (-\$105,000)

Funding decreases based on actual expense history for volunteer EMS transports, partially offset by an increase in Other Professional Services for EMS billing contract and for HCC Training contract.

SUPPLIES & MATERIALS INCREASES \$140,000

Funding increases for Medical Supplies and Uniform Purchase based on actual expense history, partially offset by a decrease for Safety Equipment due to one-time FY 24 expenses.

BUSINESS & TRAVEL INCREASES \$452,000

Funding increases for County-owned Vehicles, Vehicle Maintenance, and Training Seminars, Courses & Materials, partially offset by a decrease in Mileage.

MISCELLANEOUS DECREASES (-\$1,999,649)

Funding decreases due to one-time FY 24 EMS Billing Supplements to Volunteer Fire Companies.

DIVISION STAFF SUMMARY
Emergency Medical Services
Cost Center 224000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
EMS Battalion Chief	0.00	0	2.00	167,168	2.00	175,943
EMS Captain	0.00	0	8.00	600,000	8.00	608,117
Paramedic	27.00	1,530,977	68.00	3,841,244	59.00	3,699,185
EMT	9.00	413,219	68.00	2,326,520	85.00	4,474,364
EMS QA Lieutenant	0.00	0	1.00	75,000	2.00	141,400
EMS Logistics Coordinator	0.00	0	1.00	55,000	1.00	92,741
Training Officer	0.00	0	1.00	75,000	0.00	0
Public Safety Branch Manager	1.00	96,379	1.00	100,000	1.00	105,053
Public Safety Supervisor	1.00	80,172	0.00	0	0.00	0
Public Safety Support Specialist II	0.00	0	1.00	85,238	0.00	0
TOTAL FULL-TIME SALARIES	38.00	2,120,747	151.00	7,325,170	158.00	9,296,804
TEMPORARY SALARIES		123,777		0		1,100,000
SALARY TOTAL	38.00	2,244,524	151.00	7,325,170	158.00	10,396,804
FY 24 PUBLIC SAFETY RECRUITMENT & RETENTION PAY ENHANCEMENTS				400,000		
OTHER PERSONAL SERVICES						
Pension & Retirement		233,265		836,934		1,115,617
Workers' Compensation		26,753		55,055		46,959
Health Benefits		866,359		2,331,750		3,064,500
RHS/OPEB		140,695		317,954		995,706
Overtime & Shift Differential		600,000		650,000		3,000,000
FICA		217,605		560,376		883,331
27th Pay		87,807		0		0
Miscellaneous		5,320		18,480		22,120
TOTAL OTHER PERSONAL SERVICES		2,177,804		4,770,549		9,128,233
TOTAL PERSONAL SERVICES	38.00	4,422,328	151.00	12,495,719	158.00	19,525,037



DEPARTMENT OF EMERGENCY SERVICES

Special Operations

Cost Center 225000

ORIGIN & PURPOSE:

Funding for HAZMAT and for Rescue Support operations were consolidated under this account for FY 2022. HAZMAT Operations was created 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. 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 OSHA.

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.

DIVISION SUMMARY BY CHARACTER

DES Special Operations by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$352,815	\$429,516	\$668,456	\$698,503
CONTRACTUAL SERVICES	\$41,276	\$34,445	\$65,925	\$36,425
SUPPLIES AND MATERIALS	\$90,404	\$142,212	\$50,000	\$50,000
BUSINESS AND TRAVEL	\$69,939	\$48,639	\$54,000	\$60,000
CAPITAL OUTLAY	\$0	\$59,125	\$0	\$0
MISCELLANEOUS	\$2,214	\$6,000	\$15,000	\$15,000
TOTAL	\$556,648	\$719,936	\$853,381	\$859,928

DIVISION SUMMARY BY FUND

DES Special Operations by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$556,648	\$719,936	\$853,381	\$859,928
GENERAL FUND TOTAL	\$556,648	\$719,936	\$853,381	\$859,928
TOTAL	\$556,648	\$719,936	\$853,381	\$859,928

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$30,047

- Full-time salaries increase \$1,980
 - Salary adjustments: (-\$3,319)
 - FY 24 COLA: \$5,299
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$8,348
- Temporary Salaries decrease (-\$4,291)
- Pension rate increase based on actuarials: \$1,114
- Workers' Compensation rate decrease based on actuarials: (-\$411)
- Health Benefits rate increase based on actuarials: \$3,450
- Retirement Health Savings (RHS) increase: \$7,800
- Other Post-Employment Benefits (OPEB) increase: \$4,437
- Overtime increase based on actual expense history: \$5,000
- Shift Differential increase based on actual expense history: \$500
- FICA increase: \$2,118

CONTRACTUAL SERVICES DECREASES (-\$29,500)

Funding decreases for Space & Real Estate Rental due to transfer of expense to Debt Service, and for a decrease in Building/Custodial Services based on actual expense history.

SUPPLIES & MATERIALS no change

Funding provided for Safety Equipment and Other Supplies & Materials.

BUSINESS & TRAVEL INCREASES \$6,000

Funding increases for County-owned Vehicles and Training Seminars, Courses & Meetings, partially offset by a decrease for vehicle maintenance based on actual expense history.

MISCELLANEOUS no change

Funds provided for reimbursement to VFCs for Hazmat response and for Mason-Dixon rescue dog insurance.

DIVISION STAFF SUMMARY
Special Operations
Cost Center 225000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Public Safety Division Chief	0.00	0	1.00	100,288	1.00	102,000
Public Safety Hazmat Manager	1.00	75,037	1.00	75,044	1.00	79,085
TOTAL FULL-TIME SALARIES	1.00	75,037	2.00	175,332	2.00	181,085
TEMPORARY SALARIES		399,921		358,561		357,813
SALARY TOTAL	1.00	474,958	2.00	533,893	2.00	538,898
OTHER PERSONAL SERVICES						
Pension & Retirement		20,862		31,758		33,325
Workers' Compensation		9,571		1,333		942
Health Benefits		19,636		35,350		38,800
RHS/OPEB		0		0		12,237
Overtime & Shift Differential		25,000		25,000		30,500
FICA		38,245		40,843		43,521
27th Pay		3,107		0		0
Miscellaneous		140		280		280
TOTAL OTHER PERSONAL SERVICES		116,561		134,564		159,605
TOTAL PERSONAL SERVICES	1.00	591,519	2.00	668,456	2.00	698,503



DEPARTMENT OF EMERGENCY SERVICES

Natural Disasters

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DES Natural Disasters by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$50,000	\$100,000
MISCELLANEOUS	\$0	\$0	\$50,000	\$60,000
TOTAL	\$0	\$0	\$100,000	\$160,000

DIVISION SUMMARY BY FUND

DES Natural Disasters by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$0	\$0	\$100,000	\$160,000
GENERAL FUND TOTAL	\$0	\$0	\$100,000	\$160,000
TOTAL	\$0	\$0	\$100,000	\$160,000

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$50,000

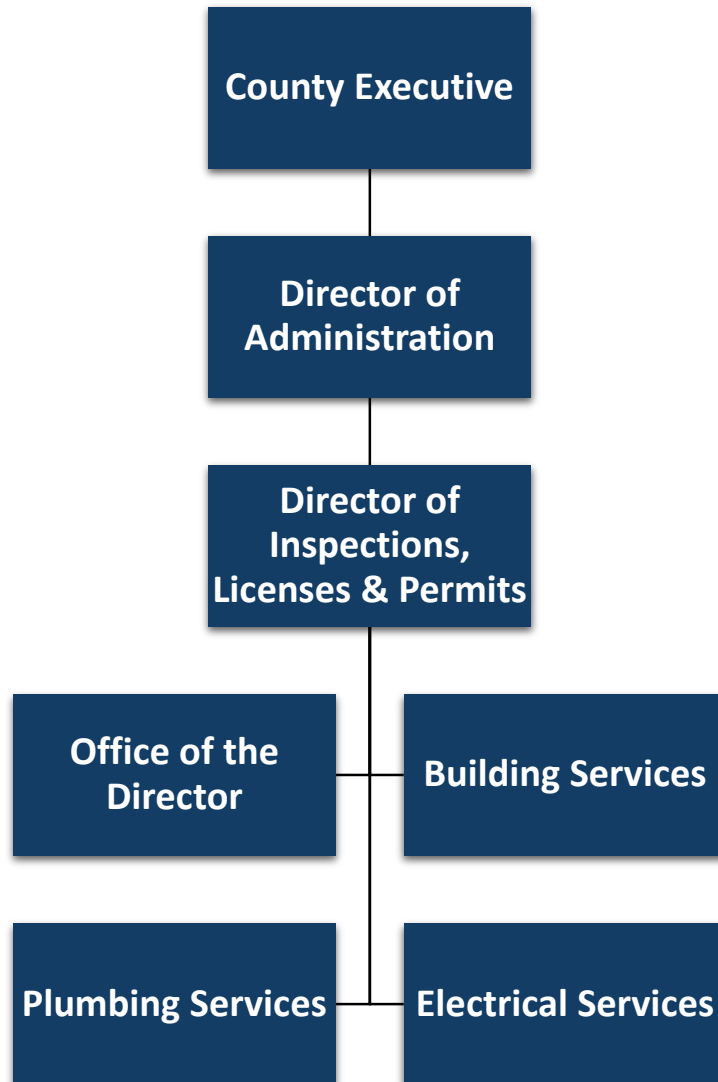
Funding increases for Overtime.

MISCELLANEOUS INCREASES \$10,000

Funding increases for disaster assistance.

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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, issuing permits and licenses, and offering professional guidance with code interpretations, reviews and inspections for structures that require permits within our jurisdiction. The Department also registers professionals in certain trades.

DEPARTMENT SUMMARY BY CHARACTER

DILP DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,303,018	\$3,594,683	\$3,611,639	\$3,935,831
CONTRACTUAL SERVICES	\$45,604	\$36,041	\$32,360	\$40,610
SUPPLIES AND MATERIALS	\$15,863	\$29,186	\$39,165	\$45,065
BUSINESS AND TRAVEL	\$60,201	\$80,316	\$88,480	\$121,140
MISCELLANEOUS	\$1,800	\$1,600	\$3,400	\$7,360
TOTAL	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006

DEPARTMENT SUMMARY BY FUND

DILP DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006
GENERAL FUND TOTAL	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006
TOTAL	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006

DEPARTMENT SUMMARY BY DIVISION

DILP DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
INSPECTIONS, LICENSES, AND PERMITS				
(261000) DIRECTOR OF DILP	\$846,502	\$947,298	\$894,891	\$1,153,466
(263000) BUILDING SERVICES	\$1,069,872	\$1,156,137	\$1,201,836	\$1,351,460
(264000) PLUMBING SERVICES	\$740,847	\$835,148	\$826,858	\$877,079
(265000) ELECTRICAL SERVICES	\$769,265	\$803,244	\$851,459	\$768,001
INSPECTIONS, LICENSES, AND PERMITS TOTAL	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006
TOTAL	\$3,426,486	\$3,741,827	\$3,775,044	\$4,150,006

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$324,192

- Full time salaries decrease (\$61,659)
 - Salary adjustment \$30,217
 - Turnover adjustment (\$161,460)
 - FY 24 COLA - \$69,584
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$67,411
- Transfer of One Inspector from Housing #P0452 \$109,668
- Transfer of One Management Assistant II in from Economic Development #P0668 \$138,891
- Transfer between Department (\$12,181)
- Temporary salary increase \$18,400 for Contractual support to supplement inspection based on staffing and workload as needed
- Pension increase \$4,113 based on actuals
- Workers Compensation adjustment (\$5,104)
- Health benefits adjusted \$51,675 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$2,001
- Overtime increase \$12,200
- FICA adjusted (\$1,223)

CONTRACTUAL SERVICES INCREASES \$8,250

- Telephone Services increase \$8,250 for 3 new Ipads and GPS monitoring of agency vehicles

SUPPLIES & MATERIALS INCREASES \$5,900

- Safety Equipment increase of \$7,000 for Inspectors
- Uniform Purchase decrease of (\$1,100) based on actual expense history

BUSINESS & TRAVEL INCREASES \$32,660

- Increased funding for Vehicle Maintenance, Fuel, Parking tolls, Meals and Lodging based on actuals
- Professional Books/Periodicals increase \$1,200 due to purchase of digital online access to NFPA Codes for field use
- Training Seminars, Courses increase \$7,040 for updates and recertifications for staff

MISCELLANEOUS INCREASED \$3,960

- Funding adjusted for Boards & Commissions based on actuals for monthly meetings

**DEPARTMENT STAFF SUMMARY
INSPECTIONS LICENSE AND PERMITS**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	96,050	1.00	75,000	1.00	79,040
Administrative Specialist I	1.00	62,953	1.00	70,000	0.00	0
Building Inspections Supervisor	0.00	0	1.00	80,383	1.00	84,641
Chief, Inspections, Licenses & Permits	3.00	294,370	2.00	214,015	2.00	205,021
Customer Support Analyst I	5.00	279,977	5.00	280,004	1.00	44,430
Customer Support Analyst II	0.00	0	0.00	0	4.00	223,818
Deputy Director DILP	1.00	126,588	1.00	120,000	1.00	125,863
Director of Inspections, Licenses & Permits	1.00	149,409	1.00	135,000	1.00	148,494
Inspector I	0.00	0	0.00	0	2.00	107,530
Inspector II	4.00	257,821	4.00	233,666	4.00	256,981
Inspector III	9.00	697,335	9.00	699,052	8.00	613,894
Management Assistant	0.00	0	0.00	0	1.00	101,312
Permits Review Supervisor	1.00	118,997	1.00	119,008	1.00	76,750
Plans Reviewer II	1.00	65,047	0.00	0	0.00	0
Project Coordinator	0.00	0	0.00	0	1.00	73,794
Senior Customer Support Analyst	2.00	129,583	2.00	100,088	2.00	129,260
Senior Plans Reviewer	2.00	173,979	3.00	241,000	3.00	253,196
TOTAL FULL-TIME SALARIES	31.00	2,452,109	31.00	2,367,216	33.00	2,524,024
TEMPORARY SALARIES		16,000		0		18,400
SALARY TOTAL	31.00	2,468,109	31.00	2,367,216	33.00	2,542,424
OTHER PERSONAL SERVICES						
Pension & Retirement		269,732		272,230		302,882
Workers' Compensation		21,517		14,492		10,652
Health Benefits		783,204		545,900		638,100
RHS/OPEB		205,595		227,316		229,317
Overtime		0		0		12,200
FICA		188,362		179,945		195,436
27th Pay		101,526		0		0
Miscellaneous		4,540		4,540		4,820
TOTAL OTHER PERSONAL SERVICES		1,574,476		1,244,423		1,393,407
TOTAL PERSONAL SERVICES	31.00	4,042,585	31.00	3,611,639	33.00	3,935,831



INSPECTIONS, LICENSES & PERMITS

Director of DILP

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DILP Director of DILP by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$790,199	\$874,175	\$816,395	\$1,043,250
CONTRACTUAL SERVICES	\$4,116	\$3,694	\$4,431	\$5,931
SUPPLIES AND MATERIALS	\$334	\$1,562	\$4,640	\$4,340
BUSINESS AND TRAVEL	\$51,853	\$67,867	\$69,425	\$97,545
MISCELLANEOUS	\$0	\$0	\$0	\$2,400
TOTAL	\$846,502	\$947,298	\$894,891	\$1,153,466

DIVISION SUMMARY BY FUND

DILP Director of DILP by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$846,502	\$947,298	\$894,891	\$1,153,466
GENERAL FUND TOTAL	\$846,502	\$947,298	\$894,891	\$1,153,466
TOTAL	\$846,502	\$947,298	\$894,891	\$1,153,466

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$226,856

- Full-time salaries decrease (\$50,766)
 - Salary Adjustment - \$12,050
 - Turnover Adjustment - (\$79,605)
 - FY 24 COLA - \$16,789
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$17,740
- Transfer of Pin 0688 and 0467 here \$248,559
- Pension decrease (\$3,314)
- Workers Compensation adjustment (\$1,365)
- Health benefits adjusted \$10,300 based on 10% cost increase
- Other Post Employment Benefit (OPEB) and Retirement Health Services (RHS) adjusted (\$2,220) based on actuarials
- Overtime new for FY 25 \$2,700
- FICA adjusted (\$1,978)

CONTRACTUAL SERVICES INCREASES \$1,500

Increase of \$1,500 for three new lpad's

SUPPLIES & MATERIALS DECREASES (\$300)

Decrease in Uniform Purchase offset slightly by increase in Safety Equipment

BUSINESS & TRAVEL INCREASES \$28,120

- Increased funding for Vehicle Maintenance, Fuel, Parking tolls, Meals and Lodging based on actuals
- Increase of \$3,700 for Training and Seminar Courses that enable Re-Certification

MISCELLANEOUS INCREASED \$2,400

Towing Boards and Board of Appeals now budgeted here for FY 25

DEPARTMENT STAFF SUMMARY
Director of Inspections, Licenses and Permits
Cost Center 261000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	96,050	1.00	75,000	1.00	79,040
Customer Support Analyst I	0.00	0	0.00	0	1.00	44,430
Customer Support Analyst II	2.00	106,443	2.00	106,453	1.00	53,790
Deputy Director DILP	1.00	126,588	1.00	120,000	1.00	125,863
Director of Inspections, Licenses & Permits	1.00	149,409	1.00	135,000	1.00	148,494
Management Assistant	0.00	0	0.00	0	1.00	101,312
Permits Review Supervisor	1.00	118,997	1.00	119,008	1.00	76,750
Senior Customer Support Analyst	0.00	0	0.00	0	1.00	64,125
TOTAL FULL-TIME SALARIES	6.00	597,487	6.00	555,461	8.00	693,804
TEMPORARY SALARIES		16,000		0		7,200
SALARY TOTAL	6.00	613,487	6.00	555,461	8.00	701,004
OTHER PERSONAL SERVICES						
Pension & Retirement		65,724		63,878		83,256
Workers' Compensation		3,898		2,544		2,130
Health Benefits		158,536		104,700		153,800
RHS/OPEB		42,011		47,426		45,206
Overtime		0		0		2,700
FICA		44,483		41,345		53,834
27th Pay		24,738		0		0
Miscellaneous		1,040		1,040		1,120
TOTAL OTHER PERSONAL SERVICES		340,430		260,933		342,046
TOTAL PERSONAL SERVICES	6.00	953,917	6.00	816,394	8.00	1,043,050



INSPECTIONS, LICENSES & PERMITS

Building Services

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DILP Building Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,022,496	\$1,104,905	\$1,158,471	\$1,298,705
CONTRACTUAL SERVICES	\$32,382	\$23,629	\$14,100	\$17,850
SUPPLIES AND MATERIALS	\$9,142	\$21,456	\$19,200	\$23,400
BUSINESS AND TRAVEL	\$5,852	\$6,147	\$10,065	\$11,505
TOTAL	\$1,069,872	\$1,156,137	\$1,201,836	\$1,351,460

DIVISION SUMMARY BY FUND

DILP Building Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,069,872	\$1,156,137	\$1,201,836	\$1,351,460
GENERAL FUND TOTAL	\$1,069,872	\$1,156,137	\$1,201,836	\$1,351,460
TOTAL	\$1,069,872	\$1,156,137	\$1,201,836	\$1,351,460

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$140,234

- Full time salaries increases by \$1,625
 - Salary adjustment \$13,152
 - Turnover addjustment (\$33,696)
 - FY 24 COLA - \$22,169
- FY 24 COLA of 1% & merit of \$1,000 to all eligible employees - \$22,042
- Transfer in of Inspector I P3289 \$83,231
- Pension increase of \$3,862 based on actuals
- Workers Compensation decrease (\$1,644) based on adjustments
- Health Benefits increase \$18,950 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$7,738 based on actuals
- Overtime new for FY 25 \$4,000
- FICA adjustment \$430

CONTRACTUAL SERVICES INCREASES \$3,750

Increase is for GPS monitoring on all vehicles under this Division

SUPPLIES & MATERIALS INCREASES \$4,200

Increase in Safety Equipment based on actuals

BUSINESS & TRAVEL INCREASES \$1,440

Increase in Training and Seminars for additional certifications and DLLR Registration renewals for staff

DEPARTMENT STAFF SUMMARY
Building Services
Cost Center 263000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Building Inspections Supervisor	0.00	0	1.00	80,383	1.00	84,641
Chief, Inspections, Licenses & Permits	1.00	80,375	0.00	0	0.00	0
Customer Support Analyst II	1.00	49,624	1.00	49,629	2.00	100,495
Inspector I	0.00	0	0.00	0	2.00	107,530
Inspector II	3.00	190,415	3.00	165,171	3.00	185,281
Inspector III	2.00	162,192	2.00	162,207	1.00	75,311
Plans Reviewer II	1.00	65,047	0.00	0	0.00	0
Senior Customer Support Analyst	1.00	62,056	1.00	35,088	0.00	0
Senior Plans Reviewer	2.00	173,979	3.00	241,000	3.00	253,196
TOTAL FULL-TIME SALARIES	11.00	783,688	11.00	733,478	12.00	806,454
OTHER PERSONAL SERVICES						
Pension & Retirement		86,206		84,350		96,774
Workers' Compensation		7,772		5,125		3,842
Health Benefits		271,693		193,750		232,100
RHS/OPEB		76,946		84,117		91,855
Overtime		0		0		4,000
FICA		59,952		56,111		62,000
27th Pay		32,448		0		0
Miscellaneous		1,540		1,540		1,680
TOTAL OTHER PERSONAL SERVICES		536,557		424,993		492,251
TOTAL PERSONAL SERVICES	11.00	1,320,245	11.00	1,158,471	12.00	1,298,705



INSPECTIONS, LICENSES & PERMITS

Plumbing Services

Cost Center 264000

ORIGIN & PURPOSE:

This Division is responsible for reviewing plans and permit applications, issuing permits, master and journeyman 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, journeyman 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.

DIVISION SUMMARY BY CHARACTER

DILP Plumbing Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$730,917	\$825,704	\$808,754	\$854,915
CONTRACTUAL SERVICES	\$4,847	\$4,659	\$7,229	\$8,729
SUPPLIES AND MATERIALS	\$3,294	\$1,935	\$6,100	\$7,100
BUSINESS AND TRAVEL	\$1,230	\$2,050	\$2,775	\$3,775
MISCELLANEOUS	\$560	\$800	\$2,000	\$2,560
TOTAL	\$740,847	\$835,148	\$826,858	\$877,079

DIVISION SUMMARY BY FUND

DILP Plumbing Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$740,847	\$835,148	\$826,858	\$877,079
GENERAL FUND TOTAL	\$740,847	\$835,148	\$826,858	\$877,079
TOTAL	\$740,847	\$835,148	\$826,858	\$877,079

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$46,161

- Full-time salaries increase \$6,701
 - Salary adjustment (\$43)
 - Turnover adjustment (\$9,330)
 - FY 24 COLA - \$16,074
- FY 25 COLA of 1% and merit increase o \$1,000 to all eligible employees - \$14,871
- Temporary salary increase \$5,600 for Contractual support to supplement inspection based on staffing and workload as needed
- Pension increase of \$3,464 based on actuals
- Workers Compensation decrease (\$968)
- Health benefits adjusted \$12,075 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$464) based on actuarials
- Overtime new for FY 25 \$2,800
- FICA adjusted \$1,154

CONTRACTUAL SERVICES INCREASES \$1,500

Increase for GPS monitoring of Division vehicles

SUPPLIES & MATERIALS INCREASES \$1,000

Safety Equipment increase based on actual expense history

BUSINESS & TRAVEL INCREASES \$1,000

Training and Seminars increased for Re-Certification and DLLR Registration and renewal of employees

MISCELLANEOUS INCREASES \$560

Increase to Boards & Commissions for monthly meetings

DEPARTMENT STAFF SUMMARY
Plumbing Services
Cost Center 264000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Specialist I	1.00	62,953	1.00	70,000	0.00	0
Chief, Inspections, Licenses & Permits	1.00	98,038	1.00	98,047	1.00	103,021
Customer Support Analyst II	1.00	65,858	1.00	65,864	1.00	69,534
Inspector II	0.00	0	0.00	0	0.00	0
Inspector III	4.00	297,874	4.00	297,901	4.00	304,550
Project Coordinator	0.00	0	0.00	0	1.00	73,794
TOTAL FULL-TIME SALARIES	7.00	524,723	7.00	531,812	7.00	550,898
OTHER PERSONAL SERVICES						
Pension & Retirement		57,719		61,158		71,708
Workers' Compensation		4,793		3,322		2,406
Health Benefits		173,061		123,725		135,800
RHS/OPEB		42,603		47,073		47,537
Overtime		0		0		2,800
FICA		40,141		40,684		42,786
27th Pay		21,725		0		0
Miscellaneous		980		980		980
TOTAL OTHER PERSONAL SERVICES		341,022		276,942		304,017
TOTAL PERSONAL SERVICES	7.00	865,745	7.00	808,754	7.00	854,915



INSPECTIONS, LICENSES & PERMITS

Electrical Services

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DILP Electrical Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$759,406	\$789,898	\$828,019	\$738,961
CONTRACTUAL SERVICES	\$4,259	\$4,059	\$6,600	\$8,100
SUPPLIES AND MATERIALS	\$3,093	\$4,233	\$9,225	\$10,225
BUSINESS AND TRAVEL	\$1,267	\$4,253	\$6,215	\$8,315
MISCELLANEOUS	\$1,240	\$800	\$1,400	\$2,400
TOTAL	\$769,265	\$803,244	\$851,459	\$768,001

DIVISION SUMMARY BY FUND

DILP Electrical Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$769,265	\$803,244	\$851,459	\$768,001
GENERAL FUND TOTAL	\$769,265	\$803,244	\$851,459	\$768,001
TOTAL	\$769,265	\$803,244	\$851,459	\$768,001

PERSONAL SERVICES DECREASES (\$89,058)

- Full-time salaries decreases (\$19,219)
 - Salary adjustments \$5,058
 - Turnover adjustment (\$38,829)
 - FY 24 COLA - \$14,552
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$12,758
- Transfer of One Customer Support Analyst out P0467 (\$95,412)
- Temporary salary increase \$5,600 for Contractual support to supplement inspection based on staffing and workload as needed
- Pension increase of \$102 based on actuals
- Workers Compensation decrease (\$1,127)
- Health benefits adjusted \$10,350 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$3,981) based on actuals
- Overtime new for FY 25 \$2,700
- FICA adjusted (\$829)

CONTRACTUAL SERVICES INCREASES \$1,500

Increase for GPS monitoring of vehicles under this Division

SUPPLIES & MATERIALS INCREASES \$1,000

Increase for Safety Equipment based on actual expense history

BUSINESS AND TRAVEL INCREASE \$2,100

- Increase of \$1,200 for Digital online access to NFPA Codes for in field use
- Increase of \$900 for Re-Certification and DLLR registration renewals for employees

MISCELLANEOUS INCREASES \$560

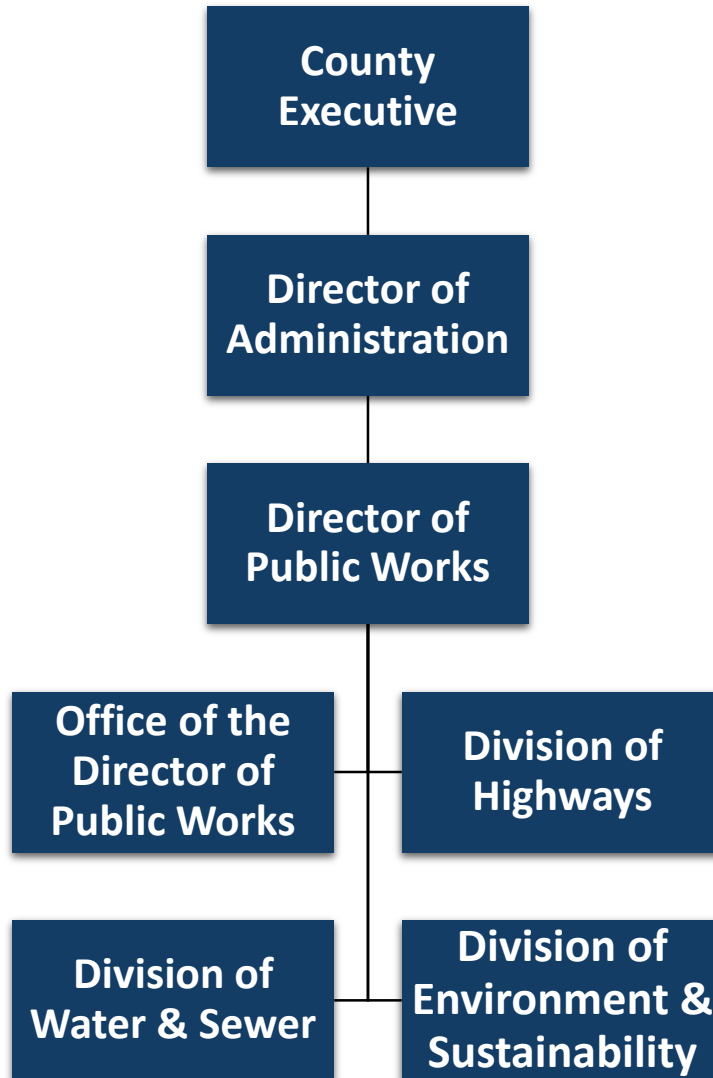
Increase to Boards & Commissions for monthly meetings

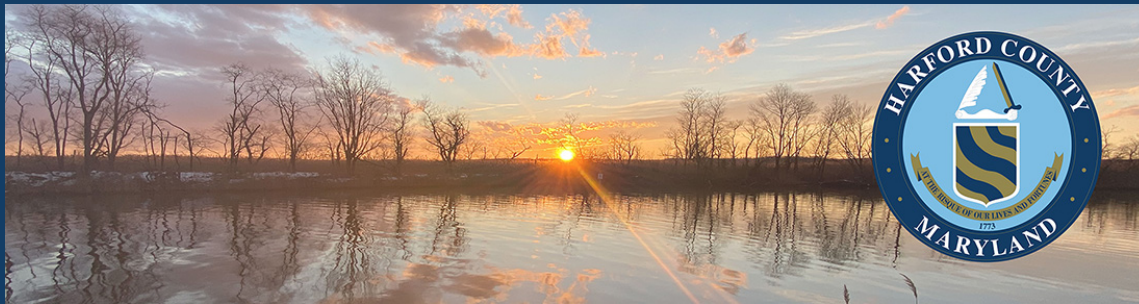
DEPARTMENT STAFF SUMMARY
Electrical Services
Cost Center 265000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Chief, Inspections, Licenses & Permits	1.00	115,957	1.00	115,968	1.00	102,000
Customer Support Analyst II	1.00	58,052	1.00	58,058	0.00	0
Inspector II	1.00	67,406	1.00	68,495	1.00	71,700
Inspector III	3.00	237,270	3.00	238,944	3.00	234,033
Senior Customer Support Analyst	1.00	67,527	1.00	65,000	1.00	65,135
TOTAL FULL-TIME SALARIES	7.00	546,212	7.00	546,465	6.00	472,868
OTHER PERSONAL SERVICES						
Pension & Retirement		60,083		62,843		62,344
Workers' Compensation		5,054		3,501		2,274
Health Benefits		179,914		123,725		116,400
RHS/OPEB		44,035		48,700		44,719
Overtime		0		0		2,700
FICA		41,785		41,805		36,816
27th Pay		22,615		0		0
Miscellaneous		980		980		840
TOTAL OTHER PERSONAL SERVICES		354,466		281,554		266,093
TOTAL PERSONAL SERVICES	7.00	900,678	7.00	828,019	6.00	738,961

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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:

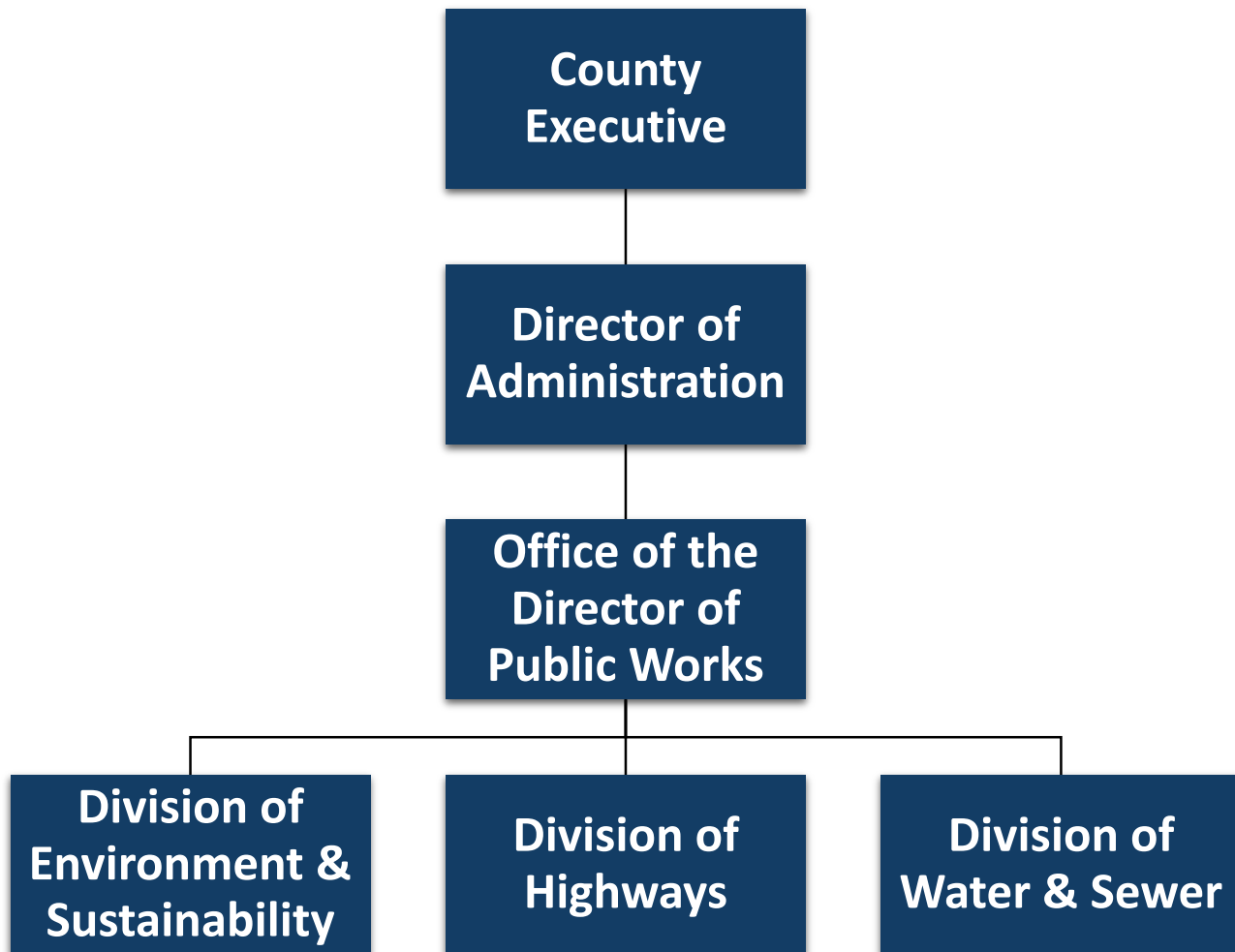
Harford County Department of Public Works, guided by common sense, accountability, and compassion, strives to plan, construct, and maintain the infrastructure to deliver a transportation network, water, wastewater, solid waste management services and public facilities to enhance the quality of life for all.

GOALS:

- To provide responsive and effective customer service to Public Works' stakeholders
- To provide quality 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 MSW 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
- To maintain and monitor County landfills
- To provide a cost-effective recycling program
- To provide adequate solid waste disposal capacity
- To manage and oversee MES contract
- To maintain efficiency and safety of County roadways
- To provide safe and well-maintained bridges
- To provide responsive and economical service to customers
- To protect public health and the environment

DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE DIRECTOR





PUBLIC WORKS

Director's Office

Cost Center 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.

GOALS:

To provide responsive and effective customer service to Public Works stakeholders
 To provide quality customer service
 To invest in employees and organization

DIVISION SUMMARY BY CHARACTER

DPW Director's Office 303110 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$296,875	\$316,331	\$491,104	\$495,908
CONTRACTUAL SERVICES	\$8,366	\$9,069	\$12,600	\$12,660
SUPPLIES AND MATERIALS	\$964	\$318	\$700	\$700
BUSINESS AND TRAVEL	\$7,255	\$4,485	\$7,565	\$7,565
CAPITAL OUTLAY	\$0	\$6	\$0	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$350	\$350
TOTAL	\$313,459	\$330,208	\$512,319	\$517,183

DIVISION SUMMARY BY FUND

DPW Director's Office 303110 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$313,459	\$330,208	\$512,319	\$517,183
SPECIAL REVENUE TOTAL	\$313,459	\$330,208	\$512,319	\$517,183
TOTAL	\$313,459	\$330,208	\$512,319	\$517,183

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$4,805

- Full-time salaries increase \$8,279
 - FY 24 COLA - \$8,279
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees \$5,603
- Temporary salaries increase \$2,000
- Pension decrease (\$7,987) based on actuals
- Workers Compensation decrease (\$375) based on actuals
- Health benefits adjusted (\$14,225) based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$14,179
- FICA adjusted (\$2,669)

CONTRACTUAL SERVICES INCREASES \$60

Funding for Office Equipment increased slightly

SUPPLIES & MATERIALS - NO CHANGE

Funding for Printing Commercial, General Office Mailing, and Computer Supplies

BUSINESS & TRAVEL - NO CHANGE

Funding for Membership Fees and Training

INTER-GOVERNMENTAL/INTERFUND - NO CHANGE

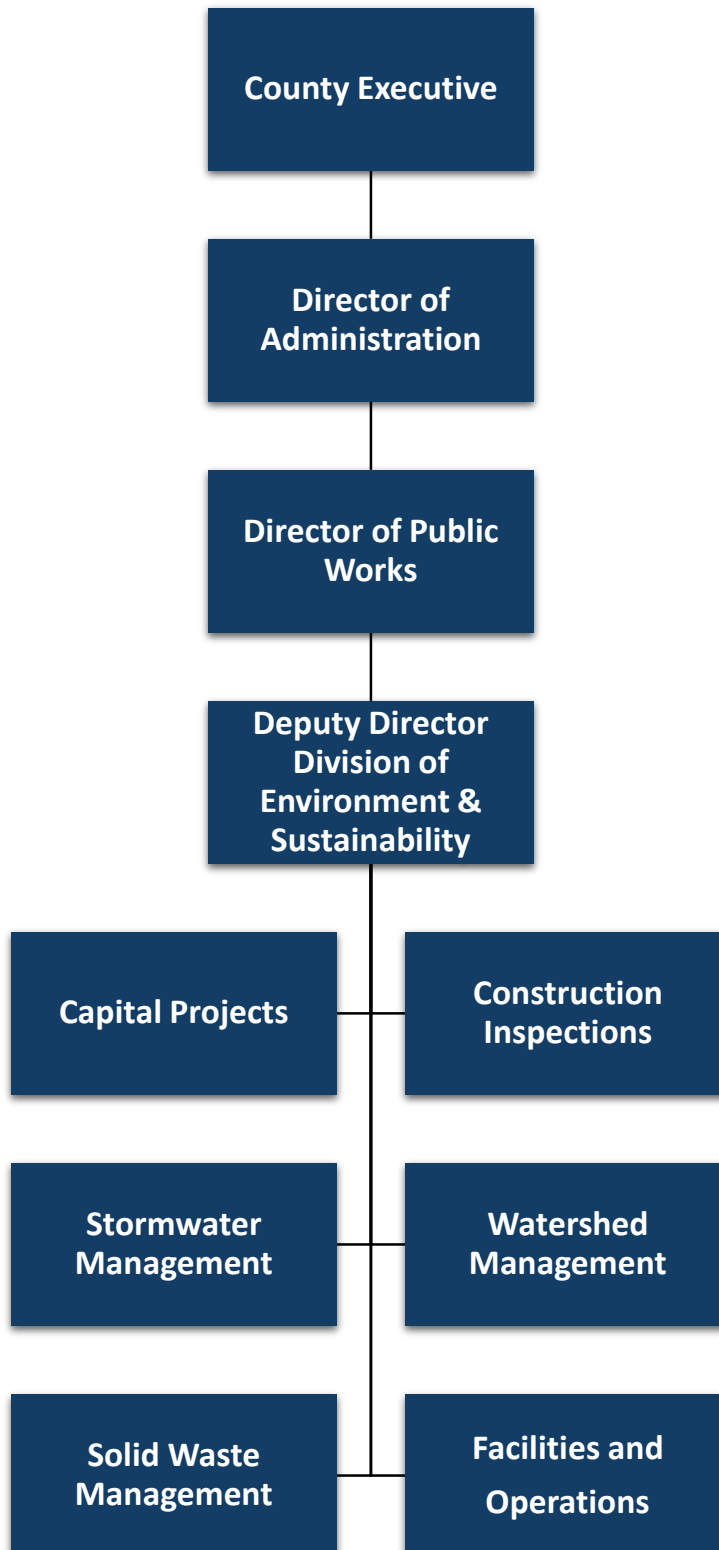
Fleet Daily Carpool

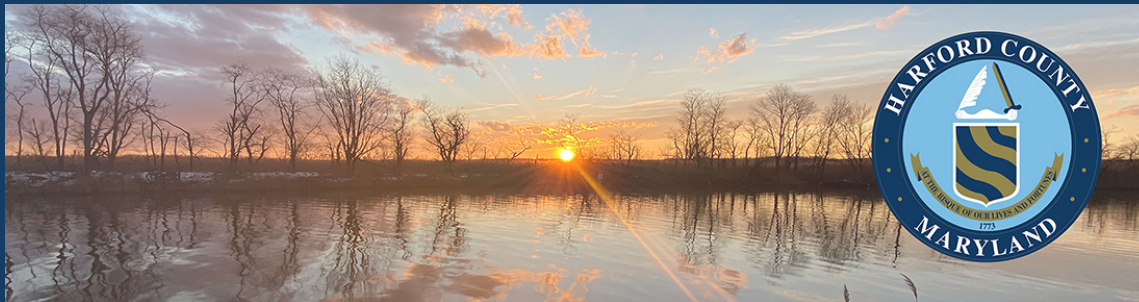
PUBLIC WORKS
Director of Public Works
Cost Center 303110

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Secretary III	1.00	66,120	1.00	96,058	1.00	100,951
Director of Public Works	1.00	192,695	1.00	177,858	1.00	186,066
TOTAL FULL-TIME SALARIES	2.00	258,815	2.00	273,916	2.00	287,017
TEMPORARY SALARIES		0		90,000		92,000
SALARY TOTAL	2.00	258,815	2.00	363,916	2.00	379,017
OTHER PERSONAL SERVICES						
Pension & Retirement		28,470		41,850		34,442
Workers' Compensation		880		855		488
Health Benefits		46,345		53,025		38,800
RHS/OPEB		14,360		7,828		22,007
FICA		15,199		23,349		20,874
27th Pay		10,716		0		-
Miscellaneous		280		280		280
TOTAL OTHER PERSONAL SERVICES		116,250		127,187		116,891
TOTAL PERSONAL SERVICES	2.00	375,065	2.00	491,103	2.00	495,908

DEPARTMENT OF PUBLIC WORKS

DIVISION OF ENVIRONMENT & SUSTAINABILITY





PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Capital Projects

Cost Center 302000

ORIGIN & PURPOSE:

The Division of Environment and Sustainability is one of three major divisions within the Department of Public Works. The Division provides the following:

- Comprehensive project management services for the design and construction of County-owned capital projects for County departments and agencies.
- 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 System (NPDES) permit.
- Engineering plan review and approval services for stormwater management and sediment control, and postconstruction/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.

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 programs
Manage and oversee MES contract

DIVISION SUMMARY BY CHARACTER

DPW Capital Projects 302000 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$842,885	\$1,074,956	\$1,754,873	\$1,778,210
CONTRACTUAL SERVICES	\$5,890	\$5,793	\$16,916	\$17,066
SUPPLIES AND MATERIALS	\$4,214	\$3,266	\$9,650	\$7,950
BUSINESS AND TRAVEL	\$5,982	\$7,398	\$11,600	\$13,550
MISCELLANEOUS	\$937	\$6,265	\$7,432	\$9,231
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$200	\$0
TOTAL	\$859,908	\$1,097,677	\$1,800,671	\$1,826,007

DIVISION SUMMARY BY FUND

DPW Capital Projects 302000 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$859,908	\$1,097,677	\$1,800,671	\$1,826,007
GENERAL FUND TOTAL	\$859,908	\$1,097,677	\$1,800,671	\$1,826,007
TOTAL	\$859,908	\$1,097,677	\$1,800,671	\$1,826,007

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$23,337

- Full-time salaries increase \$15,900
 - Salary adjustment (\$15,601)
 - Turnover adjustment (\$3,091)
 - FY 24 COLA - \$34,592
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$28,103
- Transfer of One Administrative Assistant I out #P487 (\$90,695)
- Pension increase \$7,631
- Workers Compensation decrease (\$2,418)
- Health benefits adjusted \$14,979 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$46,926 based on actuarials
- FICA adjustment (\$1,573)

CONTRACTUAL SERVICES INCREASES \$150

Increase for Office Equipment

SUPPLIES & MATERIALS DECREASES (\$1,700)

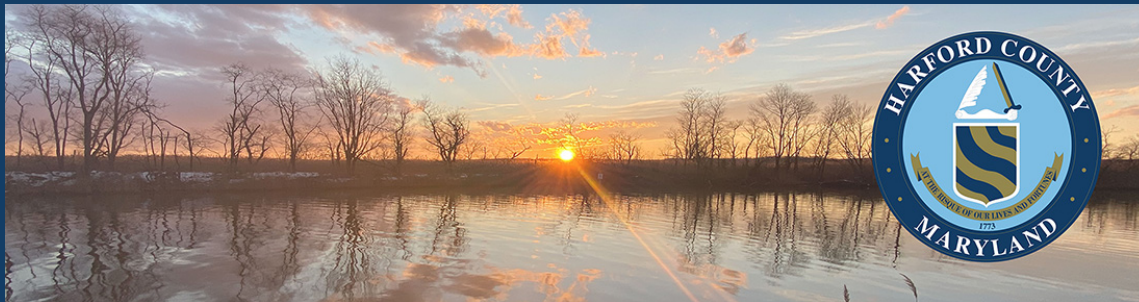
Decrease for Office Supplies, General Mailing, Meals, Other Food Supplies, Uniform Purchases and Computer Hardware and supplies

BUSINESS & TRAVEL INCREASES \$1,950

Increase in mileage expenses

MISCELLANEOUS INCREASES \$1,799

Increase in Pro Rata Shares per formula



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Facilities & Operations

Cost Center 302100

ORIGIN & PURPOSE:

The Division of Facilities and Operations under the Director of Administration was created by Executive Order 84-1. The Division was moved under the Department of Public Works by Executive Order 23-6. 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 Lease Administrative Support; the Chief of Facilities and Operations reports to the Deputy Director of Highways.

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.

GOALS:

To enhance operational effectiveness and efficiency of County facilities and infrastructure to maximize revenue of County surplus property and responsibly track County inventory

DIVISION SUMMARY BY CHARACTER

DPW Facilities & Ops 302100 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$3,935,338	\$3,970,568
CONTRACTUAL SERVICES	\$0	\$0	\$2,227,375	\$2,430,375
SUPPLIES AND MATERIALS	\$0	\$0	\$645,500	\$611,600
BUSINESS AND TRAVEL	\$0	\$0	\$96,450	\$93,950
MISCELLANEOUS	\$0	\$0	\$28,517	\$36,600
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$200	\$200
TOTAL	\$0	\$0	\$6,933,380	\$7,143,293

DIVISION SUMMARY BY FUND

DPW Facilities & Ops 302100 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$0	\$0	\$6,933,380	\$7,143,293
GENERAL FUND TOTAL	\$0	\$0	\$6,933,380	\$7,143,293
TOTAL	\$0	\$0	\$6,933,380	\$7,143,293

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$ 35,320

- Full time salaries increase \$26,101
 - Salary adjustment (\$67,871)
 - Turnover adjustment \$19,652
 - FY 24 COLA - \$74,320
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees \$69,790
- Transfer one Asset Manager out Pin 3269 (\$146,720)
- Pension increase \$12,127
- Workers Compensation decrease (\$7,238)
- Health benefits adjustment \$63,325 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$1,268)
- Overtime increase of \$15,000
- FICA adjustment (\$887)

CONTRACTUAL SERVICES INCREASES \$203,000

- Electricity, Heating Fuel Gas and Water and Sewer increase of \$120,000 based on actuals and addition of CONVERGE Center
- County Facility Repair and Security Systems increase of \$80,000 based on actuals and addition of CONVERGE Center

SUPPLIES & MATERIALS DECREASES (\$33,900)

- Decrease in Office Mailing of \$35,800 as water bill processing shifted to a contractor
- Paper supplies and Other Supplies and Materials decrease \$12,100 based on actual expense history
- Equipment Repair Parts increased \$25,000 based on actual expense history

BUSINESS & TRAVEL DECREASES (\$2,500)

Training and Membership fees reduced \$2,500 based on actuals

MISCELLANEOUS INCREASES \$8,083

Increase to Pro Rata Shares per formula \$8,083 based on formula

INTER-GOVERNMENTAL/INTERFUND - No Change

Increase to Fleet Daily Carpool Rental

PUBLIC WORKS
Facilities and Operations
Cost Center 302100

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	0.00	0	1.00	75,461	1.00	79,526
Administrative Specialist I	0.00	0	1.00	64,698	0.00	0
Administrative Specialist II	0.00	0	1.00	72,550	2.00	146,738
Asset Manager	0.00	0	1.00	103,293	0.00	0
Asst Supervisor of Custodial Workers	0.00	0	1.00	76,526	1.00	80,634
Central Services Specialist	0.00	0	3.00	174,738	3.00	176,647
Chief Facilities and Operations	0.00	0	1.00	123,349	1.00	133,451
Custodial Worker II	0.00	0	6.00	303,380	6.00	315,089
Lead Maintenance Mechanic	0.00	0	2.00	138,636	1.00	79,358
Lead Maintenance Worker	0.00	0	2.00	138,648	1.00	63,499
Maintenance Mechanic I	0.00	0	0.00	0	1.00	45,000
Maintenance Mechanic II	0.00	0	4.00	273,046	7.00	481,584
Maintenance Worker I	0.00	0	2.00	88,107	1.00	40,000
Maintenance Worker II	0.00	0	8.00	416,082	7.00	355,649
Management Assistant II	0.00	0	1.00	122,907	1.00	128,900
Superintendent F & O	0.00	0	1.00	100,181	1.00	105,250
Supervisor Central Services	0.00	0	1.00	68,131	1.00	70,715
Supervisor Warehouse	0.00	0	1.00	60,300	1.00	63,750
Supervisor of Custodial Workers	0.00	0	1.00	58,850	1.00	70,715
TOTAL FULL-TIME SALARIES	0.00	0	38.00	2,458,883	37.00	2,436,505
TEMPORARY SALARIES				30,000		35,000
SALARY TOTAL	0.00	0	38.00	2,488,883	37.00	2,471,505
OTHER PERSONAL SERVICES						
Pension & Retirement		0		286,072		292,381
Workers' Compensation		0		27,298		19,976
Health Benefits		0		668,275		712,900
RHS/OPEB		0		253,301		252,033
Overtime		0		10,000		25,000
FICA		0		190,989		186,393
Shift Differential		0		5,200		5,200
27th Pay		0		0		0
Miscellaneous		0		5,320		5,180
TOTAL OTHER PERSONAL SERVICES		0		1,446,455		1,499,063
TOTAL PERSONAL SERVICES	0.00	0	38.00	3,935,338	37.00	3,970,568



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Lease Administrative Support

Cost Center 302200

ORIGIN & PURPOSE:

The Division is administered by the Chief of Facilities and Operations who reports directly to the Deputy Director of Highways. The division of Lease Administrative Support is responsible for the lease management for the County's 614 +/- properties.

GOAL:

To balance the goals and budget of County government when supporting real property while being equitable to Harford County Citizens

DIVISION SUMMARY BY CHARACTER

DPW Lease Administrative Support 302200 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$144,849	\$140,732
CONTRACTUAL SERVICES	\$0	\$0	\$1,298,200	\$1,191,200
SUPPLIES AND MATERIALS	\$0	\$0	\$1,750	\$1,900
BUSINESS AND TRAVEL	\$0	\$0	\$50	\$0
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$400	\$400
TOTAL	\$0	\$0	\$1,445,249	\$1,334,232

DIVISION SUMMARY BY FUND

DPW Lease Administrative Support 302200 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$0	\$0	\$1,445,249	\$1,334,232
GENERAL FUND TOTAL	\$0	\$0	\$1,445,249	\$1,334,232
TOTAL	\$0	\$0	\$1,445,249	\$1,334,232

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$4,117)

- Full - time salaries increase \$2,770
 - FY 24 COLA - \$2,761
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees \$2,326
- Pension increase of \$789 based on actuals
- Health benefits adjusted \$1,725 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$11,889) based on actuarials
- FICA adjustment \$212

CONTRACTUAL SERVICES DECREASES (\$107,000)

- Decrease of (\$136,000) due to vacating lease on Main Street
- Building/Custodial Services increased \$30,000 due to contract increasing

SUPPLIES & MATERIALS INCREASES \$150

Increase for Other Supplies

BUSINESS AND TRAVEL DECREASES (\$50)

Removed funding for Mileage

INTER-GOVERNMENTAL/INTERFUND - No Change

Fleet and Daily Carpool Rental

PUBLIC WORKS
Lease Administrative Support
Cost Center 302200

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Specialist I	0	0	1.00	91,349	1.00	96,060
TOTAL FULL-TIME SALARIES	0.00	0	1.00	91,349	1.00	96,060
OTHER PERSONAL SERVICES						
Pension & Retirement		0		10,505		11,527
Workers' Compensation		0		210		163
Health Benefits		0		17,675		19,400
RHS/OPEB		0		17,982		6,093
Overtime		0		0		0
FICA		0		6,988		7,349
27th Pay		0		140		140
Miscellaneous		0				
TOTAL OTHER PERSONAL SERVICES		0		53,500		44,672
TOTAL PERSONAL SERVICES	0.00	0	1.00	144,849	1.00	140,732



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Stormwater Management

Cost Center 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.

GOALS:

Coordinate all activities of the project team

Manage the permit and review process

Meet functional needs of customer agencies

DIVISION SUMMARY BY CHARACTER

DPW Stormwater Mgmnt 301603 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$706,536	\$559,656	\$700,866	\$707,843
CONTRACTUAL SERVICES	\$316,299	\$589,286	\$888,450	\$888,832
SUPPLIES AND MATERIALS	\$2,337	\$3,413	\$7,185	\$6,585
BUSINESS AND TRAVEL	\$3,264	\$4,158	\$8,826	\$10,026
MISCELLANEOUS	\$4,841	\$8,194	\$6,664	\$8,277
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$100	\$100
TOTAL	\$1,033,277	\$1,164,708	\$1,612,091	\$1,621,663

DIVISION SUMMARY BY FUND

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,033,277	\$1,164,708	\$1,612,091	\$1,621,663
GENERAL FUND TOTAL	\$1,033,277	\$1,164,708	\$1,612,091	\$1,621,663
TOTAL	\$1,033,277	\$1,164,708	\$1,612,091	\$1,621,663

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$6,977

- Full-time salaries decrease (\$32,042)
 - Turnover adjustment (\$46,122)
 - 24 COLA - \$14,081
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees \$11,208
- Temporary salary increase \$20,120
- Pension decrease (\$1,518)
- Workers Compensation adjustment (\$682)
- Health benefits adjusted \$8,625 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$5,470
- FICA adjustment (\$4,206)

CONTRACTUAL SERVICES INCREASES \$382

Increase under Office Equipment and Telephone Services offset by small decrease in Advertising

SUPPLIES & MATERIALS DECREASES (\$600)

Decrease under Computer Hardware and other supplies

BUSINESS & TRAVEL INCREASES \$1,200

Increase in Lodging and Training offset by small decrease in Fuel and Membership fees

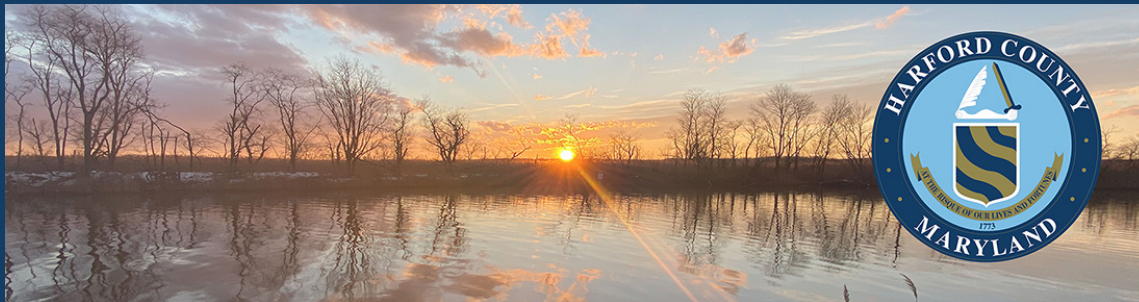
MISCELLANEOUS INCREASES \$1,613

Pro Rata Share per formula increase of \$1,613 per formula

INTER-GOVERNMENTAL/ INTER-FUND EXPENDITURE - NO CHANGE

PUBLIC WORKS
Stormwater Management
Cost Center 301603

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Civil Engineer III	0.00	0.00	0.00	0	1.00	103,515
Civil Engineer IV	1.00	124,857	1.00	124,868	1.00	130,928
Engineering Associate I	0.00	0.00	0.00	0	1.00	49,072
Engineering Associate II	1.00	65,912	1.00	69,873	0.00	0
Engineering Associate III	0.00	0.00	0.00	0	1.00	73,705
Engineering Associate IV	1.00	114,525	1.00	46,200	0.00	0
Engineering Associate V	2.00	245,814	2.00	224,918	1.00	85,935
TOTAL FULL-TIME SALARIES	5.00	551,108	5.00	465,859	5.00	443,155
TEMPORARY SALARIES		16,800		31,680		51,800
SALARY TOTAL	5.00	567,908	5.00	497,539	5.00	494,955
OTHER PERSONAL SERVICES						
Pension & Retirement		60,622		53,574		53,179
Workers' Compensation		2,480		2,331		1,684
Health Benefits		112,233		88,375		97,000
RHS/OPEB		31,340		20,234		25,704
FICA		41,219		37,393		33,901
27th Pay		22,818		0		0
Miscellaneous		1,420		1,420		1,420
TOTAL OTHER PERSONAL SERVICES		272,132		203,327		212,888
TOTAL PERSONAL SERVICES	5.00	840,040	5.00	700,866	5.00	707,843



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Solid Waste Management

ORIGIN & PURPOSE:

The Solid Waste Management group implements the County's government, 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.

GOALS:

Maintain and monitor County landfills
Provide a cost-effective recycling program
Manage and oversee MES contract
Provide adequate solid waste disposal capacity



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Solid Waste Management - Administration & Engineering

Cost Center 301111

ORIGIN & PURPOSE:

The Administration & Engineering staff oversee 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.

DIVISION SUMMARY BY CHARACTER

DPW Solid Waste Mgmnt 301111 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$179,891	\$205,984	\$197,657	\$210,150
MISCELLANEOUS	\$4,718	\$995	\$820	\$1,019
TOTAL	\$184,609	\$206,979	\$198,477	\$211,169

DIVISION SUMMARY BY FUND

DPW Solid Waste Mgmnt 301111 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$184,609	\$206,979	\$198,477	\$211,169
GENERAL FUND TOTAL	\$184,609	\$206,979	\$198,477	\$211,169
TOTAL	\$184,609	\$206,979	\$198,477	\$211,169

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$12,493

- Full-time salaries increase \$4,359
 - FY 24 COLA - \$4,359
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees - \$2,979
- Pension increase \$1,244
- Workers Compensation decrease (\$79)
- Health benefits increase \$1,725 based on 10% cost increase
- Other Post Employment Benefits (OPEB) adjusted \$338
- FICA adjustment \$1,927

MISCELLANEOUS INCREASES \$199

Pro Rata shares for the Director's Office based on formula

PUBLIC WORKS
Solid Waste Management
Cost Center 301111

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrator	1.00	144,194	1.00	144,208	1.00	151,053
TOTAL FULL-TIME SALARIES	1.00	144,194	1.00	144,208	1.00	151,053
TEMPORARY SALARIES		0		0		
SALARY TOTAL	1.00	144,194	1.00	144,208	1.00	151,053
OTHER PERSONAL SERVICES						
Pension & Retirement		15,861		16,584		18,126
Workers' Compensation		490		332		257
Health Benefits		26,822		17,675		19,400
RHS/OPEB		8,173		9,280		9,618
FICA		9,438		9,438		11,556
27th Pay		5,970		0		0
Miscellaneous		140		140		40
TOTAL OTHER PERSONAL SERVICES		66,894		53,449		58,997
TOTAL PERSONAL SERVICES	1.00	211,088	1.00	197,657	1.00	210,050



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Solid Waste Management - Transfer Station
Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DPW Transfer Station 301213 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$11,399,464	\$14,366,758	\$21,600,000	\$20,600,000
TOTAL	\$11,399,464	\$14,366,758	\$21,600,000	\$20,600,000

DIVISION SUMMARY BY FUND

DPW Transfer Station 301213 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$11,399,464	\$14,366,758	\$21,600,000	\$20,600,000
TOTAL	\$11,399,464	\$14,366,758	\$21,600,000	\$20,600,000

FINANCIAL NOTES

CONTRACTUAL SERVICES DECREASES (\$1,000,000)

Management Services decreases due to Payment to Baltimore County for the Transfer Station Agreement



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Solid Waste Management - Environmental Services

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DPW Environmental Services 301214 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$4,712,033	\$5,046,735	\$5,551,761	\$6,090,611
SUPPLIES AND MATERIALS	\$0	\$13,354	\$2,550	\$25
BUSINESS AND TRAVEL	\$426,382	\$717,879	\$675,000	\$784,000
CAPITAL OUTLAY	\$1,089,995	\$818,620	\$950,000	\$1,100,000
MISCELLANEOUS	\$500	\$0	\$0	\$0
TOTAL	\$6,228,911	\$6,596,588	\$7,179,311	\$7,974,636

DIVISION SUMMARY BY FUND

DPW Environmental Services 301214 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$6,228,911	\$6,596,588	\$7,179,311	\$7,974,636
TOTAL	\$6,228,911	\$6,596,588	\$7,179,311	\$7,974,636

FINANCIAL NOTES

CONTRACTUAL SERVICES INCREASES \$538,850

- Increase of \$358,370 to Other Professional Services to Maryland Environmental Services for Yearly Operations contract
- Increase of \$115,000 for Groundwater Monitoring regulations
- Increase of \$67,000 to support Community cleanup events

SUPPLIES & MATERIALS DECREASES (\$2,525)

Traffic Signs and Markings decreased after one time expense during FY 24

BUSINESS & TRAVEL INCREASES \$109,000

- Increase of \$119,000 for County-owned Vehicle repairs and Fuel based on actual expense history
- Decrease of (\$10,000) for Non-Target Charges for Fleet Vehicle Services

CAPITAL OUTLAY INCREASES \$150,000

Increase Vehicle purchase funding by \$150,000 for the landfill to include Rubber tire loader, Roll-off truck, Leachate trailer and Dozer for FY 25



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Solid Waste Management - Post Closure
Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DPW Post Closure 301251 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$224,690	\$254,557	\$246,434	\$256,967
TOTAL	\$224,690	\$254,557	\$246,434	\$256,967

DIVISION SUMMARY BY FUND

DPW Post Closure 301251 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND	\$224,690	\$254,557	\$246,434	\$256,967
TOTAL	\$224,690	\$254,557	\$246,434	\$256,967

FINANCIAL NOTES

CONTRACTUAL SERVICES INCREASES \$10,533

Electricity and Other Professional Services increased based on actuals



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Construction Inspections

Cost Center 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 countywide.

GOALS:

- Manage project construction and inspections
- Coordinate all activities of the project team
- Enforce grading and SWM permit requirements
- Ensure SWM facilities function long-term
- Meet functional needs of customer agencies

DIVISION SUMMARY BY CHARACTER

DPW Construction Inspections 303220 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,663,208	\$1,774,334	\$2,110,088	\$2,028,840
CONTRACTUAL SERVICES	\$277,121	\$212,328	\$491,800	\$585,950
SUPPLIES AND MATERIALS	\$9,379	\$12,004	\$15,750	\$14,100
BUSINESS AND TRAVEL	\$31,453	\$40,538	\$53,300	\$52,000
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$2,000	\$1,750
TOTAL	\$1,981,160	\$2,039,204	\$2,672,938	\$2,682,640

DIVISION SUMMARY BY FUND

DPW Construction Inspections 303220 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SPECIAL REVENUE	\$1,981,160	\$2,039,204	\$2,672,938	\$2,682,640
TOTAL	\$1,981,160	\$2,039,204	\$2,672,938	\$2,682,640

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$81,249)

- Full-time salaries decreased (\$107,143)
 - Salary adjustment (\$98,252)
 - Turnover adjustment (\$51,456)
 - FY 24 COLA - \$42,565
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees \$33,855
- Pension decrease (\$5,816) based on actuals
- Workers Compensation decrease (\$3,155) based on actuals
- Health benefits adjustment \$9,900 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$1,489)
- FICA adjusted (\$7,261)

CONTRACTUAL SERVICES INCREASES \$94,150

Increase of \$94,000 under Management Services and Other Professional Services for additional consultant / inspector for projects within the county

SUPPLIES & MATERIALS DECREASES (\$1,650)

Decreased Printing, Duplicating Supplies, Other Food Supplies and Uniform Purchases based on actual expense history

BUSINESS & TRAVEL DECREASES (\$1,300)

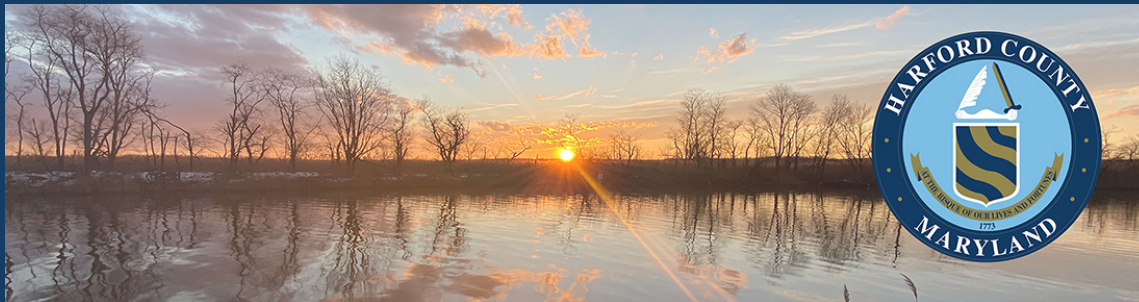
Decrease fuel offset by small increase in Lodging based on actual expense history

INTER-GOVERNMENTAL/INTERFUND DECREASES (\$250)

Decrease to Fleet Daily Carpool rental based on actuals

PUBLIC WORKS
Construction Inspections
Cost Center 303220

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	66,874	1.00	66,880	1.00	70,591
Administrative Budget Technician II	1.00	89,936	1.00	89,944	1.00	94,590
Chief, Bureau of Construction Mgt	1.00	127,083	1.00	127,094	1.00	115,458
Chief, Construction Inspector	2.00	208,765	2.00	208,784	2.00	206,303
Deputy Director of Public Works	1.00	125,000	1.00	125,000	1.00	65,533
Engineering Associate IV	0.00	0	0.00	0	1.00	73,720
Inspector II	7.00	480,732	7.00	484,606	7.00	466,577
Inspector III	5.00	387,018	4.00	305,962	3.00	236,528
TOTAL FULL-TIME SALARIES	18.00	1,485,408	17.00	1,408,270	17.00	1,329,300
TEMPORARY SALARIES		0		0		
SALARY TOTAL	18.00	1,485,408	17.00	1,408,270	17.00	1,329,300
OTHER PERSONAL SERVICES						
Pension & Retirement		163,395		161,951		159,516
Workers' Compensation		15,148		9,872		6,863
Health Benefits		345,075		299,800		309,700
RHS/OPEB		81,438		83,341		81,852
Overtime		55,000		35,000		35,000
FICA		116,907		109,475		104,369
27th Pay		61,502		0		-
Miscellaneous		2,520		2,380		2,240
TOTAL OTHER PERSONAL SERVICES		840,985		701,819		699,540
TOTAL PERSONAL SERVICES	18.00	2,326,393	17.00	2,110,089	17.00	2,028,840



PUBLIC WORKS - DIVISION of ENVIRONMENT & SUSTAINABILITY

Watershed Management

Cost Center 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 in 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.

GOALS:

- Manage project construction and inspections
- Coordinate all activities of the project team
- Manage and coordinate MS4 activities
- Direct and manage project design
- Meet functional needs of customer

DIVISION SUMMARY BY CHARACTER

DPW Watershed Management 303320 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$497,165	\$671,558	\$827,661	\$1,138,154
CONTRACTUAL SERVICES	\$620,045	\$512,185	\$1,008,280	\$1,808,440
SUPPLIES AND MATERIALS	\$3,291	\$3,143	\$5,985	\$5,360
BUSINESS AND TRAVEL	\$10,188	\$11,656	\$11,750	\$18,600
MISCELLANEOUS	\$834,669	\$1,725,986	\$950,575	\$1,037,416
TOTAL	\$1,965,357	\$2,924,527	\$2,804,251	\$4,007,970

DIVISION SUMMARY BY FUND

DPW Watershed Management 303320 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SPECIAL REVENUE	\$1,965,357	\$2,924,527	\$2,804,251	\$4,007,970
TOTAL	\$1,965,357	\$2,924,527	\$2,804,251	\$4,007,970

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$310,493

Full-time salaries decrease (\$5,702)

- Turnover decrease (\$19,853)
- FY 24 COLA - \$14,152
- FY 25 COLA of 1% and merit increase of \$1,000 to all eligible employees \$16,354
- Transfer of Two positions in that will be Civil Engineer III #P0487 & P0825 \$279,140
- Temporary salaries increase \$9,552
- Pension increase \$1,657 based on actuals
- Health benefits increase \$8,625 based on 10% cost increase
- Other Professional Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$567)
- FICA adjusted \$1,364

CONTRACTUAL SERVICES INCREASES \$800,160

- Increase of \$600,000 under Engineering Services for two new Contractors to assist with Watershed Projects and the ever increasing regulations and deadlines
- Additional \$200,000 under Engineering Services to assist in paying for current Contractors as going forward projects will be paid totally by Operating funds which had been partially paid for with Capital funding

SUPPLIES & MATERIALS DECREASES (\$625)

Other Food Supplies decreased offset by a slight increase in Small Tools

BUSINESS & TRAVEL INCREASES \$6,850

Increases in Transportation, Meals, Lodging, Membership Fees and Training Seminars to assist in understanding and meeting changing regulations.

MISCELLANEOUS INCREASES \$86,841

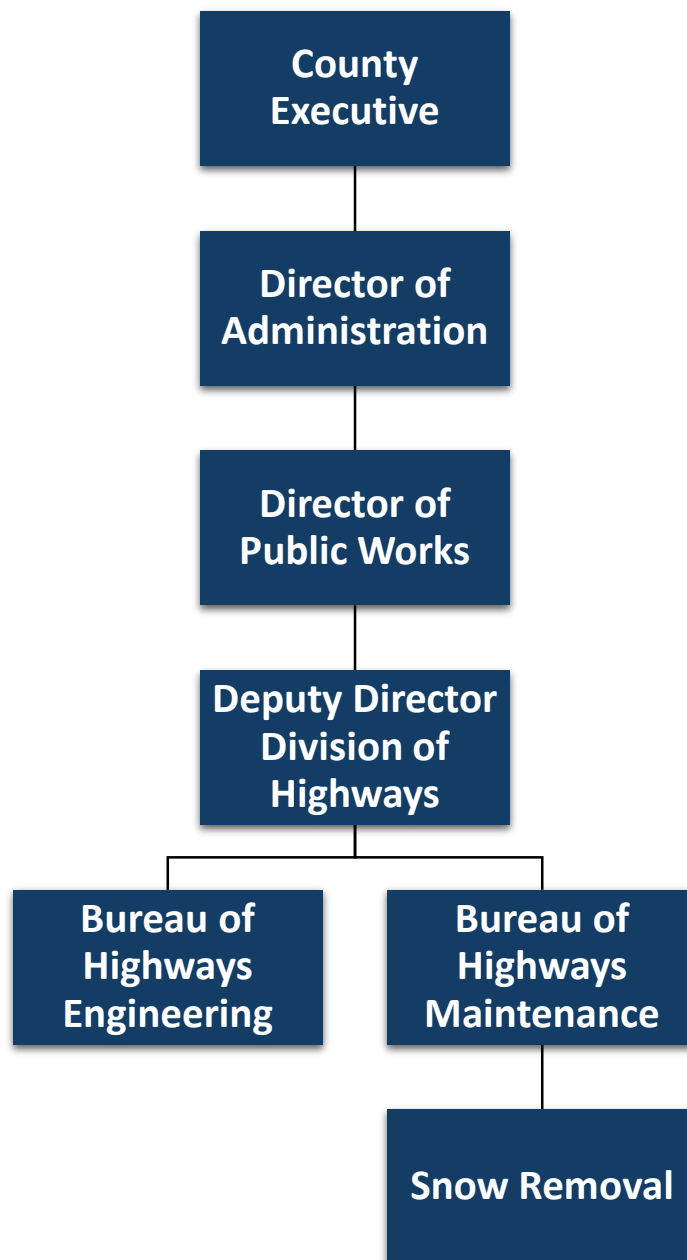
Pro Rata Shares increases \$86,841 per Treasury's recommendations

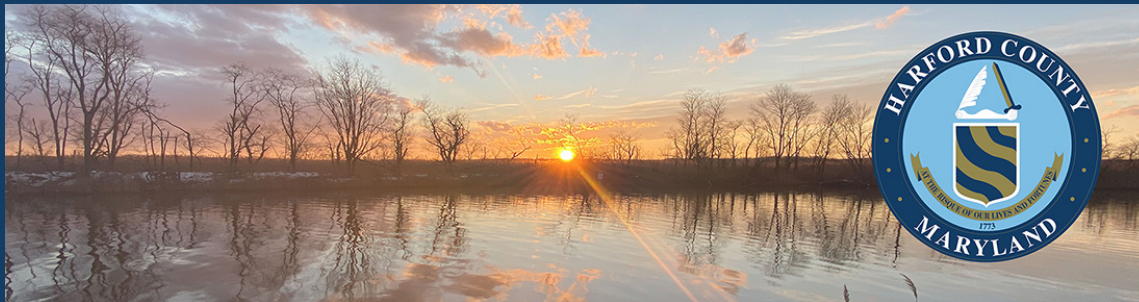
PUBLIC WORKS
Watershed Management
Cost Center 303320

	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Specialist II	1.00	66,637	1.00	66,643	1.00	70,344
Administrator	0.00	0	0.00	0	1.00	122,200
Chief	0.00	0	1.00	135,750	0.00	0
Civil Engineer II	0.00	70,000	1.00	72,000	1.00	75,918
Civil Engineer III	2.00	196,528	2.00	193,818	3.00	312,037
Civil Engineer IV	1.00	131,784	0.00	0	0.00	0
Watershed Restoration Environmental Spec	0.00	0	0.00	0	1.00	95,636
TOTAL FULL-TIME SALARIES	4.00	464,949	5.00	468,211	7.00	676,134
TEMPORARY SALARIES		59,484		139,928		149,480
SALARY TOTAL	4.00	524,433	5.00	608,139	7.00	825,614
OTHER PERSONAL SERVICES						
Pension & Retirement		51,144		53,844		81,136
Workers' Compensation		2,197		2,501		3,183
Health Benefits		90,134		88,375		135,800
RHS/OPEB		20,107		27,472		26,905
Overtime		0		0		1,000
FICA		39,372		45,530		63,236
27th Pay		19,251		0		0
Miscellaneous		2,000		1,800		1,280
TOTAL OTHER PERSONAL SERVICES		224,205		219,522		312,540
TOTAL PERSONAL SERVICES	4.00	748,638	5.00	827,661	7.00	1,138,154

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. Overtime cost, materials, meals, and other related expenses incurred for snow removal operations are also 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

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

SUMMARY BY CHARACTER

DPW Highways Division 303210, 303410, 303430 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$14,982,092	\$16,354,915	\$17,480,468	\$18,514,063
CONTRACTUAL SERVICES	\$4,539,672	\$5,010,014	\$6,867,938	\$7,328,938
SUPPLIES AND MATERIALS	\$2,634,267	\$2,313,341	\$4,303,907	\$4,606,550
BUSINESS AND TRAVEL	\$1,516,610	\$1,915,953	\$1,919,750	\$2,264,750
CAPITAL OUTLAY	\$61,742	\$307,486	\$9,000	\$154,000
MISCELLANEOUS	\$3,442,235	\$3,626,773	\$3,640,813	\$3,801,803
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$100	\$100
TOTAL	\$27,176,618	\$29,528,481	\$34,221,976	\$36,670,204

SUMMARY BY FUND

DPW Highways Division by Fund 303210, 303410, 303430

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(025) HIGHWAYS FUND	\$27,176,618	\$29,528,481	\$34,221,976	\$36,670,204
TOTAL	\$27,176,618	\$29,528,481	\$34,221,976	\$36,670,204

SUMMARY BY DIVISION

DPW Highways 303210, 303410, 303430 by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(303210) BUREAU OF HIGHWAY ENGINEERING	\$2,229,643	\$2,470,783	\$2,948,838	\$3,361,359
(303410) BUREAU OF HIGHWAY MAINTENANCE	\$23,966,887	\$26,599,867	\$28,365,100	\$30,390,207
(303430) SNOW REMOVAL	\$980,089	\$457,830	\$2,908,038	\$2,918,638
TOTAL	\$27,176,618	\$29,528,481	\$34,221,976	\$36,670,204

**PUBLIC WORKS
PUBLIC WORKS - DIVISION OF HIGHWAYS OVERALL**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Accounting Technician II	1.00	75,585	1.00	75,592	1.00	79,656
Administrative Assistant II	4.00	258,465	4.00	268,092	4.00	282,957
Administrative Specialist I	2.00	133,805	0.00	0	0.00	0
Administrative Specialist II	0.00	0	2.00	133,817	2.00	141,241
Administrator	1.00	91,771	1.00	91,780	1.00	96,500
Central Stores Coordinator	1.00	58,733	2.00	110,287	2.00	113,946
Central Stores Manager	1.00	86,555	1.00	60,078	1.00	63,513
Chauffeur-Laborer	11.00	643,084	10.00	585,458	8.00	497,635
Chief Construction Inspector	0.00	0	1.00	83,000	1.00	87,364
Chief, Engineering Division	1.00	139,513	1.00	139,526	1.00	146,180
Chief, Highways Division	1.00	115,563	1.00	115,574	1.00	121,258
Civil Engineer III	4.00	452,785	4.00	452,814	4.00	436,630
Communications Specialist II	1.00	69,227	1.00	69,233	1.00	73,039
Crew Chief	12.00	896,244	12.00	848,976	12.00	852,818
Customer Support Analyst II	2.00	145,009	2.00	145,016	1.00	88,532
Deputy Director of Public Works	1.00	159,638	1.00	159,638	1.00	166,806
Engineering Associate II	1.00	55,100	1.00	55,105	1.00	75,631
Engineering Associate III	3.00	245,145	3.00	245,168	4.00	316,406
Engineering Associate IV	1.00	88,160	1.00	88,168	1.00	92,741
Engineering Associate V	1.00	106,596	1.00	106,606	1.00	111,926
Equipment Operator	32.00	1,970,600	30.00	1,811,122	32.00	1,954,344
Equipment Operator Trainee	13.00	630,534	17.00	779,745	17.00	781,438
Equipment Repair Specialist	5.00	379,495	5.00	379,529	5.00	406,284
GIS Coordinator	1.00	98,657	1.00	98,666	1.00	103,664
Inspector II	3.00	182,294	2.00	120,000	2.00	126,864
Inspector III	2.00	180,624	0.00	0	0.00	0
Laborer	2.00	110,879	2.00	110,889	1.00	68,082
Land Surveyor	1.00	99,180	1.00	96,300	1.00	101,203
Maintenance Supervisor	7.00	586,398	8.00	665,940	8.00	664,724
Permits Review Supervisor	1.00	70,356	1.00	70,362	1.00	74,214
Road Marking Equipment Operator I	4.00	197,299	2.00	90,918	1.00	48,301
Road Marking Equipment Operator II	0.00	0	1.00	48,229	1.00	51,183
Road Marking Equipment Operator III	1.00	70,013	1.00	70,020	1.00	73,857
Safety Compliance Officer	0.00	0	1.00	70,625	1.00	74,487
Senior Equipment Operator	14.00	945,173	14.00	897,359	14.00	943,555
Storekeeper	1.00	50,172	0.00	0	0.00	0
Superintendent Highways	2.00	193,694	2.00	193,712	2.00	203,562

**PUBLIC WORKS
PUBLIC WORKS - DIVISION OF HIGHWAYS OVERALL**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Trades/Laborer	4.00	189,500	2.00	104,915	3.00	155,492
Traffic Operations Supervisor	2.00	179,354	2.00	179,370	2.00	188,639
Traffic Sign Mechanic I	1.00	78,557	2.00	116,784	2.00	122,124
Traffic Sign Mechanic II	4.00	230,891	3.00	143,459	3.00	152,273
Traffic Sign Mechanic III	1.00	67,944	1.00	77,013	1.00	81,134
Utility Worker I	3.00	158,619	5.00	254,726	4.00	221,321
Utility Worker II	4.00	242,858	4.00	226,726	4.00	239,698
TOTAL FULL-TIME SALARIES	157.00	10,734,069	157.00	10,440,337	155.00	10,681,222
TEMPORARY SALARIES		120,240		122,000		377,847
SALARY TOTAL	157.00	10,854,309	157.00	10,562,337	155.00	11,059,069
OTHER PERSONAL SERVICES						
Uniform Allowance		20,200		25,250		50,000
Pension & Retirement		1,180,748		1,200,639		1,293,105
Workers' Compensation		527,718		345,123		269,036
Health Benefits		3,076,821		2,776,325		3,027,100
RHS/OPEB		863,567		932,436		971,662
Overtime		765,000		765,000		905,000
FICA		884,455		849,877		915,251
27th Pay		444,432		0		0
Miscellaneous		23,480		23,480		23,840
TOTAL OTHER PERSONAL SERVICES		7,786,421		6,918,130		7,454,994
TOTAL PERSONAL SERVICES	157.00	18,640,731	157.00	17,480,468	155.00	18,514,063



PUBLIC WORKS - DIVISION of HIGHWAYS

Bureau of Highways Engineering
Cost Center 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.

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

DIVISION SUMMARY BY CHARACTER

DPW Highways Engineering 303210 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,081,769	\$2,324,672	\$2,629,088	\$3,062,259
CONTRACTUAL SERVICES	\$45,810	\$23,847	\$192,100	\$166,100
SUPPLIES AND MATERIALS	\$7,244	\$18,235	\$15,100	\$15,950
BUSINESS AND TRAVEL	\$22,578	\$24,975	\$32,450	\$33,950
CAPITAL OUTLAY	\$826	\$2,101	\$0	\$0
MISCELLANEOUS	\$71,415	\$76,954	\$80,000	\$83,000
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$0	\$100	\$100
TOTAL	\$2,229,643	\$2,470,783	\$2,948,838	\$3,361,359

DIVISION SUMMARY BY FUND

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(025) HIGHWAYS FUND	\$2,229,643	\$2,470,783	\$2,948,838	\$3,361,359
TOTAL	\$2,229,643	\$2,470,783	\$2,948,838	\$3,361,359

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$433,171

- Full time salaries increase \$26,809
 - Salary adjustment \$3,109
 - Turnover adjustment (\$28,393)
 - FY 24 COLA - \$52,093
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$44,553
- Temporary salaries increase \$252,550 this includes new Transportation Liason, existing State Highway Liason, Traffic Engineer and several summer interns
- Pension increase \$22,339 based on actuals
- Health benefits adjusted \$50,450 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$10,218
- FICA adjusted \$25,795 based on actuals

CONTRACTUAL SERVICES DECREASES (\$26,000)

- Other Professional Services decreased (\$41,700) as some of the services provided now done by our Temporary employees
- Data Processing Software increase of \$15,000 for Open Roads design software to enable Harford County to design some roadways internally

SUPPLIES & MATERIALS INCREASES \$850

Printing - in House and Uniform Purchase increased offset by decrease in Computer Hardware and supplies

BUSINESS & TRAVEL INCREASES \$1,500

Lodging and Training increased based on actual expense history

MISCELLANEOUS INCREASES \$3,000

Increase for yearly Baltimore Metropolitan Council dues

PUBLIC WORKS
Bureau of Highways Engineering
Cost Center 303210

	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1	87,086	1.00	66,126	1.00	69,806
Chief Engineering Division	1	139,513	1.00	139,526	1.00	146,180
Civil Engineer III	4	452,785	4.00	452,814	4.00	436,630
Customer Support Analyst II	2	145,009	2.00	145,016	1.00	88,532
Deputy Director of Public Works	1	159,638	1.00	159,638	1.00	166,806
Engineering Associate II	1	55,100	1.00	55,105	1.00	75,631
Engineering Associate III	3	245,145	3.00	245,168	4.00	316,406
Engineering Associate IV	1	88,160	1.00	88,168	1.00	92,741
Engineering Associate V	1	106,596	1.00	106,606	1.00	111,926
GIS Coordinator	1	98,657	1.00	98,666	1.00	103,664
Land Surveyor	1	99,180	1.00	96,300	1.00	101,203
Permits Review Supervisor	1	70,356	1.00	70,362	1.00	74,214
TOTAL FULL-TIME SALARIES	18.00	1,747,225	18.00	1,723,495	18.00	1,783,741
TEMPORARY SALARIES		120,240		122,000		377,847
SALARY TOTAL	18.00	1,867,465	18.00	1,845,495	18.00	2,161,588
OTHER PERSONAL SERVICES						
Cell Phone Reimbursement		1,500		1,500		2,000
Pension & Retirement		192,195		198,202		225,407
Workers' Compensation		9,895		8,168		8,128
Health Benefits		399,881		318,150		368,600
RHS/OPEB		99,231		112,914		123,132
Overtime		5,000		5,000		5,000
FICA		138,821		137,139		165,744
27th Pay		72,342		0		0
Miscellaneous		2,520		2,520		2,660
TOTAL OTHER PERSONAL SERVICES		921,385		783,593		900,671
TOTAL PERSONAL SERVICES	18.00	2,788,850	18.00	2,629,088	18.00	3,062,259



PUBLIC WORKS - DIVISION of HIGHWAYS

Bureau of Highways Maintenance

Cost Center 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.

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

DIVISION SUMMARY BY CHARACTER

DPW Highways Maintenance 303410 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$12,453,278	\$13,924,734	\$14,205,480	\$14,805,904
CONTRACTUAL SERVICES	\$4,347,783	\$4,819,011	\$6,383,600	\$6,870,600
SUPPLIES AND MATERIALS	\$2,261,487	\$2,208,080	\$2,633,407	\$2,929,800
BUSINESS AND TRAVEL	\$1,472,602	\$1,886,442	\$1,572,800	\$1,911,100
CAPITAL OUTLAY	\$60,916	\$211,780	\$9,000	\$154,000
MISCELLANEOUS	\$3,370,820	\$3,549,819	\$3,560,813	\$3,718,803
TOTAL	\$23,966,887	\$26,599,867	\$28,365,100	\$30,390,207

DIVISION SUMMARY BY FUND

DPW Highways Maintenance 303410 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(025) HIGHWAYS FUND	\$23,966,887	\$26,599,867	\$28,365,100	\$30,390,207
TOTAL	\$23,966,887	\$26,599,867	\$28,365,100	\$30,390,207

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$600,424

- Full time salaries increase \$47,418
 - Salary adjustment \$13,542
 - Turnover adjustment (\$229,591)
 - FY 24 COLA - \$263,467
- FY 25 COLA of 1% and merit increase of \$1,000 for eligible employees - \$265,493
- Transfer One Vacant Equipmnet Operator Trainee position to Watershed #P0825 (\$71,136)
- Abolish One Vacant Equipment Operator Trainee position #P0882 (\$71,136)
- Uniform Allowance increase \$25,250 based on anticipated allowance amount
- Pension increase \$49,275 based on actuals
- Workers Compensation decrease (\$79,451) based on actuals
- Health benefits adjusted \$239,125 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$29,008
- Overtime increase \$140,000 based on actuals
- FICA adjustment \$26,578

CONTRACTUAL SERVICES INCREASES \$ 487,000

- Electricity yearly expense \$1,000,000
- Vehicle and Operating Equipment increase of \$10,000 for various specialty equipment rentals
- Building/Custodial increase of \$80,000 due to increase frequency of cleanings, contract increase and increase in trash removal
- Security Systems new spend category for FY 25 of \$25,000 for cameras, security gates, entry doors etc
- Tree Trimming increase of \$172,000 based on expected 7% contract increase and continued rise in diseased tree's along roadways
- Mowing contract increase of \$200,000 due to contracts being rebid after several years

SUPPLIES & MATERIALS INCREASES \$296,393

- Meals Vouchers and Uniform Purchase increase of \$15,000 based on anticipated increase
- Cold Mix, Bituminous Concrete and Liquid Bituminous increase of \$264,000 all due to material pricing increase
- Equipment Repair parts and Paint increase of \$27,000 also due to material pricing increase

BUSINESS & TRAVEL INCREASES \$338,300

- County owned Vehicle and Non Target Charges increase of \$245,000 based on actual expense history
- Fuel Charges increase of \$88,300 based on actual expenses history and volatility in the market

CAPITAL OUTLAY INCREASES \$145,000

Portable Radio purchase in FY 25 for one time purchase of new portable radios for all the districts

MISCELLANEOUS INCREASES \$157,990

Pro Rata Shares increase per formula

PUBLIC WORKS
Bureau of Highways Maintenance
Cost Center 303410

	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Accounting Technician II	1.00	75,585	1.00	75,592	1.00	79,656
Administrative Assistant II	3.00	171,380	3.00	201,966	3.00	213,151
Administrative Specialist I	2.00	133,805	0.00	0	0.00	0
Administrative Specialist II	0.00	0	2.00	133,817	2.00	141,241
Administrator	1.00	91,771	1.00	91,780	1.00	96,500
Central Stores Coordinator	1.00	58,733	2.00	110,287	2.00	113,946
Central Stores Manager	1.00	86,555	1.00	60,078	1.00	63,513
Chauffeur-Laborer	11.00	643,084	10.00	585,458	8.00	497,635
Chief Construction Inspector	0.00	0	1.00	83,000	1.00	87,364
Chief, Highways Division	1.00	115,563	1.00	115,574	1.00	121,258
Communications Specialist II	1.00	69,227	1.00	69,233	1.00	73,039
Crew Chief	12.00	896,244	12.00	848,976	12.00	852,818
Equipment Operator	32.00	1,970,600	30.00	1,811,122	32.00	1,954,344
Equipment Operator Trainee	13.00	630,534	17.00	779,745	17.00	781,438
Equipment Repair Specialist	5.00	379,495	5.00	379,529	5.00	406,284
Inspector II	3.00	182,294	2.00	120,000	2.00	126,864
Inspector III	2.00	180,624	0.00	0	0.00	0
Laborer	2.00	110,879	2.00	110,889	1.00	68,082
Maintenance Supervisor	7.00	586,398	8.00	665,940	8.00	664,724
Road Marking Equipment Operator I	4.00	197,299	2.00	90,918	1.00	48,301
Road Marking Equipment Operator II	0.00	0	1.00	48,229	1.00	51,183
Road Marking Equipment Operator III	1.00	70,013	1.00	70,020	1.00	73,857
Safety Compliance Officer	0.00	0	1.00	70,625	1.00	74,487
Senior Equipment Operator	14.00	945,173	14.00	897,359	14.00	943,555
Storekeeper	1.00	50,172	0.00	0	0.00	0
Superintendent Highways	2.00	193,694	2.00	193,712	2.00	203,562
Trades/Laborer	4.00	189,500	2.00	104,915	3.00	155,492
Traffic Operations Supervisor	2.00	179,354	2.00	179,370	2.00	188,639
Traffic Sign Mechanic I	1.00	78,557	2.00	116,784	2.00	122,124
Traffic Sign Mechanic II	4.00	230,891	3.00	143,459	3.00	152,273
Traffic Sign Mechanic III	1.00	67,944	1.00	77,013	1.00	81,134
Utility Worker I	3.00	158,619	5.00	254,727	4.00	221,321
Utility Worker II	4.00	242,858	4.00	226,724	4.00	239,698
TOTAL FULL-TIME SALARIES	139.00	8,986,845	139.00	8,716,841	137.00	8,897,481
TEMPORARY SALARIES		0		0		0
SALARY TOTAL	139.00	8,986,845	139.00	8,716,841	137.00	8,897,481
OTHER PERSONAL SERVICES						
Uniform Allowance		20,200		25,250		50,000
Pension & Retirement		988,553		1,002,437		1,067,698
Workers' Compensation		517,823		336,956		260,908
Health Benefits		2,676,940		2,458,175		2,658,500
RHS/OPEB		764,336		819,522		848,530
Overtime		160,000		160,000		300,000
FICA		699,734		666,838		703,607
27th Pay		372,090		0		0
Miscellaneous		19,460		19,460		19,180
TOTAL OTHER PERSONAL SERVICES		6,219,136		5,488,638		5,908,423
TOTAL PERSONAL SERVICES	139.00	15,205,981	139.00	14,205,479	137.00	14,805,904



PUBLIC WORKS - DIVISION of HIGHWAYS

Bureau of Highways Maintenance - Snow Removal
Cost Center 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.

DIVISION SUMMARY BY CHARACTER

DPW Snow Removal 303430

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$447,045	\$105,508	\$645,900	\$645,900
CONTRACTUAL SERVICES	\$146,079	\$167,155	\$292,238	\$292,238
SUPPLIES AND MATERIALS	\$365,535	\$87,026	\$1,655,400	\$1,660,800
BUSINESS AND TRAVEL	\$21,430	\$4,535	\$314,500	\$319,700
CAPITAL OUTLAY	\$0	\$93,605	\$0	\$0
TOTAL	\$980,089	\$457,830	\$2,908,038	\$2,918,638

DIVISION SUMMARY BY FUND

DPW Snow Removal 303430 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(025) HIGHWAYS FUND	\$980,089	\$457,830	\$2,908,038	\$2,918,638
TOTAL	\$980,089	\$457,830	\$2,908,038	\$2,918,638

FINANCIAL NOTES

PERSONAL SERVICES - No Change

CONTRACTUAL SERVICES - No Change

Funding for Vehicle Operating Equipment and Snow Plow software

SUPPLIES & MATERIALS INCREASES \$5,400

- Delivery Charges increase of \$400 based on actuals
- Meals - Special Purpose increase of \$5,000 based on anticipated increase

BUSINESS & TRAVEL INCREASES \$5,200

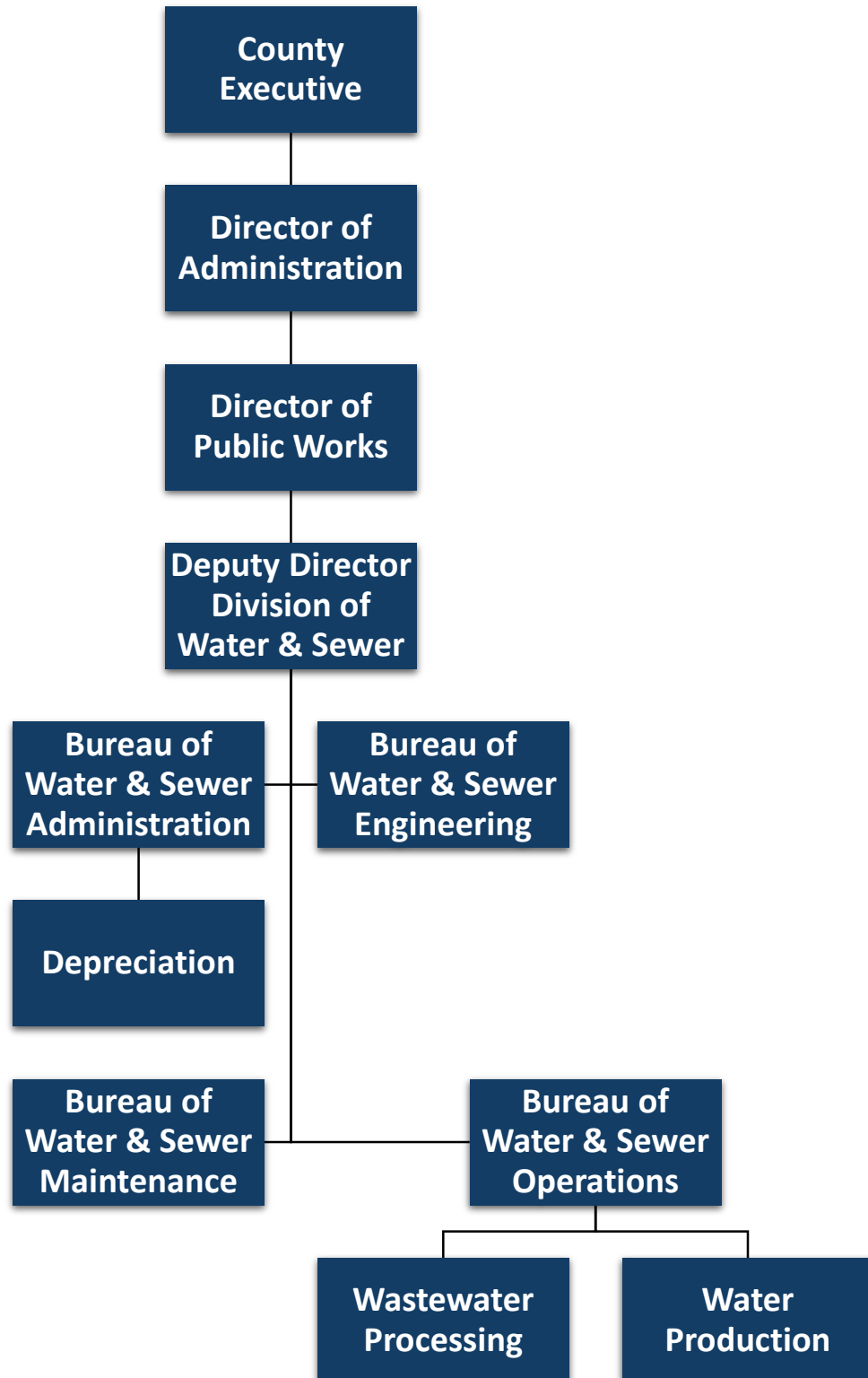
Training Seminars increase of \$4,500 due to turnover and new drivers, training done in mobile simulator

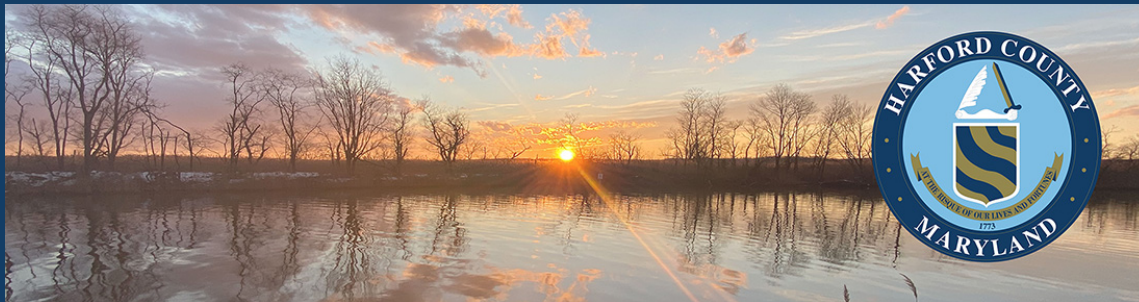
**PUBLIC WORKS
Snow Removal
Cost Center 303430**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
OTHER PERSONAL SERVICES						
Overtime		600,000		600,000		600,000
FICA		45,900		45,900		45,900
		<u> </u>		<u> </u>		<u> </u>
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
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

DEPARTMENT OF PUBLIC WORKS

DIVISION OF WATER & 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 46,800 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 46,800 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.

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.

GOALS:

To protect public health and the environment
To provide responsive and economical service to customers
To provide clean, affordable water to customers

DIVISION SUMMARY BY CHARACTER

DPW Water & Sewer DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$17,573,285	\$19,674,800	\$20,755,953	\$21,823,013
CONTRACTUAL SERVICES	\$8,861,607	\$9,043,234	\$14,182,406	\$14,983,865
SUPPLIES AND MATERIALS	\$5,728,637	\$5,843,753	\$8,503,908	\$9,745,420
BUSINESS AND TRAVEL	\$637,503	\$812,875	\$953,483	\$1,077,858
CAPITAL OUTLAY	\$1,156,895	\$2,301,869	\$3,720,150	\$3,913,999
MISCELLANEOUS	\$3,971,513	\$4,283,214	\$19,207,990	\$19,527,743
TOTAL	\$37,929,440	\$41,959,743	\$67,323,890	\$71,071,898

DIVISION SUMMARY BY FUND

DPW Water & Sewer DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(051) WATER & SEWER OPERATING	\$37,929,440	\$41,959,743	\$67,323,890	\$71,071,898
TOTAL	\$37,929,440	\$41,959,743	\$67,323,890	\$71,071,898

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$1,067,060

- Full time salaries increase \$194,996
 - Salary adjustment \$27,163
 - Turnover adjustment (\$215,262)
 - FY 24 COLA - \$383,095
- FY 25 COLA - 1% & merit of \$1,000 to all eligible employees - \$333,400
- Transfers between Water and Sewer Divisions (\$152,918)
- Abolish One Vacant W/WW Utility Worker Pin 1072 (\$99,210)
- Temporary salary increase \$217,930 for New Electrician and Instrument Technician apprentices and various operation interns
- Pension increase \$95,529 based on actuals
- Workers Compensation decrease (\$35,858) based on actuals
- Health benefits adjusted \$356,862 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$21,042)
- Overtime and Shift Differential increase \$64,100 based on actuals
- FICA adjusted \$116,379 based on actuals

CONTRACTUAL SERVICES INCREASES \$801,459

- Electricity and Heating Fuel (oil & gas) increased \$199,125 based on rate increases and actual expense history
- Telephone service, Fax service and Personnel/recruitment increased \$13,030 based on expense history
- County Facility repairs, Engineering services and Other Professional services increased \$366,100 based on needs and actual expense history
- Vehicle and Operating Equipment and Generator repair increase \$96,300 for various specialized equipment rental and repairs
- Water line repair decrease (\$40,000) based on actual expense history
- Data Processing Software increase \$99,000 for Cityworks, Adobe, AutoCadd license, Bluebeam software and other software related expenses
- Grounds Maintenance, Uniform Rental, Building/Custodial services, Security Systems and Other expenses increased \$36,754 based on expense history
- Utility Water & Sewer purchase increase \$27,200 based on actual expense history

SUPPLIES & MATERIALS INCREASES \$1,241,512

- General Office supplies and Paper supplies increase \$7,800 based on actuals
- Meals and Bottled water increase \$27,800 based on actual expense history
- Equipment Repair parts, Delivery Charges and Small Tools increase \$219,145 due to rising costs and actuals
- Chemicals in Bulk increase \$765,547 due to pricing and usage
- Building supplies, Laboratory supplies and Safety Equipment increase \$41,100 based on actual expense history
- Computer Software and Hardware increase \$15,120 due to needs
- Crushed Aggregate, Traffic signs, Diesel Fuel, Gasoline and Oil and Lubricants increase \$33,750 due to rising costs and actuals
- Pipes, Culverts & Fittings, Grates, Manholes and Unanticipated Maintenance/materials increase \$54,500 mainly due to rising costs
- Water Meter purchase increase \$75,000 due to contract increases

BUSINESS & TRAVEL INCREASES \$124,375

- County owned Vehicles, Fuel and Non-Targeted Charges increase \$92,700 due to aging fleet, parts increases and fuel contracts
- Mileage, Meals and Lodging increase \$5,300 based on actual expenses
- Membership Fees and Dues, In-House Training and Training seminars increase \$29,275 based on anticipated needs
- Public Education and Outreach decrease (\$3,000)

EQUIPMENT INCREASES \$193,849

- Electronic Process Control Equipment increase \$100,250 to update meter read equipment including ability to read multiple meters at once
- Office Furniure, Electric Heater and Misc Equipment increase \$7,200 based on needs
- Generator, Pumps and Tampers increase \$68,289 based on actuals
- Lab Equipment and Other Equipment increase \$17,200 based on actuals

MISCELLANEOUS INCREASES \$319,753

- Payments to Other Govt Agencies increase \$5,500
- Pro Rata increase \$206,253 based on actual formula
- Depreciation increase \$150,000 based on Treasury Estimate
- Payment to Delta Burough decreased (\$42,000) based on audit and overpayment in prior years applied to FY 25

PUBLIC WORKS
PUBLIC WORKS - DIVISION OF WATER AND SEWER OVERALL

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Accountant II	1.00	73,112	1.00	73,119	1.00	77,082
Administrative Assistant I	0.00	0	0.00	0	1.00	72,507
Administrative Assistant II	7.00	539,945	9.00	586,673	6.00	410,153
Admin Specialist II	2.00	93,556	0.00	0	2.00	165,908
Assistant Superintendent	7.00	752,151	6.00	658,079	6.00	659,889
Central Stores Manager	3.00	188,466	3.00	188,384	3.00	199,018
Chief, Water & Sewer	4.00	619,209	4.00	619,251	4.00	641,997
Civil Engineer II	1.00	85,030	3.00	224,440	3.00	229,493
Civil Engineer III	4.00	463,490	4.00	463,532	4.00	496,310
Civil Engineer IV	4.00	532,447	1.00	152,332	1.00	159,505
Computer System Engineer III	1.00	105,910	0.00	0	0.00	0
Customer Support Analyst II	1.00	55,828	0.00	0	0.00	0
Deputy Director of Public Works	1.00	159,638	1.00	159,348	1.00	166,806
Drafting Technician II	1.00	85,295	1.00	85,302	1.00	89,759
Electrician Water & Sewer Operations	0.00	0	0.00	0	1.00	83,012
Engineering Associate II	1.00	87,027	1.00	87,027	1.00	89,665
Engineering Associate III	1.00	68,116	1.00	62,400	1.00	65,929
Engineering Associate IV	1.00	83,097	1.00	83,105	1.00	87,473
Environmental Chemist	1.00	68,544	1.00	68,544	1.00	77,322
GIS Coordinator	1.00	108,297	1.00	108,307	1.00	113,696
GIS Technician II	0.00	0	1.00	60,000	1.00	67,177
Instrumentation Technician	1.00	85,325	1.00	85,332	2.00	115,746
Laboratory Technician	4.00	254,478	5.00	313,271	5.00	330,973
Management Assistant I	0.00	0	0.00	0	1.00	99,850
Management Assistant II	2.00	188,313	2.00	188,330	2.00	197,962
Permits Review Supervisor	1.00	73,402	1.00	73,409	1.00	77,384
Plant Operations Manager	2.00	169,210	2.00	169,225	2.00	178,083
Plant Operator (Water/Wastewater)	21.00	1,502,044	21.00	1,504,287	19.00	1,418,918
Plant Operator Trainee I (Water/Wastewater)	5.00	241,526	3.00	145,079	9.00	451,618
Plant Operator Trainee II (Water/Wastewater)	6.00	324,434	8.00	424,748	6.00	334,681
Plant Superintendent Water & Sewer	1.00	134,973	2.00	239,673	2.00	251,399
Process Engineer	1.00	124,979	1.00	124,979	0.00	0
Risk and Safety Officer	1.00	70,374	1.00	70,380	0.00	0
Senior Computer Engineer	2.00	203,871	3.00	294,349	2.00	210,811
Senior Customer Support Analyst	1.00	60,610	2.00	121,210	2.00	127,235
Senior Electrician Water & Sewer	2.00	165,858	2.00	165,728	1.00	97,675
Senior Instrumentation Technician	2.00	176,783	2.00	176,798	2.00	190,592
Senior Laboratory Technician	2.00	147,666	1.00	70,275	1.00	74,129
Senior Plant Operator	4.00	360,697	4.00	360,705	2.00	196,510
Senior Water/Wastewater Facility Mechanic	3.00	262,631	3.00	262,647	4.00	345,354
Shift Supervisor/Plant Operations	5.00	405,501	5.00	405,500	6.00	495,703
Storekeeper	1.00	49,746	1.00	49,752	1.00	52,768
Superintendent of Laboratories	1.00	128,163	1.00	128,174	1.00	134,368
Superintendent of Water & Sewer Facilities	1.00	129,298	1.00	129,309	1.00	135,550

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Water & Sewer Facilities Maintenance Supervisor	1.00	99,017	1.00	99,026	1.00	104,039
Water & Sewer Utility Crew Chief	6.00	452,253	6.00	437,929	6.00	469,067
Water & Sewer Utility Technician I	2.00	121,936	0.00	0	0.00	0
Water & Sewer Utility Technician II	1.00	67,952	3.00	196,003	3.00	206,946
Water & Sewer Utility Technician III	2.00	173,120	2.00	173,135	2.00	182,152
Water & Sewer Utility Worker I	6.00	236,181	1.00	38,220	4.00	163,043
Water & Sewer Utility Worker II	5.00	248,356	9.00	375,090	8.00	351,828
Water & Sewer Utility Worker III (Certified)	2.00	96,991	4.00	233,753	1.00	57,150
Water & Sewer Utility Worker III (Non-Certified)	7.00	401,845	6.00	333,450	6.00	322,762
Water & Sewer Utility Worker IV	4.00	258,006	4.00	254,215	4.00	267,972
Water/Wastewater Facility Mechanic	8.00	550,745	9.00	610,321	8.00	568,608
Water/Wastewater Facility Mechanic Trainee	2.00	112,305	1.00	54,589	1.00	54,998
Water Meter Mechanic I	3.00	151,099	1.00	42,000	1.00	42,758
Water Meter Mechanic II	3.00	169,812	5.00	279,213	5.00	295,529
Water Meter Technician I	3.00	203,539	3.00	203,557	3.00	214,807
Water Meter Technician II	2.00	161,263	2.00	161,279	2.00	169,816
TOTAL FULL-TIME SALARIES	168.00	12,933,459	168.00	12,674,783	167.00	12,941,485
TEMPORARY SALARIES		106,284		126,208		344,138
SALARY TOTAL	168.00	13,039,743	168.00	12,800,991	167.00	13,285,623
OTHER PERSONAL SERVICES						
Pension & Retirement		1,433,368		1,475,935		1,582,322
Workers' Compensation		241,753		156,428		122,216
Health Benefits		3,211,754		2,971,617		3,312,875
RHS/OPEB		951,891		1,088,087		1,067,045
Overtime & Shift Differential		1,235,000		1,242,800		1,306,900
FICA		1,069,660		991,315		1,116,262
27th Pay		535,494		0		0
Miscellaneous		28,780		28,780		29,770
TOTAL OTHER PERSONAL SERVICES		8,707,700		7,954,962		8,537,390
TOTAL PERSONAL SERVICES	168.00	21,747,443	168.00	20,755,953	167.00	21,823,013



PUBLIC WORKS - DIVISION of WATER & SEWER

Bureau of Water & Sewer Administration
Cost Centers 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.

GOALS:

- To protect public health and the environment
- To provide responsive and economical service to customers
- To provide clean, affordable water to customers

DIVISION SUMMARY BY CHARACTER

DPW W&S Administration 304110, 304140 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,145,602	\$1,276,408	\$1,302,422	\$1,385,731
CONTRACTUAL SERVICES	\$89,223	\$63,137	\$119,900	\$108,650
SUPPLIES AND MATERIALS	-\$363,740	-\$483,578	\$58,250	\$61,045
BUSINESS AND TRAVEL	\$32,833	\$24,305	\$33,233	\$35,708
CAPITAL OUTLAY	\$0	\$11,456	\$0	\$0
MISCELLANEOUS	\$3,802,099	\$4,099,246	\$4,036,790	\$4,243,043
TOTAL	\$4,706,016	\$4,990,973	\$5,550,595	\$5,834,177

DIVISION SUMMARY BY FUND

DPW W&S Administration 304110, 304140 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(051) WATER & SEWER OPERATING	\$4,706,016	\$4,990,973	\$5,550,595	\$5,834,177
TOTAL	\$4,706,016	\$4,990,973	\$5,550,595	\$5,834,177

DIVISION SUMMARY BY DIVISION

DPW W&S Administration 304110, 304140 by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(304110) ADMINISTRATION	\$5,072,819	\$5,482,003	\$5,500,595	\$5,784,177
(304140) GENERAL INVENTORY	-\$366,803	-\$491,030	\$50,000	\$50,000
TOTAL	\$4,706,016	\$4,990,973	\$5,550,595	\$5,834,177

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$83,309

- Full time salaries increase \$23,582
 - Turnover adjustment (\$885)
 - FY 24 COLA - \$24,446
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$17,029
- Temporary salaries increase \$4,782
- Pension decrease (\$559) based on actuals
- Workers Compensation decreases (\$749) based on actuals
- Health benefits adjusted \$25,758 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$2,551
- Overtime increase of \$5,000 based on actuals
- FICA adjusted \$5,915 based on actuals

CONTRACTUAL SERVICES DECREASES (\$11,250)

Telephone Service, County Facility Repair and Other Professional Services decreased based on actual expense history

BUSINESS & TRAVEL INCREASES \$2,795

Computer Software increase with addition of Activity Hazard Analysis (AHA) software

CAPITAL OUTLAY INCREASES \$2,475

Increase in Membership Fees and Dues offset by slight decrease in Public Education and Outreach

MISCELLANEOUS INCREASES \$206,253

Pro Rata Shares per formula

PUBLIC WORKS
Bureau of Water & Sewer Administration
Cost Center 304110

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Accountant II	1.00	73,112	1.00	73,119	1.00	77,082
Administrative Assistant I	0.00	0	0.00	0	1.00	72,507
Administrative Assistant II	2.00	113,558	1.00	59,216	1.00	62,616
Chief, Water & Sewer (Administration)	0.50	72,652	0.50	72,652	0.50	76,103
Customer Support Analyst I	1.00	55,828	0.00	0	0.00	0
Deputy Director of Public Works	1.00	159,638	1.00	159,348	1.00	166,806
Engineering Associate II	1.00	87,027	1.00	87,027	1.00	89,665
Management Assistant II	1.00	92,431	1.00	92,440	1.00	97,186
Permits Review Supervisor	1.00	73,402	1.00	73,409	1.00	77,384
Risk and Safety Officer	1.00	70,374	1.00	70,380	0.00	0
Senior Customer Support Analyst	1.00	60,610	2.00	121,210	2.00	127,234
TOTAL FULL-TIME SALARIES	10.50	858,632	9.50	808,801	9.50	846,585
TEMPORARY SALARIES		61,284		63,208		67,990
SALARY TOTAL	10.50	919,916	9.50	872,009	9.50	914,575
OTHER PERSONAL SERVICES						
Pension & Retirement		101,191		107,401		108,546
Workers' Compensation		6,084		4,323		3,610
Health Benefits		225,133		175,867		201,625
RHS/OPEB		68,771		75,404		77,955
Overtime & Shift Differential		9,000		2,000		7,000
FICA		67,681		63,498		70,500
27th Pay		35,551		0		0
Miscellaneous		2,060		1,920		1,920
TOTAL OTHER PERSONAL SERVICES		515,471		430,413		471,156
TOTAL PERSONAL SERVICES	10.50	1,435,387	9.50	1,302,422	9.50	1,385,731



PUBLIC WORKS - DIVISION of WATER & SEWER

Depreciation

Cost Center 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 25 will be \$15,100,000. This total expense is reduced by the Depreciation Expense from Contributed Capital.

DIVISION SUMMARY BY CHARACTER

W&S Depreciation 304130 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$0	\$0	\$14,950,000	\$15,100,000
TOTAL	\$0	\$0	\$14,950,000	\$15,100,000

DIVISION SUMMARY BY FUND

W&S Depreciation 304130 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(051) WATER & SEWER OPERATING	\$0	\$0	\$14,950,000	\$15,100,000
TOTAL	\$0	\$0	\$14,950,000	\$15,100,000

DIVISION SUMMARY BY DIVISION

W&S Depreciation 304130 by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(304130) DEPRECIATION	\$0	\$0	\$14,950,000	\$15,100,000
TOTAL	\$0	\$0	\$14,950,000	\$15,100,000



PUBLIC WORKS - DIVISION of WATER & SEWER

Bureau of Water & Sewer Engineering

Cost Centers 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.

DIVISION SUMMARY BY CHARACTER

W&S Engineering 305101, 306101 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,400,670	\$1,593,255	\$1,901,240	\$2,018,811
CONTRACTUAL SERVICES	\$47,282	\$56,321	\$90,050	\$90,400
SUPPLIES AND MATERIALS	\$2,596	\$7,831	\$5,125	\$5,625
BUSINESS AND TRAVEL	\$10,313	\$11,189	\$19,400	\$19,600
CAPITAL OUTLAY	\$0	\$11,456	\$0	\$0
TOTAL	\$1,460,861	\$1,680,051	\$2,015,815	\$2,134,436

DIVISION SUMMARY BY FUND

W&S Engineering 305101, 306101 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(051) WATER & SEWER OPERATING	\$1,460,861	\$1,680,051	\$2,015,815	\$2,134,436
TOTAL	\$1,460,861	\$1,680,051	\$2,015,815	\$2,134,436

DIVISION SUMMARY BY DIVISION

W&S Engineering 305101, 306101 by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(305101) WATER ENGINEERING	\$751,294	\$863,227	\$1,006,249	\$1,065,605
(306101) SEWER ENGINEERING	\$709,567	\$816,824	\$1,009,567	\$1,068,831
TOTAL	\$1,460,861	\$1,680,051	\$2,015,815	\$2,134,436

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$117,571

- Full time salaries increase \$46,413
 - Salary adjustment \$9,900
 - Turnover adjustment (\$3,597)
 - FY 24 COLA - \$40,110
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$24,234
- Pension increase \$12,205 based on actuals
- Workers Compensation decrease (\$1,298) based on actuals
- Health benefits adjusted \$21,525 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$3,693)
- Overtime increase \$6,000 based on actuals
- FICA adjusted \$11,685 based on actuals

CONTRACTUAL SERVICES INCREASES \$350

Data Processing Software increase offset slightly by decrease in Telephone Service

SUPPLIES & MATERIALS INCREASES \$500

General Office Supplies increase offset slightly by decrease in Paper Supplies

BUSINESS & TRAVEL INCREASES \$200

Small increase in Lodging

PUBLIC WORKS
Bureau of Water & Sewer Engineering
Cost Center 305101, 306101

	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Chief, Water & Sewer	1.50	235,069	1.50	235,084	1.50	239,753
Civil Engineer II	0.00	0	2.00	139,409	2.00	140,009
Civil Engineer III	4.00	463,490	4.00	463,532	4.00	496,310
Civil Engineer IV	3.00	370,316	1.00	152,332	1.00	159,505
Drafting Technician II	1.00	85,295	1.00	85,302	1.00	89,759
Engineering Associate III	1.00	68,116	0.00	0	0.00	0
Engineering Associate IV	1.00	83,097	1.00	83,105	1.00	87,473
GIS Coordinator	1.00	108,297	1.00	108,307	1.00	113,696
GIS Technician I	0.00	0	1.00	60,000	1.00	67,177
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TOTAL FULL-TIME SALARIES	12.50	1,413,680	12.50	1,327,071	12.50	1,393,682
TEMPORARY SALARIES		9,000		9,000		9,500
SALARY TOTAL	12.50	1,422,680	12.50	1,336,071	12.50	1,403,182
OTHER PERSONAL SERVICES						
Pension & Retirement		159,451		156,559		171,188
Workers' Compensation		7,232		6,404		5,174
Health Benefits		225,919		219,925		241,450
RHS/OPEB		71,089		79,499		75,806
Overtime & Shift Differential		12,000		6,000		12,000
FICA		102,100		95,032		108,261
27th Pay		58,532		0		0
Miscellaneous		1,750		1,750		1,750
TOTAL OTHER PERSONAL SERVICES		638,073		565,169		615,629
TOTAL PERSONAL SERVICES	12.50	2,060,753	12.50	1,901,240	12.50	2,018,811



PUBLIC WORKS - DIVISION of WATER & SEWER

Bureau of Water & Sewer Maintenance

Cost Centers 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.

GOALS:

To provide responsive and economical service to our customers

To protect public health and the environment

DIVISION SUMMARY BY CHARACTER

W&S Maintenance 305210, 306210, 307110 by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$5,505,229	\$6,304,980	\$6,425,185	\$6,654,876
CONTRACTUAL SERVICES	\$740,476	\$1,019,003	\$2,112,040	\$2,128,740
SUPPLIES AND MATERIALS	\$945,912	\$979,321	\$1,302,050	\$1,448,300
BUSINESS AND TRAVEL	\$282,485	\$413,756	\$491,100	\$526,700
CAPITAL OUTLAY	\$346,540	\$84,421	\$159,500	\$276,100
MISCELLANEOUS	\$150,000	\$150,000	\$156,000	\$114,000
TOTAL	\$7,970,641	\$8,951,482	\$10,645,875	\$11,148,716

DIVISION SUMMARY BY FUND

W&S Maintenance 305210, 306210, 307110 by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(051) WATER & SEWER OPERATING	\$7,970,641	\$8,951,482	\$10,645,875	\$11,148,716
TOTAL	\$7,970,641	\$8,951,482	\$10,645,875	\$11,148,716

DIVISION SUMMARY BY DIVISION

W&S Maintenance 305210, 306210, 307110 by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(305210) WATER O&M ABINGDON	\$4,679,340	\$5,567,097	\$6,618,613	\$7,002,483
(306210) SEWER O&M ABINGDON	\$3,141,302	\$3,234,385	\$3,865,612	\$4,026,583
(307110) WHITEFORD/CARDIFF SERVICE COMMUNITY	\$150,000	\$150,000	\$161,650	\$119,650
TOTAL	\$7,970,641	\$8,951,482	\$10,645,875	\$11,148,716

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$229,691

- Full time salaries increase \$64,328
 - Salary adjustment \$27,666
 - Turnover adjustment (\$78,540)
 - FY 24 COLA - \$115,202
- FY 25 COLA of 1% & merit of \$1,00 to all eligible employees - \$112,952
- Abolished Vacant W/WW Utility Crew Chief III Pin 1072 (\$99,210)
- Pension increase \$26,777 based on actuals
- Workers Compensation decreases (\$12,967) based on actuals
- Health benefits adjusted \$99,950 based on 10% increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$3,166)
- Shift Differential decreases (\$2,000) based on actuals
- FICA adjusted \$43,027 based on actuals

CONTRACTUAL SERVICES INCREASES \$16,700

- Heating Fuel (Gas) and Telephone Service increased \$9,000 based on actual expense history
- Vehicle and Operating Equipment increased \$6,000 for various specialized equipment rentals
- County Facility Repair/Renovation decrease (\$15,000) mainly due to one time expenses last year
- Water Line Rehab/Repair decrease (\$40,000) based on actual expense history
- Other Professional Services increased \$20,000 mainly due to Sewer root control contract increase
- Data Processing Software increase \$27,500 as expenses from Other Services moved here
- Other expenses increase of \$10,000 for upgraded meter reading software and annual Itron Meter Read System Software subscription increase

SUPPLIES & MATERIALS INCREASES \$146,250

- Meals and Bottled water increase \$3,500 based on actual expense history
- Equipment Repair Parts and Chemicals in Bulk increase \$11,000 based on usage and rise in actual costs
- Crushed Aggregate increased \$10,000 based on contract increase
- Computer Software and Hardware increase of \$2,650 for new software purchase
- Pipes, Cuiverts and Fittings and Grates/Manhole Covers and Other Supplies increase \$46,000 based on actuals and contract increase
- Water Meter Purchase increase of \$75,000 again due to new contract pricing

BUSINESS & TRAVEL INCREASES \$35,600

- Fuel and Non-Targeted Charges increase \$13,500 based on actuals and anticipated cost increase
- In-House Training increase of \$22,000 for new Meter Reading system and ability to read many meters at once

CAPITAL OUTLAY INCREASES \$116,600

- Electronic Process Control Increase of \$75,000 to purchase 2 additional MC4 radio read equipment for meter reading system
- Generators, Pumps, Tampers and Metal Detectors increase \$39,500 for new replacement equipment

MISCELLANEOUS DECREASES (\$42,000)

Decrease of (\$42,000) to The Delta Borough due to review of prior years and overpayment applied to this years billing

PUBLIC WORKS
Bureau of Water & Sewer Maintenance
Cost Center 305210, 306210

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	4.00	267,311	4.00	267,335	3.00	203,367
Administrative Specialist I	0.00	0	0.00	0	1.00	82,693
Assistant Superintendent	3.00	285,385	3.00	285,411	3.00	299,977
Central Stores Manager	1.00	62,428	1.00	62,434	1.00	65,964
Chief, Water & Sewer	1.00	162,131	1.00	162,145	1.00	169,716
Civil Engineer IV	1.00	162,131	0.00	0	0.00	0
Engineering Associate III	0.00	0	1.00	62,400	1.00	65,929
Management Assistant II	1.00	95,882	1.00	95,890	1.00	100,776
Storekeeper	1.00	49,746	1.00	49,752	1.00	52,768
Superintendent of Water & Sewer Facilities	1.00	129,298	1.00	129,309	1.00	135,550
Water & Sewer Facilities Maintenance Specialist	1.00	99,017	1.00	99,026	1.00	104,039
Water & Sewer Utility Crew Chief	6.00	452,253	6.00	437,929	6.00	469,067
Water & Sewer Utility Technician I	2.00	121,936	0.00	0	0.00	0
Water & Sewer Utility Technician II	1.00	67,952	3.00	196,003	3.00	206,946
Water & Sewer Utility Technician III	2.00	173,120	2.00	173,135	2.00	182,152
Water & Sewer Utility Worker I	6.00	236,181	1.00	38,220	4.00	163,043
Water & Sewer Utility Worker II	5.00	248,356	9.00	375,090	7.00	304,696
Water & Sewer Utility Worker III (Certified)	2.00	96,992	4.00	233,753	1.00	57,150
Water & Sewer Utility Worker III (Non-Certified)	5.00	271,790	4.00	203,383	5.00	248,851
Water & Sewer Utility Worker IV	4.00	258,006	4.00	254,215	4.00	267,972
Water Meter Mechanic I	3.00	151,099	1.00	42,000	1.00	42,758
Water Meter Mechanic II	3.00	169,812	5.00	279,213	5.00	295,529
Water Meter Technician I	3.00	203,539	3.00	203,557	3.00	214,807
Water Meter Technician II	2.00	161,263	2.00	161,279	2.00	169,816
TOTAL FULL-TIME SALARIES	58.00	3,925,626	58.00	3,811,479	57.00	3,903,565
TEMPORARY SALARIES		0		18,000		18,000
SALARY TOTAL	58.00	3,925,626	58.00	3,829,479	57.00	3,921,565
OTHER PERSONAL SERVICES						
Pension & Retirement		431,819		438,320		468,427
Workers' Compensation		79,713		50,537		37,709
Health Benefits		1,100,245		1,022,450		1,103,000
RHS/OPEB		312,713		369,454		366,288
Overtime & Shift Differential		442,000		420,000		418,000
FICA		328,044		286,825		331,907
27th Pay		162,536		0		0
Miscellaneous		8,120		8,120		7,980
TOTAL OTHER PERSONAL SERVICES		2,865,190		2,595,706		2,733,311
TOTAL PERSONAL SERVICES	58.00	6,790,816	58.00	6,425,185	57.00	6,654,876



PUBLIC WORKS - DIVISION of WATER & SEWER

Bureau of Water & Sewer Operations - Water Production

Cost Centers 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 Countyowned 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.

DIVISION SUMMARY BY CHARACTER

Water Production 305220, 305240, 305255, 305280, 3052290

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,415,338	\$3,557,513	\$4,346,812	\$4,332,023
CONTRACTUAL SERVICES	\$2,782,101	\$2,583,745	\$4,459,418	\$4,894,750
SUPPLIES AND MATERIALS	\$1,783,924	\$1,833,757	\$2,535,943	\$3,036,250
BUSINESS AND TRAVEL	\$61,248	\$53,435	\$99,650	\$103,900
CAPITAL OUTLAY	\$149,162	\$1,500,882	\$1,824,900	\$1,852,800
MISCELLANEOUS	\$0	\$0	\$30,000	\$30,000
TOTAL	\$8,191,773	\$9,529,332	\$13,296,723	\$14,249,723

DIVISION SUMMARY BY FUND

Water Production 305220, 305240, 305250, 305255, 305280, 290

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(051) WATER & SEWER OPERATING	\$8,191,773	\$9,529,332	\$13,296,723	\$14,249,723
TOTAL	\$8,191,773	\$9,529,332	\$13,296,723	\$14,249,723

DIVISION SUMMARY BY DIVISION

Water Production 305220, 305240, 305250, 305255, 305280, 290

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(305220) WATER O&M PERRYMAN	\$682,025	\$876,783	\$1,701,295	\$1,819,432
(305240) WATER O&M LONG BOOSTER STATIONS	\$612,606	\$744,831	\$797,062	\$862,825
(305250) WATER O&M HAVRE DE GRACE	\$365,191	\$301,694	\$947,575	\$1,016,771
(305255) WATER O&M SOLIDS HANDLING FACILITY	\$18,643	\$566	\$121,325	\$125,900
(305280) WATER O&M ABINGDON-BIG INCH	\$6,484,495	\$7,572,319	\$9,669,751	\$10,358,895
(305290) WATER O&M-CARBON TREATMENT PLAN	\$28,813	\$33,138	\$59,715	\$65,900
TOTAL	\$8,191,773	\$9,529,332	\$13,296,723	\$14,249,723

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$14,791)

- Full time salaries decrease (\$37,321)
 - Salary adjustment (\$9,275)
 - Turnover adjustment (\$107,640)
 - FY 24 COLA - \$79,594
- FY 25 COLA 1% & merit of \$1,000 to all eligible employees - \$66,176
- Temporary salary increase \$101,824 for New Electrician and Instrument Technician Apprentices and various Operation interns
- Transfers between Water and Sewer Divisions (\$286,870)
- Pension increase \$15,655 based on actuals
- Workers Compensation decrease (\$7,951) based on actuals
- Health benefits adjusted \$87,034 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$9,141
- Overtime and Shift Differential increase \$30,700 based on actuals
- FICA adjusted \$7,981 based on actuals

CONTRACTUAL SERVICES INCREASES \$435,332

- Electricity, Heating Fuel (Oil) and Telephone Service increase \$55,355 based on actuals and rate increases
- County Facility Repair/Renovations increase \$145,400 based on actuals and general increases in supply parts
- Engineering Services increase \$125,000 due to SCADA repairs and Process modifications/updates
- Vehicle and Operating Equipment increase \$16,000 based on actuals and various specialty equipment rental
- Other Professional Services increase \$8,000 Lab Testing, Instrument Technicians and Electrical apprentices
- Generator Repair and Maintenance and Operating Equipment Service increase \$13,050 due to aging generators and replacement of metering pumps
- Data Processing Software increase \$ 34,500 for Cityworks and Adobe
- Grounds Maintenance, Building/Custodial Services and Security System increase \$8,000 based on actuals and upgrading and maintenance of security systems
- Utility Water Purchase increase \$26,200 based on actual expense history

SUPPLIES & MATERIALS INCREASES \$500,307

- Delivery Charges, Paper Supplies, Meals, Small Tools and Safety Equipment increase \$11,035 all based on actual expense history
- Equipment Repair Parts increase \$152,300 increased due to parts increase and replacing additional servo drive/motors at \$10,000 each
- Chemicals in Bulk and Laboratory Supplies increase \$316,397 based on actuals and contract increase of 15% for Chemicals
- Computer Software and Hardware increase of \$9,575 for upgrading SCADA and new Laptops and monitors for this
- Diesel Fuel, Lubricants, Unanticipated Maintenance and Other Supplies increase \$8,500 based on actual expenses and cost increases

BUSINESS & TRAVEL INCREASES \$4,250

- County-owned Vehicles and Fuel increase \$2,000 based on actual expense history
- Mileage, Parking Tolls, Meals, Lodging and Professional Books increase \$500 based on actuals
- Training Seminars and Courses increase \$1,600 due to anticipated training

EQUIPMENT INCREASES \$27,900

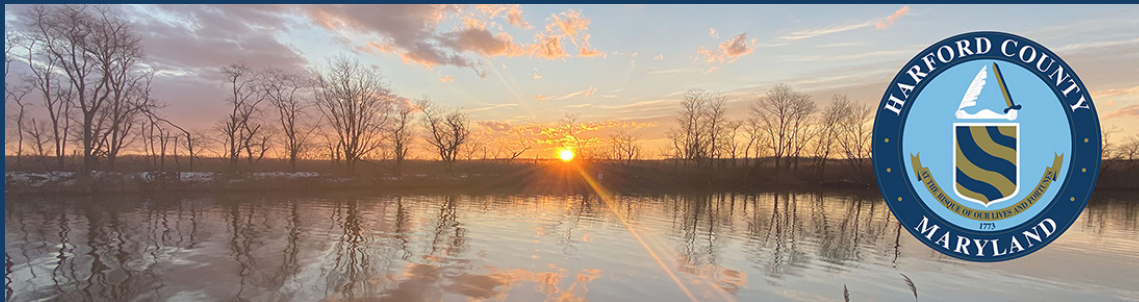
- Electronic Process Control Equipment increase \$13,500 for upgrades to SCADA equipment
- Electric Heater, Generator and Pump increase \$8,800 based on actual expense history and needed replacements
- Lab Equipment and Other Equipment increase \$5,100 for Solid Phase Extraction unit and multiple switch replacements

MISCELLANEOUS - No Change

For resolution of discharge fees possibly charged to Harford County during the year

PUBLIC WORKS
Bureau of Water & Sewer Operations - Water Production
Cost Center 305220, 305240, 305250, 305280

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	0.00	0	0.00	0	1.00	57,451
Admin Specialist II	0.50	46,778	1.50	77,641	0.00	0
Assistant Superintendent	2.50	285,001	1.50	190,897	0.50	70,454
Central Stores Manager	1.00	60,158	1.00	60,164	1.00	63,602
Chief, Water & Sewer	0.50	74,679	0.50	74,685	0.50	78,212
Computer System Engineer III	1.00	105,910	0.00	0	0.00	0
Electrician Water & Sewer Operations	0.00	0	0.00	0	0.50	41,506
Environmental Chemist	0.10	6,854	0.10	6,854	0.10	7,732
Instrumentation Technician	0.50	42,662	0.50	42,666	1.00	57,873
Laboratory Technician	1.90	128,005	2.70	175,032	2.70	184,831
Management Assistant I	0.00	0	0.00	0	0.50	49,925
Plant Operations Manager	0.50	42,302	0.50	42,307	0.50	44,521
Plant Operator (Water/Wastewater)	10.00	700,014	10.00	700,662	10.00	712,447
Plant Operator Trainee I (Water/Wastewater)	4.00	193,286	2.00	96,835	5.00	249,797
Plant Operator Trainee II (Water/Wastewater)	0.00	0	2.00	100,291	1.00	52,175
Plant Superintendent Water & Sewer	0.00	0	1.00	104,700	1.00	109,943
Process Engineer	1.00	124,979	1.00	124,979	0.00	0
Senior Computer System Engineer	0.00	0	1.00	93,679	1.00	98,475
Senior Electrician Water & Sewer	0.50	38,821	0.50	38,752	0.00	0
Senior Instrumentation Technician	0.50	41,940	0.50	41,944	0.50	46,459
Senior Laboratory Technician	0.80	61,913	0.00	0	0.00	0
Senior Plant Operator	2.00	173,780	2.00	173,780	0.00	0
Senior Water/Wastewater Facility Mechanic	0.00	0	0.00	0	1.00	69,055
Shift Supervisor/Plant Operations	2.00	166,383	2.00	166,383	2.00	170,112
Superintendent of Laboratories	0.50	64,081	0.50	64,087	0.50	67,184
Water/Wastewater Facility Mechanic	3.00	197,592	4.00	257,051	0.00	0
Water/Wastewater Facility Mechanic Trainee	1.00	57,721	0.00	0	3.00	196,006
TOTAL FULL-TIME SALARIES	33.80	2,612,860	34.80	2,633,389	33.30	2,427,758
TEMPORARY SALARIES		18,000		18,000		119,824
SALARY TOTAL	33.80	2,630,860	34.80	2,651,389	33.30	2,547,582
OTHER PERSONAL SERVICES						
Pension & Retirement		287,415		302,840		300,552
Workers' Compensation		55,913		35,929		27,369
Health Benefits		617,209		613,740		675,470
RHS/OPEB		180,779		193,694		202,835
Overtime & Shift Differential		291,700		319,200		349,900
FICA		221,103		223,400		221,658
27th Pay		108,182		0		0
Miscellaneous		6,482		6,622		6,657
TOTAL OTHER PERSONAL SERVICES		1,768,783		1,695,425		1,784,441
TOTAL PERSONAL SERVICES	33.80	4,399,643	34.80	4,346,814	33.30	4,332,023



PUBLIC WORKS - DIVISION of WATER & SEWER

Bureau of Water & Sewer Operations - Wastewater Processing
Cost Centers 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 protects 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.

GOALS:

To provide responsive and economical service to customers
To protect public health and the environment

DIVISION SUMMARY BY CHARACTER

Waste Water Processing by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$6,106,447	\$6,942,644	\$6,780,293	\$7,431,572
CONTRACTUAL SERVICES	\$5,202,525	\$5,321,027	\$7,400,998	\$7,761,325
SUPPLIES AND MATERIALS	\$3,359,945	\$3,506,421	\$4,602,540	\$5,194,200
BUSINESS AND TRAVEL	\$250,625	\$310,190	\$310,100	\$391,950
CAPITAL OUTLAY	\$661,193	\$693,655	\$1,735,750	\$1,785,099
MISCELLANEOUS	\$19,414	\$33,968	\$35,200	\$40,700
TOTAL	\$15,600,148	\$16,807,905	\$20,864,881	\$22,604,846

DIVISION SUMMARY BY FUND

W&S Wastewater Processing by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(30) PUBLIC WORKS	\$15,600,148	\$16,807,905	\$20,864,881	\$22,604,846
TOTAL	\$15,600,148	\$16,807,905	\$20,864,881	\$22,604,846

DIVISION SUMMARY BY DIVISION

W&S Wastewater Processing by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(306230) SEWER O&M SOD RUN	\$11,672,434	\$12,474,920	\$15,479,811	\$16,860,407
(306220) SEWER O&M PUMP/METER STATIONS	\$2,929,463	\$3,201,156	\$4,133,442	\$4,407,188
(304300) JOPPATOWNE SEWERAGE TREAT PLAN	\$744,676	\$838,585	\$1,082,879	\$1,143,374
(304200) INDUSTRIAL WASTE MANAGEMENT	\$141,306	\$152,637	\$88,748	\$92,587
(306240) SEWER O&M SPRING MEADOWS	\$112,269	\$140,608	\$80,002	\$101,290
TOTAL	\$15,600,148	\$16,807,905	\$20,864,881	\$22,604,846

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$651,279

- Full time salaries increase \$97,994
 - Salary adjustment (\$1,149)
 - Turnover (\$24,600)
 - FY 24 COLA - \$123,743
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$113,009
- Transfers between Water and Sewer divisions \$131,119
- Temporary Salaries increase of \$110,824 for Electrician and Instrument Tech Apprentices and multiple Operations Interns
- Pension increase \$41,451 based on actuals
- Workers Compensation (\$12,894) based on actuals
- Health benefits adjusted \$122,595 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted (\$25,875)
- Overtime and Shift Differential increase \$24,000 based on actuals
- FICA adjusted \$47,771

CONTRACTUAL SERVICES INCREASES \$360,327

- Vehicle and Operating Equipment increase \$51,600 based on actuals
- Office Equipment, Fax Service and Personnel Recruitment increase \$5,200 based on actuals
- Electricity, Heating Fuel (Oil) and Telephone Service increased \$145,050 based on actuals and price increases
- County Facility Repair/Renovation increase \$74,000 based on prior actual expenses
- Other Professional Services increase \$18,700 for Lab Testing, Instrument Technicians and Testing, Electrical work and increased hauling and cleaning costs
- Generator Repair and Maintenance increase \$11,700 based on actuals
- Data Processing Software increase \$35,500 for City Works and Adobe
- Grounds Maintenance, Building Custodial Services, Security Systems, Uniform Rental increase of \$15,927 based on actuals and contract increases

SUPPLIES & MATERIALS INCREASES \$591,660

- General Office Supplies and Delivery Charges increase \$16,660 based on actuals
- Meals and Bottled Water increase \$20,700 based on actual expenses
- Equipment Repair Parts, Small Tools, Building Supplies, Laboratory Supplies, Safety Equipment and Signage increase \$67,800 based on expense history
- Chemical in Bulk increase \$465,150 based on usage and contract increases of 15 %
- Diesel Fuel, Gasoline and Oil/Lubricants increased \$15,100
- Grates , Manhole covers and Unanticipated Maintenance increase \$4,000 mainly due to cost increases

BUSINESS & TRAVEL INCREASES \$81,850

- County-owned Vehicles and Fuel increase \$77,000 based on actuals and price increases for parts and fuel
- Mileage, Meals and Lodging increase \$4,500 based on actuals

CAPITAL OUTLAY INCREASES \$49,349

- Electronic Process Control Equipment increase \$11,750 for hardware upgrades
- Generator, Pump and Lab Equipment increase \$27,499 to replace portable generator and Chem Scan maintenance agreement increase
- Other Equipment increase \$10,100 based on actuals for pumpstation repairs and mixer parts from Europe

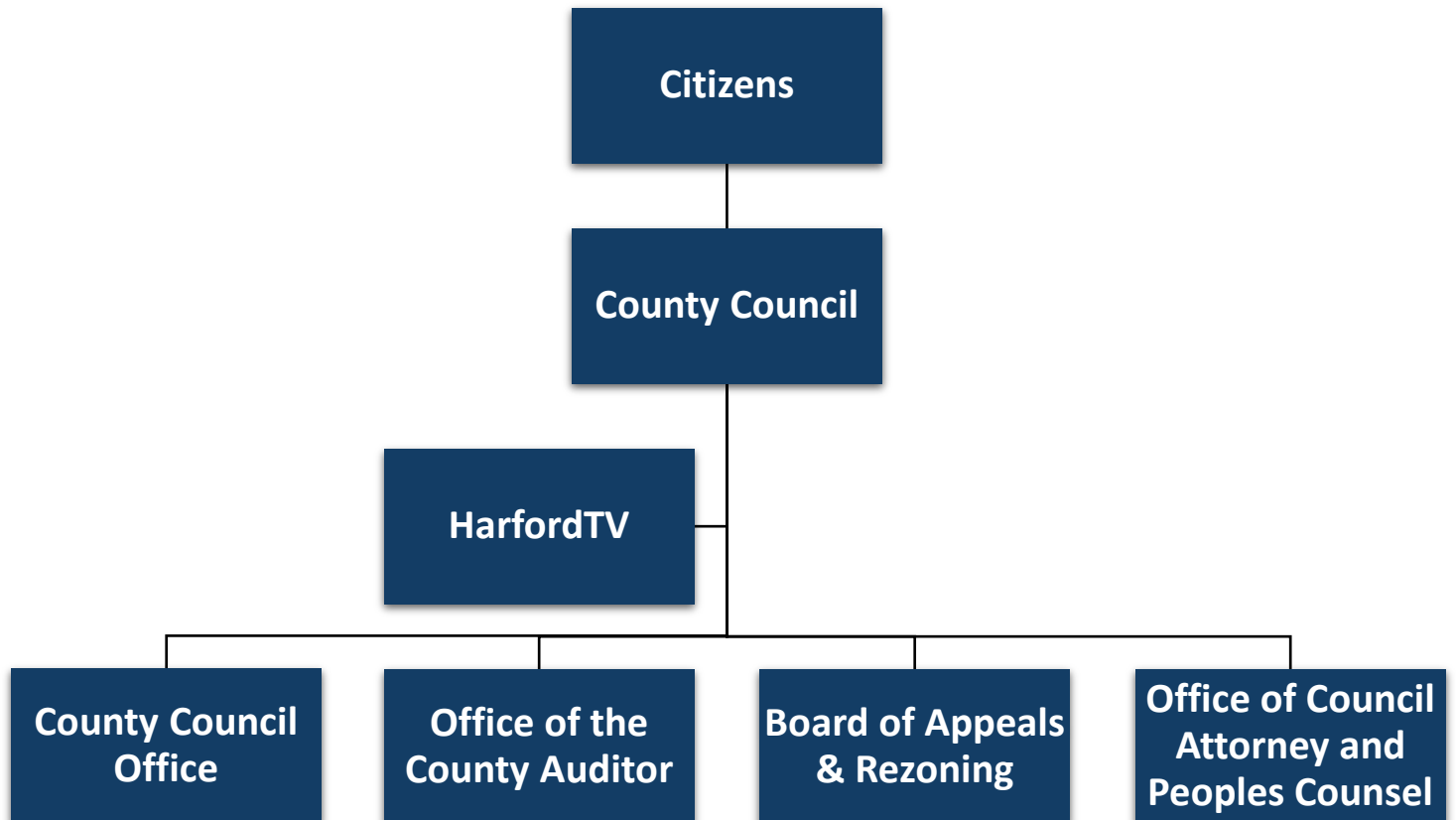
MISCELLANEOUS INCREASE \$5,500

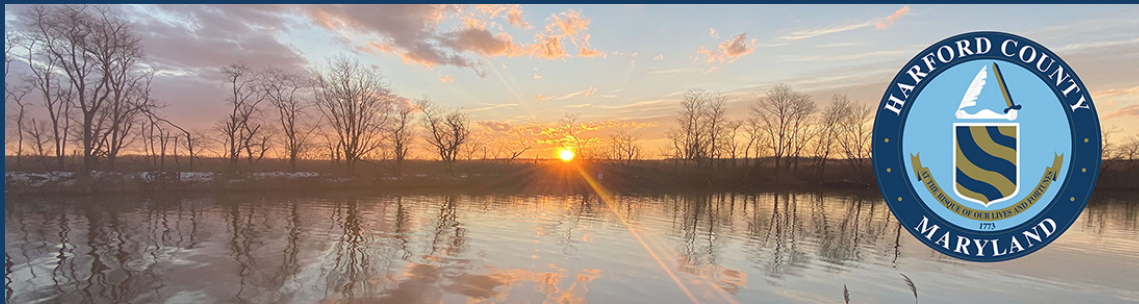
Payments to Other Government Agencies for sewage sludge generator fee paid to the Maryland Department of the Environment

PUBLIC WORKS
Bureau of Water & Sewer Operations - Wastewater Processing
Cost Center 304200, 304300, 306220, 306230, 306240

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	2.00	159,077	2.00	159,092	1.00	86,719
Administrative Specialist I	0.00	0	0.00	0	1.00	83,215
Administrative Specialist II	0.50	46,778	0.50	23,389	0.00	0
Assistant Superintendent	1.50	181,765	1.50	181,771	2.50	289,458
Central Stores Manager	1.00	65,880	1.00	65,786	1.00	69,452
Chief, Water & Sewer	0.50	74,679	0.50	74,685	0.50	78,212
Civil Engineer II	1.00	85,030	1.00	85,031	1.00	89,484
Electrician W & S Operations	0.00	0	0.00	0	0.50	41,506
Environmental Chemist	0.90	61,690	0.90	61,690	0.90	69,589
Instrumentation Technician	0.50	42,662	0.50	42,666	1.00	57,873
Laboratory Technician	2.10	126,473	2.30	138,239	2.30	146,143
Management Assistant I	0.00	0	0.00	0	0.50	49,925
Plant Operations Manager	1.50	126,907	1.50	126,919	1.50	133,563
Plant Operator (Water/Wastewater)	11.00	802,029	11.00	803,625	9.00	706,472
Plant Operator Trainee I (Water/Wastewater)	1.00	48,240	1.00	48,244	4.00	201,822
Plant Operator Trainee II (Water/Wastewater)	6.00	324,434	6.00	324,457	5.00	282,507
Plant Superintendent Water & Sewer	1.00	134,973	1.00	134,973	1.00	141,456
Senior Computer Engineer	2.00	203,870	1.00	107,000	1.00	112,336
Senior Computer System Engineer	0.00	0	1.00	93,670	0.00	0
Senior Electrician Water & Sewer	1.50	127,038	1.50	126,977	1.00	97,675
Senior Instrumentation Technician	1.50	134,842	1.50	134,854	1.50	144,134
Senior Laboratory Technician	1.20	85,753	1.00	70,273	1.00	74,129
Senior Plant Operator	2.00	186,917	2.00	186,925	2.00	196,510
Senior Water/Wastewater Facility Mechanic	3.00	262,631	3.00	262,647	3.00	276,299
Shift Supervisor/Plant Operations	3.00	239,117	3.00	239,117	4.00	325,590
Superintendent of Laboratories	0.50	64,081	0.50	64,087	0.50	67,184
Water & Sewer Utility Worker II	0.00	0	0.00	0	1.00	47,132
Water & Sewer Utility Worker III (Non-Certified)	2.00	130,055	2.00	130,067	1.00	73,911
Water/Wastewater Facility Mechanic	5.00	353,154	5.00	353,270	5.00	372,602
Water/Wastewater Facility Mechanic Trainee	1.00	54,584	1.00	54,589	1.00	54,998
TOTAL FULL-TIME SALARIES	53.20	4,122,659	53.20	4,094,043	54.70	4,369,895
TEMPORARY SALARIES		18,000		18,000		128,824
SALARY TOTAL	53.20	4,140,660	53.20	4,112,043	54.70	4,498,719
OTHER PERSONAL SERVICES						
Pension & Retirement		453,493		470,815		533,609
Workers' Compensation		92,812		59,236		48,354
Health Benefits		1,043,244		939,635		1,091,330
RHS/OPEB		318,539		370,036		344,161
Overtime & Shift Differential		480,300		495,600		520,000
FICA		350,733		322,560		383,936
27th Pay		170,693		0		0
Miscellaneous		10,368		10,368		11,463
TOTAL OTHER PERSONAL SERVICES		2,920,182		2,668,250		2,932,853
TOTAL PERSONAL SERVICES	53.20	7,060,842	53.20	6,780,293	54.70	7,431,572

OFFICE OF 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.

GOALS:

- To adhere to charter and code requirements in the operations 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

DEPARTMENT SUMMARY BY CHARACTER

Council DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,858,034	\$3,223,716	\$3,401,361	\$3,631,230
CONTRACTUAL SERVICES	\$348,874	\$383,317	\$785,460	\$785,460
SUPPLIES AND MATERIALS	\$22,527	\$35,021	\$56,675	\$56,675
BUSINESS AND TRAVEL	\$42,334	\$64,609	\$110,509	\$111,109
CAPITAL OUTLAY	\$7,911	\$19,139	\$24,691	\$24,691
TOTAL	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165

DEPARTMENT SUMMARY BY FUND

Council DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165
GENERAL FUND TOTAL	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165
TOTAL	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165

DEPARTMENT SUMMARY BY DIVISION

Council DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
COUNTY COUNCIL				
(401000) COUNTY COUNCIL OFFICE	\$1,533,005	\$1,764,591	\$1,928,195	\$2,068,147
(402000) OFFICE OF COUNTY AUDITOR	\$493,156	\$591,811	\$593,734	\$623,012
(404000) BOARD OF APPEALS & REZONING	\$181,142	\$189,047	\$281,016	\$290,221
(405000) OFF OF COUNCIL ATTORNEY/PEOPLES COUNSEL	\$256,469	\$258,902	\$575,703	\$591,007
(406000) HarfordTV	\$815,907	\$921,451	\$1,000,049	\$1,036,778
COUNTY COUNCIL TOTAL	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165
TOTAL	\$3,279,679	\$3,725,802	\$4,378,696	\$4,609,165

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$229,869

- Full-time salaries increase \$66,936
 - Salary adjustments - \$543
 - Turnover - (\$9,806)
 - FY 24 COLA - \$76,199
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$67,089
- Temporary salaries increase \$1,800 based on actuals
- Pension increase \$19,245 based on actuals
- Health benefits adjusted \$49,925 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Savings (RHS) adjusted \$17,228 based on cost actuarials

CONTRACTUAL SERVICES no change

Funding provides for legal notice, contractual legal services, financial audit, etc.

SUPPLIES & MATERIALS no change

Funds provide for general office supplies, printing, mailing, etc.

BUSINESS & TRAVEL INCREASES \$600

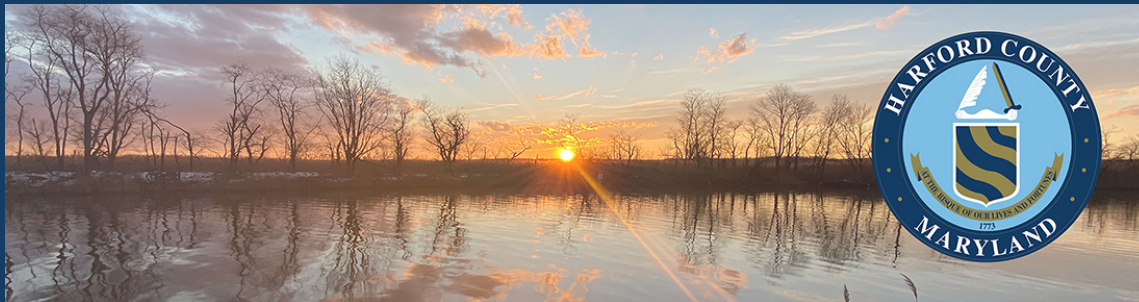
Funding provides for membership fees/dues, professional books/periodicals, travel, etc.

CAPITAL OUTLAY no change

Funding provides for audio/visual supplies, etc.

**DEPARTMENT STAFF SUMMARY
COUNTY COUNCIL**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant I	1.00	64,237	1.00	64,237	0.00	0
Administrative Specialist I	0.00	0	0.00	0	1.00	65,219
Administrative Specialist II	2.00	156,410	2.00	156,410	2.00	164,763
Auditor II	2.00	182,365	2.00	187,466	2.00	197,084
Broadcast Technician	1.00	55,747	1.00	65,752	1.00	69,416
Council Administrator	1.00	112,672	1.00	112,672	1.00	118,249
Council Attorney	1.00	168,332	1.00	168,332	1.00	173,435
County Auditor	1.00	137,972	1.00	137,972	1.00	144,577
Council Members	6.00	289,638	6.00	289,638	6.00	324,672
Executive Director, HarfordTV	1.00	123,712	1.00	123,712	1.00	129,737
Legislative Aide	7.00	421,630	7.00	410,016	7.00	424,965
Legislative Aide to President	1.00	77,169	1.00	77,169	1.00	81,304
Legislative Drafter	0.00	0	1.00	100,000	1.00	101,500
Management Assistant II	1.00	99,562	1.00	99,562	1.00	104,607
President of Council	1.00	52,158	1.00	52,158	1.00	58,385
Producer Manager, HarfordTV	1.00	126,097	1.00	126,097	1.00	132,220
Production Supervisor, HarfordTV	1.00	71,433	1.00	71,433	1.00	75,335
TOTAL FULL-TIME SALARIES	28.00	2,139,134	29.00	2,242,626	29.00	2,365,468
TEMPORARY SALARIES		11,200		11,200		13,000
SALARY TOTAL	28.00	2,150,334	29.00	2,253,826	29.00	2,378,468
OTHER PERSONAL SERVICES						
Pension & Retirement		235,305		257,901		283,855
Workers' Compensation		13,784		9,752		7,292
Health Benefits		698,743		509,874		559,800
RHS/OPEB		190,744		198,458		215,686
FICA		158,553		166,470		181,649
27th Pay		87,638		0		0
Miscellaneous		7,940		5,080		4,480
TOTAL OTHER PERSONNEL SERVICES		1,392,707		1,147,535		1,252,762
DEPARTMENTAL SALARY TOTALS	28.00	3,543,041	29.00	3,401,361	29.00	3,631,230



COUNTY COUNCIL

County Council Office

Cost Center 401000

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 25 GOALS:

- To adhere to charter and code requirements in the operations 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

DIVISION SUMMARY BY CHARACTER

Council Office by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,482,488	\$1,664,174	\$1,759,695	\$1,899,647
CONTRACTUAL SERVICES	\$7,270	\$13,065	\$35,000	\$35,000
SUPPLIES AND MATERIALS	\$13,001	\$29,459	\$40,900	\$40,900
BUSINESS AND TRAVEL	\$30,247	\$46,848	\$82,600	\$82,600
CAPITAL OUTLAY	\$0	\$11,045	\$10,000	\$10,000
TOTAL	\$1,533,005	\$1,764,591	\$1,928,195	\$2,068,147

DIVISION SUMMARY BY FUND

Council Office by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,533,005	\$1,764,591	\$1,928,195	\$2,068,147
GENERAL FUND TOTAL	\$1,533,005	\$1,764,591	\$1,928,195	\$2,068,147
TOTAL	\$1,533,005	\$1,764,591	\$1,928,195	\$2,068,147

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$139,952

- Full-time salaries - \$36,372
 - Salary adjustments - \$1,976
 - Turnover - (\$7,210)
 - FY 24 COLA - \$41,606
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$45,482
- Pension increase - \$9,855 based on actuals
- Health benefits adjusted \$30,950 based on 10% cost increase
- Retirement Health Savings (RHS) adjusted \$15,187 based on cost actuarial

CONTRACTUAL SERVICES no change

Funding provides for telephone service and other professional services.

SUPPLIES & MATERIALS no change

Funding provides for general office supplies, printing, general office mailing, other supplies and materials, etc.

BUSINESS & TRAVEL no change

Funding provides for lodging, meals, books/periodicals, and training seminars and courses.

CAPITAL OUTLAY no change

Funding provides for mileage, meals, lodging, professional books/periodicals, training seminars/courses/meetings.

DIVISION STAFF SUMMARY
County Council Office
Cost Center 401000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Specialist II	2.00	156,410	2.00	156,410	2.00	164,763
Council Administrator	1.00	112,672	1.00	112,672	1.00	118,249
Council Members	6.00	289,638	6.00	289,638	6.00	324,672
Legislative Aide	7.00	421,630	7.00	410,016	7.00	424,963
Legislative Aide to President	1.00	77,169	1.00	77,169	1.00	81,304
President of Council	1.00	52,158	1.00	52,158	1.00	58,385
TOTAL FULL-TIME SALARIES	18.00	1,109,677	18.00	1,098,063	18.00	1,172,336
TEMPORARY SALARIES		6,000		6,000		6,000
SALARY TOTAL	18.00	1,115,677	18.00	1,104,063	18.00	1,178,336
OTHER PERSONAL SERVICES						
Pension & Retirement		122,064		126,277		140,680
Workers' Compensation		6,371		4,337		3,334
Health Benefits		481,993		315,450		346,400
RHS/OPEB		120,514		123,046		138,234
FICA		84,891		84,002		90,143
27th Pay		45,015		0		0
Miscellaneous		5,520		2,520		2,520
TOTAL OTHER PERSONNEL SERVICES		866,368		655,632		721,311
DEPARTMENTAL SALARY TOTALS	18.00	1,982,045	18.00	1,759,695	18.00	1,899,647



COUNTY COUNCIL

Office of the County Auditor

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Council Auditor by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$426,236	\$479,006	\$470,580	\$499,858
CONTRACTUAL SERVICES	\$61,828	\$106,891	\$110,950	\$110,950
SUPPLIES AND MATERIALS	\$37	\$20	\$275	\$275
BUSINESS AND TRAVEL	\$5,055	\$5,894	\$10,929	\$10,929
CAPITAL OUTLAY	\$0	\$0	\$1,000	\$1,000
TOTAL	\$493,156	\$591,811	\$593,734	\$623,012

DIVISION SUMMARY BY FUND

Council Auditor by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$493,156	\$591,811	\$593,734	\$623,012
GENERAL FUND TOTAL	\$493,156	\$591,811	\$593,734	\$623,012
TOTAL	\$493,156	\$591,811	\$593,734	\$623,012

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$29,278 548

- Full-time salaries increase \$9,869
 - Salary adjustments - \$33
 - FY 24 COLA - \$9,836
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees - \$7,620
- Temporary salaries adjusted \$1,800
- Pension increase of \$2,812 based on actuals
- Health benefits adjusted \$5,175 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funding provides for legal notice, and financial audit.

SUPPLIES & MATERIALS no change

Funding provides for general office supplies and mailing.

BUSINESS & TRAVEL no change

Funding provides for professional books/periodicals, membership fees/dues, training/seminars/courses, and parking/tolls.

CAPITAL OUTLAY no change

Funding provides for computer hardware.

DIVISION STAFF SUMMARY
Office of County Auditor
Cost Center 402000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Auditor II	2.00	182,365	2.00	187,466	2.00	197,084
County Auditor	1.00	137,972	1.00	137,972	1.00	144,577
TOTAL FULL-TIME SALARIES	3.00	320,337	3.00	325,438	3.00	341,661
TEMPORARY SALARIES		5,200		5,200		7,000
SALARY TOTAL	3.00	325,537	3.00	330,638	3.00	348,661
OTHER PERSONAL SERVICES						
Pension & Retirement		35,237		37,425		40,999
Workers' Compensation		2,138		1,480		1,087
Health Benefits		61,993		53,025		58,200
RHS/OPEB		21,540		23,483		23,400
FICA		23,298		23,689		26,671
27th Pay		13,263		0		0
Miscellaneous		840		840		840
TOTAL OTHER PERSONNEL SERVICES		158,309		139,942		151,197
DEPARTMENTAL SALARY TOTALS	3.00	483,846	3.00	470,580	3.00	499,858



COUNTY COUNCIL

Board of Appeals and Rezoning

Cost Center 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.

GOALS:

- To comply with all charter and 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

DIVISION SUMMARY BY CHARACTER

Council Board of Appeals by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$128,002	\$147,780	\$142,316	\$151,521
CONTRACTUAL SERVICES	\$51,914	\$39,779	\$134,500	\$134,500
SUPPLIES AND MATERIALS	\$725	\$750	\$2,200	\$2,200
BUSINESS AND TRAVEL	\$501	\$738	\$2,000	\$2,000
TOTAL	\$181,142	\$189,047	\$281,016	\$290,221

DIVISION SUMMARY BY FUND

Council Board of Appeals by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$181,142	\$189,047	\$281,016	\$290,221
GENERAL FUND TOTAL	\$181,142	\$189,047	\$281,016	\$290,221
TOTAL	\$181,142	\$189,047	\$281,016	\$290,221

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$9,205

- Full-time salaries increase \$9,205
 - Salary adjustments - \$10
 - FY 24 COLA - \$3,009
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$2,428
- Pension increase of \$860 based on actuals
- Health benefits adjusted \$1,725 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funds provide for legal notice and contractual services.

SUPPLIES & MATERIALS no change

Funds provide for printing and general office mailing.

BUSINESS & TRAVEL no change

Funds provide for professional books/periodicals.

DIVISION STAFF SUMMARY
Board of Appeals and Rezoning
Cost Center 404000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Management Assistant II	1.00	99,562	1.00	99,562	1.00	104,607
TOTAL FULL-TIME SALARIES	1.00	99,562	1.00	99,562	1.00	104,607
SALARY TOTAL	1.00	99,562	1.00	99,562	1.00	104,607
OTHER PERSONAL SERVICES						
Pension & Retirement		11,450		11,450		12,553
Workers' Compensation		229		229		178
Health Benefits		17,675		17,675		19,400
RHS/OPEB		5,643		5,643		6,641
FICA		7,617		7,617		8,002
27th Pay		0		0		0
Miscellaneous		140		140		140
TOTAL OTHER PERSONNEL SERVICES		42,754		42,754		46,914
DEPARTMENTAL SALARY TOTALS	1.00	142,316	1.00	142,316	1.00	151,521



COUNTY COUNCIL

Office of the Council Attorney and People's Counsel

Cost Center 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.

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

DIVISION SUMMARY BY CHARACTER

Council Peoples Counsel by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$208,512	\$232,384	\$361,303	\$376,007
CONTRACTUAL SERVICES	\$44,218	\$22,768	\$204,600	\$204,600
SUPPLIES AND MATERIALS	\$477	\$0	\$0	\$0
BUSINESS AND TRAVEL	\$3,262	\$3,750	\$9,800	\$10,400
TOTAL	\$256,469	\$258,902	\$575,703	\$591,007

DIVISION SUMMARY BY FUND

Council Peoples Counsel by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$256,469	\$258,902	\$575,703	\$591,007
GENERAL FUND TOTAL	\$256,469	\$258,902	\$575,703	\$591,007
TOTAL	\$256,469	\$258,902	\$575,703	\$591,007

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$14,704

- Full-time salaries increase \$6,603
 - Salary adjustments - (\$1,507)
 - FY 24 COLA - \$8,110
- Pension increase of \$2,134 based on actuals
- Health benefits adjusted \$3,450 based on 10% cost increase
- FICA increase of \$3,295 based on actuals

CONTRACTUAL SERVICES no change

Funds provide for legal notice and contractual legal services.

BUSINESS & TRAVEL INCREASES \$600

Funds provide for membership fees/dues increase of \$600 - reallocated from cell phone reimbursement.

DIVISION STAFF SUMMARY
Office of Council Attorney/Peoples Counsel
Cost Center 405000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
County Attorney	1.00	168,332	1.00	168,332	1.00	173,435
Legislative Drafter	0.00	0	1.00	100,000	1.00	101,500
TOTAL FULL-TIME SALARIES	1.00	168,332	2.00	268,332	2.00	274,935
SALARY TOTAL	1.00	168,332	2.00	268,332	2.00	274,935
OTHER PERSONAL SERVICES						
Pension & Retirement		18,516		30,858		32,992
Workers' Compensation		572		617		467
Health Benefits		26,821		35,350		38,800
RHS/OPEB		9,788		17,438		7,800
FICA		7,180		7,828		20,733
27th Pay		6,970		0		0
Miscellaneous		740		880		280
TOTAL OTHER PERSONNEL SERVICES		70,587		92,971		101,072
DEPARTMENTAL SALARY TOTALS	1.00	238,919	2.00	361,303	2.00	376,007



COUNTY COUNCIL

HarfordTV

Cost Center 406000

ORIGIN & PURPOSE:

HarfordTV (HTV) 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.

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 work with the HTV Board and the County Council to ensure that they continue to meet the future needs of the growing population

DIVISION SUMMARY BY CHARACTER

Council HarfordTV by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$612,796	\$700,372	\$667,468	\$704,197
CONTRACTUAL SERVICES	\$183,644	\$200,814	\$300,410	\$300,410
SUPPLIES AND MATERIALS	\$8,288	\$4,791	\$13,300	\$13,300
BUSINESS AND TRAVEL	\$3,269	\$7,378	\$5,180	\$5,180
CAPITAL OUTLAY	\$7,911	\$8,095	\$13,691	\$13,691
TOTAL	\$815,907	\$921,451	\$1,000,049	\$1,036,778

DIVISION SUMMARY BY FUND

Council HarfordTV by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$815,907	\$921,451	\$1,000,049	\$1,036,778
GENERAL FUND TOTAL	\$815,907	\$921,451	\$1,000,049	\$1,036,778
TOTAL	\$815,907	\$921,451	\$1,000,049	\$1,036,778

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$36,729

- Full-time salaries increase - \$11,074
 - Salary adjustments - \$30
 - Turnover - (\$2,594)
 - FY 24 COLA - \$13,638
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$11,559
- Pension increase of \$3,584 based on actuals
- Health benefits adjusted \$8,625 based on 10% cost increase

CONTRACTUAL SERVICES no change

Funding provides for electricity, heating fuel, telephone service, other professional services, communications service, etc.

SUPPLIES AND MATERIALS no change

Funding provides for office supplies, office mailing, other supplies, etc.

BUSINESS AND TRAVEL no change

Funding provides for fuel, mileage, membership fees/dues, training seminars/courses/meetings.

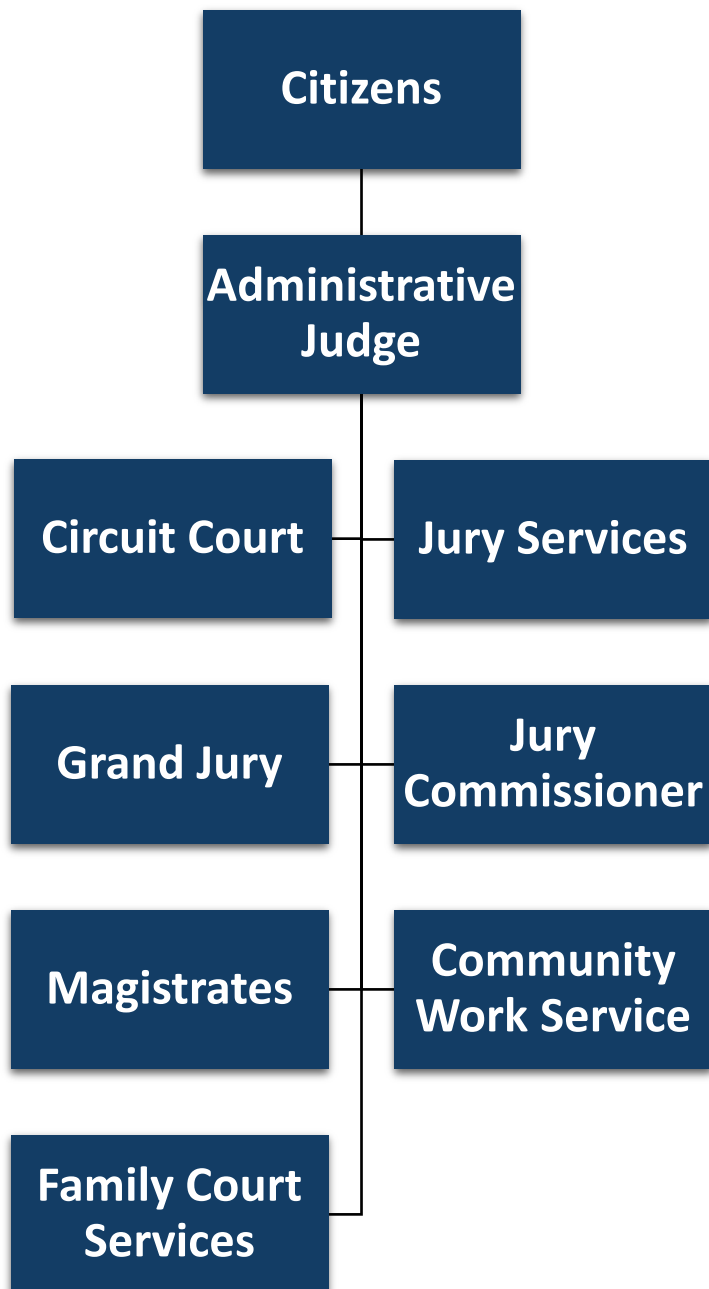
CAPITAL OUTLAY no change

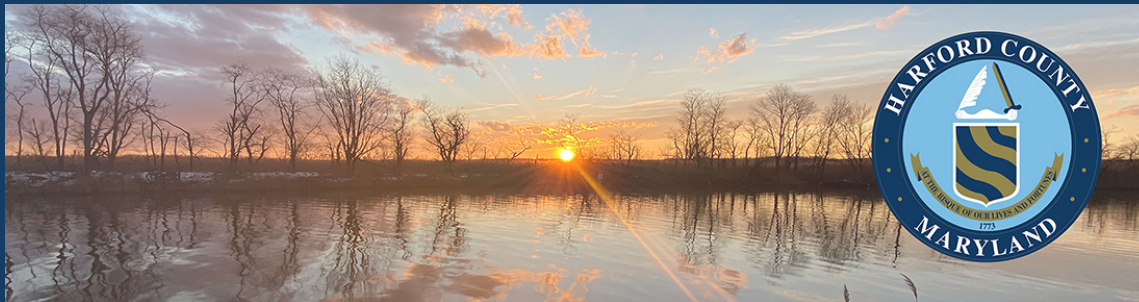
Funding provides for audio/visual supplies.

DIVISION STAFF SUMMARY
HarfordTV
Cost Center 406000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant I	1.00	64,237	1.00	64,237	0.00	0
Administrative Specialist I	0.00	0	0.00	0	1.00	65,219
Broadcast Technician	1.00	55,747	1.00	65,752	1.00	69,416
Executive Director, HarfordTV	1.00	123,712	1.00	123,712	1.00	129,737
Producer Manager, HarfordTV	1.00	126,096	1.00	126,097	1.00	132,220
Production Supervisor, HarfordTV	1.00	71,433	1.00	71,433	1.00	75,335
TOTAL FULL-TIME SALARIES	5.00	441,225	5.00	451,231	5.00	471,927
OTHER PERSONAL SERVICES						
Pension & Retirement		48,535		51,891		56,631
Workers' Compensation		4,365		3,089		2,226
Health Benefits		108,301		88,375		97,000
RHS/OPEB		35,867		38,457		39,611
FICA		32,960		33,725		36,102
27th Pay		18,268		0		0
Miscellaneous		700		700		700
TOTAL OTHER PERSONNEL SERVICES		248,996		216,237		232,270
DEPARTMENTAL SALARY TOTALS	5.00	690,221	5.00	667,468	5.00	704,197

JUDICIAL





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.

AGENCY 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.

DEPARTMENT SUMMARY BY CHARACTER

Judicial DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$3,370,683	\$3,830,805	\$4,138,807	\$4,317,534
CONTRACTUAL SERVICES	\$318,617	\$312,358	\$580,312	\$617,312
SUPPLIES AND MATERIALS	\$84,848	\$81,722	\$98,315	\$106,315
BUSINESS AND TRAVEL	\$22,024	\$24,230	\$23,540	\$28,540
CAPITAL OUTLAY	\$79,967	\$19,792	\$5,000	\$5,000
MISCELLANEOUS	\$0	\$0	\$8,680	\$10,100
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$203	\$391	\$300	\$300
TOTAL	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101

DEPARTMENT SUMMARY BY FUND

Judicial DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101
GENERAL FUND TOTAL	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101
TOTAL	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101

DEPARTMENT SUMMARY BY DIVISION

Judicial DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
JUDICIAL				
(411000) CIRCUIT COURT	\$2,090,355	\$2,333,139	\$2,431,474	\$2,535,296
(412000) JURY SERVICES	\$130,855	\$224,346	\$345,500	\$345,500
(413000) GRAND JURY	\$10,940	\$16,800	\$14,000	\$17,000
(414000) JURY COMMISSIONER	\$388,488	\$357,733	\$439,471	\$457,373
(415000) MAGISTRATES	\$238,566	\$270,290	\$295,646	\$327,583
(416000) COMMUNITY WORK SERVICE	\$370,834	\$419,756	\$473,985	\$528,457
(417000) FAMILY COURT SERVICES DIV.	\$646,303	\$647,235	\$854,878	\$873,892
JUDICIAL TOTAL	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101
TOTAL	\$3,876,342	\$4,269,298	\$4,854,954	\$5,085,101

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$178,727

- Full-time salaries decrease (\$7,578)
 - Salary adjustments: \$14,604
 - Turnover: (-\$103,441)
 - FY 24 COLA: \$81,259
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$76,990
- Temporary Salaries increase \$7,791
- Pension rate increase based on actuarials: \$13,829
- Workers' Compensation rate decrease based on actuarials: (-\$1,616)
- Health Benefits rate increase based on actuarials: \$63,776
- Retirement Health Savings (RHS) increase: \$22,794
- Other Post-Employment Benefits (OPEB) increase: \$1,996
- FICA increase: \$884

CONTRACTUAL SERVICES DECREASES (\$8,000)

Funding decreases for Other Professional Services based on actual expense history, partially offset by an increase for Juror's Fee due to state-mandated change for Grand Juries.

SUPPLIES & MATERIALS INCREASES \$8,000

Funding increases for General Office Mailing and Ice & Bottled Water based on actual expense history, partially offset by a decrease for Meals-Special Purpose.

BUSINESS & TRAVEL INCREASES \$5,000

Funding increases for Professional Books/Periodicals based on actual expense history.

EQUIPMENT no change

Funds provided for Audio-Visual equipment.

MISCELLANEOUS INCREASES \$1,420

Funding increases for Service Awards and for RHS for grant-funded position.

**DEPARTMENT STAFF SUMMARY
JUDICIAL**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant	3.00	182,346	3.00	182,364	3.00	192,754
Administrative Court Reporter	1.00	99,453	1.00	99,463	1.00	104,494
Administrative Judicial Assistant	1.00	93,788	1.00	88,708	2.00	190,459
ADR Coordinator	1.00	89,313	1.00	89,320	1.00	93,940
Assignment Clerk	2.00	123,674	3.00	186,269	3.00	198,365
Assistant to Jury Commissioner	1.00	71,316	1.00	71,322	0.00	0
Child Access Assessor	0.00	0	2.00	131,597	2.00	138,721
Community Work Service Case Manager	3.00	192,540	3.00	184,597	3.00	195,079
Court Administrator	1.00	127,844	1.00	113,444	1.00	119,041
Court Reporter	2.00	218,138	2.00	218,159	1.00	98,469
Deputy Court Administrator	1.00	91,394	1.00	94,351	1.00	99,175
Deputy Jury Commissioner	0.00	0	0.00	0	1.00	63,204
Digital Court Reporter	2.00	136,184	2.00	136,196	3.00	202,295
Director, Community Work Svc Program	1.00	83,321	1.00	81,329	1.00	85,626
Director, Family Court Services	1.00	140,483	1.00	126,520	1.00	132,647
Evaluator/Mediator	1.00	104,468	0.00	0	0.00	0
Family Services Coordinator	1.00	91,017	1.00	91,026	1.00	95,715
Judicial Assistant	6.00	380,671	6.00	403,466	5.00	314,554
Jury Clerk	2.00	110,595	2.00	110,599	2.00	115,745
Jury Commissioner	1.00	83,402	1.00	83,410	1.00	87,790
Law Clerk	1.00	61,808	1.00	50,485	1.00	61,873
Office Manager	1.00	78,414	1.00	82,349	1.00	86,685
Technology Manager	0.00	0	1.00	63,536	1.00	67,111
TOTAL FULL-TIME SALARIES	33.00	2,560,169	36.00	2,688,510	36.00	2,743,741
TEMPORARY SALARIES		140,158		36,141		45,381
SALARY TOTAL	33.00	2,700,327	36.00	2,724,651	36.00	2,789,122
OTHER PERSONAL SERVICES						
Pension & Retirement		297,036		313,155		334,695
Workers' Compensation		8,955		6,069		4,557
Health Benefits		647,426		652,625		716,401
RHS/OPEB		229,610		229,560		254,350
FICA		204,263		207,568		213,369
27th Pay		106,001		0		0
Miscellaneous		5,040		5,180		5,040
TOTAL OTHER PERSONAL SERVICES		1,498,331		1,414,157		1,528,412
TOTAL PERSONAL SERVICES	33.00	4,198,658	36.00	4,138,808	36.00	4,317,534



JUDICIAL

Circuit Court

Cost Center 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.

AGENCY 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 98% of all non-domestic cases are resolved within eighteen (18) months pursuant to case flow management guidelines established by the administrative office of the courts;
- To manage cases so 90% of all domestic relations cases are resolved within twelve (12) months pursuant to case flow management guidelines established by the administrative office of the courts.

DIVISION SUMMARY BY CHARACTER

Judicial Circuit Court by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,934,032	\$2,248,980	\$2,337,774	\$2,395,796
CONTRACTUAL SERVICES	\$12,084	\$19,275	\$24,520	\$69,520
SUPPLIES AND MATERIALS	\$44,829	\$31,159	\$46,300	\$46,300
BUSINESS AND TRAVEL	\$19,443	\$13,767	\$16,380	\$16,380
CAPITAL OUTLAY	\$79,967	\$19,792	\$5,000	\$5,000
MISCELLANEOUS	\$0	\$0	\$1,500	\$2,300
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$166	\$0	\$0
TOTAL	\$2,090,355	\$2,333,139	\$2,431,474	\$2,535,296

DIVISION SUMMARY BY FUND

Judicial Circuit Court by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$2,090,355	\$2,333,139	\$2,431,474	\$2,535,296
GENERAL FUND TOTAL	\$2,090,355	\$2,333,139	\$2,431,474	\$2,535,296
TOTAL	\$2,090,355	\$2,333,139	\$2,431,474	\$2,535,296

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$58,022

- Full-time salaries decrease (\$28,768)
 - Salary adjustments: \$13,606
 - Turnover: (-\$89,023)
 - FY 24 COLA: \$46,649
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$42,113
- Pension rate increase based on actuarials: \$4,264
- Workers' Compensation rate decrease based on actuarials: (-\$975)
- Health Benefits rate increase based on actuarials: \$34,475
- Retirement Health Savings (RHS) increase: \$7,442
- Other Post-Employment Benefits (OPEB) increase: \$1,300
- FICA decrease: (-\$1,830)

CONTRACTUAL SERVICES INCREASES \$45,000

Funding provided for Other Professional Services, Office Equipment Service, Fax Service, Other Rent & Utilities, Telephone Service, etc.; per Amendment #29 \$45,000 moved from Office of Drug Control for drug testing required by Adult Drug Court Grant now managed by the Circuit Court.

SUPPLIES & MATERIALS no change

Funding provided for Professional Books/Periodicals, Training Seminars, Courses & Meetings, Mileage, etc.

BUSINESS & TRAVEL no change

Funding provided for Audio-Visual equipment.

MISCELLANEOUS INCREASES \$800

Funding increases for Service Awards. Funding also provided for Bar Library grant.

DIVISION STAFF SUMMARY
Circuit Court
Cost Center 411000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Court Reporter	1.00	99,453	1.00	99,463	1.00	104,494
Administrative Judicial Assistant	1.00	93,788	1.00	88,708	2.00	190,459
ADR Coordinator	1.00	89,313	1.00	89,320	1.00	93,940
Assignment Clerk	2.00	123,674	3.00	186,269	3.00	198,365
Court Administrator	1.00	127,844	1.00	113,444	1.00	119,041
Court Reporter	2.00	218,138	2.00	218,159	1.00	98,469
Deputy Court Administrator	1.00	91,394	1.00	94,351	1.00	99,175
Digital Court Reporter	2.00	136,184	2.00	136,196	3.00	202,295
Judicial Assistant	6.00	380,672	6.00	403,466	5.00	314,554
Law Clerk	1.00	61,808	1.00	50,485	1.00	61,873
Technology Manager	0.00	0	1.00	63,536	1.00	67,111
TOTAL FULL-TIME SALARIES	18.00	1,422,268	20.00	1,543,397	20.00	1,549,775
TEMPORARY SALARIES		112,831		0		0
SALARY TOTAL	18.00	1,535,099	20.00	1,543,397	20.00	1,549,775
OTHER PERSONAL SERVICES						
Pension & Retirement		168,860		177,491		185,973
Workers' Compensation		5,174		3,550		2,635
Health Benefits		399,394		352,825		387,300
RHS/OPEB		135,486		140,013		148,755
FICA		116,486		117,699		118,558
27th Pay		58,887		0		0
Miscellaneous		2,800		2,800		2,800
TOTAL OTHER PERSONAL SERVICES		887,087		794,378		846,021
TOTAL PERSONAL SERVICES	18.00	2,422,186	20.00	2,337,774	20.00	2,395,796



JUDICIAL

Jury Services
Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Judicial Jury Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$126,210	\$218,100	\$337,500	\$337,500
SUPPLIES AND MATERIALS	\$4,645	\$6,246	\$8,000	\$8,000
TOTAL	\$130,855	\$224,346	\$345,500	\$345,500

DIVISION SUMMARY BY FUND

Judicial Jury Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$130,855	\$224,346	\$345,500	\$345,500
GENERAL FUND TOTAL	\$130,855	\$224,346	\$345,500	\$345,500
TOTAL	\$130,855	\$224,346	\$345,500	\$345,500

FINANCIAL NOTES

CONTRACTUAL SERVICES no change

Funding provided for Juror's Fees.

SUPPLIES & MATERIALS no change

Funding provided for Meals-Special Purpose and Ice & Bottled Water.



JUDICIAL

Grand Jury

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Judicial Grand Jury by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$10,940	\$16,800	\$14,000	\$17,000
TOTAL	\$10,940	\$16,800	\$14,000	\$17,000

DIVISION SUMMARY BY FUND

Judicial Grand Jury by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$10,940	\$16,800	\$14,000	\$17,000
GENERAL FUND TOTAL	\$10,940	\$16,800	\$14,000	\$17,000
TOTAL	\$10,940	\$16,800	\$14,000	\$17,000

FINANCIAL NOTES

CONTRACTUAL SERVICES INCREASES \$3,000

Funding for Juror's Fees increases due to state-mandated rates.



JUDICIAL

Jury Commissioner

Cost Center 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.

AGENCY 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.

DIVISION SUMMARY BY CHARACTER

Judicial Jury Commissioner by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$361,044	\$321,458	\$408,921	\$418,823
CONTRACTUAL SERVICES	\$319	\$314	\$850	\$850
SUPPLIES AND MATERIALS	\$27,125	\$35,961	\$29,400	\$37,400
BUSINESS AND TRAVEL	\$0	\$0	\$300	\$300
TOTAL	\$388,488	\$357,733	\$439,471	\$457,373

DIVISION SUMMARY BY FUND

Judicial Jury Commissioner by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$388,488	\$357,733	\$439,471	\$457,373
GENERAL FUND TOTAL	\$388,488	\$357,733	\$439,471	\$457,373
TOTAL	\$388,488	\$357,733	\$439,471	\$457,373

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$9,902

- Full-time salaries decrease (-\$5,193)
 - Turnover: (-\$13,213)
 - FY 24 COLA: \$8,020
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$7,907
- Pension rate increase based on actuarials: \$703
- Workers' Compensation rate decrease based on actuarials: (-\$158)
- Health Benefits rate increase based on actuarials: \$6,900
- Retirement Health Savings (RHS) decrease: (-\$55)
- Other Post-Employment Benefits (OPEB) increase: \$195
- FICA decrease: (-\$397)

CONTRACTUAL SERVICES no change

Funding provided for Telephone and Fax Service.

SUPPLIES & MATERIALS INCREASES \$8,000

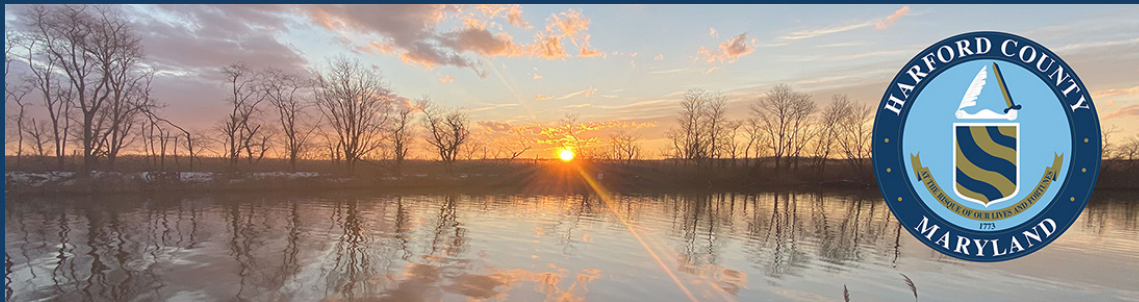
Funding increases for General Office Mailing based on actual expense history.

BUSINESS & TRAVEL no change

Funding provided for Mileage and Parking/Tolls.

DIVISION STAFF SUMMARY
Jury Commissioner
Cost Center 414000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Assistant to Jury Commissioner	1.00	71,316	1.00	71,322	0.00	0
Deputy Jury Commissioner	0.00	0	0.00	0	1.00	63,204
Jury Clerk	2.00	110,595	2.00	110,599	2.00	115,745
Jury Commissioner	1.00	83,402	1.00	83,410	1.00	87,790
SALARY TOTAL	4.00	265,313	4.00	265,331	4.00	266,739
OTHER PERSONAL SERVICES						
Pension & Retirement		29,184		30,513		32,009
Workers' Compensation		733		496		346
Health Benefits		72,322		70,700		77,600
RHS/OPEB		26,267		21,023		21,163
FICA		20,296		20,298		20,406
27th Pay		10,985		0		0
Miscellaneous		560		560		560
TOTAL OTHER PERSONAL SERVICES		160,347		143,590		152,084
TOTAL PERSONAL SERVICES	4.00	425,660	4.00	408,921	4.00	418,823



JUDICIAL

Magistrates

Cost Center 415000

ORIGIN & PURPOSE:

A Magistrate 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 Magistrates are to:

- Conduct hearings for family law cases referred to them, including 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.
- 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.

AGENCY GOALS:

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 have 100% of all Child in Need of Assistance (CINA) shelter cases adjudicated withing 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.

DIVISION SUMMARY BY CHARACTER

Judicial Magistrates by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$232,505	\$264,185	\$282,216	\$308,533
CONTRACTUAL SERVICES	\$433	\$437	\$550	\$550
SUPPLIES AND MATERIALS	\$3,784	\$2,794	\$5,700	\$5,700
BUSINESS AND TRAVEL	\$1,843	\$2,874	\$0	\$5,000
MISCELLANEOUS	\$0	\$0	\$7,180	\$7,800
TOTAL	\$238,566	\$270,290	\$295,646	\$327,583

DIVISION SUMMARY BY FUND

Judicial Magistrates by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$238,566	\$270,290	\$295,646	\$327,583
GENERAL FUND TOTAL	\$238,566	\$270,290	\$295,646	\$327,583
TOTAL	\$238,566	\$270,290	\$295,646	\$327,583

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$26,317

- Full-time salaries increase \$5,511
 - FY 24 COLA: \$5,511
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$5,846
- Pension rate increase based on actuarials: \$1,573
- Workers' Compensation rate decrease based on actuarials: (-\$100)
- Health Benefits rate increase based on actuarials: \$5,150
- Retirement Health Savings (RHS) increase: \$7,772
- Other Post-Employment Benefits (OPEB) increase: \$143
- FICA increase: \$422

SUPPLIES & MATERIALS no change

Funding provided for General Office Supplies, General Office Mailing, etc.

BUSINESS & TRAVEL INCREASES \$5,000

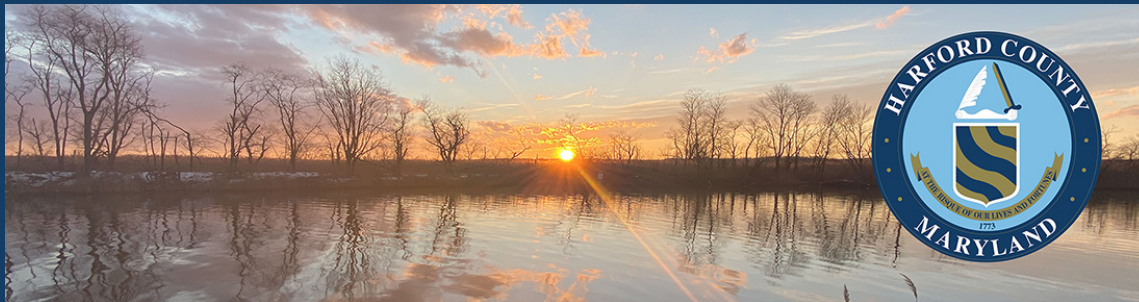
Funding increases for Professional Books/Periodicals.

MISCELLANEOUS INCREASES \$620

Funding increases for RHS for grant-funded employee.

DIVISION STAFF SUMMARY
Magistrates
Cost Center 415000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant	3.00	182,346	3.00	182,364	3.00	192,754
TOTAL FULL-TIME SALARIES	3.00	182,346	3.00	182,364	3.00	192,754
TEMPORARY SALARIES		0		0		0
SALARY TOTAL	3.00	182,346	3.00	182,364	3.00	192,754
OTHER PERSONAL SERVICES						
Pension & Retirement		20,058		20,972		23,130
Workers' Compensation		620		419		328
Health Benefits		29,463		52,350		57,500
RHS/OPEB		17,805		11,740		19,655
FICA		13,949		13,951		14,746
27th Pay		7,550		0		0
Miscellaneous		420		420		420
TOTAL OTHER PERSONAL SERVICES		89,865		99,852		115,779
TOTAL PERSONAL SERVICES	3.00	272,211	3.00	282,216	3.00	308,533



JUDICIAL

Community Work Service

Cost Center 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.

AGENCY GOALS:

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 for non-violent offenders by 10%.

DIVISION SUMMARY BY CHARACTER

Judicial Community Work Service by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$367,799	\$416,820	\$469,035	\$523,507
CONTRACTUAL SERVICES	\$855	\$857	\$1,850	\$1,850
SUPPLIES AND MATERIALS	\$1,978	\$1,852	\$2,750	\$2,750
BUSINESS AND TRAVEL	\$0	\$0	\$50	\$50
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$203	\$225	\$300	\$300
TOTAL	\$370,834	\$419,756	\$473,985	\$528,457

DIVISION SUMMARY BY FUND

Judicial Community Work Service by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$370,834	\$419,756	\$473,985	\$528,457
GENERAL FUND TOTAL	\$370,834	\$419,756	\$473,985	\$528,457
TOTAL	\$370,834	\$419,756	\$473,985	\$528,457

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$54,472

- Full-time salaries increase \$8,039
 - FY 24 COLA: \$8,039
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$9,810
- Temporary Salaries increase \$7,791
- Pension rate increase based on actuarials: \$3,591
- Workers' Compensation rate decrease based on actuarials: (-\$146)
- Health Benefits rate increase based on actuarials: \$8,626
- Retirement Health Savings (RHS) increase: \$15,545
- Other Post-Employment Benefits (OPEB) increase: \$145
- FICA increase: \$1,211

CONTRACTUAL SERVICES no change

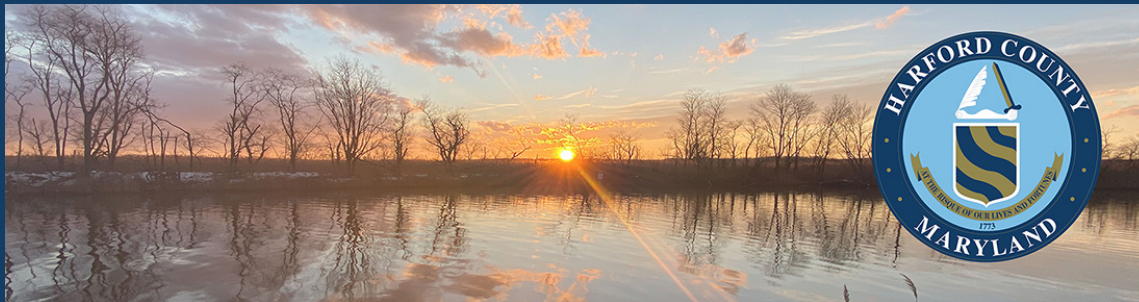
Funding provided for Insurance and Telephone & Fax Services.

SUPPLIES & MATERIALS no change

Funding provided for General Office Supplies, General Office Mailing, and Commercial Printing.

DIVISION STAFF SUMMARY
Community Work Services
Cost Center 416000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Community Work Service Case Manager	3.00	192,540	3.00	184,597	3.00	195,079
Director, Community Work Svc Program	1.00	83,321	1.00	81,329	1.00	85,626
TOTAL FULL-TIME SALARIES	4.00	275,861	4.00	265,926	4.00	280,705
TEMPORARY SALARIES		27,327		36,141		45,381
SALARY TOTAL	4.00	303,188	4.00	302,067	4.00	326,086
OTHER PERSONAL SERVICES						
Pension & Retirement		33,351		34,557		39,131
Workers' Compensation		1,020		612		477
Health Benefits		81,464		88,375		97,001
RHS/OPEB		22,571		19,616		35,306
FICA		23,194		23,108		24,946
27th Pay		11,422		0		0
Miscellaneous		700		700		560
TOTAL OTHER PERSONAL SERVICES		173,722		166,968		197,421
TOTAL PERSONAL SERVICES	4.00	476,911	4.00	469,035	4.00	523,507



JUDICIAL

Family Court Services

Cost Center 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.

AGENCY GOALS:

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 disputations that require resolutions by trial.

DIVISION SUMMARY BY CHARACTER

Judicial Family Court Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$475,303	\$579,363	\$640,861	\$670,875
CONTRACTUAL SERVICES	\$167,776	\$56,575	\$201,042	\$190,042
SUPPLIES AND MATERIALS	\$2,487	\$3,708	\$6,165	\$6,165
BUSINESS AND TRAVEL	\$738	\$7,589	\$6,810	\$6,810
TOTAL	\$646,303	\$647,235	\$854,878	\$873,892

DIVISION SUMMARY BY FUND

Judicial Family Court Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$646,303	\$647,235	\$854,878	\$873,892
GENERAL FUND TOTAL	\$646,303	\$647,235	\$854,878	\$873,892
TOTAL	\$646,303	\$647,235	\$854,878	\$873,892

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$30,014

- Full-time salaries increase \$12,833
 - Salary adjustments: \$998
 - Turnover: (-\$1,205)
 - FY 24 COLA: \$13,040
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$11,314
- Pension rate increase based on actuarials: \$3,697
- Workers' Compensation rate decrease based on actuarials: (-\$237)
- Health Benefits rate increase based on actuarials: \$8,625
- Retirement Health Savings (RHS) decrease: (-\$7,910)
- Other Post-Employment Benefits (OPEB) increase: \$213
- FICA increase: \$1,479

CONTRACTUAL SERVICES DECREASES (-\$11,000)

Funding decreases for Other Professional Services based on actual expense history.

SUPPLIES & MATERIALS no change

Funding provided for General Office Supplies, General Office Mailing, etc.

BUSINESS & TRAVEL no change

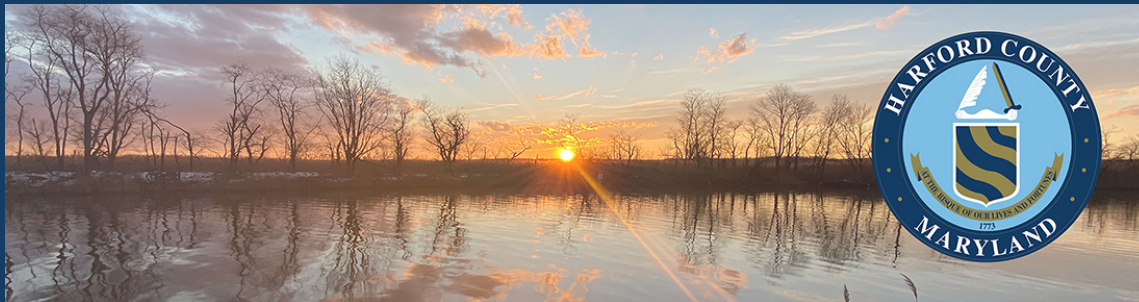
Funding provided for Training Seminars, Courses & Meetings, Membership Fees & Dues, Mileage, etc.

DIVISION STAFF SUMMARY
Family Court Service Division
Cost Center 417000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Child Access Assessor	0.00	0	2.00	131,597	2.00	138,721
Director, Family Court Services	1.00	140,483	1.00	126,520	1.00	132,647
Evaluator/Mediator	1.00	104,468	0.00	0	0.00	0
Family Services Coordinator	1.00	91,017	1.00	91,026	1.00	95,715
Office Manager	1.00	78,414	1.00	82,349	1.00	86,685
TOTAL FULL-TIME SALARIES	4.00	414,382	5.00	431,492	5.00	453,768
TEMPORARY SALARIES		0		0		
SALARY TOTAL	4.00	414,382	5.00	431,492	5.00	453,768
OTHER PERSONAL SERVICES						
Pension & Retirement		45,582		49,622		54,452
Workers' Compensation		1,409		992		771
Health Benefits		64,784		88,375		97,000
RHS/OPEB		27,481		37,168		29,471
FICA		30,337		32,512		34,713
27th Pay		17,157		0		0
Miscellaneous		560		700		700
TOTAL OTHER PERSONAL SERVICES		187,310		209,369		217,107
TOTAL PERSONAL SERVICES	4.00	601,692	5.00	640,861	5.00	670,875

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.

AGENCY 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 of 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.

DEPARTMENT SUMMARY BY CHARACTER

States Attorney DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$7,074,904	\$7,933,841	\$9,392,351	\$10,030,902
CONTRACTUAL SERVICES	\$60,543	\$71,958	\$67,620	\$74,170
SUPPLIES AND MATERIALS	\$70,010	\$71,193	\$118,180	\$78,240
BUSINESS AND TRAVEL	\$59,985	\$57,292	\$82,250	\$90,345
CAPITAL OUTLAY	\$17,997	\$4,838	\$0	\$0
MISCELLANEOUS	\$0	\$1,000	\$0	\$0
TOTAL	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657

DEPARTMENT SUMMARY BY FUND

State's Attorney DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657
GENERAL FUND TOTAL	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657
TOTAL	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657

DEPARTMENT SUMMARY BY DIVISION

States Attorney DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
STATE'S ATTORNEY				
(431000) OFFICE OF STATE'S ATTORNEY	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657
STATE'S ATTORNEY TOTAL	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657
TOTAL	\$7,283,439	\$8,140,123	\$9,660,401	\$10,273,657

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$638,551

- Full-time salaries increase \$193,312
 - Salary adjustments: \$185,599
 - Turnover: (-\$185,599)
 - FY 24 COLA: \$193,312
- FY 25 COLA of 1% and Merit increase of \$1,000 for all eligible employees: \$183,317
- Pension rate increase based on actuarials: \$87,279
- Workers' Compensation rate decrease based on actuarials: (-\$3,028)
- Health Benefits rate increase based on actuarials: \$167,862
- Retirement Health Savings (RHS) increase: \$6,218
- FICA increase: \$3,395

CONTRACTUAL SERVICES INCREASES \$6,550

Funding increases for Contractual Legal Services, Telephone Service, Personnel/Recruitment, Other Professional Services, Office Equipment, Other Insurance, and Office Equipment Service based on actual expense history.

SUPPLIES & MATERIALS DECREASES (-\$39,940)

Funding decreases due to a one-time software purchase in FY 24, partially offset by increases for General Office Supplies, Computer Supplies, Meals-Special Purpose, Duplicating Machine Supplies, Commercial Printing, Uniform Purchase, Ice & Bottled Water, and Other Supplies & Materials based on actual expense history.

BUSINESS & TRAVEL INCREASES \$8,095

Funding increases for Training Seminars, Courses & Meetings, Lodging, Membership Fees & Dues, Professional Books/Periodicals, Transportation Costs, Meals, County-owned Vehicles, and Fuel based on actual expense history.

**DEPARTMENT STAFF SUMMARY
STATE'S ATTORNEY**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
State's Attorney	1.00	161,333	1.00	171,333	1.00	191,333
Deputy State's Attorney	2.00	290,377	2.00	290,378	2.00	324,346
Administrative Assistant	1.00	54,202	2.00	109,207	1.00	83,012
Assistant State's Attorney I	17.00	1,250,564	18.00	1,318,918	8.00	630,407
Assistant State's Attorney II	5.00	467,680	5.00	461,823	15.00	1,388,191
Assistant State's Attorney III	4.00	467,248	4.00	476,050	7.00	830,481
Body Worn Camera Tech I	0.00	0	6.00	214,290	7.00	357,131
Body Worn Camera Tech II	0.00	0	1.00	50,000	1.00	61,600
Chief Of Administration	0.00	0	1.00	110,000	1.00	152,073
Chief Of Operations	0.00	0	1.00	110,000	0.00	0
Computer System Engineer	2.00	128,879	2.00	127,382	2.00	145,522
Senior Assistant State's Attorney II	0.00	0	0.00	0	0.00	0
Senior Assistant State's Attorney III	4.00	521,257	3.00	359,363	0.00	0
Investigator	0.00	0	0.00	0	1.00	62,509
Legal Assistant I	14.00	830,187	20.00	1,118,461	11.00	586,100
Legal Assistant II	8.00	522,516	5.00	347,564	6.00	421,183
Paralegal I	0.00	0	0.00	0	6.00	341,454
Paralegal II	0.00	0	0.00	0	13.00	1,007,652
Legal Clerk I	1.00	48,708	3.00	126,823	0.00	0
Legal Clerk II	3.00	151,275	3.00	151,289	0.00	0
Legal Specialist	6.00	502,021	5.00	407,222	0.00	0
Administrator	1.00	145,189	0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	69.00	5,541,436	82.00	5,950,103	82.00	6,582,994
TEMPORARY SALARIES		324,764		0		0
FY 24 BUDGET AMENDMENT - SALARIES				370,000		
SALARY OFFSET		0		(83,903)		0
SALARY TOTAL	69.00	5,866,200	82.00	6,236,200	82.00	6,582,994
OTHER PERSONAL SERVICES						
Pension & Retirement		629,009		684,262		789,959
Workers' Compensation		21,269		14,593		11,861
Health Benefits		1,297,628		1,420,138		1,588,000
RHS/OPEB		414,350		538,215		544,419
FICA		438,036		447,673		502,189
27th Pay		229,437		0		0
Miscellaneous		10,220		51,270		11,480
TOTAL OTHER PERSONAL SERVICES		3,039,949		3,156,151		3,447,908
TOTAL PERSONAL SERVICES	69.00	8,906,149	82.00	9,392,351	82.00	10,030,902

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BOARD OF ELECTIONS

**State of
Maryland**

**Harford County
Board of
Elections**

**Election
Expense**



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.

GOAL:

To ensure that every eligible citizen is given the opportunity to register to vote

DEPARTMENT SUMMARY BY CHARACTER

Elections DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$188,668	\$966,386	\$854,218	\$813,225
CONTRACTUAL SERVICES	\$176,942	\$126,361	\$55,356	\$66,171
SUPPLIES AND MATERIALS	\$267,119	\$155,942	\$353,100	\$281,000
BUSINESS AND TRAVEL	\$20,663	\$43,219	\$47,830	\$44,830
CAPITAL OUTLAY	\$0	\$930	\$95,424	\$0
MISCELLANEOUS	\$1,674,607	\$1,874,420	\$2,381,188	\$2,629,593
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$23,941	\$15,000	\$15,000
TOTAL	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819

DEPARTMENT SUMMARY BY FUND

Elections DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819
GENERAL FUND TOTAL	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819
TOTAL	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819

DEPARTMENT SUMMARY BY DIVISION

Elections DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
ELECTIONS				
(481000) BOARD OF ELECTIONS	\$1,538,975	\$1,552,669	\$1,808,589	\$1,925,779
(482000) ELECTION EXPENSE	\$789,024	\$1,638,529	\$1,993,527	\$1,924,040
ELECTIONS TOTAL	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819
TOTAL	\$2,327,999	\$3,191,198	\$3,802,116	\$3,849,819

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$40,993)

Decrease in Temporary Salaries for office staff and Election judges based on actuals

CONTRACTUAL SERVICES INCREASES \$10,815

- Office Equipment Service increase for new In-bound mail sorter \$12,875
- Telephone services, Fax services and Legal services decreased offset slightly by increase in Security systems

SUPPLIES & MATERIALS DECREASES (\$72,100)

Commercial Printing and Office Mailing decrease as State is to share some of these expenses

BUSINESS AND TRAVEL DECREASE (\$3,000)

Mileage decrease based on actual expense history

CAPITAL OUTLAY DECREASES (\$95,424)

Funding for In-bound mail sorter has been moved under Payments to Other Government Agencies, majority of which was a one time purchase expense

MISCELLANEOUS INCREASES \$248,405

Reimbursement to the State for the salaries, fringes, and overtime for State Election employees as mandated by the State Board of Elections

DIVISION STAFF SUMMARY
Harford County Board of Elections

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		641,500		734,128		725,628
OTHER PERSONAL SERVICES						
Pension & Retirement		15,499		15,499		10,000
Overtime		21,000		21,000		16,000
Health Benefits		18,644		18,644		8,140
RHS		14,360		14,360		7,800
FICA		50,027		50,027		45,097
Miscellaneous		560		560		560
TOTAL OTHER PERSONAL SERVICES		120,090		120,090		87,597
TOTAL PERSONAL SERVICES		761,590		854,218		813,225



ELECTIONS

Harford County Board of Elections

Cost Center 481000

ORIGIN & PURPOSE:

The Harford County Board of Elections index contains funds covering voter education, voter registration (which includes registration and name/address updates) and the day-to-day expenses of the office.

GOAL:

To ensure that every eligible citizen is given the opportunity to register to vote

DIVISION SUMMARY BY CHARACTER

Board of Elections by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$180,021	\$197,364	\$219,493	\$118,500
CONTRACTUAL SERVICES	\$162,111	\$62,025	\$44,306	\$43,246
SUPPLIES AND MATERIALS	\$96,491	\$71,389	\$83,100	\$77,000
BUSINESS AND TRAVEL	\$19,563	\$28,528	\$35,830	\$34,830
MISCELLANEOUS	\$1,080,791	\$1,192,726	\$1,425,860	\$1,652,203
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$637	\$0	\$0
TOTAL	\$1,538,975	\$1,552,669	\$1,808,589	\$1,925,779

DIVISION SUMMARY BY FUND

Board of Elections by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,538,975	\$1,552,669	\$1,808,589	\$1,925,779
GENERAL FUND TOTAL	\$1,538,975	\$1,552,669	\$1,808,589	\$1,925,779
TOTAL	\$1,538,975	\$1,552,669	\$1,808,589	\$1,925,779

FINANCIAL NOTES

PERSONAL SERVICES DECREASE (\$100,993)

Temporary salaries and related fringe expenses decreased here and transferred under Election expenses for improved accounting

CONTRACTUAL SERVICES DECREASES (\$1,060)

Decrease Telephone services, Fax service and Legal services offset by a increase in Office Equipment and Security systems

SUPPLIES & MATERIALS DECREASES (\$6,100)

General Offie Mailing decrease as State to pay a portion Mailing expenses

BUSINESS & TRAVEL DECREASES (\$1,000)

Mileage decrease based on actual expense history

MISCELLANEOUS INCREASES \$226,343

Reimbursement to the State for salaries, fringes, and overtime for State election employees as mandated by the State Board of Elections

DIVISION STAFF SUMMARY
Harford County Board of Elections
Cost Center 481000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		143,500		143,500		75,000
OTHER PERSONAL SERVICES						
Pension & Retirement		15,499		15,499		10,000
Overtime		15,000		15,000		10,000
Health Benefits		18,644		18,644		8,140
RHS		14,360		14,360		7,800
FICA		11,930		11,930		7,000
Miscellaneous		560		560		560
TOTAL OTHER PERSONAL SERVICES		75,993		75,993		43,500
TOTAL PERSONAL SERVICES		219,493		219,493		118,500



ELECTIONS

Election Expense
Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Election Expense by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$8,647	\$769,022	\$634,725	\$694,725
CONTRACTUAL SERVICES	\$14,832	\$64,336	\$11,050	\$22,925
SUPPLIES AND MATERIALS	\$170,628	\$84,553	\$270,000	\$204,000
BUSINESS AND TRAVEL	\$1,100	\$14,691	\$12,000	\$10,000
CAPITAL OUTLAY	\$0	\$930	\$95,424	\$0
MISCELLANEOUS	\$593,817	\$681,693	\$955,328	\$977,390
INTER-GOVERNMENTAL / INTER-FUND EXPENDITURES	\$0	\$23,305	\$15,000	\$15,000
TOTAL	\$789,024	\$1,638,529	\$1,993,527	\$1,924,040

DIVISION SUMMARY BY FUND

Election Expense by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$789,024	\$1,638,529	\$1,993,527	\$1,924,040
GENERAL FUND TOTAL	\$789,024	\$1,638,529	\$1,993,527	\$1,924,040
TOTAL	\$789,024	\$1,638,529	\$1,993,527	\$1,924,040

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$60,000

Temporary salaries for Election Judges and Election Day Support Specialists increased based on actual expense history and funding moved in from Board of Elections budget

CONTRACTUAL SERVICES INCREASES \$11,875

Office Equipment Service increase for new In-bound mail sorter

SUPPLIES & MATERIALS DECREASE (\$66,000)

Printing Commercial and Office Mailing decreased as State is to share some of these expenses

BUSINESS AND TRAVEL DECREASE (\$2,000)

Mileage decrease based on actual expense history

CAPITAL OUTLAY DECREASE (\$95,424)

Funding for In-bound mail sorter has been moved under Payments to Other Govt Agencies, majority of which was a one-time purchase expense

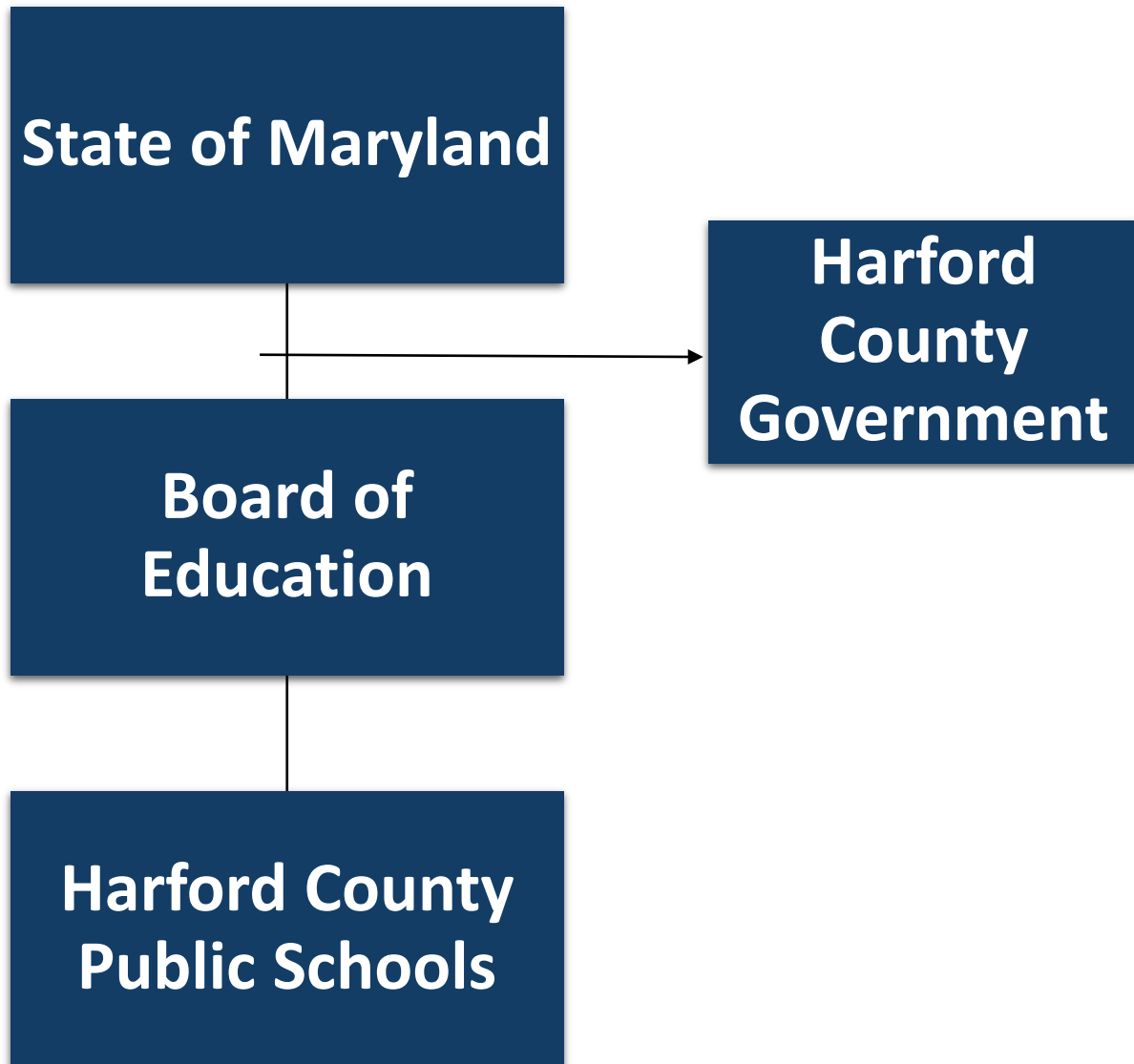
MISCELLANEOUS INCREASES \$22,062

Funds for reimbursements to State Board of Elections for share of billing and State employee admin fees

DIVISION STAFF SUMMARY
Election Expense
Cost Center 482000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		498,000		590,628		650,628
OTHER PERSONAL SERVICES						
Overtime		6,000		6,000		6,000
FICA		38,097		38,097		38,097
TOTAL OTHER PERSONAL SERVICES		44,097		44,097		44,097
TOTAL PERSONAL SERVICES		542,097		634,725		694,725

BOARD OF EDUCATION





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 Harford Academy public special education school serving students with disabilities
- 1 Alternative Education Program
- 54 Total number of schools

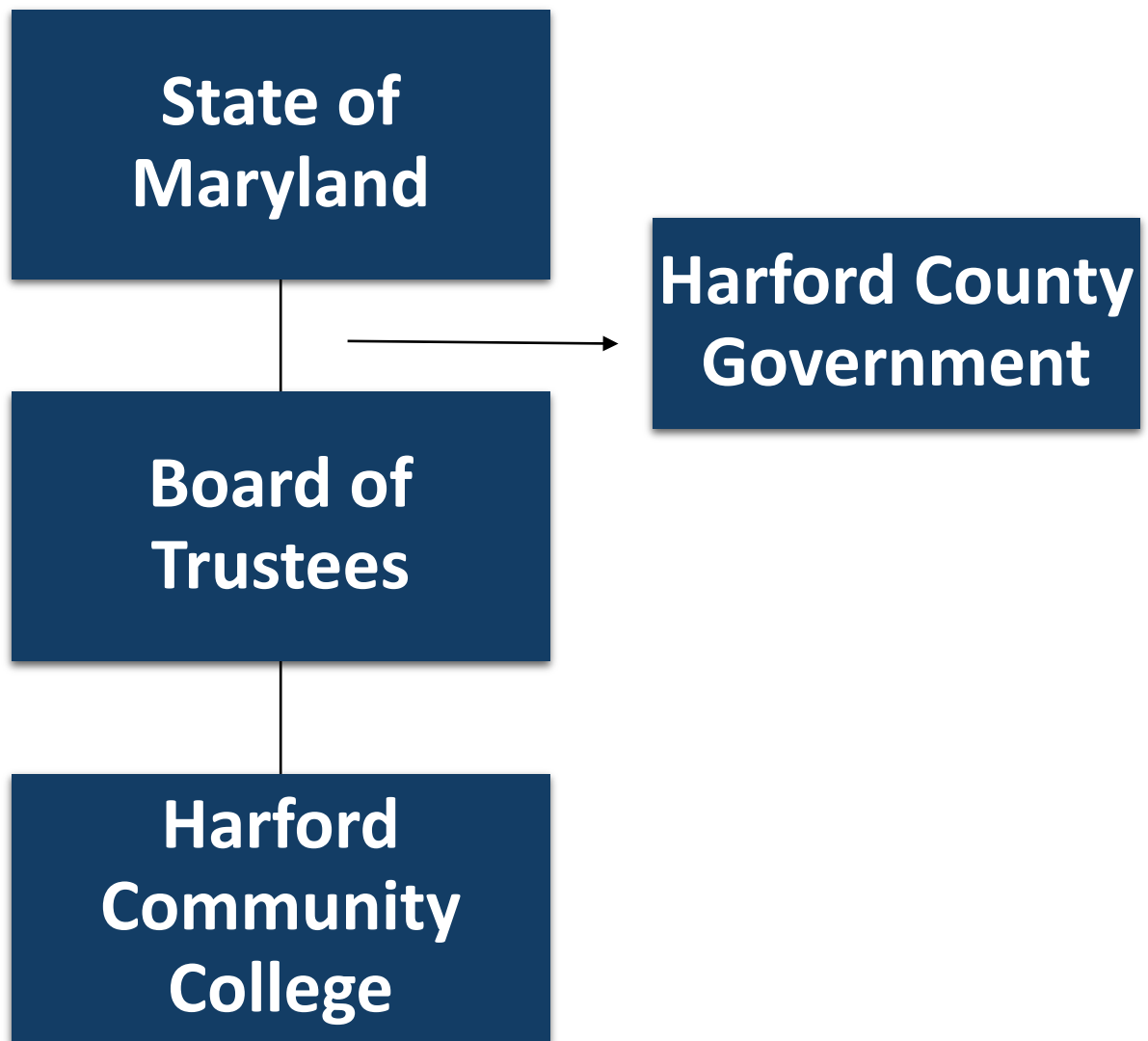
BOARD OF EDUCATION SUMMARY

Board of Education by Total

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
BOARD OF EDUCATION				
(541000) PUBLIC SCHOOLS	\$293,812,984	\$324,237,657	\$314,852,402	\$321,352,402
BOARD OF EDUCATION TOTAL	\$293,812,984	\$324,237,657	\$314,852,402	\$321,352,402
TOTAL	\$293,812,984	\$324,237,657	\$314,852,402	\$321,352,402

Harford County has funded the Board of Education's FY 25 Operating Budget at the State mandated maintenance of effort level.

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.

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

DEPARTMENT SUMMARY BY CHARACTER

HCC by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806
TOTAL	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806

DEPARTMENT SUMMARY BY FUND

HCC by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806
GENERAL FUND TOTAL	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806
TOTAL	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806

DEPARTMENT SUMMARY BY DIVISION

HCC by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
HARFORD COMMUNITY COLLEGE				
(561000) HARFORD COMMUNITY COLLEGE	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806
HARFORD COMMUNITY COLLEGE TOTAL	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806
TOTAL	\$18,074,369	\$19,881,806	\$19,881,806	\$19,881,806

No change in funding over FY 24.

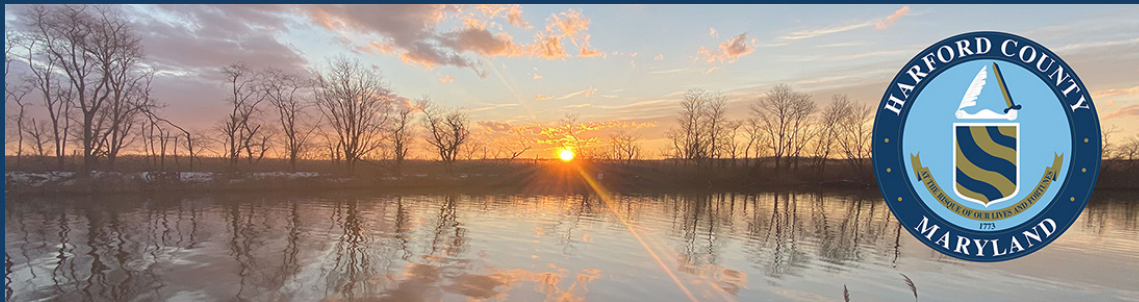
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LIBRARIES

County Executive

**Board of Library
Trustees**

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

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

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

DEPARTMENT SUMMARY BY CHARACTER

Libraries by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$11,684	\$7,645	\$6,398	\$6,398
MISCELLANEOUS	\$18,879,009	\$20,879,009	\$20,879,009	\$20,879,009
TOTAL	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407

DEPARTMENT SUMMARY BY FUND

Libraries by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407
GENERAL FUND TOTAL	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407
TOTAL	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407

DEPARTMENT SUMMARY BY DIVISION

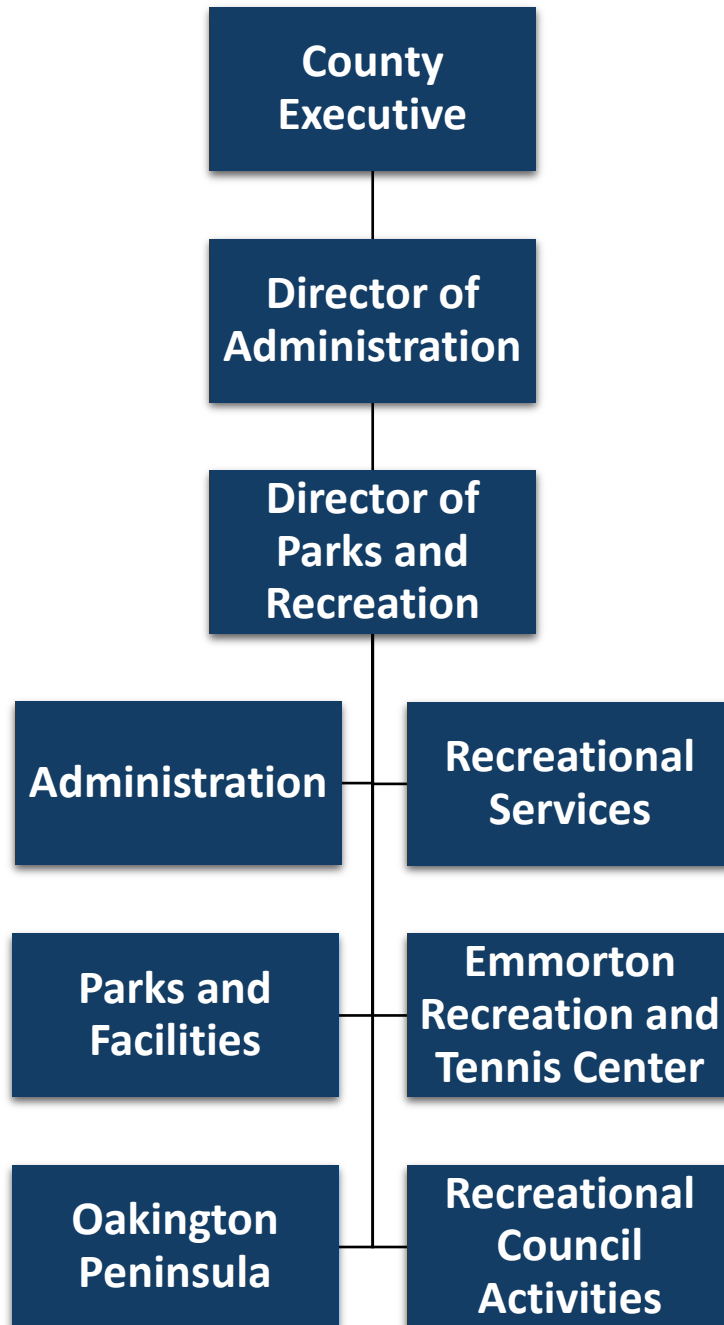
Libraries by Division

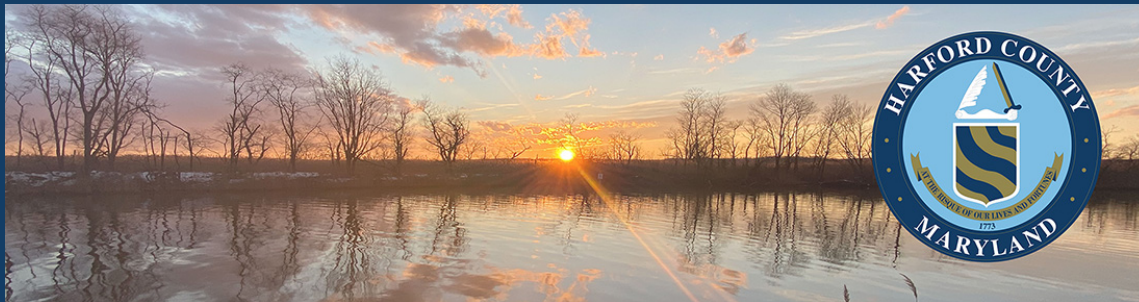
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
LIBRARIES				
(581000) COUNTY LIBRARIES	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407
LIBRARIES TOTAL	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407
TOTAL	\$18,890,693	\$20,886,654	\$20,885,407	\$20,885,407

No change in funding over FY 24.

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DEPARTMENT OF PARKS & RECREATION





PARKS & 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.

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 ensuring that services are not reduced
- To develop and maintain efficient levels of fiscal oversight
- To identify, increase and encourage training opportunities for staff

DEPARTMENT SUMMARY BY CHARACTER

Parks & Rec ALL FUNDS by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$6,463,471	\$7,066,262	\$7,782,378	\$7,882,851
CONTRACTUAL SERVICES	\$2,965,473	\$3,023,379	\$4,058,728	\$4,166,328
SUPPLIES AND MATERIALS	\$228,833	\$290,220	\$529,925	\$496,704
BUSINESS AND TRAVEL	\$244,745	\$276,563	\$353,465	\$344,500
CAPITAL OUTLAY	\$10,032	\$6,231	\$4,000	\$4,000
MISCELLANEOUS	\$342,925	\$373,809	\$112,955	\$113,638
TOTAL	\$10,255,479	\$11,036,464	\$12,841,451	\$13,008,021

DEPARTMENT SUMMARY BY FUND

Parks & Rec ALL FUNDS by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021
GENERAL FUND TOTAL	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021
SPECIAL REVENUE				
(026) PARKS AND RECREATION	\$631,052	\$628,037	\$805,000	\$839,000
SPECIAL REVENUE TOTAL	\$631,052	\$628,037	\$805,000	\$839,000
TOTAL	\$10,255,479	\$11,036,464	\$12,841,451	\$13,008,021

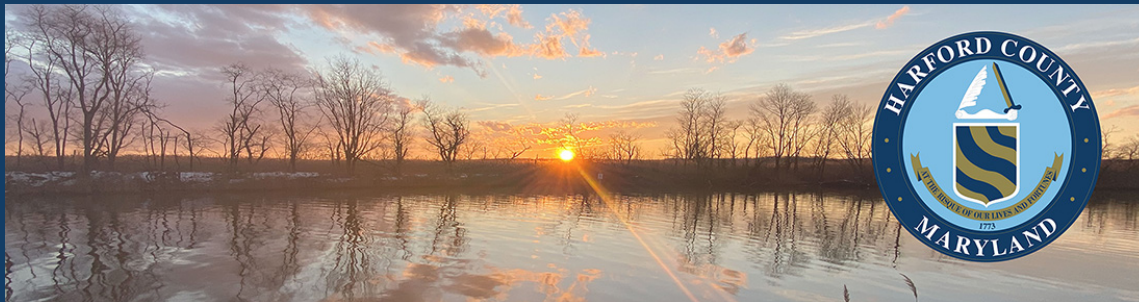
DEPARTMENT SUMMARY BY DIVISION

Parks & Rec ALL FUNDS by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
PARKS AND RECREATION				
(591000) PARKS & RECREATION ADMINISTRATION	\$983,902	\$1,087,963	\$933,059	\$975,103
(593000) RECREATIONAL SERVICES	\$2,926,935	\$3,336,420	\$3,953,967	\$3,900,904
(593002) EMMORTON RECREATION & TENNIS CENTER	\$328,531	\$276,037	\$353,606	\$333,798
(593003) OAKINGTON PENINSULA	\$261,209	\$266,864	\$315,860	\$364,284
(593004) RECREATIONAL COUNCIL ACTIVITIES	\$41,312	\$85,136	\$135,535	\$140,918
(595000) PARKS & FACILITIES	\$5,713,590	\$5,984,045	\$7,149,424	\$7,293,014
PARKS AND RECREATION TOTAL	\$10,255,479	\$11,036,464	\$12,841,451	\$13,008,021
TOTAL	\$10,255,479	\$11,036,464	\$12,841,451	\$13,008,021

**DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
PARKS & RECREATION - GENERAL FUND						
Administrative Assistant I	1.00	49,590	1.00	49,590	2.00	110,440
Administrative Assistant II	10.00	732,067	10.00	746,681	6.00	428,505
Administrative Secretary	1.00	77,242	1.00	65,000	1.00	68,635
Administrative Specialist I	0.00	0	0.00	0	1.00	58,895
Administrator	1.00	0	1.00	0	1.00	92,567
Building Caretaker	14.00	687,773	14.00	687,773	13.00	657,407
Chief, Parks & Recreation	1.00	111,460	1.00	111,460	1.00	116,837
Civil Engineer IV	1.00	131,925	0.00	0	0.00	0
Contracts Manager	1.00	73,189	1.00	73,189	0.00	0
Crew Chief	1.00	88,487	1.00	88,487	0.00	0
Crew Leader I	2.00	124,360	2.00	124,360	2.00	131,261
Crew Leader II	3.00	193,076	3.00	193,076	3.00	201,111
Deputy Director, Parks & Recreation	1.00	114,569	1.00	120,000	1.00	125,863
Director, Parks & Recreation	1.00	149,407	1.00	130,000	1.00	136,268
Engineering Associate V	1.00	100,290	0.00	0	0.00	0
Maintenance Worker I	4.00	153,141	4.00	153,141	4.00	187,013
Maintenance Worker II	3.00	168,455	3.00	168,455	2.00	113,886
Recreation Specialist I	6.00	245,526	7.00	275,655	9.00	383,100
Recreation Specialist II	2.00	131,346	1.00	81,069	0.00	0
Recreation Specialist III	5.00	353,355	5.00	336,306	7.00	448,113
Recreation Specialist IV	5.00	377,982	5.00	377,982	5.00	390,220
Recreation Specialist V	6.00	535,581	6.00	535,581	6.00	524,812
Superintendent, Parks & Facilities	1.00	70,941	0.00	0	0.00	0
Superintendent, Parks & Recreation	1.00	74,219	2.00	145,160	3.00	245,988
SUB-TOTAL FULL-TIME SALARIES	72.00	4,743,981	70.00	4,462,965	68.00	4,420,921
TEMPORARY SALARIES		325,380		371,399		430,017
TOTAL GENERAL FUND SALARIES	72.00	5,069,361	70.00	4,834,364	68.00	430,017
PARKS & REC - SPECIAL REVENUE FUND						
Building Caretaker	1.00	61,549	1.00	61,549	0.00	0
SUB-TOTAL FULL-TIME SALARIES	1.00	61,549	1.00	61,549	0.00	0
TEMPORARY SALARIES		159,378		158,864		183,149
TOTAL SPECIAL REVENUE SALARIES	1.00	220,927	1.00	220,413	0.00	183,149
TOTAL ALL PARKS & RECREATION	73.00	5,290,288	71.00	5,054,777	68.00	5,034,087



PARKS & 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.

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 ensuring that services are not reduced
- To develop and maintain efficient levels of fiscal oversight
- To identify, increase and encourage training opportunities for staff

DEPARTMENT SUMMARY BY CHARACTER

Parks & Rec GENERAL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$6,209,222	\$6,873,859	\$7,444,996	\$7,584,916
CONTRACTUAL SERVICES	\$2,686,353	\$2,679,512	\$3,681,580	\$3,715,380
SUPPLIES AND MATERIALS	\$201,008	\$265,371	\$494,275	\$462,025
BUSINESS AND TRAVEL	\$243,934	\$276,554	\$350,600	\$341,700
CAPITAL OUTLAY	\$7,227	\$6,231	\$0	\$0
MISCELLANEOUS	\$276,684	\$306,900	\$65,000	\$65,000
TOTAL	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021

DEPARTMENT SUMMARY BY FUND

Parks & Rec GENERAL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021
TOTAL	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021

DEPARTMENT SUMMARY BY DIVISION

Parks & Rec GENERAL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
PARKS AND RECREATION				
(591000) PARKS & RECREATION ADMINISTRATION	\$983,902	\$1,087,963	\$933,059	\$975,103
(593000) RECREATIONAL SERVICES	\$2,926,935	\$3,336,420	\$3,953,967	\$3,900,904
(595000) PARKS & FACILITIES	\$5,713,590	\$5,984,045	\$7,149,424	\$7,293,014
PARKS AND RECREATION TOTAL	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021
TOTAL	\$9,624,428	\$10,408,427	\$12,036,451	\$12,169,021

**DEPARTMENT STAFF SUMMARY
PARKS AND RECREATION**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
PARKS & RECREATION - GENERAL FUND						
Administrative Assistant I	1.00	49,590	1.00	49,590	2.00	110,440
Administrative Assistant II	10.00	732,067	10.00	746,681	6.00	428,505
Administrative Secretary	1.00	77,242	1.00	65,000	1.00	68,635
Administrative Specialist I	0.00	0	0.00	0	1.00	58,895
Administrator	1.00	0	1.00	0	1.00	92,567
Building Caretaker	14.00	687,773	14.00	687,773	13.00	657,407
Chief, Parks & Recreation	1.00	111,460	1.00	111,460	1.00	116,837
Civil Engineer IV	1.00	131,925	0.00	0	0.00	0
Contracts Manager	1.00	73,189	1.00	73,189	0.00	0
Crew Chief	1.00	88,487	1.00	88,487	0.00	0
Crew Leader I	2.00	124,360	2.00	124,360	2.00	131,261
Crew Leader II	3.00	193,076	3.00	193,076	3.00	201,111
Deputy Director, Parks & Recreation	1.00	114,569	1.00	120,000	1.00	125,863
Director, Parks & Recreation	1.00	149,407	1.00	130,000	1.00	136,268
Engineering Associate V	1.00	100,290	0.00	0	0.00	0
Maintenance Worker I	4.00	153,141	4.00	153,141	4.00	187,013
Maintenance Worker II	3.00	168,455	3.00	168,455	2.00	113,886
Recreation Specialist I	6.00	245,526	7.00	275,655	9.00	383,100
Recreation Specialist II	2.00	131,346	1.00	81,069	0.00	0
Recreation Specialist III	5.00	353,355	5.00	336,306	7.00	448,113
Recreation Specialist IV	5.00	377,982	5.00	377,982	5.00	390,220
Recreation Specialist V	6.00	535,581	6.00	535,581	6.00	524,812
Superintendent, Parks & Facilities	1.00	70,941	0.00	0	0.00	0
Superintendent, Parks & Recreation	1.00	74,219	2.00	145,160	3.00	245,988
TOTAL FULL-TIME SALARIES	72.00	4,743,981	70.00	4,462,965	68.00	4,420,921
TEMPORARY SALARIES		325,380		371,399		430,017
TOTAL P & R GENERAL FUND SALARIES	72.00	5,069,361	70.00	4,834,364	68.00	4,850,938
OTHER PERSONAL SERVICES						
Pension & Retirement		517,605		515,102		539,341
Workers' Compensation		98,091		72,022		57,132
Health Benefits		1,165,903		1,197,850		1,307,400
RHS/OPEB		342,875		368,804		371,020
Overtime & Shift Differential		72,461		63,660		61,285
FICA		390,601		373,894		375,598
27th Pay		201,995		0		0
Miscellaneous		18,940		19,300		22,202
TOTAL OTHER PERSONAL SERVICES		2,808,471		2,610,632		2,733,978
TOTAL PERSONAL SERVICES	72.00	7,877,832	70.00	7,444,996	68.00	7,584,916



PARKS & RECREATION

Administration

Cost Center 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.

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 ensuring that services are not reduced

To develop and maintain efficient levels of fiscal oversight

To identify, increase and encourage training opportunities for staff

DIVISION SUMMARY BY CHARACTER

Parks & Rec Administration by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$687,718	\$797,481	\$857,409	\$912,453
CONTRACTUAL SERVICES	\$6,725	\$2,614	\$4,400	\$4,200
SUPPLIES AND MATERIALS	\$5,918	\$5,438	\$17,650	\$14,850
BUSINESS AND TRAVEL	\$8,541	\$7,429	\$28,600	\$18,600
MISCELLANEOUS	\$275,000	\$275,000	\$25,000	\$25,000
TOTAL	\$983,902	\$1,087,963	\$933,059	\$975,103

DIVISION SUMMARY BY FUND

Parks & Rec Administration by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$983,902	\$1,087,963	\$933,059	\$975,103
TOTAL	\$983,902	\$1,087,963	\$933,059	\$975,103

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$55,044

- Full-time salaries decrease (\$16,259)
 - Salary adjustment - (\$69)
 - Turnover - (\$32,257)
 - FY 24 COLA - \$16,067
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$15,560
- Temporary Salaries increase \$27,000
- Pension increase of \$4,379 based on actuals
- Health Benefits adjusted \$12,075 based on 10% cost increase
- One (1) vacant, unfunded Administrator PIN (P0627) abolished

CONTRACTUAL SERVICES DECREASES (\$200)

Decrease in funding to Telephone Service based on actuals

SUPPLIES & MATERIALS DECREASES (\$2,800)

Funding adjusted in Landscape and Grounds Materials and Other Supplies and Materials based on actuals

BUSINESS & TRAVEL DECREASES (\$10,000)

Decrease to Training Seminars, Courses and Meetings based on actuals

MISCELLANEOUS - No Change

Funding provides for contributions to Chesapeake Therapeutic Riding

DIVISION STAFF SUMMARY
Parks & Recreation Administration
Index #591000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant I	0.00	0	0.00	0	1.00	60,233
Administrative Assistant II	2.00	146,170	2.00	145,633	1.00	60,646
Administrative Secretary	1.00	77,242	1.00	65,000	1.00	68,635
Administrator	1.00	0	1.00	0	0.00	0
Deputy Director, Parks & Recreation	1.00	114,569	1.00	120,000	1.00	125,863
Director, Parks & Recreation	1.00	149,407	1.00	130,000	1.00	136,268
Superintendent, Parks & Recreation	1.00	70,941	1.00	70,941	1.00	74,823
FULL-TIME SALARIES	7.00	558,329	7.00	531,574	6.00	526,468
TEMPORARY SALARIES		0		48,000		76,760
TOTAL SALARIES	7.00	558,329	7.00	579,574	6.00	603,228
OTHER PERSONAL SERVICES						
Pension & Retirement		61,416		66,459		72,387
Workers' Compensation		7,864		6,197		5,641
Health Benefits		109,769		123,725		135,800
RHS/OPEB		39,858		36,343		47,670
FICA		40,796		43,531		46,147
27th Pay		23,117		0		0
Miscellaneous		1,440		1,580		1,580
TOTAL OTHER PERSONAL SERVICES		284,260		277,835		309,225
TOTAL PERSONAL SERVICES	7.00	842,589	7.00	857,409	6.00	912,453



PARKS & RECREATION

Recreational Services

Cost Center 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.

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 ensuring that services are not reduced
- To develop and maintain efficient levels of fiscal oversight
- To identify, increase and encourage training opportunities for staff

DIVISION SUMMARY BY CHARACTER

Parks & Rec Recreational Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,817,310	\$3,229,283	\$3,767,317	\$3,717,904
CONTRACTUAL SERVICES	\$69,503	\$44,086	\$99,000	\$96,000
SUPPLIES AND MATERIALS	\$23,045	\$39,616	\$61,250	\$60,500
BUSINESS AND TRAVEL	\$14,919	\$22,703	\$26,400	\$26,500
CAPITAL OUTLAY	\$2,160	\$731	\$0	\$0
TOTAL	\$2,926,935	\$3,336,420	\$3,953,967	\$3,900,904

DIVISION SUMMARY BY FUND

Parks & Rec Recreational Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$2,926,935	\$3,336,420	\$3,953,967	\$3,900,904
TOTAL	\$2,926,935	\$3,336,420	\$3,953,967	\$3,900,904

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$49,413)

- Full-time Salaries decrease (\$138,504)
 - Salary adjustment - \$5,654
 - Turnover - (\$214,643)
 - FY 24 COLA - 70,485
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$60,866
- Net decrease of two (2) transferred positions - (\$14,025)
- Health Benefits adjusted \$47,475 based on 10% cost increase

CONTRACTUAL SERVICES DECREASES (\$3,000)

Funding adjusted in fitness equipment, gym equipment, maintenance/repairs; and other professional services based on actual spending.

SUPPLIES & MATERIALS DECREASES (\$750)

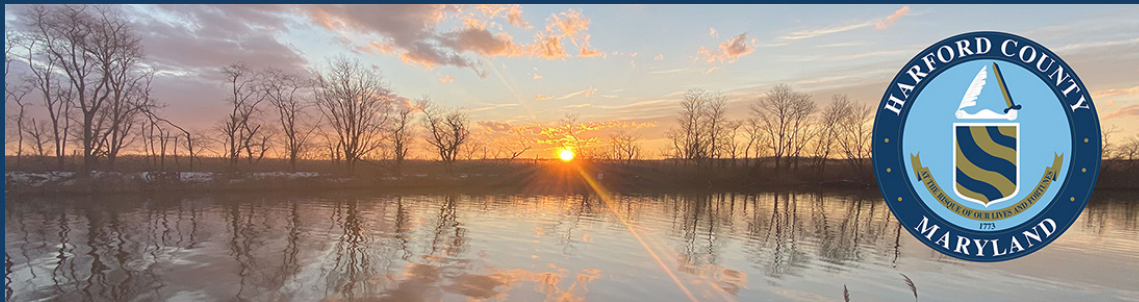
Funding adjusted in Duplicating Machine Supplies, Animal Food Supplies, Recreation Supplies, and Paint based on actuals

BUSINESS & TRAVEL INCREASES \$100

Funding adjusted in Fuel, Non-Targeted Charges-FVS and Training Seminars, Courses, and Meetings based on actuals

DIVISION STAFF SUMMARY
Recreational Services
Index #593000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	7.00	524,586	7.00	539,737	4.00	303,059
Building Caretaker	0.00	0	0.00	0	1.00	64,898
Chief, Parks & Recreation	1.00	111,460	1.00	111,460	1.00	116,837
Recreation Specialist I	6.00	245,526	7.00	275,655	9.00	383,100
Recreation Specialist II	2.00	131,346	1.00	81,069	0.00	0
Recreation Specialist III	5.00	353,355	5.00	336,306	7.00	448,113
Recreation Specialist IV	5.00	377,982	5.00	377,982	5.00	390,220
Recreation Specialist V	6.00	535,581	6.00	535,581	6.00	524,812
Superintendent, Parks & Recreation	1.00	74,219	1.00	74,219	0.00	0
FULL-TIME SALARIES	33.00	2,354,055	33.00	2,332,009	33.00	2,231,039
TEMPORARY SALARIES		163,326		160,380		171,040
TOTAL SALARIES	33.00	2,517,381	33.00	2,492,389	33.00	2,402,079
OTHER PERSONAL SERVICES						
Pension & Retirement		252,175		261,878		263,632
Workers' Compensation		50,704		35,481		27,469
Health Benefits		565,416		579,900		629,100
RHS/OPEB		176,767		195,045		199,547
FICA		192,916		190,863		183,955
27th Pay		100,015		0		0
Miscellaneous		13,614		11,761		12,122
TOTAL OTHER PERSONAL SERVICES		1,351,607		1,274,928		1,315,825
TOTAL PERSONAL SERVICES	33.00	3,868,988	33.00	3,767,317	33.00	3,717,904



PARKS & RECREATION

Parks and Facilities

Cost Center 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. Grounds Maintenance 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.

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 ensuring that services are not reduced
- To develop and maintain efficient levels of fiscal oversight
- To identify, increase and encourage training opportunities for staff

DIVISION SUMMARY BY CHARACTER

Parks & Rec Parks & Facilities by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$2,704,194	\$2,847,094	\$2,820,269	\$2,954,559
CONTRACTUAL SERVICES	\$2,610,124	\$2,632,812	\$3,578,180	\$3,615,180
SUPPLIES AND MATERIALS	\$172,045	\$220,316	\$415,375	\$386,675
BUSINESS AND TRAVEL	\$220,475	\$246,422	\$295,600	\$296,600
CAPITAL OUTLAY	\$5,067	\$5,500	\$0	\$0
MISCELLANEOUS	\$1,684	\$31,900	\$40,000	\$40,000
TOTAL	\$5,713,590	\$5,984,045	\$7,149,424	\$7,293,014

DIVISION SUMMARY BY FUND

Parks & Rec Parks & Facilities by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$5,713,590	\$5,984,045	\$7,149,424	\$7,293,014
TOTAL	\$5,713,590	\$5,984,045	\$7,149,424	\$7,293,014

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$134,289

- Full-time Salaries decrease (\$50,809)
 - Salary Adjustments - (\$11,327)
 - Turnover - (\$87,823)
 - FY 24 COLA - \$48,341
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees - \$46,365
- Transfer of one (1) position from Recreational Services - \$112,037
- Temporary Salaries increases - \$19,198
- Health Benefits adjusted \$27,175 based on 10% increase
- One (1) vacant, unfunded Maintenance Worker I PIN (P3411) abolished

CONTRACTUAL SERVICES INCREASES \$37,000

- Decrease of (\$15,000) to Other Rents and Utilities based on actuals
- Increase of \$55,000 to Electricity based on actuals
- Increase of \$13,000 to Heating Fuel (Gas) and Heating Fuel (Oil) based on current pricing
- Increase of \$10,000 to County Facility Repair/Renovation due to maintenance of Cedar Lane Irrigation System
- Increase of \$10,000 to Other Professional Services due to new projects such as playground resurfacing and a playground fibar contract
- Decrease of (\$40,000) to Snow Removal Service based on actuals

SUPPLIES & MATERIALS DECREASES (\$28,700)

- Increase of \$9,000 to Paper Supplies based on actuals
- Decrease of (\$30,000) to Other Supplies and Materials based on actuals

BUSINESS & TRAVEL INCREASES \$1,000

Funding adjusted in Vehicle/Equip. Parts & Supplies - Ryder and Training Seminars, Courses and Meetings based on actuals

MISCELLANEOUS - No Change

DIVISION STAFF SUMMARY
Parks & Facilities
Index #595000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant I	1.00	49,590	1.00	49,590	1.00	50,207
Administrative Assistant II	1.00	61,311	1.00	61,311	1.00	64,800
Administrative Specialist I	0.00	0	0.00	0	1.00	58,895
Administrator	1.00	0	0.00	0	1.00	92,567
Building Caretaker	14.00	687,773	14.00	687,773	12.00	592,509
Civil Engineer IV	1.00	131,925	0	0	0.00	0
Contracts Manager	1.00	73,189	1.00	73,189	0.00	0
Crew Chief	1.00	88,487	1.00	88,487	0.00	0
Crew Leader I	2.00	124,360	2.00	124,360	2.00	131,261
Crew Leader II	3.00	193,076	3.00	193,076	3.00	201,111
Engineering Associate V	1.00	100,290	0	0	0.00	0
Maintenance Worker I	4.00	153,141	4.00	153,141	4.00	187,013
Maintenance Worker II	3.00	168,455	3.00	168,455	2.00	113,886
Superintendent, Parks & Facilities	1.00	70,941	0.00	0	0.00	0
Superintendent, Parks & Recreation	0.00	0	0.00	0	2.00	171,165
FULL-TIME SALARIES	34.00	1,902,538	30.00	1,599,382	29.00	1,663,414
TEMPORARY SALARIES		162,054		163,019		182,217
TOTAL SALARIES	34.00	2,064,592	30.00	1,762,401	29.00	1,845,631
OTHER PERSONAL SERVICES						
Pension & Retirement		204,014		186,765		203,322
Workers' Compensation		39,523		30,345		24,022
Health Benefits		490,717		494,225		542,500
OPEB/RHS		126,250		137,416		123,803
Overtime & Shift Differential		68,067		61,119		61,285
FICA		156,889		139,500		145,496
27th Pay		78,863		0		0
Miscellaneous		8,280		8,500		8,500
TOTAL OTHER PERSONAL SERVICES		1,172,603		1,057,870		1,108,928
TOTAL PERSONAL SERVICES	34.00	3,237,195	30.00	2,820,271	29.00	2,954,559



PARKS & RECREATION

Emmorton Recreation and Tennis Center

Cost Center 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. 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.

DIVISION SUMMARY BY CHARACTER

Parks & Rec Emmorton by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$215,123	\$151,721	\$241,941	\$179,048
CONTRACTUAL SERVICES	\$100,887	\$117,696	\$99,100	\$143,300
SUPPLIES AND MATERIALS	\$12,521	\$6,612	\$12,500	\$11,450
BUSINESS AND TRAVEL	\$0	\$8	\$65	\$0
TOTAL	\$328,531	\$276,037	\$353,606	\$333,798

DIVISION SUMMARY BY FUND

Parks & Rec Emmorton by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(026) PARKS AND RECREATION	\$328,531	\$276,037	\$353,606	\$333,798
TOTAL	\$328,531	\$276,037	\$353,606	\$333,798

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$62,893)

- Transfer of one (1) position to Recreational Services \$61,549 (P3021)

CONTRACTUAL SERVICES INCREASES \$44,200

- Increase of \$28,000 to Electricity based on rate increase
- Increase of \$13,000 to Heating Fuel based on rate increase
- Increase of \$1,000 to Other Professional Services based on actuals
- Increase of \$2,500 to Building/Custodial Services based on actuals

SUPPLIES & MATERIALS DECREASES (\$1,050)

Funding adjusted in Janitorial Supplies and Equipment, Other Janitorial Supplies, Safety Equipment, and Other Supplies and Materials based on actuals

BUSINESS & TRAVEL DECREASES (\$65)

Decrease to Membership Fees and Dues based on actuals

DIVISION STAFF SUMMARY
Emmorton Recreation & Tennis Center
Index #593002

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Building Caretaker	1.00	61,549	1.00	61,549	0.00	0
FULL-TIME SALARIES	1.00	61,549	1.00	61,549	0.00	0
TEMPORARY SALARIES		104,488		108,864		116,792
TOTAL SALARIES	1.00	166,037	1.00	170,413	0.00	116,792
OTHER PERSONAL SERVICES						
Pension & Retirement		15,885		17,027		18,871
Workers' Compensation		3,101		3,256		2,675
Health Benefits		35,486		26,340		20,075
OPEB/RHS		10,660		11,308		11,280
FICA		12,475		13,036		8,935
Miscellaneous		560		560		420
TOTAL OTHER PERSONAL SERVICES		78,167		71,527		62,256
TOTAL PERSONAL SERVICES	1.00	244,204	1.00	241,940	0.00	179,048



PARKS & RECREATION

Oakington Peninsula

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Parks & Rec Oakington by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$39,126	\$40,682	\$87,707	\$110,769
CONTRACTUAL SERVICES	\$137,138	\$141,290	\$153,048	\$176,148
SUPPLIES AND MATERIALS	\$15,087	\$17,982	\$20,650	\$22,229
BUSINESS AND TRAVEL	\$811	\$0	\$2,500	\$2,500
CAPITAL OUTLAY	\$2,806	\$0	\$4,000	\$4,000
MISCELLANEOUS	\$66,241	\$66,909	\$47,955	\$48,638
TOTAL	\$261,209	\$266,864	\$315,860	\$364,284

DIVISION SUMMARY BY FUND

Parks & Rec Oakington by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(026) PARKS AND RECREATION	\$261,209	\$266,864	\$315,860	\$364,284
TOTAL	\$261,209	\$266,864	\$315,860	\$364,284

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$23,062

- Increase of \$16,357 in Temporary Salaries
- Increase of \$1,520 for Workers' Comp adjustments
- Increase of \$5,076 for FICA adjustments

CONTRACTUAL SERVICES INCREASES \$23,100

- Increase of \$7,000 to Electricity and Heating Fuel Gas and Oil based on rate increases
- Increase of \$4,000 to Other Advertising due to price increase
- Increase of \$5,000 to Other Professional Services based on actuals
- Increase of \$6,000 to Building/Custodial Services based on actuals

SUPPLIES & MATERIALS INCREASES \$2,410

Funding for Janitorial Supplies and Equipment, Landscape and Grounds Materials, and Other Supplies and Materials adjusted based on actuals

BUSINESS & TRAVEL - No Change

Funding provides for County owned vehicles, Fuel, and Training Seminars, Courses and Meetings

CAPITAL OUTLAY - No Change

Funding provides for miscellaneous furnishings for Oakington

MISCELLANEOUS INCREASES \$683

Increase in Pro Rata shares

DIVISION STAFF SUMMARY
Oakington Peninsula
Index #593003

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
TEMPORARY SALARIES		54,890		50,000		66,357
OTHER PERSONAL SERVICES						
Pension & Retirement		5,739		5,931		5,900
Workers' Compensation		2,337		3,797		5,317
Health Benefits		7,904		7,904		7,904
FICA		14,639		19,515		24,591
Miscellaneous		420		560		700
TOTAL OTHER PERSONAL SERVICES		31,039		37,707		44,412
TOTAL PERSONAL SERVICES		85,929		87,707		110,769



PARKS & RECREATION

Recreation Council and Special Activities

Cost Center 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.

DIVISION SUMMARY BY CHARACTER

Parks & Rec Rec Council by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$7,735	\$8,118
CONTRACTUAL SERVICES	\$41,096	\$84,881	\$125,000	\$131,500
SUPPLIES AND MATERIALS	\$216	\$255	\$2,500	\$1,000
BUSINESS AND TRAVEL	\$0	\$0	\$300	\$300
TOTAL	\$41,312	\$85,136	\$135,535	\$140,918

DIVISION SUMMARY BY FUND

Parks & Rec Rec Council by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(026) PARKS AND RECREATION	\$41,312	\$85,136	\$135,535	\$140,918
TOTAL	\$41,312	\$85,136	\$135,535	\$140,918

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$383

Increase in funding based on FICA adjustments

CONTRACTUAL SERVICES INCREASES \$6,500

Funding provides for building/custodial services in various buildings adjusted based on actual spending

SUPPLIES & MATERIALS DECREASES (\$1,500)

Funding for recreation supplies and uniform purchase adjusted based on actual spending

BUSINESS & TRAVEL - No Change

Funding provides for fuel



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.

DEPARTMENT SUMMARY BY CHARACTER

Natural Resources by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$545,852	\$576,090	\$613,198	\$637,920
CONTRACTUAL SERVICES	\$1,964	\$1,951	\$2,400	\$2,400
SUPPLIES AND MATERIALS	\$18,272	\$18,272	\$18,272	\$18,272
BUSINESS AND TRAVEL	\$0	\$0	\$2,200	\$2,200
MISCELLANEOUS	\$263,030	\$285,354	\$341,454	\$371,037
TOTAL	\$829,118	\$881,667	\$977,524	\$1,031,829

DEPARTMENT SUMMARY BY FUND

Natural Resources by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$829,118	\$881,667	\$977,524	\$1,031,829
GENERAL FUND TOTAL	\$829,118	\$881,667	\$977,524	\$1,031,829
TOTAL	\$829,118	\$881,667	\$977,524	\$1,031,829

DEPARTMENT SUMMARY BY DIVISION

Natural Resources by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONSERVATION OF NATURAL RESOURCES				
(631000) EXTENSION SERVICE	\$274,666	\$296,177	\$314,926	\$344,509
(633000) SOIL CONSERVATION	\$554,452	\$585,490	\$662,598	\$687,320
CONSERVATION OF NATURAL RESOURCES TOTAL	\$829,118	\$881,667	\$977,524	\$1,031,829
TOTAL	\$829,118	\$881,667	\$977,524	\$1,031,829

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$24,273

- Full time salaries decrease (\$3,455)
 - Salary adjustment (\$2,364)
 - Turnover adjustment (\$13,402)
 - FY 24 COLA - \$12,311
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees \$10,843
- Pension increase \$1,622 based on actuals
- Health benefits adjusted \$8,625 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$7,690
- FICA adjusted (\$264) based on actuals

CONTRACTUAL SERVICES no change

Funding provides for telephone service.

SUPPLIES & MATERIALS no change

Funding provides for general office supplies.

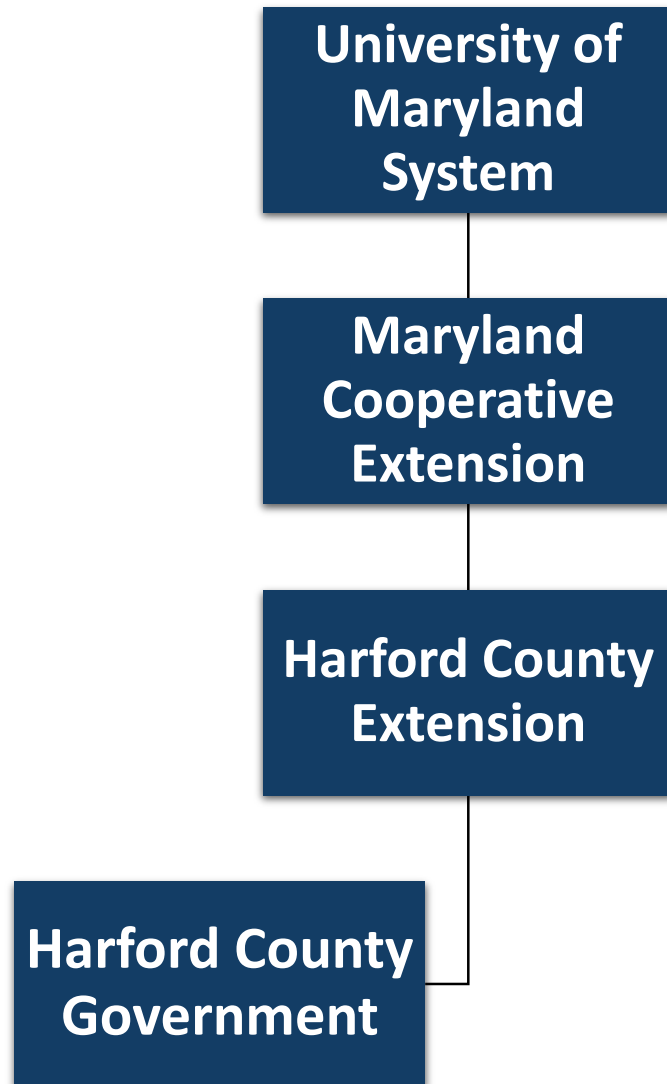
BUSINESS & TRAVEL no change

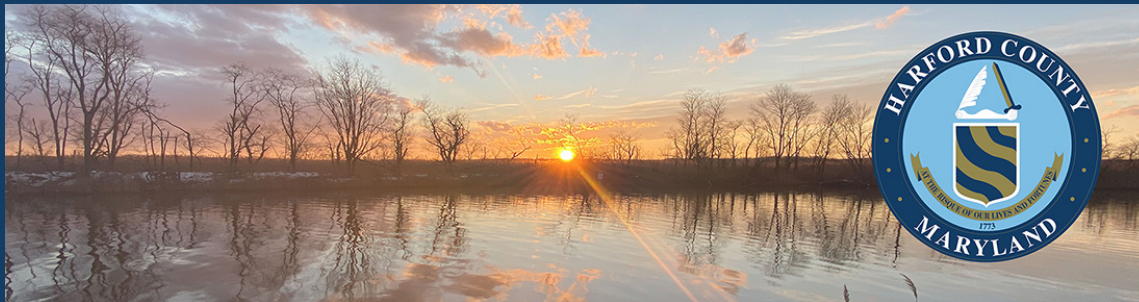
Funding provides for training/seminars/courses/meetings.

MISCELLANEOUS INCREASES \$29,583

- Grants increase \$17,083 to provide for estimated State increase of 5.8% in Extension Services
- Contributions increase \$12,500 for 4H Summer Camp in Extension Services

CONSERVATION OF NATURAL RESOURCES EXTENSION SERVICES





CONSERVATION OF NATURAL RESOURCES

Extension Services

Cost Center 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, marital 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.

DIVISION SUMMARY BY CHARACTER

Extension Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$1,964	\$1,951	\$2,400	\$2,400
SUPPLIES AND MATERIALS	\$18,272	\$18,272	\$18,272	\$18,272
BUSINESS AND TRAVEL	\$0	\$0	\$2,200	\$2,200
MISCELLANEOUS	\$254,430	\$275,954	\$292,054	\$321,637
TOTAL	\$274,666	\$296,177	\$314,926	\$344,509

DIVISION SUMMARY BY FUND

Extension Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$274,666	\$296,177	\$314,926	\$344,509
GENERAL FUND TOTAL	\$274,666	\$296,177	\$314,926	\$344,509
TOTAL	\$274,666	\$296,177	\$314,926	\$344,509

FINANCIAL NOTES

CONTRACTUAL SERVICES no change

Funds provide for telephone service.

SUPPLIES & MATERIALS no change

Funds provide for general office supplies.

BUSINESS & TRAVEL no change

Funds provide for training/seminars/courses/meetings.

MISCELLANEOUS INCREASES \$29,583

- Grants increase \$17,083 to provide State increase of 5.8%
- Contributions increase \$12,500 for 4H Summer Camp

CONSERVATION OF NATURAL RESOURCES

SOIL CONSERVATION

**Maryland Department of
Agriculture**

**Soil Conservation
Services**

**Harford County
Government**



CONSERVATION OF NATURAL RESOURCES

Soil Conservation

Cost Center 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 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 within the Chesapeake Bay watershed; and to educate students, farmers, developers and landowners on soil erosion and water quality improvement efforts.

GOALS:

To reduce the nutrients entering waters by ensuring the complete implementation of agricultural best management practices (BMPs)

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

DIVISION SUMMARY BY CHARACTER

Soil Conservation by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$545,852	\$576,090	\$613,198	\$637,920
MISCELLANEOUS	\$8,600	\$9,400	\$49,400	\$49,400
TOTAL	\$554,452	\$585,490	\$662,598	\$687,320

DIVISION SUMMARY BY FUND

Soil Conservation by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$554,452	\$585,490	\$662,598	\$687,320
GENERAL FUND TOTAL	\$554,452	\$585,490	\$662,598	\$687,320
TOTAL	\$554,452	\$585,490	\$662,598	\$687,320

FINANCIAL NOTES

PERSONAL SERVICES INCREASES \$24,723

- Full time salaries decrease (\$3,455)
 - Salary adjustment (\$2,364)
 - Turnover adjustment (\$13,402)
 - FY 24 COLA - \$12,311
- FY 25 COLA of 1% & merit of \$1,000 to all eligible employees \$10,843
- Pension increase \$1,622 based on actuals
- Health benefits adjusted \$8,625 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Services (RHS) adjusted \$7,690
- FICA adjusted (\$264) based on actuals

MISCELLANEOUS no change

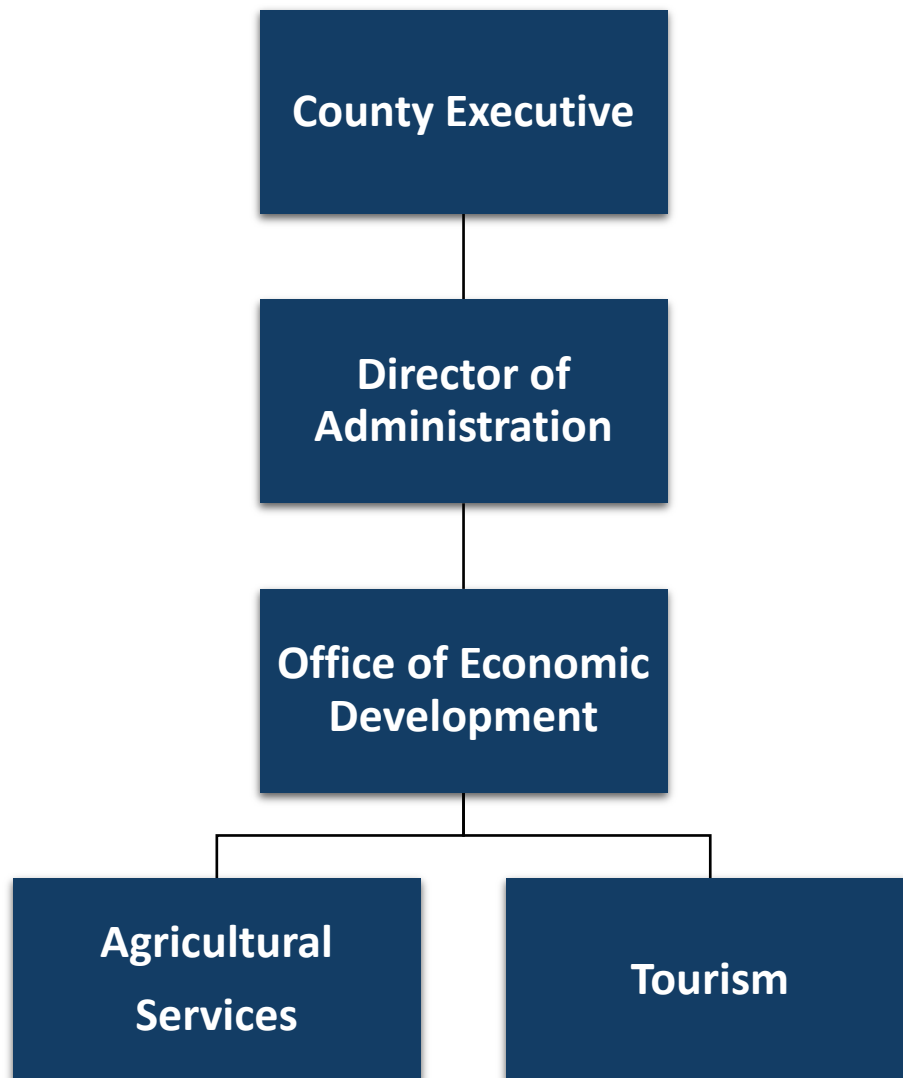
Funds provide for boards stipends and an annual contribution to the Envirothon; as well as the countywide Urban Conservation Planning initiative.

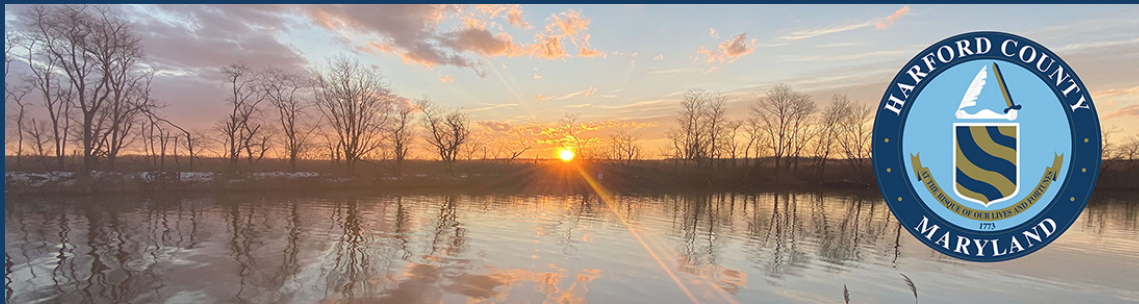
**PUBLIC WORKS
Soil Conservation
Cost Center 633000**

	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
POSITION TITLE	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	57,463	1.00	60,300	1.00	50,207
Administrator	1.00	104,131	1.00	101,725	1.00	106,848
Civil Engineer III	0.00	0	1.00	90,000	1.00	94,647
Engineering Associate III	3.00	252,877	2.00	155,300	2.00	161,206
TOTAL FULL-TIME SALARIES	5.00	414,471	5.00	407,325	5.00	412,909
SALARY TOTAL	5.00	414,471	5.00	407,325	5.00	412,909
OTHER PERSONAL SERVICES						
Pension & Retirement		45,592		46,842		49,549
Workers' Compensation		1,687		1,550		1,239
Health Benefits		132,413		88,375		97,000
RHS/OPEB		34,655		37,245		44,935
FICA		31,707		31,160		31,588
27th Pay		17,161		0		0
Miscellaneous		700		700		700
TOTAL OTHER PERSONAL SERVICES		263,915		205,872		225,011
TOTAL PERSONAL SERVICES	5.00	678,386	5.00	613,197	5.00	637,920

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DEPARTMENT OF ECONOMIC DEVELOPMENT





ECONOMIC DEVELOPMENT

ORIGIN & PURPOSE:

The Office of 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, 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. 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.

In December, 2022, Executive Order 22-04 separated the Office of Economic Development from Housing and Community Development, making the primary mission of Economic Development to facilitate business investment, entrepreneurial development and job creation to expand the local tax base, foster a diverse and sustainable economy as well as improve the economic and quality of life of Harford County.

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, 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.

GOALS:

Stability and Growth: Generate and retain quality employment 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.

DEPARTMENT SUMMARY BY CHARACTER

Economic Development DEPARTMENT by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,562,892	\$1,786,299	\$1,687,453	\$1,502,302
CONTRACTUAL SERVICES	\$251,502	\$237,253	\$380,950	\$579,450
SUPPLIES AND MATERIALS	\$31,860	\$14,854	\$14,600	\$19,850
BUSINESS AND TRAVEL	\$37,613	\$45,969	\$36,320	\$36,320
MISCELLANEOUS	\$2,720,526	\$5,485,955	\$2,805,500	\$2,805,500
TOTAL	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422

DEPARTMENT SUMMARY BY FUND

Economic Development DEPARTMENT by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422
GENERAL FUND TOTAL	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422
TOTAL	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422

DEPARTMENT SUMMARY BY DIVISION

Economic Development DEPARTMENT by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
ECONOMIC DEVELOPMENT				
(651000) OFFICE OF ECONOMIC DEVELOPMENT	\$1,673,541	\$1,740,452	\$2,924,823	\$2,549,446
(651100) AGRICULTURAL SERVICES	\$0	\$0	\$0	\$393,976
(652000) TOURISM	\$1,977,379	\$4,782,420	\$2,000,000	\$2,000,000
(653000) HARFORD TRANSIT	\$0	\$0	\$0	\$0
(654000) HOUSING SERVICES	\$953,473	\$1,047,459	\$0	\$0
ECONOMIC DEVELOPMENT TOTAL	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422
TOTAL	\$4,604,393	\$7,570,331	\$4,924,823	\$4,943,422

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$185,151)

- Full-time salaries decrease (\$17,744)
 - Salary adjustments: (\$26,814)
 - Turnover: (\$18,829)
 - FY 24 COLA: \$27,899
- Net total of two (2) transfers: (\$157,623) P0688, P1496
- Net total of two (2) abolished PINs: (\$217,883) P3075, P3230
- FY 25 COLA of 1% and merit of \$1,000 to all eligible employees: \$23,638
- Temporary salaries increase: \$119,729
- Temporary Pension increase: \$14,211
- Health benefits increase \$23,500

CONTRACTUAL SERVICES INCREASE \$198,500

Funds provide for advertising, contractual services for business development, printing of Homegrown Harford Ag magazine, and services such as MEDA, Economic Alliance of Baltimore, Army Alliance, Northeast MD Technical Council, Small Business Development Center, etc.

SUPPLIES & MATERIALS INCREASE \$5,250

Funding provides for general office supplies, mailing, and other food supplies.

BUSINESS AND TRAVEL no change

Funding provides for mileage, vehicles, membership fees/dues, and training.

MISCELLANEOUS no change

- OED: \$555,500 provides for organizations such as Susquehanna Workforce Network, Small Business initiatives, etc.
- Ag Services: \$250,000 provides for agricultural contributions and loan/grant programs.
- Tourism: \$2,000,000 in hotel tax funding for various tourism grant and contribution funding opportunities.

**DEPARTMENT STAFF SUMMARY
OFFICE OF ECONOMIC DEVELOPMENT**

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	2.00	140,963	0.00	0	0.00	0
Administrative Budget Technician II	1.00	82,197	0.00	0	0.00	0
Administrative Secretary	1.00	81,300	1.00	65,000	1.00	68,635
Administrative Specialist I	1.00	47,196	0.00	0	1.00	67,635
Administrative Specialist II	1.00	59,951	2.00	135,500	0.00	0
Administrator	1.00	115,347	0.00	0	0.00	0
Ag Economic Development Associate	0.00	0	0.00	0	1.00	72,761
Business Navigator	0.00	0	1.00	96,405	0.00	0
Data Analyst*	0.00	0	0.00	0	1.00	35,000
Deputy Director, Economic Development	1.00	142,010	1.00	120,000	1.00	125,863
Director of Economic Development	1.00	152,972	1.00	135,000	1.00	141,471
Housing Inspector	1.00	68,229	0.00	0	0.00	0
Housing Services Counselor	2.00	136,840	0.00	0	0.00	0
Marketing Coordinator	0.00	0	3.00	185,400	1.00	64,559
Senior Economic Development Associate	2.00	182,584	2.00	185,745	1.00	96,463
TOTAL FULL-TIME SALARIES	14.00	1,209,589	11.00	923,050	8.00	672,387
TEMPORARY SALARIES		128,298		254,336		380,786
SALARY OFFSET		(110,044)		0		0
SALARY TOTAL	14.00	1,227,843	11.00	1,177,386	8.00	1,053,173
OTHER PERSONAL SERVICES						
Pension & Retirement		146,743		117,628		106,873
Workers' Compensation		8,416		5,262		3,315
Health Benefits		393,121		212,100		184,300
RHS/OPEB		135,917		83,103		71,404
FICA		83,496		88,955		80,567
27th Pay		45,526		0		0
Miscellaneous		3,440		3,020		2,670
TOTAL OTHER PERSONAL SERVICES		816,659		510,068		449,129
TOTAL PERSONAL SERVICES	14.00	2,044,502	11.00	1,687,454	8.00	1,502,302

*Data Analyst funded for six months in FY 25



OFFICE of ECONOMIC DEVELOPMENT

Office of Economic Development

Cost Center 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 22-04 the Office of Economic Development and Housing and Community Development were separated and recreated as two separate departments.

GOALS:

Stability and Growth: Generate and retain quality employment 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.

DIVISION SUMMARY BY CHARACTER

Office of Economic Development by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,205,852	\$1,309,064	\$1,687,453	\$1,387,526
CONTRACTUAL SERVICES	\$249,334	\$235,284	\$380,950	\$554,450
SUPPLIES AND MATERIALS	\$29,793	\$13,365	\$14,600	\$18,350
BUSINESS AND TRAVEL	\$34,384	\$40,760	\$36,320	\$33,620
MISCELLANEOUS	\$154,178	\$141,978	\$805,500	\$555,500
TOTAL	\$1,673,541	\$1,740,452	\$2,924,823	\$2,549,446

DIVISION SUMMARY BY FUND

Office of Economic Development by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,673,541	\$1,740,452	\$2,924,823	\$2,549,446
GENERAL FUND TOTAL	\$1,673,541	\$1,740,452	\$2,924,823	\$2,549,446
TOTAL	\$1,673,541	\$1,740,452	\$2,924,823	\$2,549,446

FINANCIAL NOTES

PERSONAL SERVICES DECREASES (\$299,927)

- Full-time salaries decrease (\$17,744)
 - Salary adjustments: (\$26,814)
 - Turnover: (\$18,829)
 - FY 24 COLA: \$27,899
- Net total of two (2) transfers out of OED: (\$228,673) P0688, P1496
- Net total of two (2) abolished PINs from OED: (\$217,883) P3075, P3230
- FY 25 COLA of 1% and merit of \$1,000: \$21,582
- Temporary salaries increase \$119,729
- Temporary pension increase \$14,211
- Health benefits adjusted \$23,500 based on 10% cost increase
- Other Post Employment Benefits (OPEB) and Retirement Health Savings (RHS) decrease (\$19,499) based on transfer and abolish of positions

CONTRACTUAL SERVICES INCREASES \$175,500

- Other advertising increase \$15,000 for additional events
- Other Professional Services increase \$158,500 for contractual services to advance business development; other funding provides for services such as MD Economic Development Association, Economic Alliance of Greater Baltimore, Army Alliance, Northeast MD Technical Council, Small Business Development Center, etc.

SUPPLIES & MATERIALS INCREASES \$3,750

Adjustments made to general office supplies, general office mailing, and other food supplies based on actual spending and an increase in events.

BUSINESS & TRAVEL DECREASES (\$2,700)

Funding for vehicles, mileage, membership fees, and training reallocated to the new Ag Budget.

MISCELLANEOUS DECREASES (\$250,000)

Funding of \$250,000 provided for Ag contributions reallocated to the new Ag Budget; other funds provide contributions to organizations such as Susquehanna Workforce Network, Small Business Initiatives.

DIVISION STAFF SUMMARY
Office of Economic Development
Index #651000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	67,872	0.00	0	0.00	0
Administrative Secretary	1.00	81,300	1.00	65,000	1.00	68,635
Administrative Specialist I	1.00	47,196	0.00	0	1.00	67,635
Administrative Specialist II	1.00	59,951	2.00	135,500	0.00	0
Administrator	1.00	115,347	0.00	0	0.00	0
Business Navigator	0.00	0	1.00	96,405	0.00	0
Data Analyst*	0.00	0	0.00	0	1.00	35,000
Deputy Director, Economic Development	1.00	142,010	1.00	120,000	1.00	125,863
Director of Economic Development	1.00	152,972	1.00	135,000	1.00	141,471
Marketing Coordinator	0.00	0	3.00	185,400	1.00	64,559
Senior Economic Development Associate	2.00	182,584	2.00	185,745	1.00	96,463
TOTAL FULL-TIME SALARIES	9.00	849,232	11.00	923,050	7.00	599,626
TEMPORARY SALARIES		85,600		254,336		380,786
SALARY OFFSET		(66,797)		0		0
SALARY TOTAL	9.00	868,035	11.00	1,177,386	7.00	980,412
OTHER PERSONAL SERVICES						
Pension & Retirement		102,842		117,628		98,142
Workers' Compensation		6,672		5,262		2,937
Health Benefits		233,464		212,100		164,900
RHS/OPEB		68,912		83,103		63,604
FICA		52,641		88,955		75,001
27th Pay		32,396		0		0
Miscellaneous		2,460		3,020		2,530
TOTAL OTHER PERSONAL SERVICES		499,387		510,068		407,114
TOTAL PERSONAL SERVICES	9.00	1,367,422	11.00	1,687,454	7.00	1,387,526

* Data Analyst funded for six months in FY 25



OFFICE of ECONOMIC DEVELOPMENT

Agricultural Services

Cost Center 651100

ORIGIN & PURPOSE:

The Division of Agricultural Affairs has been established in order to facilitate the coordination of all agriculturally related activities in the County and to advise the Department of Economic Development on agricultural related issues. Through this division Harford County supports the significance of sustaining, strengthening and promoting the County's agricultural industry and heritage.

DIVISION SUMMARY BY CHARACTER

OED Agricultural Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$0	\$0	\$0	\$114,776
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$25,000
SUPPLIES AND MATERIALS	\$0	\$0	\$0	\$1,500
BUSINESS AND TRAVEL	\$0	\$0	\$0	\$2,700
MISCELLANEOUS	\$0	\$0	\$0	\$250,000
TOTAL	\$0	\$0	\$0	\$393,976

DIVISION SUMMARY BY FUND

OED Agricultural Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(011) GENERAL FUND	\$0	\$0	\$0	\$393,976
TOTAL	\$0	\$0	\$0	\$393,976

FINANCIAL NOTES This is a new cost center for FY 25, funds have been reallocated from 651000.

PERSONAL SERVICES: \$114,776

- Full-time salaries: \$71,050 provide for Ag Economic Development Associate (transferred from 651000)
- FY 25 COLA of 1% and merit of \$1,000: \$2,056
- Pension: \$8,526
- Health Benefits: \$19,400
- FICA: \$5,435

CONTRACTUAL SERVICES: \$25,000

Funding reallocated from 651000, provides for other advertising and printing of the Homegrown Harford Ag magazine.

SUPPLIES & MATERIALS: \$1,500

Funding reallocated from 651000, provides for general office supplies and other commercial printing.

BUSINESS & TRAVEL: \$2,700

Funding reallocated from 651000, provides for vehicle, mileage, membership fees/dues, training seminars/courses.

MISCELLANEOUS: \$250,000

Funding reallocated from 651000, provides for agricultural contributions and loan/grant programs.

DIVISION STAFF SUMMARY
Agricultural Services
Index #651100

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Ag Economic Development Associate	0.00	0	0.00	0	1.00	72,761
FULL-TIME SALARIES	0.00	0	0.00	0	1.00	72,761
TEMPORARY SALARIES		0		0		0
TOTAL SALARIES	0.00	0	0.00	0	1.00	72,761
OTHER PERSONAL SERVICES						
Pension & Retirement		0		0		8,731
Workers' Compensation		0		0		378
Health Benefits		0		0		19,400
RHS/OPEB		0		0		7,800
FICA		0		0		5,566
Miscellaneous		0		0		140
TOTAL OTHER PERSONAL SERVICES		-		-		42,015
TOTAL PERSONAL SERVICES	0.00	0	0.00	0	1.00	114,776



OFFICE of ECONOMIC DEVELOPMENT

Tourism

Cost Center 652000

ORIGIN & PURPOSE:

Functions of the Tourism & 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 is 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 includes activities related to sports, festival, museum, agriculture and agriculture exposition, and farm-to-table experiences.

DIVISION SUMMARY BY CHARACTER

Tourism by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$1,977,379	\$4,782,420	\$2,000,000	\$2,000,000
TOTAL	\$1,977,379	\$4,782,420	\$2,000,000	\$2,000,000

DIVISION SUMMARY BY FUND

Tourism by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$1,977,379	\$4,782,420	\$2,000,000	\$2,000,000
GENERAL FUND TOTAL	\$1,977,379	\$4,782,420	\$2,000,000	\$2,000,000
TOTAL	\$1,977,379	\$4,782,420	\$2,000,000	\$2,000,000

FINANCIAL NOTES

MISCELLANEOUS no change

Tourism funding from Hotel Tax is appropriated for various tourism grant and contribution funding opportunities.



OFFICE of ECONOMIC DEVELOPMENT

Housing Services

Cost Center 654000

DIVISION SUMMARY BY CHARACTER

Housing Services by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$357,040	\$477,235	\$0	\$0
CONTRACTUAL SERVICES	\$2,168	\$1,969	\$0	\$0
SUPPLIES AND MATERIALS	\$2,066	\$1,489	\$0	\$0
BUSINESS AND TRAVEL	\$3,229	\$5,209	\$0	\$0
MISCELLANEOUS	\$588,969	\$561,557	\$0	\$0
TOTAL	\$953,473	\$1,047,459	\$0	\$0

DIVISION SUMMARY BY FUND

Housing Services by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$953,473	\$1,047,459	\$0	\$0
GENERAL FUND TOTAL	\$953,473	\$1,047,459	\$0	\$0
TOTAL	\$953,473	\$1,047,459	\$0	\$0

Housing is now under the Department of Housing & Community Services. It is shown here for historical data.

DIVISION STAFF SUMMARY
Housing Services
Index #654000

POSITION TITLE	FY 23 BUDGET		FY 24 BUDGET		FY 25 BUDGET	
	POSITIONS	SALARIES	POSITIONS	SALARIES	POSITIONS	SALARIES
Administrative Assistant II	1.00	73,091	0.00	0	0.00	0
Administrative Budget Tech II	1.00	82,197	0.00	0	0.00	0
Housing Inspector	1.00	68,229	0.00	0	0.00	0
Housing Services Counselor	2.00	136,840	0.00	0	0.00	0
TOTAL FULL-TIME SALARIES	5.00	360,357	0	0	0	0
TEMPORARY SALARIES		42,698		0		0
SALARY OFFSET		(43,247)		0		0
SALARY TOTAL	5.00	359,808	0	0	0	0
OTHER PERSONAL SERVICES						
Pension & Retirement		43,901		0		0
Workers' Compensation		1,744		0		0
Health Benefits		159,657		0		0
RHS/OPEB		67,005		0		0
FICA		30,855		0		0
27th Pay		13,130		0		0
Miscellaneous		980		0		0
TOTAL OTHER PERSONAL SERVICES		317,272		0		0
TOTAL PERSONAL SERVICES	5.00	677,080	0	0	0	0



DEBT SERVICE

661110 Principal, 662110 Interest

General Funds

ORIGIN & PURPOSE:

The official statement dated January 23, 2024 consists of Harford County General Obligation Bonds in the amount of \$75,545,000. This includes \$40,000,000 in Consolidated Public Improvement Bonds Series 2024A and \$35,545,000 in Refunding Bonds Series 2024B. The County received the highest rating possible from all three investor services, making Harford County bond ratings: Fitch Ratings AAA, Standard & Poor's AAA, and Moody's Investors Service Aaa. 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.

General Fund by Type

Debt Service General Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
DEBT SERVICE				
Principal Payment				
(6118) Software	\$0	\$1,248,928	\$2,750,000	\$4,000,000
(6101) County Bond	\$32,271,636	\$11,456,005	\$12,284,235	\$12,861,259
(6103) School Bond	\$23,610,688	\$24,702,283	\$25,237,051	\$25,612,615
(6105) College Bond	\$2,204,013	\$2,023,314	\$1,980,391	\$1,789,095
(6114) Solid Waste Services	\$933,998	\$895,210	\$872,093	\$868,929
(6115) Leases	\$2,985,135	\$3,146,289	\$3,500,000	\$3,500,000
PRINCIPAL PAYMENT TOTAL	\$62,005,470	\$43,472,029	\$46,623,770	\$48,631,898
Interest Payments				
(6201) County Bond	\$4,906,454	\$5,418,414	\$6,009,785	\$5,991,491
(6203) School Bond	\$9,982,034	\$10,642,363	\$10,482,888	\$10,182,355
(6205) College Bond	\$741,460	\$727,687	\$681,851	\$596,914
(6218) Software Interest	\$0	\$19,360	\$270,000	\$300,000
(6214) Solid Waste Services	\$318,361	\$289,996	\$250,496	\$298,227
(6215) Leases	\$149,598	\$153,924	\$250,000	\$250,000
INTEREST PAYMENTS TOTAL	\$16,097,907	\$17,251,745	\$17,945,020	\$17,618,987
DEBT SERVICE TOTAL	\$78,103,377	\$60,723,773	\$64,568,790	\$66,250,885
TOTAL	\$78,103,377	\$60,723,773	\$64,568,790	\$66,250,885

FY 25 Proposed Capital Projects

General Projects:

Facility Repair/Life Cycle: \$2,000,460

Harford Metro Area Network: \$2,700,000

Major Renovation/Construction County Facilities: \$1,722,737

Public Safety Projects:

Mobile/Portable Radio System: \$5,000,000

Riverside Fire/EMS Station: \$4,000,000

Whiteford VFC New Station: \$1,000,000

Harford Community College Projects:

Chesapeake Welcome Center: \$325,000

Board of Education Projects:

Aberdeen MS HVAC Systemic Renovation: \$6,407,475

Blueprint Facility Program: \$1,000,000

C. Milton Wright HS Limited Renovation: \$1,265,672

Educational Facility Program: \$400,000

Harford Tech HS Limited Renovation: \$6,625,000

Homestead/Wakefield ES Major Project: \$23,125,000

Prospect Mill ES Roof: \$1,371,314

Solid Waste Projects:

Residential Yard Trim Acceptance Facility: \$273,014

Solid Waste Facilities Repair Program: \$500,000

Parks & Recreation Projects:

Athletic Field Improvements: \$2,500,000

Equestrian Center Improvements: \$500,000

Joppatowne Community Center: \$1,000,000

Oakington Peninsula System: \$2,000,000

Trails & Linear Parks: \$500,000



DEBT SERVICE

Highways Fund: 661250 Principal, 662250 Interest

ORIGIN & PURPOSE:

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.

Highways Fund by Type

Debt Service Highways Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
Principal Payment				
(6101) County Bond	\$1,352,642	\$1,625,686	\$1,790,874	\$1,957,956
PRINCIPAL PAYMENT TOTAL	\$1,352,642	\$1,625,686	\$1,790,874	\$1,957,956
Interest Payments				
(6201) County Bond	\$789,126	\$959,697	\$1,055,565	\$1,134,469
INTEREST PAYMENTS TOTAL	\$789,126	\$959,697	\$1,055,565	\$1,134,469
TOTAL	\$2,141,768	\$2,585,383	\$2,846,439	\$3,092,425

FY 25 Proposed Capital Projects

Bridge Projects:

Abingdon Road Bridge #169: \$2,300,000
 Boggs Road Bridge #66: \$1,300,000
 Bridge & Culvert Rehabilitation: \$1,750,000
 Fawn Grove Road Bridge #132: \$500,000
 Glenville Road Bridge #30: \$80,000
 Grier Nursery Road Bridge #43: \$40,000
 Hookers Mill Road Bridge #13: \$100,000
 Moores Road Bridge #78: \$80,000
 St. Clair Bridge Road Bridge #100: \$80,000

Roadways Projects:

Bel Air S. Parkway at Blue Spruce Rd: \$100,000
 Grafton Shop at Rt. 23 Intersection: \$150,000
 Intersection Improvements: \$400,000
 Joppa Farm Road: \$500,000
 Tollgate Road/Vale Road Corridor: \$200,000
 US Route 40 Shared US Trail: \$100,000
 Woodley Rd Extension to MD 715: \$4,000,000

Miscellaneous Projects:

Abingdon Highways Facility Salt Dome: \$600,000
 Land Acquisition for Highways Projects: \$100,000



DEBT SERVICE

Ag Preservation County: 661270 Principal, 662270 Interest

ORIGIN & PURPOSE:

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.

Ag Preservation by Type

Debt Service Ag Pres County by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
Principal Payment				
(6113) Agricultural Preservation	\$610,447	\$4,428,880	\$1,850,000	\$966,643
PRINCIPAL PAYMENT TOTAL	\$610,447	\$4,428,880	\$1,850,000	\$966,643
Interest Payments				
(6213) Agricultural Preservation	\$1,076,730	\$1,119,400	\$1,050,000	\$883,279
INTEREST PAYMENTS TOTAL	\$1,076,730	\$1,119,400	\$1,050,000	\$883,279
TOTAL	\$1,687,177	\$5,548,280	\$2,900,000	\$1,849,922



DEBT SERVICE

Watershed Management Fund: 661290 Principal, 662290 Interest

ORIGIN & PURPOSE:

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.

Watershed Management Fund by Type

Debt Service Watershed Management by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
Principal Payment				
(6101) County Bond	\$813,268	\$932,774	\$1,138,590	\$1,309,514
PRINCIPAL PAYMENT TOTAL	\$813,268	\$932,774	\$1,138,590	\$1,309,514
Interest Payments				
(6201) County Bond	\$543,065	\$590,867	\$783,159	\$881,516
INTEREST PAYMENTS TOTAL	\$543,065	\$590,867	\$783,159	\$881,516
TOTAL	\$1,356,333	\$1,523,640	\$1,921,749	\$2,191,030

FY 25 Proposed Capital Projects

Watershed Management Projects:

Bynum Run Watershed Restoration Improvements: \$3,100,000

County Owned Watershed Restoration Improvements: \$5,200,000

Riverside Area Watershed Restoration: \$400,000



DEBT SERVICE

Tax Increment Financing: 661310 Principle, 662310 Interest

ORIGIN & PURPOSE:

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.

Tax Increment Financing by Type

Debt Service TIF by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
Principal Payment				
(6101) County Bond	\$310,000	\$405,000	\$0	\$0
PRINCIPAL PAYMENT TOTAL	\$310,000	\$405,000	\$0	\$0
Interest Payments				
(6201) County Bond	\$411,727	\$432,075	\$835,000	\$830,800
INTEREST PAYMENTS TOTAL	\$411,727	\$432,075	\$835,000	\$830,800
TOTAL	\$721,727	\$837,075	\$835,000	\$830,800



DEBT SERVICE

Water & Sewer Debt Service: 661530 Principal, 662530 Interest

ORIGIN & PURPOSE:

The official statement dated January 23, 2024 consists of Harford County General Obligation Bonds in the amount of \$75,545,000. This includes \$40,000,000 in Consolidated Public Improvement Bonds Series 2024A and \$35,545,000 in Refunding Bonds Series 2024B. 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. 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.

Water & Sewer Debt Service by Type

Debt Service W&S Debt Service by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
Principal Payment				
(6106) Water and Sewer Bond	\$8,518,835	\$8,454,727	\$8,431,766	\$8,400,632
PRINCIPAL PAYMENT TOTAL	\$8,518,835	\$8,454,727	\$8,431,766	\$8,400,632
Interest Payments				
(6206) Water and Sewer Bond	\$3,679,517	\$3,456,110	\$3,156,872	\$2,798,868
INTEREST PAYMENTS TOTAL	\$3,679,517	\$3,456,110	\$3,156,872	\$2,798,868
TOTAL	\$12,198,352	\$11,910,838	\$11,588,638	\$11,199,500

FY 25 Proposed Capital Projects:

Water Projects:

Abingdon WTP pH Control System: \$1,200,000
Joppatowne Facility Improvements: \$1,100,000

Sewer Projects:

Bush Creek Pumping Station: \$11,000,000
Renewal & Replacement Sewer Infrastructure: \$1,000,000
Sod Run Facility Improvements: \$1,400,000
Sod Run WWTP Ultraviolet Disinfection Project: \$350,000



DEBT SERVICE

Service Costs:

General (664110); 664250 (Highways); 664270 (Ag Preservation County); 664290 (Watershed Management); 664310 (Tax Increment Financing); 664530 (Water & Sewer Debt Service)

ORIGIN & PURPOSE:

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.

General Fund

Debt Service - Service Costs General Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES				
Professional Services				
(2602) Legal Services - Contractual	\$18,398	\$12,028	\$30,000	\$30,000
(2699) Other Professional Services	\$0	\$0	\$10,000	\$10,000
PROFESSIONAL SERVICES TOTAL	\$18,398	\$12,028	\$40,000	\$40,000
CONTRACTUAL SERVICES TOTAL	\$18,398	\$12,028	\$40,000	\$40,000
DEBT SERVICE				
Other Expenses				
(6303) Costs of Issuance	\$304,628	\$243,983	\$600,000	\$600,000
OTHER EXPENSES TOTAL	\$304,628	\$243,983	\$600,000	\$600,000
DEBT SERVICE TOTAL	\$304,628	\$243,983	\$600,000	\$600,000
TOTAL	\$323,026	\$256,011	\$640,000	\$640,000

Highways Fund

Debt Service - Service Costs Highways

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES				
Professional Services				
(2699) Other Professional Services	\$0	\$0	\$2,000	\$2,000
PROFESSIONAL SERVICES TOTAL	\$0	\$0	\$2,000	\$2,000
CONTRACTUAL SERVICES TOTAL	\$0	\$0	\$2,000	\$2,000
DEBT SERVICE				
Other Expenses				
(6303) Costs of Issuance	\$23,793	\$19,349	\$28,000	\$28,000
OTHER EXPENSES TOTAL	\$23,793	\$19,349	\$28,000	\$28,000
DEBT SERVICE TOTAL	\$23,793	\$19,349	\$28,000	\$28,000
TOTAL	\$23,793	\$19,349	\$30,000	\$30,000

Ag Preservation County

Debt Service - Service Costs Ag Pres County

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES				
Professional Services				
(2602) Legal Services - Contractual	\$27,256	\$0	\$0	\$0
PROFESSIONAL SERVICES TOTAL	\$27,256	\$0	\$0	\$0
CONTRACTUAL SERVICES TOTAL	\$27,256	\$0	\$0	\$0
DEBT SERVICE				
Other Expenses				
(6303) Costs of Issuance	\$262,551	\$139,165	\$200,000	\$200,000
OTHER EXPENSES TOTAL	\$262,551	\$139,165	\$200,000	\$200,000
DEBT SERVICE TOTAL	\$262,551	\$139,165	\$200,000	\$200,000
TOTAL	\$289,807	\$139,165	\$200,000	\$200,000

Watershed Management

Debt Service - Service Costs Watershed Management

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
DEBT SERVICE				
Other Expenses				
Costs of Issuance	\$9,309	\$23,667	\$30,000	\$30,000
OTHER EXPENSES TOTAL	\$9,309	\$23,667	\$30,000	\$30,000
DEBT SERVICE TOTAL	\$9,309	\$23,667	\$30,000	\$30,000
TOTAL	\$9,309	\$23,667	\$30,000	\$30,000

Tax Increment Financing

Debt Service - Service Costs TIF by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
DEBT SERVICE				
Other Expenses				
Costs of Issuance	\$17,095	\$30,100	\$30,000	\$69,200
OTHER EXPENSES TOTAL	\$17,095	\$30,100	\$30,000	\$69,200
DEBT SERVICE TOTAL	\$17,095	\$30,100	\$30,000	\$69,200
TOTAL	\$17,095	\$30,100	\$30,000	\$69,200

Water & Sewer Debt Service

Debt Service - Service Costs W&S Debt Service by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES				
Professional Services				
Legal Services - Contractual	\$0	\$0	\$6,000	\$6,000
Management Services	\$0	\$0	\$60,000	\$60,000
Other Professional Services	\$0	\$0	\$4,000	\$4,000
PROFESSIONAL SERVICES TOTAL	\$0	\$0	\$70,000	\$70,000
CONTRACTUAL SERVICES TOTAL	\$0	\$0	\$70,000	\$70,000
DEBT SERVICE				
Other Expenses				
Costs of Issuance	\$32,052	\$10,177	\$330,000	\$330,000
OTHER EXPENSES TOTAL	\$32,052	\$10,177	\$330,000	\$330,000
DEBT SERVICE TOTAL	\$32,052	\$10,177	\$330,000	\$330,000
MISCELLANEOUS				
Contingency Account				
Other Contingencies	\$0	\$0	\$596,362	\$2,282,000
CONTINGENCY ACCOUNT TOTAL	\$0	\$0	\$596,362	\$2,282,000
MISCELLANEOUS TOTAL	\$0	\$0	\$596,362	\$2,282,000
TOTAL	\$32,052	\$10,177	\$996,362	\$2,682,000



DEBT SERVICE

ALL FUND SUMMARY

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.

DEPARTMENT SUMMARY BY CHARACTER

Debt Service ALL FUNDS by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$45,654	\$12,028	\$112,000	\$112,000
DEBT SERVICE	\$96,858,162	\$83,595,430	\$85,878,616	\$86,671,762
MISCELLANEOUS	\$0	\$0	\$596,362	\$2,282,000
TOTAL	\$96,903,816	\$83,607,458	\$86,586,978	\$89,065,762

DEPARTMENT SUMMARY BY FUND

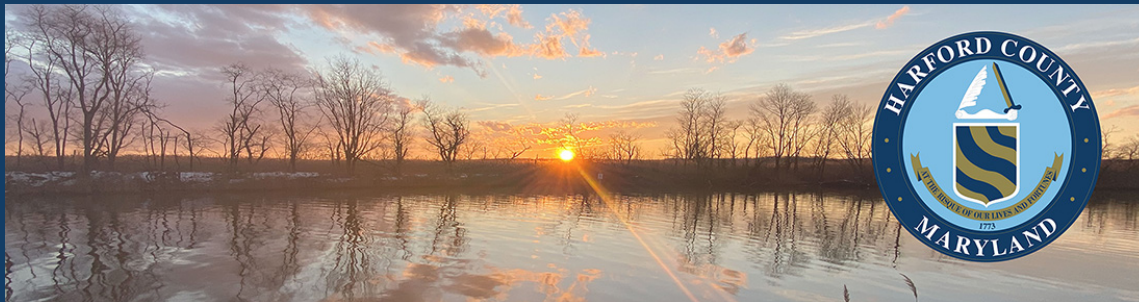
Debt Service ALL FUNDS by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$78,426,403	\$60,979,784	\$65,208,790	\$66,890,885
GENERAL FUND TOTAL	\$78,426,403	\$60,979,784	\$65,208,790	\$66,890,885
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$2,165,561	\$2,604,732	\$2,876,439	\$3,122,425
(027) AG PRESERVATION-COUNTY	\$1,976,984	\$5,687,444	\$3,100,000	\$2,049,922
(029) WATERSHED MANAGEMENT FUND	\$1,365,642	\$1,547,307	\$1,951,749	\$2,221,030
SPECIAL REVENUE TOTAL	\$5,508,187	\$9,839,484	\$7,928,188	\$7,393,377
DEBT SERVICE				
(031) BEECHTREE DEBT SERVICE	\$738,822	\$867,175	\$865,000	\$900,000
DEBT SERVICE TOTAL	\$738,822	\$867,175	\$865,000	\$900,000
ENTERPRISE FUND				
(053) WATER & SEWER DEBT SERVICE	\$12,230,404	\$11,921,015	\$12,585,000	\$13,881,500
ENTERPRISE FUND TOTAL	\$12,230,404	\$11,921,015	\$12,585,000	\$13,881,500
TOTAL	\$96,903,816	\$83,607,458	\$86,586,978	\$89,065,762

DEPARTMENT SUMMARY BY DIVISION

Debt Service ALL FUNDS by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
DEBT SERVICE				
(661110) PRINCIPAL GENERAL FUND	\$40,795,390	\$43,472,029	\$46,623,770	\$48,631,898
(661250) PRINCIPAL HIGHWAYS FUND	\$1,352,642	\$1,625,686	\$1,790,874	\$1,957,956
(661270) PRINCIPAL-AG PRESERV COUNTY FUND	\$610,447	\$4,428,880	\$1,850,000	\$966,643
(661290) PRINCIPAL-STORMWATER MANAGEMENT FUND	\$813,268	\$932,774	\$1,138,590	\$1,309,514
(661310) PRINCIPAL TAX INCREMENT FINANCING FUND	\$310,000	\$405,000	\$415,000	\$400,800
(661530) PRINCIPAL W&S DEBT SERVICE FUND	\$8,518,835	\$8,454,727	\$8,431,766	\$8,400,632
(662110) INTEREST GENERAL FUND	\$16,097,907	\$17,251,745	\$17,945,020	\$17,618,987
(662250) INTEREST HIGHWAYS FUND	\$789,126	\$959,697	\$1,055,565	\$1,134,469
(662270) INTEREST AG PRESERVATION-COUNTY FUND	\$1,076,730	\$1,119,400	\$1,050,000	\$883,279
(662290) INTEREST STORMWATER MANAGEMENT FUND	\$543,065	\$590,867	\$783,159	\$881,516
(662310) INTEREST TAX INCREMENT FINANCING FUND	\$411,727	\$432,075	\$420,000	\$430,000
(662530) INTEREST W&S DEBT SERVICE FUND	\$3,679,517	\$3,456,110	\$3,156,872	\$2,798,868
(664110) SERVICE COSTS GENERAL FUND	\$323,026	\$256,011	\$640,000	\$640,000
(664250) SERVICE COSTS HIGHWAYS FUND	\$23,793	\$19,349	\$30,000	\$30,000
(664270) SERVICE COSTS AG PRESERVATION COUNTY FUND	\$289,807	\$139,165	\$200,000	\$200,000
(664290) SERVICE COSTS STORMWATER MANAGEMENT FUND	\$9,309	\$23,667	\$30,000	\$30,000
(664310) SERVICE COSTS TAX INCREMENT FINANCING FUND	\$17,095	\$30,100	\$30,000	\$69,200
(664530) SERVICE COSTS W&S DEBT SERVICE FUND	\$32,052	\$10,177	\$996,362	\$2,682,000
(667110) CURRENT/ADVANCE REFUNDING	\$21,210,079	\$0	\$0	\$0
DEBT SERVICE TOTAL	\$96,903,816	\$83,607,458	\$86,586,978	\$89,065,762
TOTAL	\$96,903,816	\$83,607,458	\$86,586,978	\$89,065,762



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 Risk Management. 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, Maryland is an approved self-insurer with the State of Maryland Workers' Compensation guaranteeing its payments of workers' compensation benefits in the State of Maryland and maintaining excess of insurance covering catastrophic losses.

General and Automobile Liability:

Harford County, Maryland is self-insured for liability exposures and is subject to the Local Government Tort Claims Act, which limits our liability exposure. The County maintains a Self-Insurance Fund, based on actuarial recommendations, for the purposes of paying liability claims. Since 1991 the County has maintained excess liability coverage catastrophic liability claims.

Property Damage:

Harford County, Maryland has property insurance coverage with varying deductibles on real property and physical damage to County owned vehicles.

All Fund Summary

Insurance ALL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES	\$1,206,687	\$1,546,730	\$1,884,077	\$1,904,849
TOTAL	\$1,206,687	\$1,546,730	\$1,884,077	\$1,904,849

All Fund Summary

Insurance ALL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$595,579	\$779,184	\$899,968	\$912,456
GENERAL FUND TOTAL	\$595,579	\$779,184	\$899,968	\$912,456
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$302,525	\$399,047	\$527,982	\$533,746
SPECIAL REVENUE TOTAL	\$302,525	\$399,047	\$527,982	\$533,746
ENTERPRISE FUND				
(051) WATER & SEWER OPERATING	\$308,583	\$368,499	\$456,127	\$458,647
ENTERPRISE FUND TOTAL	\$308,583	\$368,499	\$456,127	\$458,647
TOTAL	\$1,206,687	\$1,546,730	\$1,884,077	\$1,904,849

DEPARTMENT SUMMARY BY DIVISION

Insurance ALL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
INSURANCE				
(671110) GENERAL FUND INSURANCE	\$595,579	\$779,184	\$899,968	\$912,456
(671250) HIGHWAYS INSURANCE	\$302,525	\$399,047	\$527,982	\$533,746
(671510) WATER & SEWER INSURANCE	\$308,583	\$368,499	\$456,127	\$458,647
INSURANCE TOTAL	\$1,206,687	\$1,546,730	\$1,884,077	\$1,904,849
TOTAL	\$1,206,687	\$1,546,730	\$1,884,077	\$1,904,849

General Fund Insurance

Insurance General Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES				
Insurance and Benefits				
Other Insurance	\$595,579	\$779,184	\$899,968	\$912,456
INSURANCE AND BENEFITS TOTAL	\$595,579	\$779,184	\$899,968	\$912,456
CONTRACTUAL SERVICES TOTAL	\$595,579	\$779,184	\$899,968	\$912,456
TOTAL	\$595,579	\$779,184	\$899,968	\$912,456

Highways Fund Insurance

Insurance Highways Fund by Type

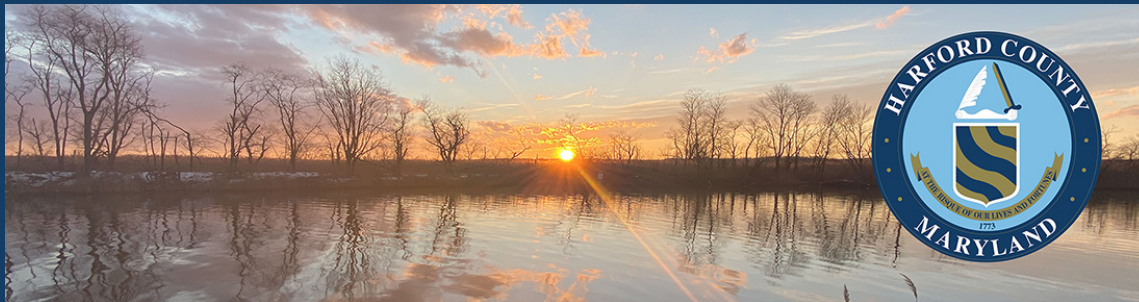
	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES				
Insurance and Benefits				
Other Insurance	\$302,525	\$399,047	\$527,982	\$533,746
INSURANCE AND BENEFITS TOTAL	\$302,525	\$399,047	\$527,982	\$533,746
CONTRACTUAL SERVICES TOTAL	\$302,525	\$399,047	\$527,982	\$533,746
TOTAL	\$302,525	\$399,047	\$527,982	\$533,746

Water & Sewer Operating Fund Insurance

Insurance W&S Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
CONTRACTUAL SERVICES				
Insurance and Benefits				
Other Insurance	\$308,583	\$368,499	\$456,127	\$458,647
INSURANCE AND BENEFITS TOTAL	\$308,583	\$368,499	\$456,127	\$458,647
CONTRACTUAL SERVICES TOTAL	\$308,583	\$368,499	\$456,127	\$458,647
TOTAL	\$308,583	\$368,499	\$456,127	\$458,647

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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:

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.

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 All Fund Summary

Benefits ALL FUND by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES	\$1,888,021	\$2,786,956	\$14,000	\$14,000
CONTRACTUAL SERVICES	\$10,133,377	\$510,665	\$3,949,761	\$3,723,000
TOTAL	\$12,021,398	\$3,297,620	\$3,963,761	\$3,737,000

Benefits ALL FUND by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$10,278,743	\$3,196,167	\$3,248,140	\$3,166,850
GENERAL FUND TOTAL	\$10,278,743	\$3,196,167	\$3,248,140	\$3,166,850
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$888,858	\$53,196	\$359,544	\$301,980
SPECIAL REVENUE TOTAL	\$888,858	\$53,196	\$359,544	\$301,980
ENTERPRISE FUND				
(051) WATER & SEWER OPERATING	\$853,797	\$48,257	\$356,077	\$268,170
ENTERPRISE FUND TOTAL	\$853,797	\$48,257	\$356,077	\$268,170
TOTAL	\$12,021,398	\$3,297,620	\$3,963,761	\$3,737,000

Benefits ALL FUND by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
BENEFITS				
(681110) GENERAL FUND BENEFITS	\$10,278,743	\$3,196,167	\$3,248,140	\$3,166,850
(681250) HIGHWAYS FUND BENEFITS	\$888,858	\$53,196	\$359,544	\$301,980
(681510) WATER & SEWER FUND BENEFITS	\$853,797	\$48,257	\$356,077	\$268,170
BENEFITS TOTAL	\$12,021,398	\$3,297,620	\$3,963,761	\$3,737,000
TOTAL	\$12,021,398	\$3,297,620	\$3,963,761	\$3,737,000

Benefits General Fund

Benefits General Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES				
Retirement				
(1203) Firemen's Pension	\$1,877,503	\$2,777,628	\$0	\$0
(1299) Other	\$0	\$0	\$10,500	\$10,500
RETIREMENT TOTAL	\$1,877,503	\$2,777,628	\$10,500	\$10,500
Insurance				
(1399) Other Health Insurance	\$8,355	\$7,417	\$0	\$0
INSURANCE TOTAL	\$8,355	\$7,417	\$0	\$0
SALARIES AND WAGES TOTAL	\$1,885,858	\$2,785,045	\$10,500	\$10,500
CONTRACTUAL SERVICES				
Insurance and Benefits				
(2505) Unemployment Insurance	\$25,361	\$28,884	\$50,000	\$50,000
(2507) Death Benefits	\$17,364	\$0	\$20,000	\$20,000
(2514) Retiree's Insurance	\$8,350,160	\$382,239	\$3,167,640	\$3,086,350
INSURANCE AND BENEFITS TOTAL	\$8,392,885	\$411,123	\$3,237,640	\$3,156,350
CONTRACTUAL SERVICES TOTAL	\$8,392,885	\$411,123	\$3,237,640	\$3,156,350
TOTAL	\$10,278,743	\$3,196,167	\$3,248,140	\$3,166,850

Benefits Highways

Benefits Highways Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES				
Insurance				
(1399) Other Health Insurance	\$1,058	\$931	\$1,500	\$1,500
INSURANCE TOTAL	\$1,058	\$931	\$1,500	\$1,500
SALARIES AND WAGES TOTAL	\$1,058	\$931	\$1,500	\$1,500
CONTRACTUAL SERVICES				
Insurance and Benefits				
(2505) Unemployment Insurance	\$1,799	\$674	\$5,000	\$5,000
(2507) Death Benefits	\$4,438	\$5,227	\$5,000	\$5,000
(2514) Retiree's Insurance	\$881,563	\$46,364	\$348,044	\$290,480
INSURANCE AND BENEFITS TOTAL	\$887,800	\$52,265	\$358,044	\$300,480
CONTRACTUAL SERVICES TOTAL	\$887,800	\$52,265	\$358,044	\$300,480
TOTAL	\$888,858	\$53,196	\$359,544	\$301,980

Benefits Water & Sewer

Benefits W&S Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
SALARIES AND WAGES				
Insurance				
(1399) Other Health Insurance	\$1,105	\$980	\$2,000	\$2,000
INSURANCE TOTAL	\$1,105	\$980	\$2,000	\$2,000
SALARIES AND WAGES TOTAL	\$1,105	\$980	\$2,000	\$2,000
CONTRACTUAL SERVICES				
Insurance and Benefits				
(2505) Unemployment Insurance	\$5,156	\$6,880	\$7,000	\$7,000
(2507) Death Benefits	\$4,259	\$0	\$5,000	\$5,000
(2514) Retiree's Insurance	\$843,277	\$40,397	\$342,077	\$254,170
INSURANCE AND BENEFITS TOTAL	\$852,692	\$47,277	\$354,077	\$266,170
CONTRACTUAL SERVICES TOTAL	\$852,692	\$47,277	\$354,077	\$266,170
TOTAL	\$853,797	\$48,257	\$356,077	\$268,170



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 25 are allocated to the following budgets: General Fund, Highways Fund, Parks and Recreation Special Revenue, Watershed Management and Water and Sewer.

Paygo All Fund Summary

Paygo ALL FUNDS by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$24,693,179	\$43,991,000	\$54,013,000	\$37,644,000
TOTAL	\$24,693,179	\$43,991,000	\$54,013,000	\$37,644,000

Paygo All Funds by Fund

Paygo ALL FUNDS by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$8,172,000	\$28,260,000	\$29,092,000	\$14,152,000
GENERAL FUND TOTAL	\$8,172,000	\$28,260,000	\$29,092,000	\$14,152,000
SPECIAL REVENUE				
(025) HIGHWAYS FUND	\$10,021,179	\$10,601,000	\$13,935,000	\$14,284,000
(026) PARKS AND RECREATION	\$0	\$0	\$50,000	\$200,000
(029) WATERSHED MANAGEMENT FUND	\$850,000	\$850,000	\$1,250,000	\$1,500,000
SPECIAL REVENUE TOTAL	\$10,871,179	\$11,451,000	\$15,235,000	\$15,984,000
ENTERPRISE FUND				
(051) WATER & SEWER OPERATING	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000
ENTERPRISE FUND TOTAL	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000
TOTAL	\$24,693,179	\$43,991,000	\$54,013,000	\$37,644,000

Paygo All Funds by Division

Paygo ALL FUNDS by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(705110) PAYGO GENERAL FUND	\$8,172,000	\$28,260,000	\$29,092,000	\$14,152,000
(705250) PAYGO HIGHWAYS FUND	\$10,021,179	\$10,601,000	\$13,935,000	\$14,284,000
(705260) PAYGO PARKS & RECREATION SPECIAL REVENUE FUND	\$0	\$0	\$50,000	\$200,000
(705290) PAYGO WATERSHED MANAGEMENT FUND	\$850,000	\$850,000	\$1,250,000	\$1,500,000
(705510) PAYGO WATER & SEWER FUND	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000
TOTAL	\$24,693,179	\$43,991,000	\$54,013,000	\$37,644,000



Paygo

705110: Paygo General Fund

Paygo General Fund: \$14,152,000

Paygo General Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Paygo Capital Improvements				
(7601) Capital Improvements-Paygo	\$8,172,000	\$28,260,000	\$14,092,000	\$14,152,000
PAYGO CAPITAL IMPROVEMENTS TOTAL	\$8,172,000	\$28,260,000	\$14,092,000	\$14,152,000
Other Miscellaneous				
(7799) Other	\$0	\$0	\$15,000,000	\$0
OTHER MISCELLANEOUS TOTAL	\$0	\$0	\$15,000,000	\$0
MISCELLANEOUS TOTAL	\$8,172,000	\$28,260,000	\$29,092,000	\$14,152,000
TOTAL	\$8,172,000	\$28,260,000	\$29,092,000	\$14,152,000

FY 25 General Fund Paygo provides for the following capital projects:

General Projects:

Broadband Infrastructure: \$1,000,000
 County Stormwater Rehab & Repair: \$450,000
 Demolition of Abandoned Buildings: \$42,000
 Efficiency Capital Projects: \$50,000
 Health Department Facility: \$100,000
 Maintenance Facility Study: \$50,000
 Maintenance/Repair of Dams: \$250,000
 Maintenance/Repair of Stormwater Facilities: \$200,000
 Refresh Program: \$500,000
 Safeguarding Business Operations: \$2,500,000
 Southern County Taskforce: \$100,000
Board of Education Projects:
 Athletic & Rec Repairs & Improvements: \$500,000
 Fleet Replacement: \$1,545,000
 Life, Health, Safety & Compliance Measures: \$771,000
 Technology Infrastructure: \$910,000

Public Safety Projects:

Ambulance/Other Emergency Fleet: \$600,000
 HCSO Body Worn Camera Program: \$801,000
 HCSO Fleet Replacement: \$1,530,000
 HCSO In-Car Camera Systems: \$550,000
 HCSO Mobile Data Terminal Replacement: \$203,000
 Public Safety Communication in School Bldgs: \$100,000
 Public Safety Equipment: \$600,000
 VFC Facility Repair: \$550,000

Library Projects:

HCPL Technology: \$200,000

Solid Waste

Environmental Studies & Projects: \$50,000



Paygo

705250: Paygo Highways Fund

Paygo Highways Fund: \$14,284,000

Paygo Highways Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Paygo Capital Improvements				
(7601) Capital Improvements-Paygo	\$10,021,179	\$10,601,000	\$13,935,000	\$14,284,000
PAYGO CAPITAL IMPROVEMENTS TOTAL	\$10,021,179	\$10,601,000	\$13,935,000	\$14,284,000
MISCELLANEOUS TOTAL	\$10,021,179	\$10,601,000	\$13,935,000	\$14,284,000
TOTAL	\$10,021,179	\$10,601,000	\$13,935,000	\$14,284,000

FY 25 Highways Fund Paygo provides for the following capital projects:

Bridges:

Bridge & Road Scour Repairs: \$250,000
 Bridge Inspection Under 20' Spans: \$375,000
 Structural Evaluation: \$50,000

Roads:

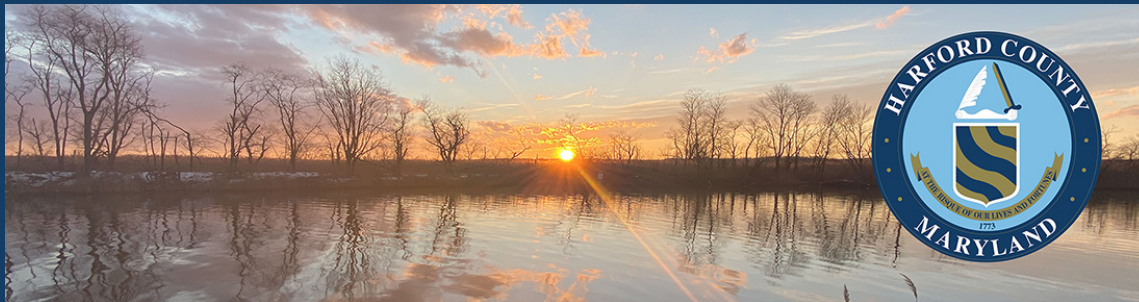
Curb, Sidewalks, & Handicap Ramp Services: \$500,000
 Drainage Improvements: \$150,000
 Guardrails: \$150,000
 New Roads & Stormdrains: \$50,000
 Stormdrain Rehabilitation: \$350,000
 Streetlights: \$150,000
 Traffic Calming, Bike & Road Safety Improvements: \$150,000
 Traffic Signals: \$135,000

Resurfacing:

Resurfacing Roadways: \$9,525,000

Miscellaneous:

Efficiency Capital Projects: \$50,000
 Fleet Replacement: \$1,600,000
 Harford County Metro Area Network (HMAN): \$20,000
 Refresh Program: \$350,000
 Safeguarding Business Operations: \$429,000



Paygo

705260: Paygo Parks & Recreation Special Revenue Fund

Paygo Parks & Recreation Special Revenue Fund: \$200,000

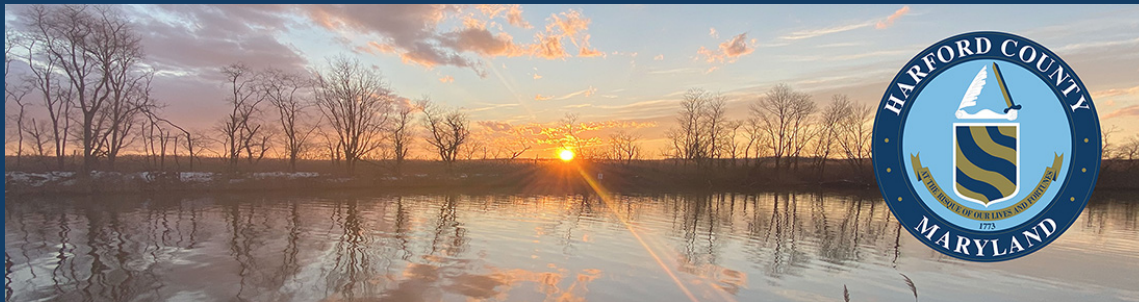
Paygo P&R SRF by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Paygo Capital Improvements				
(7601) Capital Improvements-Paygo	\$0	\$0	\$50,000	\$200,000
PAYGO CAPITAL IMPROVEMENTS TOTAL	\$0	\$0	\$50,000	\$200,000
MISCELLANEOUS TOTAL	\$0	\$0	\$50,000	\$200,000
TOTAL	\$0	\$0	\$50,000	\$200,000

FY 25 Parks & Recreation Special Revenue Fund Paygo provides for the following capital projects:

Emmorton Rec & Tennis Center Improvements: \$150,000

Swan Harbor Farm Improvements: \$50,000



Paygo

705290: Paygo Watershed Management Fund

Paygo Watershed Management Fund: \$1,500,000

Paygo Watershed Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Paygo Capital Improvements				
(7601) Capital Improvements-Paygo	\$850,000	\$850,000	\$1,250,000	\$1,500,000
PAYGO CAPITAL IMPROVEMENTS TOTAL	\$850,000	\$850,000	\$1,250,000	\$1,500,000
MISCELLANEOUS TOTAL	\$850,000	\$850,000	\$1,250,000	\$1,500,000
TOTAL	\$850,000	\$850,000	\$1,250,000	\$1,500,000

FY 25 Watershed Management Fund Paygo provides for the following capital projects:

Conservation Easements: \$200,000
 Septic System Disconnection 23: \$250,000
 Stormwater Pollution Prevention: \$500,000
 Watershed Restoration Maintenance: \$550,000



Paygo

705510: Paygo Water & Sewer Fund

Paygo Water & Sewer Fund: \$7,508,000

Paygo W&S Fund by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Paygo Capital Improvements				
(7601) Capital Improvements-Paygo	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000
PAYGO CAPITAL IMPROVEMENTS TOTAL	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000
MISCELLANEOUS TOTAL	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000
TOTAL	\$5,650,000	\$4,280,000	\$9,686,000	\$7,508,000

FY 25 Water & Sewer Fund Paygo provides for the following capital projects:

Water Projects:

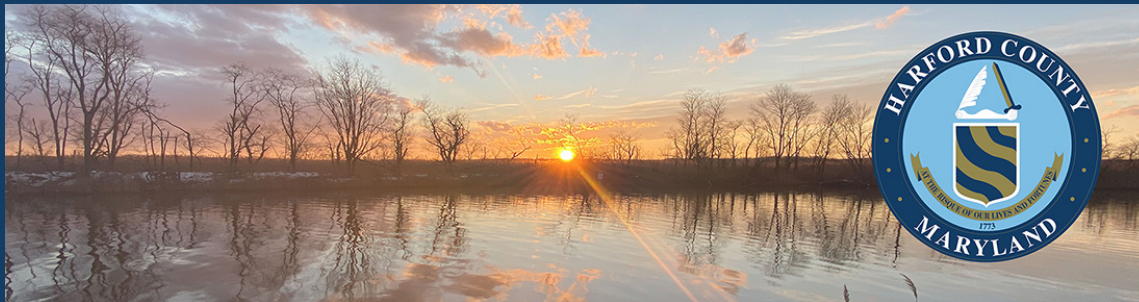
Abingdon WTP SwitchGear/Generator Upgrade: \$300,000
Perryman GAC Plant Improvements: \$250,000
Renewal/Replacement Water Infrastructure: \$400,000
Replacement Water Booster Station SCADA: \$700,000
W&S Infrastructure Improvements Projects: \$1,080,000
W&S Laboratory Improvements: \$400,000
Water Zone Improvements: \$390,000

Sewer Projects:

Delta WWTP Upgrades: \$275,000
Glenwood Sewer Petition: \$800,000
Infiltration & Inflow: \$700,000
Inventory Storage & Control Improvements: \$200,000
Plumtree Collector Sewer & Pumping Station: \$300,000
Renewal & Replacement Sewer Infrastructure: \$100,000

Miscellaneous Projects:

Efficiency Capital Projects: \$50,000
Fleet Replacement: \$500,000
Harford County Metro Area Network (HMAN): \$245,000
Refresh Program: \$350,000
Safeguarding Business Operations: \$468,000



Paygo

705110 Paygo General Fund - Site Acquisition

Paygo General Fund - Site Acquisition

Paygo Site Acquisition by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
Other Miscellaneous				
(7799) Other	\$0	\$0	\$15,000,000	\$0
OTHER MISCELLANEOUS TOTAL	\$0	\$0	\$15,000,000	\$0
TOTAL	\$0	\$0	\$15,000,000	\$0

Appropriations to Towns/State and 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. 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.

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.

All Fund Summary

Appropriation to Towns/State by Character

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS	\$6,895,556	\$8,348,435	\$13,218,225	\$13,863,159
TOTAL	\$6,895,556	\$8,348,435	\$13,218,225	\$13,863,159

DEPARTMENT SUMMARY BY FUND

Appropriations to Towns/State by Fund

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
GENERAL FUND				
(011) GENERAL FUND	\$6,895,556	\$8,348,435	\$13,218,225	\$13,863,159
GENERAL FUND TOTAL	\$6,895,556	\$8,348,435	\$13,218,225	\$13,863,159
TOTAL	\$6,895,556	\$8,348,435	\$13,218,225	\$13,863,159

DEPARTMENT SUMMARY BY DIVISION

Appropriations to Towns/State by Division

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
(706110) GRANT MATCH	\$1,213,086	\$2,495,457	\$6,939,606	\$7,265,392
(707110) APPROPRIATIONS TO TOWNS	\$3,775,127	\$3,720,144	\$3,921,619	\$4,240,767
(708110) APPROPRIATIONS TO OTHER GOVT. AGENCIES	\$957,343	\$957,834	\$1,170,000	\$1,170,000
(709110) HUMANE SOCIETY	\$950,000	\$1,175,000	\$1,187,000	\$1,187,000
TOTAL	\$6,895,556	\$8,348,435	\$13,218,225	\$13,863,159



Appropriation to Towns/State and Other Government Agencies

Appropriations to Towns

Appropriations to Towns only - by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Grants and Contributions				
(7101) Grants	\$3,754,439	\$3,699,456	\$3,900,931	\$4,220,079
(7102) Payments to Other Gov't Agencies	\$20,688	\$20,688	\$20,688	\$20,688
GRANTS AND CONTRIBUTIONS TOTAL	\$3,775,127	\$3,720,144	\$3,921,619	\$4,240,767
MISCELLANEOUS TOTAL	\$3,775,127	\$3,720,144	\$3,921,619	\$4,240,767
TOTAL	\$3,775,127	\$3,720,144	\$3,921,619	\$4,240,767

Differential for police services based on a legislated formula using the Assessable Basis Percentage numbers for the County and three municipalities:

- Aberdeen: \$1,315,032
- Bel Air: \$1,231,281
- Havre de Grace: \$1,673,766

Payments required by the Annotated Code of Maryland, Article 25, Section 220:

- Aberdeen: \$7,142
- Bel Air: \$8,458
- Havre de Grace: \$5,088

Appropriations to State

Appropriations to State only - by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Grants and Contributions				
(7102) Payments to Other Gov't Agencies	\$957,343	\$957,834	\$1,170,000	\$1,170,000
GRANTS AND CONTRIBUTIONS TOTAL	\$957,343	\$957,834	\$1,170,000	\$1,170,000
MISCELLANEOUS TOTAL	\$957,343	\$957,834	\$1,170,000	\$1,170,000
TOTAL	\$957,343	\$957,834	\$1,170,000	\$1,170,000

Appropriation to the Humane Society

Humane Society by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Approved Budget
MISCELLANEOUS				
Grants and Contributions				
(7102) Payments to Other Gov't Agencies	\$950,000	\$1,175,000	\$1,187,000	\$1,187,000
GRANTS AND CONTRIBUTIONS TOTAL	\$950,000	\$1,175,000	\$1,187,000	\$1,187,000
MISCELLANEOUS TOTAL	\$950,000	\$1,175,000	\$1,187,000	\$1,187,000
TOTAL	\$950,000	\$1,175,000	\$1,187,000	\$1,187,000



Appropriation to Towns/State and Other Government Agencies

Grant Match

Cost Center 706110

ORIGIN & PURPOSE:

Harford County, Maryland enters into appropriately executed agreements with Federal, State and private monies in grant form. These agreements sometimes require amatching contribution from Harford County as a condition to accepting the grant. These matching contributions are paid by the General Fund to the Grant fund.

Grant Match by Type

	FY 22 Audited	FY 23 Audited	FY 24 Approved Budget	FY 25 Proposed Budget
MISCELLANEOUS				
Grants and Contributions				
(7104) County Match/Transfers Out	\$1,213,086	\$2,495,457	\$6,939,606	\$7,265,392
GRANTS AND CONTRIBUTIONS TOTAL	\$1,213,086	\$2,495,457	\$6,939,606	\$7,265,392
MISCELLANEOUS TOTAL	\$1,213,086	\$2,495,457	\$6,939,606	\$7,265,392
TOTAL	\$1,213,086	\$2,495,457	\$6,939,606	\$7,265,392

Grant Match Breakdown by Department:

Planning & Zoning

Certified Local Government Project \$10,000

UPWP \$12,000

Housing & Community Services

LMB \$30,000

MACRO Performance Grant \$28,987

Home Investment Partnerships \$128,316

OOA - Older American Act Grants IIIA, IIIB, IIIC1, IIIE \$350,171

OOA - Senior Care \$77,500

OOA - SMP \$7,250

OOA - SHIP \$19,844

OOA - ARPA Grants - \$200,000

Tranist - Harford Transit Operating Grant \$3,860,104

Transit - SSTAP \$1,770,780

Transit - Capital Assistance \$100,000

Harford County Sheriff's Office

Community Mediation Re-entry Program \$12,000

Child Support Admin Match \$261,492 / Management Fee \$29,055

Department of Emergency Services

Emergency Planning Management Grant \$130,569

AED 50/50 Grant \$24,446

Hazardous Materials Emergency Planning Grant \$840

Judicial

CASA \$68,000

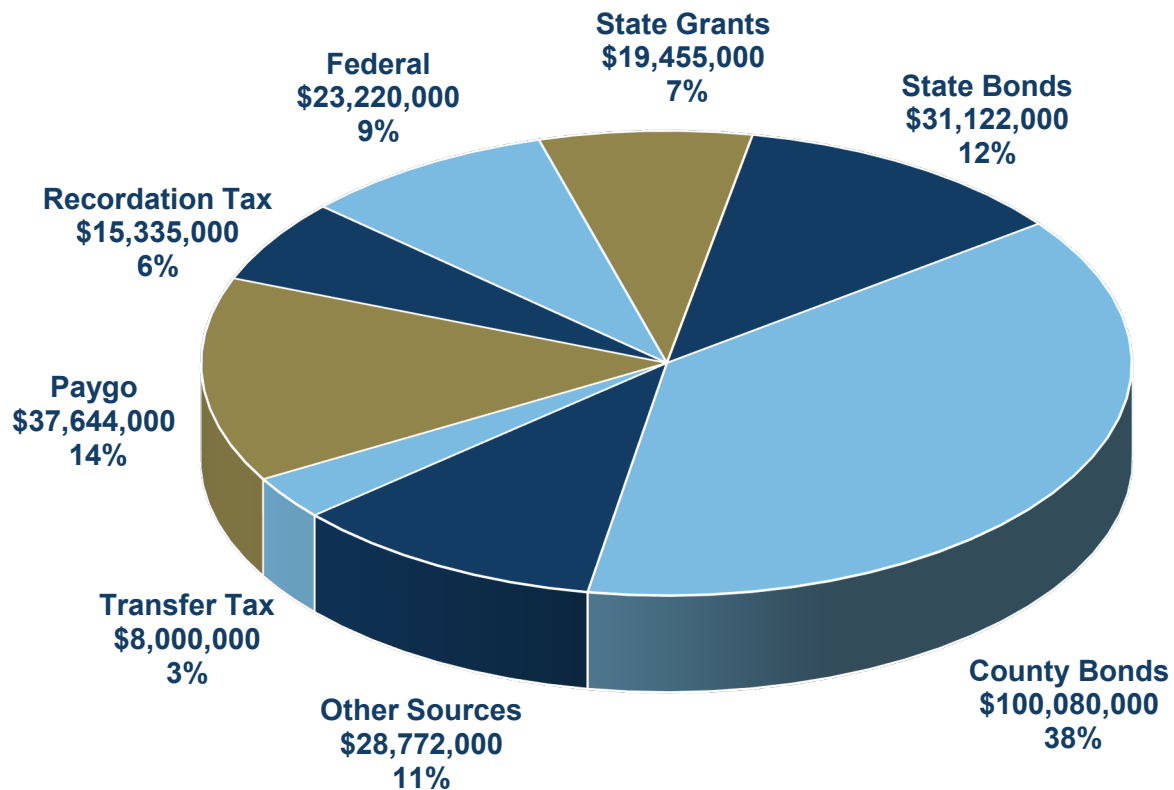
Parks & Recreation

Therapeutic Riding Summer Camp \$44,038

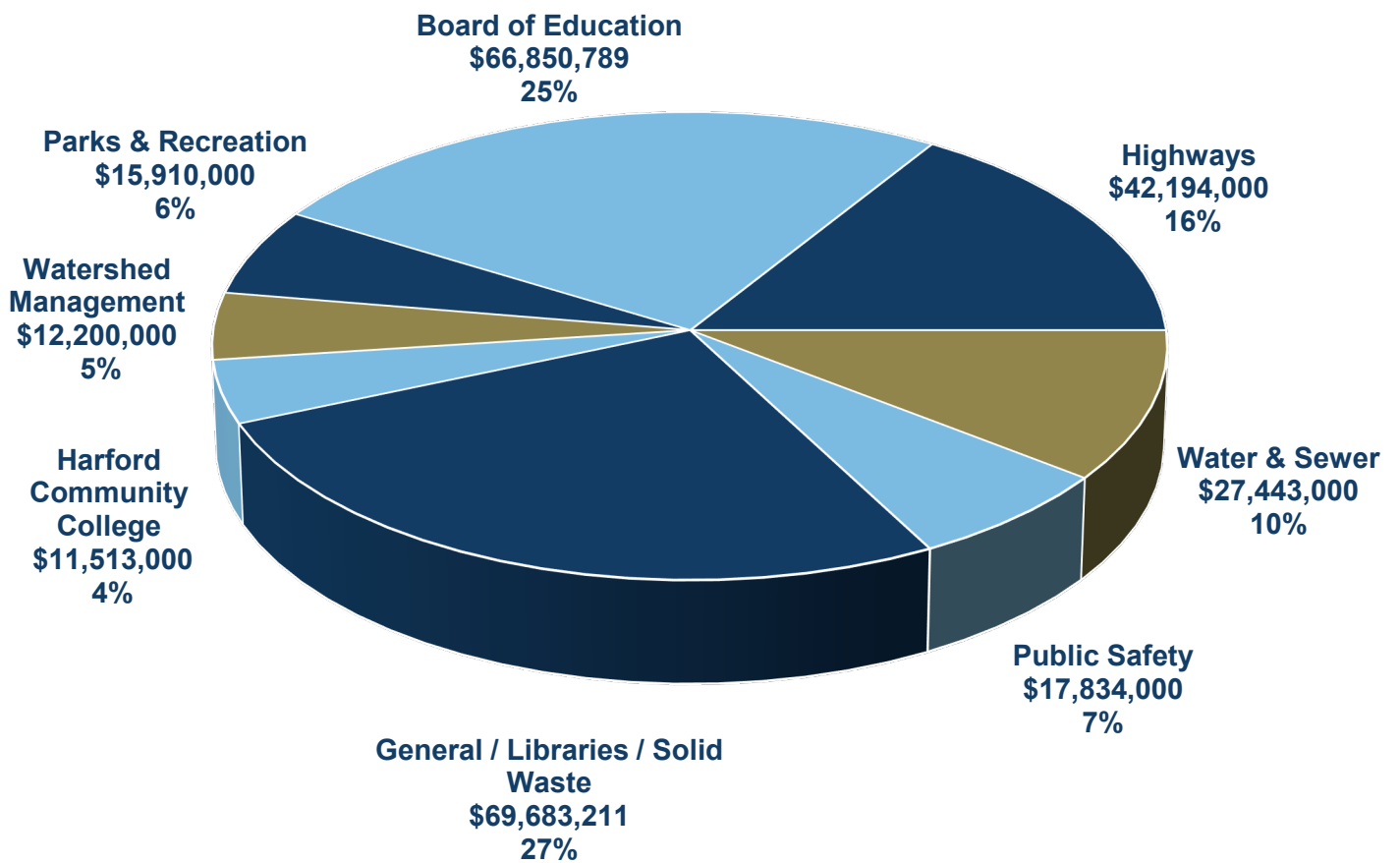
Treasury

Grant contingency \$100,000

**APPROVED CAPITAL BUDGET
REVENUES
FISCAL YEAR 2024 - 2025
TOTAL BUDGET \$263,628,000**



**APPROVED CAPITAL BUDGET
APPROPRIATIONS
FISCAL YEAR 2024 - 2025
TOTAL BUDGET \$263,628,000**



FY 25 APPROVED CAPITAL BUDGET

	Total	Prior Paygo	Paygo	Prior Bonds	County Bonds	Lease Finance	Reappro	Transfer Tax	Record. Tax	State	Federal	Other
GENERAL PROJECTS												
Board of Education Debt Service 25	18,670,000	0	0	0	0	0	0	8,000,000	10,670,000	0	0	0
Broadband Infrastructure	11,000,000	0	1,000,000	0	0	0	0	0	0	10,000,000	0	0
Converge Center	12,500,000	0	0	0	0	0	0	0	0	0	12,500,000	0
County Stormwater Rehab & Repair (New)	450,000	0	450,000	0	0	0	0	0	0	0	0	0
Demolition of Abandoned Buildings	149,700	107,700	42,000	0	0	0	0	0	0	0	0	0
Disparity Study	(307,700)	(307,700)	0	0	0	0	0	0	0	0	0	0
Efficiency Capital Projects	250,000	0	50,000	0	0	0	0	0	0	200,000	0	0
Facility Condition Assessment	1,000,000	0	0	0	0	0	0	0	0	0	0	1,000,000
Facility Repair/Life-Cycle Program	2,000,460	0	0	0	2,000,460	0	0	0	0	0	0	0
Fleet Replacement	1,000,000	0	0	0	0	0	0	0	0	0	0	1,000,000
Harford County Metro Area Network (HMAN)	2,700,000	0	0	0	2,700,000	0	0	0	0	0	0	0
HarfordTV Mobile Production Van	275,000	200,000	0	0	0	0	0	0	0	0	0	75,000
Health Department Facility	100,000	0	100,000	0	0	0	0	0	0	0	0	0
Lease/SBITA Assets	12,000,000	0	0	0	0	12,000,000	0	0	0	0	0	0
Maintenance Facility Study	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Maintenance/Repair of County Dams	250,000	0	250,000	0	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	0	800,000
Major Renovations/Construction Co Facilities	1,722,737	0	0	0	1,722,737	0	0	0	0	0	0	0
Refresh Program	500,000	0	500,000	0	0	0	0	0	0	0	0	0
Safeguarding Business Operations	2,500,000	0	2,500,000	0	0	0	0	0	0	0	0	0
Southern County Task Force	100,000	0	100,000	0	0	0	0	0	0	0	0	0
Traffic Impact Study	750,000	0	0	0	0	0	0	0	0	0	0	750,000
SUB-TOTAL GENERAL	68,660,197	0	5,242,000	0	6,423,197	12,000,000	0	8,000,000	10,670,000	10,200,000	12,500,000	3,625,000

PUBLIC SAFETY

Ambulance/ Other Emergency Fleet	1,500,000		600,000	0	0	0	0	0	0	0	0	900,000
HCSO Body Worn Camera Program	801,000	0	801,000	0	0	0	0	0	0	0	0	0
HCSO Fleet Replacement	1,530,000	0	1,530,000	0	0	0	0	0	0	0	0	0
HCSO In-Car Camera Systems	550,000	0	550,000	0	0	0	0	0	0	0	0	0
HCSO Mobile Data Terminal Replacement	203,000	0	203,000	0	0	0	0	0	0	0	0	0
Mobile/Portable Radio System Upgrade	5,000,000	0	0	0	5,000,000	0	0	0	0	0	0	0
Public Safety Communication in School Bldgs	100,000	0	100,000	0	0	0	0	0	0	0	0	0
Public Safety Equipment	600,000	0	600,000	0	0	0	0	0	0	0	0	0
Riverside Fire & EMS Station	4,000,000	0	0	0	4,000,000	0	0	0	0	0	0	0
VFC Facility Repair	550,000	0	550,000	0	0	0	0	0	0	0	0	0
Whiteford VFC - New Station	1,000,000	0	0	0	1,000,000	0	0	0	0	0	0	0
911 Emergency Communications	2,000,000	0	0	0	0	0	0	0	2,000,000	0	0	0
SUB-TOTAL PUBLIC SAFETY	17,834,000	0	4,934,000	0	10,000,000	0	0	0	0	2,000,000	0	900,000

HARFORD COMMUNITY COLLEGE

Chesapeake Welcome Center	11,513,000	0	0	0	325,000	0	0	0	0	9,255,000	0	1,933,000
SUB-TOTAL HCC	11,513,000	0	0	0	325,000	0	0	0	0	9,255,000	0	1,933,000

LIBRARIES

HCPL Technology	200,000	0	200,000	0	0	0	0	0	0	0	0	0
SUB-TOTAL LIBRARIES	200,000	0	200,000	0	0	0	0	0	0	0	0	0

BOARD OF EDUCATION

Aberdeen MS HVAC Systemic Renovation	17,087,475	0	0	0	6,407,475	0	0	0	0	10,680,000	0	0
Athletic & Rec Repairs & Improvements	525,000	0	500,000	25,000	0	0	0	0	0	0	0	0
Bakerfield Elementary School	(412,773)	0	0	(412,773)	0	0	0	0	0	0	0	0
Blueprint Facility Program	1,000,000	0	0	0	1,000,000	0	0	0	0	0	0	0
Educational Facility Program	400,000	0	0	0	400,000	0	0	0	0	0	0	0
Fleet Replacement	1,545,000	0	1,545,000	0	0	0	0	0	0	0	0	0
Harford Tech HS Limited Reno Project	17,812,000	0	0	0	6,625,000	0	0	0	0	11,187,000	0	0
HCPS Facilities Master Plan	500,000	0	0	500,000	0	0	0	0	0	0	0	0
HCPS Facility Repair Program	500,000	0	0	500,000	0	0	0	0	0	0	0	0
HCPS Site Improvements	300,000	0	0	300,000	0	0	0	0	0	0	0	0
Homestead Wakefield ES Major Project	23,125,000	0	0	0	23,125,000	0	0	0	0	0	0	0
Life, Health, Safety & Compliance Measures	1,071,000	0	771,000	300,000	0	0	0	0	0	0	0	0
Major HVAC	381,500	0	0	381,500	0	0	0	0	0	0	0	0
Meadowvale Elementary School	(204,270)	0	0	(204,270)	0	0	0	0	0	0	0	0
Prospect Mill ES Roof	3,700,314	0	0	0	1,371,314	0	0	0	0	2,255,000	0	74,000
Roof Replacement - Bakerfield ES	(119,149)	0	0	(119,149)	0	0	0	0	0	0	0	0
Roof Replacement - CEO	(207,190)	0	0	(207,190)	0	0	0	0	0	0	0	0
Roof Replacement - Havre de Grace ES	(535,281)	0	0	(535,281)	0	0	0	0	0	0	0	0
Swan Creek HVAC Upgrades	(527,837)	0	0	(527,837)	0	0	0	0	0	0	0	0
Technology Infrastructure	910,000	0	910,000	0	0	0	0	0	0	0	0	0
SUB-TOTAL BOARD OF ED	66,850,789	0	3,726,000	0	38,928,789	0	0	0	0	24,122,000	0	74,000

FY 25 APPROVED CAPITAL BUDGET

	Total	Prior Paygo	Paygo	Prior Bonds	County Bonds	Lease Finance	Reappro	Transfer Tax	Record. Tax	State	Federal	Other
SOLID WASTE SERVICES												
Environmental Studies & Projects	50,000	0	50,000	0	0	0	0	0	0	0	0	0
HWDC Landfill Capping 10	(1,842,904)	(1,842,904)	0	0	0	0	0	0	0	0	0	0
HWDC Landfill Capping (New)	1,842,904	1,842,904	0	0	0	0	0	0	0	0	0	0
Residential Yard Trim Acceptance Facility	499,995	226,981	0	0	273,014	0	0	0	0	0	0	0
Scarboro Landfill Groundwater	(226,981)	(226,981)	0	0	0	0	0	0	0	0	0	0
Solid Waste Facilities Repair Program	500,000	0	0	0	500,000	0	0	0	0	0	0	0
SUB-TOTAL SOLID WASTE SVCS	823,014	0	50,000	0	773,014	0	0	0	0	0	0	0
TOTAL GENERAL FUND	165,881,000	0	14,152,000	0	56,450,000	12,000,000	0	8,000,000	10,670,000	45,577,000	12,500,000	6,532,000

PARKS & RECREATION

ADA Improvements	230,000	0	0	0	0	0	0	0	205,000	0	0	25,000
Athletic Field Improvements	2,500,000	0	0	0	2,500,000	0	0	0	0	0	0	0
Blake's Venture Park	100,000	0	0	0	0	0	0	0	100,000	0	0	0
Cedar Lane Park Improvements	1,500,000	0	0	0	0	0	0	0	0	0	0	1,500,000
Eden Mill Park Rehabilitation*	450,000	0	0	0	0	0	0	0	250,000	200,000	0	0
Edgeley Grove Farm	150,000	0	0	0	0	0	0	0	150,000	0	0	0
Edgewood Rec & Community Center	(177,156)	0	0	0	0	0	0	0	(177,156)	0	0	0
Emmorton Rec & Tennis Center Improve.**	500,000	0	150,000	0	0	0	0	0	350,000	0	0	0
Equestrian Center Renovations	500,000	0	0	0	500,000	0	0	0	0	0	0	0
Facility Repairs & Renovations	150,000	0	0	0	0	0	0	0	150,000	0	0	0
Foster Branch Dredging	120,000	0	0	0	0	0	0	0	50,000	50,000	0	20,000
Gunpowder River Dredging 12	(122,174)	0	0	0	0	0	0	0	(122,174)	0	0	0
Gunpowder River Dredging	122,174	0	0	0	0	0	0	0	122,174	0	0	0
Gymnasium Floor Repair & Renovations	25,000	0	0	0	0	0	0	0	25,000	0	0	0
Heavenly Waters Park - Soma 16	(200,210)	(210)	0	0	0	0	0	0	(200,000)	0	0	0
Heavenly Waters Park - Soma	200,210	210	0	0	0	0	0	0	200,000	0	0	0
Joppatowne Community Center	1,000,000	0	0	0	1,000,000	0	0	0	0	0	0	0
Oakington Peninsula System	2,000,000	0	0	0	2,000,000	0	0	0	0	0	0	0
Park Improvements	50,000	0	0	0	0	0	0	0	50,000	0	0	0
Parking Lot Paving	290,000	0	0	0	0	0	0	0	290,000	0	0	0
Parkland Acquisition*	1,375,000	0	0	0	0	0	0	0	75,000	1,300,000	0	0
Perryman Park Development*	800,000	0	0	0	0	0	0	0	400,000	400,000	0	0
Playground Equipment	777,156	0	0	0	0	0	0	0	777,156	0	0	0
Robert Copenhaver Park Improvements	120,000	0	0	0	0	0	0	0	120,000	0	0	0
Schucks Road Regional Complex	400,000	0	0	0	0	0	0	0	0	0	0	400,000
SWM Pond Repair & Renovations	150,000	0	0	0	0	0	0	0	150,000	0	0	0
Swan Harbor Farm DMP Site & Remediation	150,000	0	0	0	0	0	0	0	0	150,000	0	0
Swan Harbor Farm Improvements**	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Tennis, Multipurpose & Pickleball Courts	1,150,000	0	0	0	0	0	0	0	1,150,000	0	0	0
Trails & Linear Parks	750,000	0	0	0	500,000	0	0	0	250,000	0	0	0
Vale Road Park*	800,000	0	0	0	0	0	0	0	300,000	500,000	0	0

*Program Open Space State funding

**Special Revenue Fund Paygo

TOTAL PARKS & RECREATION	15,910,000	0	200,000	0	6,500,000	0	0	0	4,665,000	2,600,000	0	1,945,000

WATERSHED MANAGEMENT

Bynum Run Watershed Restoration Improve	4,600,000	247,875	0	252,125	3,100,000	0	0	0	0	1,000,000	0	0
Conservation Easements*	200,000	0	200,000	0	0	0	0	0	0	0	0	0
County Owned Watershed Restoration Impr	5,450,000	0	0	0	5,200,000	0	0	0	0	250,000	0	0
Riverside Area Watershed Restoration	650,000	0	0	0	400,000	0	0	0	0	250,000	0	0
Sams Branch Watershed Restoration	(500,000)	(247,875)	0	(252,125)	0	0	0	0	0	0	0	0
Septic System Disconnection 23*	250,000	0	250,000	0	0	0	0	0	0	0	0	0
Stormwater Pollution Prevention*	500,000	0	500,000	0	0	0	0	0	0	0	0	0
Watershed Restoration Improvements	500,000	0	0	0	0	0	0	0	0	500,000	0	0
Watershed Restoration Maintenance*	550,000	0	550,000	0	0	0	0	0	0	0	0	0

*Special Dedicated Paygo

TOTAL WATERSHED MANAGEMENT FUND	12,200,000	0	1,500,000	0	8,700,000	0	0	0	0	2,000,000	0	0

FY 25 APPROVED CAPITAL BUDGET

	Total	Prior Paygo	Paygo	Prior Bonds	County Bonds	Lease Finance	Reappro	Transfer Tax	Record. Tax	State	Federal	Other
HIGHWAYS - BRIDGES												
Abingdon Road Bridge #169 over CSX	11,300,000	0	0	0	2,300,000	0	0	0	0	0	9,000,000	0
Boggs Road Bridge #66	1,300,000	0	0	0	1,300,000	0	0	0	0	0	0	0
Bridge & Culvert Rehabilitation	1,750,000	0	0	0	1,750,000	0	0	0	0	0	0	0
Bridge & Road Scour Repairs	250,000	0	250,000	0	0	0	0	0	0	0	0	0
Bridge Inspection Under 20' Spans	375,000	0	375,000	0	0	0	0	0	0	0	0	0
Fawn Grove Road Bridge #132	500,000	0	0	0	500,000	0	0	0	0	0	0	0
Glenville Road Bridge #30	400,000	0	0	0	80,000	0	0	0	0	0	320,000	0
Grier Nursery Road Bridge #43	200,000	0	0	0	40,000	0	0	0	0	0	160,000	0
Hookers Mill Road Bridge #13	500,000	0	0	0	100,000	0	0	0	0	0	400,000	0
Moore's Road Bridge #78	400,000	0	0	0	80,000	0	0	0	0	0	320,000	0
St. Clair Bridge Road #100	400,000	0	0	0	80,000	0	0	0	0	0	320,000	0
Structural Evaluation	50,000	0	50,000	0	0	0	0	0	0	0	0	0
SUB-TOTAL BRIDGES	17,425,000	0	675,000	0	6,230,000	0	0	0	0	0	10,520,000	0
HIGHWAYS - ROADWAYS												
Aldino Stepney/Gilbert Tar & Chip to Asphalt	1,310,000	0	0	0	0	0	0	0	0	0	0	1,310,000
Bel Air S. Pkwy at Blue Spruce Rd. Improv	300,000	0	0	0	100,000	0	0	0	0	0	200,000	0
Curb, Sidewalks & Handicap Ramp Replace	500,000	0	500,000	0	0	0	0	0	0	0	0	0
Drainage Improvements	150,000	0	150,000	0	0	0	0	0	0	0	0	0
Grafton Shop at Rt 23 Intersection Improv	150,000	0	0	0	150,000	0	0	0	0	0	0	0
Guardrails	150,000	0	150,000	0	0	0	0	0	0	0	0	0
Intersection Improvements	400,000	0	0	0	400,000	0	0	0	0	0	0	0
Joppa Farm Road	500,000	0	0	0	500,000	0	0	0	0	0	0	0
New Roads & Stormdrains	150,000	0	50,000	0	0	0	0	0	0	0	0	100,000
Stepney Rd at Rt 7 Intersection Improvements	300,000	0	0	0	0	0	0	0	0	0	0	300,000
Stormdrain Rehabilitation	350,000	0	350,000	0	0	0	0	0	0	0	0	0
Streetlights	150,000	0	150,000	0	0	0	0	0	0	0	0	0
Tollgate Road/Vale Road Corridor	200,000	0	0	0	200,000	0	0	0	0	0	0	0
Traffic Calming, Bike & Road Safety Improve	150,000	0	150,000	0	0	0	0	0	0	0	0	0
Traffic Signals	135,000	0	135,000	0	0	0	0	0	0	0	0	0
US Route 40 Shared Use Trail	500,000	0	0	0	100,000	0	0	0	0	400,000	0	0
Woodley Rd Extension to MD 715	4,000,000	0	0	0	4,000,000	0	0	0	0	0	0	0
SUB-TOTAL ROADWAYS	9,395,000	0	1,635,000	0	5,450,000	0	0	0	0	400,000	200,000	1,710,000
HIGHWAYS - RESURFACING												
Resurfacing Roadways	9,525,000	0	9,525,000	0	0	0	0	0	0	0	0	0
SUB-TOTAL RESURFACING	9,525,000	0	9,525,000	0	0	0	0	0	0	0	0	0
HIGHWAYS - MISCELLANEOUS												
Abingdon Highways Facility Salt Dome	600,000	0	0	0	600,000	0	0	0	0	0	0	0
Efficiency Capital Projects Highways	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Fleet Replacement	4,300,000	0	1,600,000	0	0	0	0	0	0	0	0	2,700,000
Harford County Metro Area Network (HMAN)	20,000	0	20,000	0	0	0	0	0	0	0	0	0
Land Acquisition for Highway Projects	100,000	0	0	0	100,000	0	0	0	0	0	0	0
Refresh Program	350,000	0	350,000	0	0	0	0	0	0	0	0	0
Safeguarding Business Operations	429,000	0	429,000	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL OTHER	5,849,000	0	2,449,000	0	700,000	0	0	0	0	0	0	2,700,000
TOTAL HIGHWAYS FUND	42,194,000	0	14,284,000	0	12,380,000	0	0	0	0	400,000	10,720,000	4,410,000
WATER PROJECTS												
Abingdon WTP pH Control System	1,200,000	0	0	0	1,200,000	0	0	0	0	0	0	0
Abingdon WTP Switch Gear/Generator Upgr	300,000	0	300,000	0	0	0	0	0	0	0	0	0
Joppatowne Facility Improvements	1,100,000	0	0	0	1,100,000	0	0	0	0	0	0	0
Perryman GAC Plant Improvements	250,000	0	250,000	0	0	0	0	0	0	0	0	0
Renewal/Replacement Water Infrastructure	1,250,000	250,000	400,000	600,000	0	0	0	0	0	0	0	0
Replace Water Booster Station SCADA	700,000	0	700,000	0	0	0	0	0	0	0	0	0
US 40 Water Main Replacement	(850,000)	(250,000)	0	(600,000)	0	0	0	0	0	0	0	0
W&S Infrastructure Improvements Projects	1,080,000	0	1,080,000	0	0	0	0	0	0	0	0	0
W&S Laboratory Improvements	400,000	0	400,000	0	0	0	0	0	0	0	0	0
Water Zone Improvements	390,000	0	390,000	0	0	0	0	0	0	0	0	0
SUB-TOTAL WATER	5,820,000	0	3,520,000	0	2,300,000	0	0	0	0	0	0	0

FY 25 APPROVED CAPITAL BUDGET

	Total	Prior Paygo	Paygo	Prior Bonds	County Bonds	Lease Finance	Reappro	Transfer Tax	Record. Tax	State	Federal	Other
SEWER PROJECTS												
Bush Creek Pumping Station	11,000,000	0	0	0	11,000,000	0	0	0	0	0	0	0
Delta WWTP Upgrades	275,000	0	275,000	0	0	0	0	0	0	0	0	0
Glenwood Sewer Petition	800,000	0	800,000	0	0	0	0	0	0	0	0	0
Infiltration & Inflow	700,000	0	700,000	0	0	0	0	0	0	0	0	0
Inventory Storage & Control Improvements	200,000	0	200,000	0	0	0	0	0	0	0	0	0
Magnolia Sewer Petition	605,000	0	0	0	0	0	0	0	0	0	0	605,000
Plum Tree Collector Sewer & Pump Station	300,000	0	300,000	0	0	0	0	0	0	0	0	0
Renewal & Replacement Sewer Infra.	1,100,000	0	100,000	0	1,000,000	0	0	0	0	0	0	0
Sod Run Facility Improvements	1,400,000	0	0	0	1,400,000	0	0	0	0	0	0	0
Sod Run WWTP Ultraviolet Disinfection Proj	350,000	0	0	0	350,000	0	0	0	0	0	0	0
Woodridge Sewer Petition 20	(385,000)	0	0	(385,000)	0	0	0	0	0	0	0	0
Woodridge Sewer Petition	3,665,000	0	0	385,000	0	0	0	0	0	0	0	3,280,000
SUB-TOTAL SEWER	20,010,000	0	2,375,000	0	13,750,000	0	0	0	0	0	0	3,885,000
W&S MISCELLANEOUS												
Efficiency Capital Projects W&S	50,000	0	50,000	0	0	0	0	0	0	0	0	0
Fleet Replacement	500,000	0	500,000	0	0	0	0	0	0	0	0	0
Harford County Metro Area Network (HMAN)	245,000	0	245,000	0	0	0	0	0	0	0	0	0
Refresh Program	350,000	0	350,000	0	0	0	0	0	0	0	0	0
Safeguarding Business Operations	468,000	0	468,000	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0
SUB-TOTAL MISCELLANEOUS	1,613,000	0	1,613,000	0	0	0	0	0	0	0	0	0
TOTAL WATER & SEWER FUND	27,443,000	0	7,508,000	0	16,050,000	0	0	0	0	0	0	3,885,000
TOTAL APPROVED CAPITAL BUDGET	263,628,000	0	37,644,000	0	100,080,000	12,000,000	0	8,000,000	15,335,000	50,577,000	23,220,000	16,772,000

HARFORD COUNTY, MARYLAND
STATEMENTS OF ESTIMATED FUND BALANCES
CAPITAL FUND

	<u>GENERAL</u>	<u>HIGHWAYS</u>	<u>PARKS & REC.</u>	<u>TOTAL</u>
<u>TOTAL FUND BALANCE AT JUNE 30, 2023</u>	<u>47,678,072</u>	<u>18,307,953</u>	<u>4,006,030</u>	<u>69,992,055</u>
Estimated Revenues - Open Project	28,793,483	14,879,828	1,791,177	45,464,488
Estimated Expenditures - Open Project	(66,314,034)	(33,161,780)	(1,782,069)	(101,257,883)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2023	<u>10,157,521</u>	<u>26,001</u>	<u>4,015,138</u>	<u>14,198,660</u>
Less: Restricted Fund Balance				
Recordation and Transfer Tax	(5,302,092)	0	(4,006,030)	(9,308,122)
Grants/Dedicated	(4,812,273)	0	0	(4,812,273)
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2024	<u>43,156</u>	<u>26,001</u>	<u>9,108</u>	<u>78,265</u>
Estimated Revenues Fiscal Year 2024				
Paygo	14,152,000	14,284,000	200,000	28,636,000
Recordation Tax	10,670,000	0	4,665,000	15,335,000
Transfer Tax	8,000,000	0	0	8,000,000
Reappropriated from Prior Projects	0	0	0	0
Prior Bonds	0	0	0	0
Future Bonds	56,450,000	12,380,000	6,500,000	75,330,000
Federal Grant	12,500,000	10,720,000	0	23,220,000
State Bonds	31,122,000	0	0	31,122,000
State Grants	14,455,000	400,000	2,600,000	17,455,000
Lease Finance	12,000,000	0	0	12,000,000
Other (includes Developer Contributions)	6,532,000	4,410,000	1,945,000	12,887,000
Total Estimated Revenues Fiscal Year 2024	<u>165,881,000</u>	<u>42,194,000</u>	<u>15,910,000</u>	<u>223,985,000</u>
Estimated Expenditures Fiscal Year 2024	<u>(165,881,000)</u>	<u>(42,194,000)</u>	<u>(15,910,000)</u>	<u>(223,986,000)</u>
TOTAL ESTIMATED FUND BALANCE AT JUNE 30, 2025	<u>43,156</u>	<u>26,001</u>	<u>9,108</u>	<u>167,265</u>

HARFORD COUNTY, MARYLAND STATEMENT OF ESTIMATED UNRESTRICTED NET ASSETS WATER & SEWER CAPITAL FUND

	<u>WATER & SEWER</u>
Unrestricted Net Assets June 30, 2023	0
Estimated Revenues - Open Projects	3,835,954
Estimated Expenditures - Open Projects	<u>(3,835,954)</u>
Estimated Unrestricted Net Assets June 30, 2024	<u><u>0</u></u>
 Estimated Revenues Fiscal Year 2025	
Paygo	7,508,000
Other	3,885,000
Future Bonds	<u>16,050,000</u>
Total Estimated Revenues Fiscal Year 2025	27,443,000
Estimated Expenditures Fiscal Year 2025	(27,443,000)
Estimated Unrestricted Net Assets June 30, 2025	<u><u>0</u></u>

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, 2023	4,492,817	4,006,030	9,821,635
Plus Fiscal Year 2024 Estimated Recordation Tax Revenues	10,670,000	2,665,000	2,665,000
Plus Fiscal Year 2024 Estimated Other Revenue	0	0	695,000
Less Fiscal Year 2024 Estimated Expenditures	<u>(14,000,600)</u>	<u>(3,000,000)</u>	<u>(5,705,700)</u>
 ESTIMATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2024	 1,162,217	 3,671,030	 7,475,935
Plus Fiscal Year 2025 Estimated Revenues:			
Plus Fiscal Year 2025 Estimated Recordation Tax Revenues	10,670,000	2,665,000	2,665,000
Plus Fiscal Year 2025 Estimated Other Revenue			
Less Fiscal Year 2025 Estimated Expenditures	<u>(10,670,000)</u>	<u>(4,665,000)</u>	<u>(1,500,000)</u>
 ESTIMATED RECORDATION TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2025	 <u>1,162,217</u>	 <u>1,671,030</u>	 <u>8,640,935</u>

DEDICATED TRANSFER TAX STATEMENT OF ESTIMATED UNAPPROPRIATED FUND BALANCE

	AGRICULTURAL PRESERVATION	BOARD OF EDUCATION
TOTAL FUND BALANCE AT JUNE 30, 2023	37,662,000	5,809,275
Plus Fiscal Year 2024		
Transfer Tax		
2024 Transfer Tax receipts	8,000,000	8,000,000
Other Revenues	1,000,000	0
Less Fiscal Year 2024 Estimated Expenditures	<u>(17,500,000)</u>	<u>(12,500,000)</u>
UNDESIGNATED TRANSFER TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2024	29,162,000	1,309,275
Plus Fiscal Year 2025 Estimated Revenues:		
Transfer Tax		
2025 Transfer Tax receipts	8,000,000	8,000,000
Other Revenue	750,000	0
Less Fiscal Year 2025 Estimated Expenditures	<u>(14,750,000)</u>	<u>(8,000,000)</u>
ESTIMATED TRANSFER TAX FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2025	<u><u>23,162,000</u></u>	<u><u>1,309,275</u></u>

DEDICATED IMPACT FEE STATEMENT OF ESTIMATED FUND BALANCE

**BOARD OF
EDUCATION**

UNDESIGNATED IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2023	0
Plus Fiscal Year 2024 Estimated Impact Fee Revenues	2,100,000
Less Fiscal Year 2024 Estimated Expenditures	<u>(2,100,000)</u>
ESTIMATE IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2024	0
Plus Fiscal Year 2025 Estimated Revenues:	2,100,000
Less Fiscal Year 2025 Estimated Expenditures	<u>(2,100,000)</u>
ESTIMATED IMPACT FEE FUND BALANCE AVAILABLE FOR APPROPRIATION AT JUNE 30, 2025	<u><u>0</u></u>

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HIGHLIGHTS OF THE GRANT 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 source 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 2024-2025 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 2024-2025, 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.

FY 25 ANTICIPATED GRANT FUNDING

PLANNING & ZONING

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Unified Planning Work Program	7/1/24 - 6/30/25	0	48,000	0	12,000	60,000
Rural Legacy Program	18 months	0	5,910,870	0	0	5,910,870
Certified Local Government Project Grant	7/1/23 - 6/30/24	0	18,130	0	10,000	28,130
Critical Area Management Program	7/1/24 - 6/30/25	0	6,000	0	0	6,000
SUBTOTAL:		0	5,983,000	0	22,000	6,005,000

HOUSING & COMMUNITY SERVICES - Housing

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Housing Choice Voucher Program	1/1/24 - 12/31/24	9,200,000	0	0	0	9,200,000
Housing Choice Voucher Program Admin	1/1/24 - 12/31/24	920,000	0	0	0	920,000
Community Development Block Grant	7/1/24 - 6/30/25	1,136,408	0	0	0	1,136,408
HUD Housing Counseling Assistance	10/1/24 - 9/30/25	51,024	0	0	0	51,024
Maryland Housing Counseling	7/1/24 - 6/30/25		65,000	0	0	65,000
Home Investment Partnership	7/1/24 - 6/30/25	513,625	0	0	128,316	641,941
Housing Opportunities for People with AIDS (HOPWA)	1/1/24 - 12/31/24	220,000	0	0	0	220,000
5 Year Mainstream Voucher Program	1/1/24 - 12/31/24	820,000	0	0	0	820,000
5 Year Mainstream Voucher Program Admin	1/1/24 - 12/31/24	82,000	0	0	0	82,000
Billed Vouchers / PORTS	1/1/24 - 12/31/24	100,000	0	0	0	100,000
Family Self-Sufficiency	1/1/24 - 12/31/24	36,036	0	0	0	36,036
SUBTOTAL:		13,079,093	65,000	0	128,316	13,272,409

FY 25 ANTICIPATED GRANT FUNDING

HOUSING & COMMUNITY SERVICES - Office of the Director

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Local Management Board	7/1/24 - 6/30/25	0	640,263	0	30,000	670,263
MACRO Performance Grant	7/1/25 - 6/30/25	0	70,000	0	28,987	98,987
SUBTOTAL:		0	710,263	0	58,987	769,250

HOUSING & COMMUNITY SERVICES - Office of Drug Control Policy

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
The Bridge Program	7/1/24 - 6/30/25	163,600	0	0	0	163,600
Problem Solving Courts - Circuit Court	7/1/24 - 6/30/25	285,000	0	0	0	285,000
Substance Abuse Block Grant	7/1/24 - 6/30/25	123,766	0	0	0	123,766
Opioid Misuse Prevention Program	7/1/24 - 6/30/25	88,679	0	0	0	88,679
SUBTOTAL:		661,045	0	0	0	661,045

HOUSING & COMMUNITY SERVICES - Harford Transit

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Operating Grant	7/1/24 - 6/30/25	2,701,866	345,911	0	3,860,104	6,907,881
Statewide Specialized Transportation Assistance (SSTAP) Operating Assistance	7/1/24 - 6/30/25	0	170,371	0	1,770,780	1,941,151
Capital Assistance	7/1/24 - 6/30/25	800,000	100,000	0	100,000	1,000,000
Harford Ridesharing/Commuter Assistance Program	7/1/24 - 6/30/25	88,066	0	0	0	88,066
SUBTOTAL:		3,589,932	616,282	0	5,730,884	9,937,098

FY 25 ANTICIPATED GRANT FUNDING

HOUSING & COMMUNITY SERVICES - Office on Aging

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Area Plan - Federal & State Grants	10/1/24 - 9/30/26	939,200	356,733	0	350,171	1,646,104
OOA ARPA Grant Match	7/1/24-12/30/24	0	0	0	200,000	200,000
Senior Care Contracts	7/1/24 - 6/30/25	0	362,118	0	77,500	439,618
Guardianship	7/1/24 - 6/30/25	0	40,108	0	0	40,108
Level One Screening	7/1/24 - 6/30/25	0	15,000	0	0	15,000
MAP I&A	7/1/24 - 6/30/25	0	189,040	0	0	189,040
Maryland Department of Aging Grants	7/1/24 - 6/30/25	0	348,319	0	0	348,319
Medicaid Waiver	7/1/24 - 6/30/25	28,000	0	0	0	28,000
Money Follows the Person (MFP - FFP State Match Funds)	7/1/24 - 6/30/25	5,146	0	0	0	5,146
Medicare Improvements for Patients & Providers (MIPPA)	9/1/24 - 8/31/25	0	11,988	0	0	11,988
Senior Assisted Living Subsidy (SALS)	7/1/24 - 6/30/25	0	243,476	0	0	243,476
Senior Center Operating Fund (SCOF)	7/1/24 - 6/30/25	0	17,733	0	0	17,733
State Health Insurance Program (SHIP)	7/1/24 - 3/31/25	0	22,360	0	19,844	42,204
Senior Medicare Patrol (SMP)	6/1/24 - 5/31/25	16,687	0	0	7,250	23,937
SUBTOTAL:		989,033	1,606,875	0	654,765	3,250,673

FY 25 ANTICIPATED GRANT FUNDING

HARFORD COUNTY SHERIFF'S OFFICE

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
BJAG Local Solicitation Grant	10/1/24 - 9/30/27	25,061	0	0	0	25,061
Patrick Leahy Bulletproof Vest Partnership Grant	7/1/24 - 6/30/25	38,445	0	0	0	38,445
Child Support Administration Cooperative Reimbursement Agreement	10/1/24 - 9/30/25	507,602	0	0	290,547	798,149
Community Grant Project Fund (Badges for Baseball)	7/1/24 - 6/30/25	0	13,704	0	0	13,704
Inmate Welfare Community Mediation Re-Entry Program	7/1/24 - 6/30/25	0	0	25,500	12,000	37,500
Gun Violence Reduction Grant (NIBIN)	7/1/24 - 6/30/25	0	41,220	0	0	41,220
HCSO Traffic Safety (Distracted Driving)	10/1/24 - 9/30/25	36,000	0	0	0	36,000
HCSO Traffic Safety (Impaired Driving)	10/1/24 - 9/30/25	60,000	0	0	0	60,000
High Intensity Drug Trafficking Initiative	1/1/24 - 12/31/24	41,870	0	0	0	41,870
Motor Carrier Safety Assistance	10/1/24 - 9/30/25	10,000	0	0	0	10,000
State Criminal Alien Assistance Program	7/1/24 - 6/30/25	144,684	0	0	0	144,684
Sex Offender Compliance & Enforcement in Maryland Grant	7/1/23 - 6/30/24	0	29,161	0	0	29,161
SRO/Adequate Coverage Grant	7/1/24 - 6/30/25	0	385,714	0	0	385,714
STOP THIEF Grant	7/1/24 - 6/30/25	0	20,500	0	0	20,500
Technology Facilitated Crimes Against Children Support Grant	7/1/24 - 6/30/25	0	30,000	0	0	30,000
Tobacco Sales Enforcement Program	7/1/24 - 6/30/25	16,000	0	0	0	16,000
SUBTOTAL:		879,662	520,299	25,500	302,547	1,728,008

FY 25 ANTICIPATED GRANT FUNDING

DEPARTMENT of EMERGENCY SERVICES

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Emergency Management Performance Grant	10/1/24 - 6/30/26	130,569	0	0	130,569	261,138
Exelon Emergency Planner Position	1/1/25 - 12/31/25	0	0	50,000	0	50,000
Hazardous Materials Emergency Preparedness Grant	10/1/24 - 9/30/25	3,360	0	0	840	4,200
Maryland Institute for Emergency Medical Services System 50/50 AED	12/1/24 - 6/30/25	0	14,107	0	24,446	38,553
Senator Amoss Grant	7/1/24 - 6/30/25	567,816	0	0	0	567,816
State Homeland Security Grant Program	9/1/24 - 6/30/27	157,917	0	0	0	157,917
Urban Area Security Initiative	9/1/24 - 6/30/27	330,649	0	0	0	330,649
SUBTOTAL:		1,190,311	14,107	50,000	155,855	1,410,273

CIRCUIT COURT for HARFORD COUNTY

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Circuit Court Family Services Program	7/1/24 - 6/30/25	0	835,425	0	0	835,425
CASA	7/1/24 - 6/30/25	0	147,726	0	68,000	215,726
Child in Need of Assistance Advocacy	10/1/24 - 6/30/25	0	52,306	0	0	52,306
SUBTOTAL:		0	1,035,457	0	68,000	1,103,457

OFFICE of STATE'S ATTORNEY

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Child Advocacy Center Investigative Enhancement	7/1/24 - 6/30/25	0	16,666	0	0	16,666
MCIN Harford County	7/1/24 - 6/30/25	0	350,000	0	0	350,000
SUBTOTAL:		0	366,666	0	0	366,666

FY 25 ANTICIPATED GRANT FUNDING

PARKS & RECREATION

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Leight Park O&M	10/1/24 - 9/30/25	50,000	0	0	0	50,000
Sanitation Grant	7/1/24 - 6/30/25	0	13,000	0	0	13,000
Therapeutic Recreation Summer Camps	7/1/24 - 6/30/25	0	47,796	0	44,038	91,834
SUBTOTAL:		50,000	60,796	0	44,038	154,834

CONTINGENCY FUNDING

Grant Title	Grant Dates	Federal	State	Other	County Match	Total Grant Amount
Contingency Match Funding	7/1/24-6/30/25	0	0	0	100,000	100,000
SUBTOTAL:		0	0	0	100,000	100,000
TOTAL:		20,389,076	10,917,949	75,500	7,265,392	38,603,879

Self-Insurance Fund Fiscal Year 2025

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 2022 which covers te 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, 2023		28,129,669
Investment Income	321,000	
Insurance Recoveries	4,500	
Revenues from Agencies and Reimbursements	40,444,588	
Total Estimated Revenues		40,770,088
Expenses for Claims, Excess Coverages, Claims Management and Other Expenditures	(40,770,088)	
Total Estimated Expenditures		(40,770,088)
Estimated Net Position - June 30, 2024		28,129,669

Fiscal Year 2025

Investment Income	1,422,441	
Insurance Recoveries	120,040	
Revenues from Agencies and Reimbursements	45,261,519	
Total Estimated Revenues		46,804,000
Claims and Expenditures	(46,804,000)	
Total Estimated Expenditures		(46,804,000)
Estimated Net Position - June 30, 2025		28,129,669

**VOLUNTEER FIREMEN'S TRUST (LOSAP) FUND
LOSAP - LENGTH OF SERVICE AWARD PROGRAM
FISCAL YEAR 2025**

Purpose

The Volunteer Firemen's Length of Service Award Program (LOSAP) was established in 1975 to provide a Length of Service Award Program 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 LOSAP Committee of the Association of the Volunteer Fire and Emergency Medical Services of Harford County.

**Volunteer Firemen's Trust (LOSAP) Fund
Statement of Estimated Net Position**

Net Position Held In Trust for LOSAP Benefits - June 30, 2023		38,709,526
Estimated Revenues:		
Investment Income	2,400,000	
General Fund - Firemen's LOSAP	1,292,879	
Total Estimated Revenues		3,692,879
Estimated Expenses:		
Firemen's Pension	(2,880,000)	
Death Benefits	(45,000)	
Actuarial & Investment Services	(150,000)	
Total Estimated Expenditures		(3,075,000)
Estimated Net Position Held In Trust for LOSAP Benefits - June 30, 2024		39,327,405

Fiscal Year 2025

Estimated Revenues:		
Investment Income	2,725,090	
General Fund - Firemen's LOSAP	1,674,910	
Total Estimated Revenues		4,400,000
Estimated Expenditures:		
Firemen's Pension	(2,800,000)	
Death Benefits	(31,500)	
Actuarial & Investment Services	(145,000)	
Unfunded Liability	(1,423,500)	
Total Estimated Expenditures		(4,400,000)
Estimated Net Position Held In Trust for LOSAP Benefits - June 30, 2025		39,327,405

**SHERIFF'S OFFICE PENSION PLAN
FISCAL YEAR 2025**

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, 2023		81,499,334
Estimated Revenues:		
Investment Income	5,000,000	
Employee Contributions	720,000	
County Contributions	3,215,420	
Total Estimated Revenues		8,935,420
Estimated Expenses:		
Pension Payout	(4,500,000)	
Medical & Legal Services	(30,000)	
Actuarial & Investment Services	(300,000)	
Total Estimated Expenses		(4,830,000)
Estimated Net Position Held In Trust for Pension Benefits June 30, 2024		85,604,754
Fiscal Year 2025		
Estimated Revenues:		
Investment Income	5,674,410	
Employee Contributions	900,000	
County Contributions	3,625,590	
Total Estimated Revenues		10,200,000
Estimated Expenditures:		
Pension Payout	(4,600,000)	
Legal Services	(30,000)	
Actuarial & Investment Services	(260,000)	
Unfunded Liability Contribution	(5,310,000)	
Total Estimated Expenditures		(10,200,000)
Estimated Net Position Held In Trust for Pension Benefits June 30, 2025		85,604,754

**HARFORD COUNTY OTHER POST EMPLOYMENT BENEFIT PLAN
FISCAL YEAR 2025**

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 benefits 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, 2023		167,462,272
Estimated Revenues:		
Investment Income	12,000,000	
OPEB Retiree Payment	1,500,000	
County Contributions	8,644,000	
Total Estimated Revenues		22,144,000
Estimated Expenses:		
OPEB Benefits	(11,000,000)	
Financial/Audit	(350,000)	
Total Estimated Expenses		(11,350,000)
Estimated Net Position Held In Trust for OPEB June 30, 2024		178,256,272

Fiscal Year 2025

Estimated Revenues:		
Investment Income	11,600,000	
OPEB Retiree Payment	1,600,000	
County Contributions	8,855,000	
Total Estimated Revenues		22,055,000
Estimated Expenditures:		
Life Insurance Payments	(100,000)	
Health Insurance Payments	(12,000,000)	
Management Services	(25,000)	
Financial/Audit	(400,000)	
Unfunded Liability Contribution	(9,530,000)	
Total Estimated Expenditures		(22,055,000)
Estimated Net Position Held In Trust for OPEB June 30, 2025		178,256,272

GLOSSARY OF TERMS AND ACRONYMS

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).

ADA American Disabilities Act

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.

AICPA American Institute of Certified Public Accountants

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.

APF Adequate Public Facilities

APG Aberdeen Proving Ground

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. The 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 re-filling 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.

BAN Bond Anticipation Note

BMR Budget & Management Research

BNR Biological Nitrogen Removal

BOCA Building Officials Code Administration

BOE Board of Education

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.

BOND RATING Bond ratings are based upon the County's financial condition and its ability to meet all future interest and principal payments.

BOSE Bureau of Support Enforcement

BRAC Base Realignment and Closure Act

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.

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 the 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.

CAD Computer Aided Dispatch

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.

CAPTIAL 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.

CBDO Community Based Development Organization

CDBG Community Development Block Grant

CIP Capital Improvement Program

COLA Cost of Living Adjustment

COST-OF-LIVING ADJUSTMENT (COLA) An increase in salaries to offset the adverse effect of inflation on compensation.

COMAR Code of Maryland Annotated Regulations

COMPONENT UNIT A governmental component unit is 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.

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 businesses, 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.

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.

COVID Coronavirus Disease

CPR Cardio Pulmonary Resuscitation

CSEPP Chemical Stockpile Emergency Preparedness Program

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 state levels of activity.

DBED Department of Business and Economic Development

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 baking 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.

DILP Department of Inspections, Licenses and Permits

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 budgeted 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).

DNR Department of Natural Resources

ECHO Ecumenical Community of Harford County

EDU Equivalent Dwelling Unit

EDU An acronym that stand for Equivalent Dwelling Unit, which is the unit of measure by which the periodic User Charge for sewer services provided the County is calculated.

EIS Emergency Information System

EMS Emergency Medical Service

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.

ENR Enhanced Nitrogen Removal

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.

EPA Environmental Protection Agency

EXPENDITURE To pay out or spend.

EXPENSE Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

FAMIS Financial Accounting Management Information System

FASB Financial Accounting Standards Board

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.

FICA Federal Insurance Contributions Act

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.

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.

FTE Full-Time Equivalent

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 of .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.

FY Fiscal Year

GAAP Generally Accepted Accounting Principles

GAAP Generally accepted Accounting Principle. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

GASB Governmental Accounting Standards Board

GBC Greater Baltimore Committee

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.

GFOA Government Finance Officers Association

GIS Geographic Information System

G.O. BONDS General Obligation Bonds

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, Agricultural 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.

HAZMAT Hazardous Materials

HCN Harford Cable Network

HIGHWAY 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.

HWDC Harford Waster Disposal Center

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.

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 road, 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.

LAN Local Area Network

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.

LEPC Local Emergency Planning Committee

LEVY To impose taxes for the support of government activities.

LF Linear Feet

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.

MACO Maryland Association of Counties

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.

MARC Maryland Rail Commuter

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.

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

NCGA National Council on Governmental Accounting

NMWDA Northeast Maryland Waste Disposal Authority

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.

NPDES National Pollutant Discharge Elimination System

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.

OICT Office of Information and Communication Technology

OPEB Other Post Employment Benefits

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-da services.

ORGANIZATION A general term applied to any governmental unit receiving County funds. (See also agency, bureau, department, division, and office.)

OSHA Occupational Safety Hazard Association

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.

PAYGO “Pay As You Go” Financing

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.

PEHP Post Employment Health Plan

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 a 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.

PERSONAL SERVICES Reflects all expenditures relating to County employee compensation for services rendered including salaries and wages, retirement and benefits.

POS Program Open Space

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 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 place 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 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).

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.

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 EARNINGS An equity account reflecting the accumulated earning of an enterprise or internal service fund.

REVENUE All fund 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.

SARA Superfund Amendment Reauthorization Act

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 WASTER 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.

SSTAP Statewide Special Transportation Assistance Program

STOP Safety Training Observation Program

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.

SUPPLIES AND MATERIALS 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.

VFC Volunteer Fire Companies

VISION An ideal perception of the future and serves as a foundation for strategic planning.

W&S Water and Sewer

WATER AND SEWER 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. The debt incurred funds Water and Sewer capital projects. User fees and surtaxes generate the revenue for this fund.

WTE Waster-to-Energy

WTP Water Treatment Plant

WWTP Wastewater Treatment Plant

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