

General Government Other Summary

	Actual FY 14	Original Budget FY 15	Adjusted Budget FY 15	Budget FY 16	% Change From Orig. FY 15	% Change From Adj. FY 15
Board of Elections	\$613,099	\$803,670	\$803,670	\$1,042,810	29.76%	29.76%
County Commissioners	1,209,098	1,053,800	1,008,350	1,002,060	-4.91%	-0.62%
Board of License Commissioners	80,640	85,880	85,460	85,550	-0.38%	0.11%
Administrative Hearings	121,767	82,610	82,840	83,450	1.02%	0.74%
Total General Government Other	\$2,024,605	\$2,025,960	\$1,980,320	\$2,213,870	9.28%	11.79%

Highlights, Changes, and Useful Information

- General Government Other includes various County and State agencies. There is no inherent relationship between these budgets. They are combined for presentation purposes only.
- Beginning in FY 11, there are five Commissioners elected by district. These election districts can be viewed at: <http://ccgovernment.carr.org/ccg/topics/redist-map/comm-district-map.pdf>
- The Board of License Commissioners collects fees for applications of new or transferred liquor licenses and license violations. Below is a history of liquor license revenues:

FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14
\$203,651	\$209,363	\$207,614	\$210,610	\$214,426	\$208,787	\$216,212	\$201,549

Budget Changes

- Board of Elections increases due to costs associated with the new optical scan voting system.
- County Commissioners decreases from FY 15 Original to Adjusted due to employee turnover.

Board of Elections

Description	Actual FY 14	Original Budget FY 15	Adjusted Budget FY 15	Budget FY 16	% Change From Orig. FY 15	% Change From Adj. FY 15
Personnel	\$10,854	\$14,000	\$14,000	\$19,340	38.14%	38.14%
Benefits	828	1,100	1,100	1,480	34.55%	34.55%
Operating	601,349	788,270	788,270	1,021,690	29.61%	29.61%
Capital	67	300	300	300	0.00%	0.00%
Total	\$613,099	\$803,670	\$803,670	\$1,042,810	29.76%	29.76%
Employees FTE	0.00	0.00	0.00	0.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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Coordinator (410) 386-2082

<http://ccgovernments.carr.org/ccg/electionboard/Default.aspx>

Mission and Goals

The Board of Elections' mission is to provide the citizens of Carroll County convenient access to voter registration and accessible polling locations, promote fair and equitable elections, ensure that the voice of the people can be heard, and to maintain all election-related data accurately. The mission is accomplished by faithfully and efficiently administering the election laws of the State of Maryland and the United States, including aggressively pursuing the registration of all eligible County citizens and actively encouraging them to exercise their right to vote.

Goals include:

- To notify all registered voters in the County of their Commissioner Districts
- To educate the voting public in the processes and regulations related to elections through the media public forums

Description

The Carroll County Board of Elections is responsible for all Federal, State and County elections. The Board consists of five regular board members and two substitute members. The Governor appoints each member to a four-year term. The Board of Elections hires and trains Election Judges and maintains all records of voter registration, name changes, addresses and party affiliation. As of December 2014, there were 113,901 active voters in Carroll County.

Program Highlights

Following is a history of voter activity:

	CY 11	CY 12	CY 13	CY 14
Registrations	4,451	10,277	6,287	5,839
Address Changes	2,837	15,362	9,004	7,678
Name Changes	1,003	3,745	2,246	2,532
Deletions	5,132	6,446	5,548	6,091
Affiliation Changes	691	2,630	2,630	3,494
Total	14,114	38,460	25,715	25,634

Budget Changes

- Personnel increases due to the number of members changing from three to five on the Election Board.
- Operating increases due to costs associated with the new optical scan voting system.

County Commissioners

Description	Actual FY 14	Original Budget FY 15	Adjusted Budget FY 15	Budget FY 16	% Change From Orig. FY 15	% Change From Adj. FY 15
Personnel	\$795,073	\$749,450	\$708,590	\$766,130	2.23%	8.12%
Benefits	359,976	185,390	180,800	165,470	-10.74%	-8.48%
Operating	53,500	118,460	118,460	69,960	-40.94%	-40.94%
Capital	550	500	500	500	0.00%	0.00%
Total	\$1,209,098	\$1,053,800	\$1,008,350	\$1,002,060	-4.91%	-0.62%
Employees FTE	14.25	14.61	14.88	14.88	-----	-----

Note: FY 14 Actuals include a health and fringe allocation. The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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<http://ccgovernment.carr.org/ccg/commiss/>

Mission and Goals

The mission of the Board of County Commissioners is to ensure Carroll County government provides effective and efficient service to its citizens in a courteous and friendly manner. We conduct business openly and encourage all residents to play an active role in creating and keeping Carroll County a great place to live, a great place to work and a great place to play.

Ten Governing Principles

The Board of Commissioners established principles that will guide their Administration. Click on the link below to get a full explanation of the principles.

<http://ccgovernment.carr.org/ccg/releases/Gov%20Principles.pdf>

1. Smaller, Constitutional Government
2. Mandates
3. Term Limits
4. Taxes
5. Economic Development
6. Affirmation of Our Values
7. Protection of Individual Property Rights
8. Capital Expenditures
9. Straight Talk and Citizen Participation
10. Servant Leadership

Description

Pursuant to the Maryland Constitution, State law and the County Code, the Board of County Commissioners serves as the executive and legislative branches of Carroll County government. The Commissioners' duties include setting and enacting administrative, legislative and executive policies, approving the operating and capital expenditure budgets, assuring that spending is limited to set budgets, establishing the tax levy and setting further direction of the County Master Plan. The Master Plan should be a blueprint for future decisions that balance the need for economic growth and diversity, with programs and strategies that maintain and enhance the quality

of life for citizens in the County and citizens within each of the eight incorporated municipalities.

Program Highlights

Beginning in FY 11, there are five Commissioners elected by district. These election districts can be viewed at:

<http://ccgovernment.carr.org/ccg/topics/redist-map/comm-district-map.pdf>

Budget Changes

- The decrease from FY 15 Original to Adjusted is due to employee turnover.
- A 2.5% salary increase is included in FY 16.
- Benefits decrease due to OPEB allocations.
- Operating decreases due to a one-time compensation study included in FY 15.

Positions

Title	Type	FTE
<i>Administrative Coordinator</i>	Full-time	4.00
<i>Administrative Support</i>	Contractual	1.00
<i>County Administrator</i>	Full-time	1.00
<i>County Commissioner</i>	By-law	5.00
<i>Professional</i>	Contractual	2.88
<i>Project Analyst</i>	Full-time	1.00
Total		14.88

Board of License Commissioners

Description	Actual FY 14	Original Budget FY 15	Adjusted Budget FY 15	Budget FY 16	% Change From Orig. FY 15	% Change From Adj. FY 15
Personnel	\$46,254	\$65,690	\$65,300	\$62,240	-5.25%	-4.69%
Benefits	31,757	16,120	16,090	15,980	-0.87%	-0.68%
Operating	2,629	4,070	4,070	7,330	80.10%	80.10%
Capital	0	0	0	0	0.00%	0.00%
Total	\$80,640	\$85,880	\$85,460	\$85,550	-0.38%	0.11%
Employees FTE	1.00	1.55	1.55	1.38	-----	-----

Note: FY 14 Actuals include a health and fringe allocation. The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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<http://ccgovernments.carr.org/ccg/license/default.asp>

Positions

Title	Type	FTE
Inspector	Contractual	0.38
Inspector	Full-time	1.00
Total		1.38

Mission and Goals

To assure compliance with the regulations of Article 2B, the Laws and Regulations of the State of Maryland for the sale of alcoholic beverages and tobacco tax.

Description

The Board of License Commissioners is a three-member board mandated by State law. They are appointed by the Carroll County Commissioners to accept, hear and approve applications for County liquor licenses. The Board is responsible for the annual renewal of all existing liquor licenses, issuance of special and temporary liquor licenses, and the enforcement of the State alcoholic beverage laws. The Board consists of a Chairman and two members who sit as administrative judges, meeting one day each month to hear requests for applications and cases on violations that have been filed. The three Board members are appointed by the Commissioners and are not County employees.

Program Highlights

Fees are collected for applications for new or transferred liquor licenses and license violations. The Board of License Commissioners collects these fees. Below is a history of liquor license revenues:

FY 10	FY 11	FY 12	FY 13	FY 14
\$210,610	\$214,426	\$208,787	\$216,212	\$201,549

Budget Changes

- A 2.5% salary increase is included in FY 16.
- Personnel decreases due to reduction in hours from 20 to 15 per week for a contractual inspector.
- Operating increases due to expenses associated with a contractual inspector position.

Administrative Hearings

Description	Actual FY 14	Original Budget FY 15	Adjusted Budget FY 15	Budget FY 16	% Change From Orig. FY 15	% Change From Adj. FY 15
Personnel	\$72,444	\$42,160	\$42,370	\$43,430	3.01%	2.50%
Benefits	36,449	14,400	14,420	14,630	1.60%	1.46%
Operating	12,875	26,050	26,050	25,390	-2.53%	-2.53%
Capital	0	0	0	0	0.00%	0.00%
Total	\$121,767	\$82,610	\$82,840	\$83,450	1.02%	0.74%
Employees FTE	1.00	1.00	1.00	1.00	-----	-----

Note: FY 14 Actuals include a health and fringe allocation and other operating expenses. The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

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All board members are appointed by the County Commissioners and are not County employees.

Mission and Goals

To provide excellent and efficient service in a courteous and friendly manner and to help constituents through the required processes for zoning appeals, ethics questions and historical preservation applications.

Budget Changes

A 2.5% salary increase is included in FY 16.

Description

The Board of Zoning Appeals is a five-member board appointed by the County Commissioners to serve a three-year term. Their purpose is to hear citizen appeals for zoning violation citations and for special exceptions and variances to zoning ordinance regulations and specifications. The Board consists of a chairman and four members who sit as administrative judges three to four days each month, depending upon the number of cases filed and scheduled.

Positions

Title	Type	FTE
<i>Admin. Hearing Coordinator</i>	Full-time	1.00
Total		1.00

The Carroll County Ethics Commission is a six-member board established by County law appointed by the Carroll County Commissioners. The role of the Ethics Commission is to receive and maintain financial disclosures and lobbying disclosures; process outside employment requests; process and make determinations as to complaints filed by persons alleging violations of the Ethics Ordinance, and to provide public information regarding the purpose and application of the Ethics Ordinance.

The Historic Preservation Commission is a five-member board established by County law and appointed by the Carroll County Commissioners. The HPC hears applications for work permits within the Historic District Overlay prior to changes being made to any property within the Historic District Overlay that involves exterior changes which would affect the historic, archaeological, or architectural significance of the property. Additionally, the HPC is required to maintain and update the Maryland Inventory of Historic Properties for Carroll County; review petitions for designation as a historic site, structure or district; and review applications for conditional uses and variances for properties located within the Historic District Overlay.