

Overview of General Government CIP

The General Government portion of the Community Investment Plan (CIP) addresses capital projects that do not specifically fit in one of the other five categories: Culture and Recreation, Public Works, Board of Education, Conservation and Open Space, and Enterprise Funds. General Government projects are typically related to Public Safety 911, Carroll Community College, Carroll County Public Library, Sheriff Services, Technology Services, Senior Centers, and other County facilities.

Included in the FY 16 – 21 CIP is funding for technology improvements for the County Government, systemic improvements and renovations for County facilities, including roofs, HVAC components, and parking lots, and for technology improvements for Carroll County Public Library and Community College.

In FY 16, funding is included to relieve overcrowding at the Courthouse Annex building. The State's Attorney Office will be relocated from the Courthouse Annex and the vacated space will be renovated for Circuit Court employees. Also in FY 16, additional funding is included to expand the parking lot at the Taneytown Senior Center.

In FY 16 and FY 17, funding is included for renovations at the former Army Reserve building, and in FY 18, a project is included for systemic renovations at Carroll Community College, including fire alarm upgrades and HVAC replacements.

For additional information on General Government projects, please refer to the individual project pages.

COMMUNITY INVESTMENT PLAN FOR FISCAL YEARS 2016 TO 2021

	Fiscal Year					Prior Allocation	Balance to Complete	Total Project Cost	
	2016	2017	2018	2019	2020				2021
GENERAL GOVERNMENT:									
Army Reserve Renovation	\$1,800,000	\$4,200,000	\$0	\$0	\$0	\$0	\$0	\$6,000,000	
Carroll Community College - Systemic Renovations	0	0	2,470,000	0	0	0	50,000	2,520,000	
Carroll Community College - Technology	300,000	0	0	0	0	0	0	300,000	
County Building Systemic Renovations	700,000	700,000	0	425,000	750,000	775,000	0	3,350,000	
County Phone System Replacement	100,000	0	0	0	0	0	850,000	950,000	
County Technology	850,000	700,000	721,000	743,000	765,000	788,000	0	4,567,000	
Courthouse Annex Renovation	210,000	0	0	0	0	0	0	210,000	
Energy Performance Phase III	4,536,851	0	0	0	0	0	0	4,536,851	
Fleet Lift Replacements	0	0	0	0	166,000	0	0	166,000	
General Government Unallocated	96,672	0	0	0	0	0	0	96,672	
Information Technology System Replacement	300,000	0	0	0	0	0	2,620,666	2,920,666	
Infrastructure Planning Studies	30,000	30,000	30,000	30,000	30,000	30,000	0	180,000	
Library - Technology Replacements	100,000	100,000	100,000	100,000	100,000	100,000	0	600,000	
Maintenance Center Vehicle Wash	700,000	0	0	0	0	0	0	700,000	
Parking Lot Overlays	75,000	79,000	82,000	85,000	89,000	92,000	0	502,000	
Payroll/Human Resources System Replacement	1,000,000	0	0	0	0	0	0	1,000,000	
Public Safety - Emergency Crisis Management	50,000	0	0	0	0	0	225,000	275,000	
Records Management	30,000	0	0	0	0	0	406,000	436,000	
Taneytown Senior Center Additional Parking	190,000	0	0	0	0	0	162,000	352,000	
Transportation Building Addition	0	64,000	630,000	0	0	0	0	694,000	
GENERAL GOVERNMENT TOTAL	\$11,068,523	\$5,873,000	\$4,033,000	\$1,383,000	\$1,900,000	\$1,785,000	\$4,313,666	\$0	\$30,356,189
SOURCES OF FUNDING:									
Transfer from General Fund	\$1,595,000	\$909,000	\$933,000	\$958,000	\$984,000	\$1,010,000	\$3,360,832	\$0	\$9,749,832
Property Tax	0	0	0	0	0	0	740,834	0	740,834
Bonds	910,000	4,906,400	1,298,000	425,000	916,000	775,000	131,000	0	9,361,400
Non-Cash Note	4,536,851	0	0	0	0	0	0	0	4,536,851
Reallocated Bonds	2,500,000	0	0	0	0	0	0	0	2,500,000
Reallocated GF Transfer	1,526,672	0	0	0	0	0	0	0	1,526,672
MD Higher Ed. Comm.	0	0	1,235,000	0	0	0	0	0	1,235,000
Grants (MDE, CDBG)	0	57,600	567,000	0	0	0	81,000	0	705,600
GENERAL GOVERNMENT TOTAL	\$11,068,523	\$5,873,000	\$4,033,000	\$1,383,000	\$1,900,000	\$1,785,000	\$4,313,666	\$0	\$30,356,189

Carroll Community College - Systemic Renovations

District Location: 3

Heidi K. Pepin, Senior Budget Analyst (410) 386-2082

8517

This project provides funding for systemic improvements and renovations to Carroll Community College facilities including heating, ventilation, and air conditioning systems. It is anticipated the State will provide 50 percent of the total funding for this project. Listed below are projects in priority order:

- Fire Alarm upgrades
- Main "A" Building boiler replacements
- Chiller replacements

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design							50,000		50,000
Land Acquisition									0
Site Work			494,000						494,000
Construction									0
Equipment/Furnishings			1,976,000						1,976,000
Other									0
EXPENDITURES									
TOTAL	0	0	2,470,000	0	0	0	50,000	0	2,520,000
SOURCES OF FUNDS									
Transfer from General Fund									0
Local Income Tax									0
Bonds			1,235,000				50,000		1,285,000
MD Higher Ed. Comm.			1,235,000						1,235,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Army Reserve Renovation

District Location: 3

Heidi K. Pepin, Senior Budget Analyst (410) 386-2082

8592

The project provides funding for renovations to the former Army Reserve building, including roof replacement and hazardous materials mitigation of the 14,000 square foot space.

This project and potential operating impacts will be evaluated as the scope of the project is more fully defined and developed.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	500,000								500,000
Land Acquisition									0
Site Work									0
Construction	1,300,000	4,200,000							5,500,000
Equipment/Furnishings									0
Other									0
EXPENDITURES									
TOTAL	1,800,000	4,200,000	0	0	0	0	0	0	6,000,000
SOURCES OF FUNDS									
Transfer from General Fund									0
Property Tax									0
Bonds		4,200,000							4,200,000
Reallocated Bonds	1,800,000								1,800,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Carroll Community College - Technology

District Location: 3

Heidi K. Pepin, Senior Budget Analyst, (410) 386-2082

9782

This project provides planned funding for the systematic replacement of laboratory computers and classroom technology used at Carroll Community College.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings	300,000								300,000
Other									0
EXPENDITURES									300,000
TOTAL	300,000	0	0	0	0	0	0	0	300,000
SOURCES OF FUNDS									
Transfer from General Fund	300,000								300,000
Local Income Tax									0
Property Tax									0
Bonds									0
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

County Building Systemic Renovations

Heidi K. Pepin, Senior Budget Analyst (410) 386-2082

9954

This project provides ongoing funding for systemic improvements and renovations to County facilities including roofing, heating, ventilation, and air conditioning systems. In FY 18, a separate project, Carroll Community College - Systemic Renovations, is planned. Listed below are projects in priority order:

- Citizen Services (Distillery Building) roof
- County Office Building roof
- Maintenance Center chiller
- Citizen Services (Distillery Building) AC unit
- Health Department rooftop units
- County Office Building rooftop units
- Eldersburg Library HVAC System
- Maintenance Center Boiler
- Historic Courthouse HVAC system

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction	700,000	700,000		425,000	750,000	775,000			3,350,000
Equipment/Furnishings									0
Other									0
EXPENDITURES									

TOTAL	700,000	700,000	0	425,000	750,000	775,000	0	0	3,350,000
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SOURCES OF FUNDS									
Transfer from General Fund									0
Local Income Tax									0
Property Tax									0
Bonds	700,000	700,000		425,000	750,000	775,000			3,350,000

PROJECTED OPERATING IMPACTS									
	0	0	0	0	0	0			0

County Phone System Replacement

Lynn Karr, Budget Analyst (410) 386-2082

8412

This project provides funding to replace the existing County government phone system, installed in 1998, with a new Voice Over Internet Protocol (VOIP) system. Included is the replacement of telephones incompatible with VOIP technology.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings	100,000						850,000		950,000
Other									0
EXPENDITURES									
TOTAL	100,000	0	0	0	0	0	850,000	0	950,000
SOURCES OF FUNDS									
Transfer from General Fund							272,754		272,754
Local Income Tax									0
Property Tax							577,246		577,246
Reallocated GF Transfer	100,000								100,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			0

County Technology

Lynn Karr, Budget Analyst (410) 386-2082

9648

This project provides ongoing funding for systematic replacement of County government information and communication systems including computers, servers, printers, and network infrastructure. The County plans to replace 15% to 18% of its personal computers and printers on an annual basis.

Included in the plan are the following:

- Judicial Dialogue for State's Attorney Office
- Audio Visual Equipment for Circuit Court
- Storage Network (SAN)
- CourtSmart Upgrade for Circuit Court
- Virtual Servers and Back-Up System Upgrades

Projected operating impacts include maintenance costs and software support.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings	850,000	700,000	721,000	743,000	765,000	788,000			4,567,000
Other									0
EXPENDITURES									
TOTAL	850,000	700,000	721,000	743,000	765,000	788,000	0	0	4,567,000
SOURCES OF FUNDS									
Transfer from General Fund	850,000	700,000	721,000	743,000	765,000	788,000			4,567,000
Local Income Tax									0
Property Tax									0
MD Higher Ed. Comm.									0
PROJECTED OPERATING IMPACTS	0	18,000	18,900	19,850	20,850	21,900			

Courthouse Annex Renovation

District Location: 3

Sheree Lima, Management and Budget Project Coordinator (410) 386-2082

8589

The project provides funding for renovations to 1,200 square feet at the Courthouse Annex. The State's Attorney Office will be moving from the Courthouse Annex and the vacated space will be renovated for use by the Circuit Court. The space will be occupied by the Court Administrator, Drug Court, and Volunteer Community Services.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	19,000								19,000
Land Acquisition									0
Site Work									0
Construction	140,000								140,000
Equipment/Furnishings	32,000								32,000
Other	19,000								19,000
EXPENDITURES									
TOTAL	210,000	0	0	0	0	0	0	0	210,000
SOURCES OF FUNDS									
Transfer from General Fund									0
Local Income Tax									0
Property Tax									0
Bonds	210,000								210,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Energy Performance Phase III

Heidi K. Pepin, Senior Budget Analyst (410) 386-2082

8579

This project provides funding for improvements to County facilities, including lighting and mechanical upgrades, control upgrades at Carroll Community College, and water and energy conservation efforts through a third-party vendor. Upfront costs for this project will be offset over time through guaranteed savings from these improvements.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction	4,536,851								4,536,851
Equipment/Furnishings									0
Other									0
EXPENDITURES									
TOTAL	4,536,851	0	0	0	0	0	0	0	4,536,851
SOURCES OF FUNDS									
Transfer from General Fund									0
Property Tax									0
Bonds									0
Non-Cash Note	4,536,851								4,536,851
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Fleet Lift Replacements

District Location: 3

Heidi K. Pepin, Senior Budget Analyst (410) 386-2082

9956

This project provides planned funding to continue the replacement of aging vehicle lifts at the maintenance facility. There are nine lifts in total, five above ground and four below ground. This project will replace a below ground lift originally installed in 2001. Additional lifts are scheduled for replacement outside of the six-year plan.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings					166,000				166,000
Other									0
EXPENDITURES									
TOTAL	0	0	0	0	166,000	0	0	0	166,000
SOURCES OF FUNDS									
Transfer from General Fund									0
Local Income Tax									0
Property Tax									0
Bonds					166,000				166,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

General Government Unallocated

Lynn Karr, Budget Analyst (410) 386-2082

9957

This project provides a source of funding in the event a capital project needs funds to cover costs over budget, unanticipated expenses or emergencies. The Unallocated project is similar in nature to the Reserve for Contingency in the General Fund. Any transfers from the project must be approved by the Board of County Commissioners through a capital budget resolution.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings									0
Other	96,672								96,672
EXPENDITURES									
TOTAL	96,672	0	0	0	0	0	0	0	96,672
SOURCES OF FUNDS									
Transfer from General Fund									0
Local Income Tax									0
Property Tax									0
Reallocated GF Transfer	96,672								96,672
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Infrastructure Planning Studies

Sherree Lima, Management and Budget Project Coordinator (410) 386-2082

9701

This project provides ongoing funding to perform studies needed to develop infrastructure projects. Studies may include feasibility, impact, and conceptual design. Initial planned studies include a conceptual design study for sidewalks and/or trails near William Winchester Elementary and Westminster West Middle schools to Englar Road and a transportation study focusing on a continuous roadway connection from MD 97 (south of MD 140) to MD 31.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	30,000	30,000	30,000	30,000	30,000	30,000			180,000
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings									0
Other									0
EXPENDITURES									
TOTAL	30,000	30,000	30,000	30,000	30,000	30,000	0	0	180,000
SOURCES OF FUNDS									
Transfer from General Fund	30,000	30,000	30,000	30,000	30,000	30,000			180,000
Local Income Tax									0
Property Tax									0
Bonds									0
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Library - Technology Replacements

Evan Cook, Budget Analyst (410) 386-2082

9822

This project provides ongoing funding for the systematic replacement of computer equipment, network devices, and printers used at the Carroll County Public Library Branches. This replacement schedule is based on a four-year useful equipment life.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings	100,000	100,000	100,000	100,000	100,000	100,000			600,000
Other									0
EXPENDITURES									
TOTAL	100,000	100,000	100,000	100,000	100,000	100,000	0	0	600,000
SOURCES OF FUNDS									
Transfer from General Fund	100,000	100,000	100,000	100,000	100,000	100,000			600,000
Local Income Tax									0
Property Tax									0
Bonds									0
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Maintenance Center Vehicle Wash

District Location: 3

Heidi K. Pepin, Senior Budget Analyst, (410) 386-2082

8591

This project provides funding for improvements to the vehicle and equipment wash system. The existing facility opened in 2010 and improvements will address environmental and operational concerns.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction	700,000								700,000
Equipment/Furnishings									0
Other									0
EXPENDITURES									
TOTAL	700,000	0	0	0	0	0	0	0	700,000
SOURCES OF FUNDS									
Transfer from General Fund									0
Local Income Tax									0
Property Tax									0
Reallocated Bonds	700,000								700,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Parking Lot Overlays

Heidi K. Pepin, Senior Budget Analyst (410) 386-2082

9921

This ongoing project provides funding to overlay parking lots at County facilities. Listed below are projects in priority order that will be accomplished in the six-year plan:

- Cooperative Extension Services
- Sandymount Park
- Taneytown Library
- Landon C. Burns Park
- Deer Park
- Vietnam Memorial
- Eldersburg Library

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction	75,000	79,000	82,000	85,000	89,000	92,000			502,000
Equipment/Furnishings									0
Other									0
EXPENDITURES									
TOTAL	75,000	79,000	82,000	85,000	89,000	92,000	0	0	502,000
SOURCES OF FUNDS									
Transfer from General Fund	75,000	79,000	82,000	85,000	89,000	92,000			502,000
Local Income Tax									0
Property Tax									0
Bonds									0
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Public Safety - Emergency Crisis Management

Christian Roop, Budget Analyst (410) 386-2082

8480

This project provides additional funding to address critical services and supplies throughout the County during an emergency crisis event. In FY 14, the Commissioners established the Service Station Energy Resiliency Grant Program, designed to encourage service station owners to install emergency backup power generation equipment so fuel can be pumped during an extended outage. This program is part of a comprehensive emergency preparedness program and will provide funding assistance for the installation of power generation equipment in at least five sites strategically located throughout the County.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings									0
Other	50,000						225,000		275,000
EXPENDITURES									
TOTAL	50,000	0	0	0	0	0	225,000	0	275,000
SOURCES OF FUNDS									
Transfer from General Fund	50,000						225,000		275,000
Local Income Tax									0
Property Tax									0
Bonds									0
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Records Management

Lynn Karr, Budget Analyst (410) 386-2082

8274

This project provides funding for a records management system to be implemented throughout Carroll County Government. With this system, documents are scanned and retained in an electronic format, historical documents are reviewed for retention, indexed, then "back-scanned" to electronic storage. The goal of this project is to reduce hard copy records through electronic compression and storage.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design									0
Land Acquisition									0
Site Work									0
Construction									0
Equipment/Furnishings							141,000		141,000
Other	30,000						265,000		295,000
EXPENDITURES									
TOTAL	30,000	0	0	0	0	0	406,000	0	436,000
SOURCES OF FUNDS									
Transfer from General Fund							306,000		306,000
Local Income Tax									0
Property Tax							100,000		100,000
Reallocated GF Transfer	30,000								30,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Taneytown Senior Center Additional Parking

District Location: 1

Robin L. Hooper, Management and Budget Project Coordinator, (410) 386-2082

8479

This project provides funding to expand the parking lot at the Taneytown Senior and Community Center. Currently, the center has twenty-eight spaces with limited additional parking available on surrounding side streets. The funding in FY 16 is to address stormwater issues and add approximately 25 additional parking spaces.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	50,000								50,000
Land Acquisition									0
Site Work									0
Construction	140,000						162,000		302,000
Equipment/Furnishings									0
Other									0
EXPENDITURES									
TOTAL	190,000	0	0	0	0	0	162,000	0	352,000
SOURCES OF FUNDS									
Transfer from General Fund	190,000								190,000
Property Tax									0
Bonds							81,000		81,000
Grants (MDE, CDBG)							81,000		81,000
PROJECTED OPERATING IMPACTS	0	0	0	0	0	0			

Transportation Building Addition

District Location: 3

Robin Hooper, Management and Budget Project Coordinator (410) 386-2082

Proj #

This project provides planned funding to build a 1,800 square foot addition to create additional operating, storage, and driver locker space, and an additional restroom at the Carroll County Transportation Building.

Project is contingent on receiving grant funding.

Operating impacts include utilities and insurance.

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design		64,000							64,000
Land Acquisition									0
Site Work			130,000						130,000
Construction			400,000						400,000
Equipment/Furnishings			50,000						50,000
Other			50,000						50,000
EXPENDITURES									
TOTAL	0	64,000	630,000	0	0	0	0	0	694,000
SOURCES OF FUNDS									
Transfer from General Fund									0
Property Tax									0
Bonds		6,400	63,000						69,400
Grants (MDE, CDBG)		57,600	567,000						624,600
PROJECTED OPERATING IMPACTS	0	0	0	8,700	9,000	9,300			