

Economic Development Summary

| | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|---|--------------------|-----------------------------|-----------------------------|--------------------|---------------------------------|--------------------------------|
| Economic Development Administration | \$976,782 | \$914,760 | \$929,340 | \$966,250 | 5.63% | 3.97% |
| Business and Employment Resource Center | 261,941 | 219,290 | 231,550 | 247,170 | 12.71% | 6.75% |
| ED Infrastructure and Investments | 1,583,226 | 1,504,440 | 1,504,440 | 404,070 | -73.14% | -73.14% |
| Farm Museum | 1,045,671 | 939,590 | 952,890 | 959,670 | 2.14% | 0.71% |
| Tourism | 214,245 | 295,900 | 297,510 | 307,150 | 3.80% | 3.24% |
| Total Economic Development | \$4,081,864 | \$3,873,980 | \$3,915,730 | \$2,884,310 | -25.55% | -26.34% |
| Total Without Benefits | \$3,470,607 | \$3,573,550 | \$3,570,270 | \$2,537,400 | -28.99% | -28.93% |

FY 17 Adjusted Budget reflects a change in OPEB allocations.

Mission and Goals

The mission of the Department of Economic Development is to create a positive business environment to foster the growth and retention of resident companies and encourage the attraction of new industry. The purpose is to provide jobs for local residents, promote a healthy economy, and increase the industrial tax base to provide for government services.

Goals include:

- Increase the commercial/industrial tax base
- Increase the number of quality jobs
- Support the development of new technology and the growth of resident industries
- Create an environment that fosters small business creation, sustainability, and growth
- Increase tourism in Carroll County and support the efforts of local tourism related businesses
- Assist Carroll County businesses with workforce development needs, and citizens in finding employment opportunities

Highlights, Changes, and Useful Information

- Carroll County's average annual unemployment rate for CY 2016 was 3.6%, an improvement from CY 2015 average of 4.4%.
- The Business and Employment Resource Center continues to see demand for their programs, such as workforce training classes and job search assistance.

Budget Changes

- Economic Development Infrastructure and Investment decreases due to a short-term measure to balance the budget.
- Farm Museum increases due to advertising, printing, and catered food. Wine Festival revenues are projected to decrease, leading to a decrease in the Winery Commission fee in the Farm Museum budget.

Economic Development Administration

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| Personnel | \$403,552 | \$396,360 | \$393,290 | \$403,830 | 1.88% | 2.68% |
| Benefits | 203,961 | 100,250 | 117,900 | 123,170 | 22.86% | 4.47% |
| Operating | 369,269 | 416,650 | 416,650 | 439,250 | 5.42% | 5.42% |
| Capital | 0 | 1,500 | 1,500 | 0 | -100.00% | -100.00% |
| Total | \$976,782 | \$914,760 | \$929,340 | \$966,250 | 5.63% | 3.97% |
| Total Without Benefits | \$772,821 | \$814,510 | \$811,440 | \$843,080 | 3.51% | 3.90% |
| Employees FTE | 5.75 | 5.75 | 5.75 | 5.75 | ----- | ----- |

Note: Actuals include a health and fringe allocation and other operating expenditures. Adjusted Budget includes budget changes made during the year. FY 17 Adjusted Benefits reflects a change in OPEB allocations. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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Mission and Goals

The mission of the Department of Economic Development is to create a positive business environment to foster the growth and retention of resident companies and encourage the attraction of new industry. The purpose is to provide jobs for local residents, promote a healthy economy, and increase the industrial tax base to provide for government services.

Goals include:

- Enhancing economic development in Carroll County to provide an adequate tax base to maintain our high quality of life and ensure the stability of our communities
- Providing opportunities for residents to work in their communities
- Investing in developing infrastructures and business support programs

Description

The Department of Economic Development:

- Promotes Carroll County as a business location
- Provides an array of services to residents and potential businesses, such as site and facility tours, research, financing, regulatory agency assistance, and business advocacy services
- Provides administrative support to the Economic Development Commission, a Commissioner-appointed board that acts as an advisory arm to Commissioners on issues impacting business
- Utilizes many methods to attract new industry, including advertising, e-newsletters, public relations and attendance at industry and professional association seminars and conferences
- Maintains an active business retention visitation program

Program Highlights

- During FY 16, over 800,000 square feet of space was built or renovated.
- January 2017 unemployment numbers rank Carroll County as the third lowest in the State at 3.8%, well below the state's unemployment rate of 4.5%.
- Commercial and Industrial vacancy rates remain stable compared to last year.
 - Office: Carroll – 7.6% Baltimore – 10.0%
 - Retail: Carroll – 6.0% Baltimore – 5.5%
 - Industrial: Carroll – 7.0% Baltimore – 9.0%

Budget Changes

- A 3.0% salary increase is included in FY 18.
- Operating increases due to other vendor services.

Business and Employment Resource Center

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| Personnel | 136,413 | 144,410 | 144,220 | 148,560 | 2.87% | 3.01% |
| Benefits | 114,090 | 59,780 | 72,230 | 83,510 | 39.70% | 15.62% |
| Operating | 11,438 | 15,100 | 15,100 | 15,100 | 0.00% | 0.00% |
| Capital | 0 | 0 | 0 | 0 | 0.00% | 0.00% |
| Total | 261,941 | 219,290 | 231,550 | 247,170 | 12.71% | 6.75% |
| Total Without Benefits | \$147,851 | \$159,510 | \$159,320 | \$163,660 | 2.60% | 2.72% |
| Employees FTE | 2.85 | 2.85 | 2.85 | 2.85 | ----- | ----- |

Note: Actuals include a health and fringe allocation and other operating expenditures. Adjusted Budget includes budget changes made during the year. FY 17 Adjusted Benefits reflects a change in OPEB allocations. Ongoing mid-year changes have been annualized for comparison purposes.

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Development. BERC is located at 224 N. Center Street, Room 205, Westminster, MD.

Mission and Goals

The mission of the Carroll County Business and Employment Resource Center (BERC) is to develop a highly effective workforce for new and existing businesses, and to assist job seekers in achieving, advancing, and retaining employment.

Goals include:

- Maximize public investment in job training and workforce development to create and maintain a workforce development system in Carroll County
- Assist citizens in finding employment opportunities preferably with Carroll County businesses with workforce development needs
- Market services to Carroll County employers
- Continue the Youth Programs by partnering with public, private, and not-for-profit organizations
- Support State and Federal Departments of Labor's strategic goals to enhance opportunities for America's workforce, promote economic security of workers and families, and foster quality workplaces that are safe, healthy, and fair

Program Highlights

BERC's total operating funds are from the following sources:

| | FY 16 Actuals | FY 17 Budget | FY 18 Budget | FY 18 % of Total |
|---------------------------|--------------------|--------------------|--------------------|------------------------|
| Local – County | \$261,941 | \$219,290 | \$247,170 | 14.5% |
| Grants | 801,047 | 1,641,540 | 1,452,892 | 85.5% |
| Total | \$1,062,988 | \$1,860,830 | \$1,700,062 | 100.0% |

During FY 16:

- 10,564 customer visits were made to BERC.
- 1,314 new customers visited BERC.
- 413 (244 new) customers were registered for to access individualized and training services.
- 185 Workforce Innovation and Opportunity Act (WIOA) registered customers were placed in jobs.
- 204 customers received a total of 448 training services.

Description

The Business and Employment Resource Center provides employment-related services which include skills and career assessment, career counseling, career exploration, occupational skills training, and job skill remediation, diploma programs, on-the-job training, and job search/placement assistance. BERC offers a state-of-the-art One Stop Resource Center with free usage of resources that include current labor market information, current job openings, computers, tutorials, workshops, and a well-equipped library. BERC assists local employers with no-fee recruitment services, matching job applicants to skill requirements, posting job openings, job fairs, and supplying meeting or office spaces for business needs. BERC also provides assistance to prospective employers in relation to workforce issues through efforts with the Department of Economic

Budget Changes

A 3.0% salary increase is included in FY 18.

Economic Development Infrastructure and Investment

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|---------------|--------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| Personnel | \$0 | \$0 | \$0 | \$0 | 0.00% | 0.00% |
| Benefits | 0 | 0 | 0 | 0 | 0.00% | 0.00% |
| Operating | 1,538,226 | 1,504,440 | 1,504,440 | 404,070 | -73.14% | -73.14% |
| Capital | 45,000 | 0 | 0 | 0 | 0.00% | 0.00% |
| Total | \$1,583,226 | \$1,504,440 | \$1,504,440 | \$404,070 | -73.14% | -73.14% |
| Employees FTE | 0.00 | 0.00 | 0.00 | 0.00 | ----- | ----- |

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

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Description

The Economic Development Infrastructure and Investment account was established to provide funding that would support and encourage economic development in the County. This funding is used to promote Carroll County as a commercial/industrial site for businesses, which may include infrastructure improvements, studies, and targeted investments.

This budget funds projects such as:

- Job training investments
- Feasibility studies
- Land acquisition related to business development
- Business infrastructure development

The staff who administer the infrastructure and investment expenses are included in the Economic Development Administration budget.

Program Highlights

- Fuchs North America purchased 21 acres of land at the North Carroll Business Park (NCBP) in Hampstead. Construction is complete for their 240,000 square feet of corporate headquarters, and includes a new R&D and culinary center, state-of-the-art production facility and quality control testing labs.
- Advanced Thermal Batteries purchased 1231 Independence Way in Westminster. The company manufactures thermal batteries used in missile, space and munitions programs. The company held a grand opening in June 2016, and expects to double its workforce in the next few years.
- FR Conversions purchased a 150,000 square foot plant at West Branch Trade Center in Westminster. The company specializes in the conversion of vans for wheelchair accessibility. A ribbon cutting was held in April 2016 to celebrate the grand opening. The company expects to employ over 400 people in the next few years.
- Eldersburg Commons, a \$50 million redevelopment project, held a ribbon cutting in June 2016. The center is fully leased and features national retailers such as Super

Walmart, Ulta, Olympia Sports, Noodles and Company, and TJ Maxx.

- Concept plans have been submitted for the Warfield Corporate Campus in Sykesville. The developers will feature a residential townhome development to be complemented with retail and office uses within the historic buildings.
- Lehigh Hanson Cement, a major resident employer, is continuing to build a 4.7 mile conveyor system to transport limestone from its New Windsor quarry to its Union Bridge facility. Project is expected to be fully operational by 2018.
- Carroll Hospital Center and Frederick Memorial Hospital embarked on a joint venture to open the Mt. Airy Health and Wellness Pavilion. Physicians affiliated with either hospital are able to delivery various health care services to patients in the building.

Budget Changes

Operating decreases due to a one-time funding reduction.

Farm Museum

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|--------------------|-----------------------------|-----------------------------|------------------|---------------------------------|--------------------------------|
| Personnel | \$390,905 | \$393,720 | \$393,750 | \$409,240 | 3.94% | 3.93% |
| Benefits | 253,310 | 118,420 | 131,690 | 115,530 | -2.44% | -12.27% |
| Operating | 391,763 | 425,850 | 425,850 | 432,900 | 1.66% | 1.66% |
| Capital | 9,692 | 1,600 | 1,600 | 2,000 | 25.00% | 25.00% |
| Total | \$1,045,671 | \$939,590 | \$952,890 | \$959,670 | 2.14% | 0.71% |
| Total Without Benefits | \$792,361 | \$821,170 | \$821,200 | \$844,140 | 2.80% | 2.79% |
| Employees FTE | 10.65 | 10.65 | 10.65 | 11.06 | ----- | ----- |

Note: Actuals include a health and fringe allocation and other operating expenditures. Adjusted Budget includes budget changes made during the year. FY 17 Adjusted Benefits reflects a change in OPEB allocations. Ongoing mid-year changes have been annualized for comparison purposes.

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<http://ccgovernance.carr.org/ccg/farmmus/default.asp>

Mission and Goals

To promote the prestige and general welfare of Carroll County; to preserve the rural lifestyle that this country was built upon with a living history facility; and to educate all visitors about not only the Museum, but also the County's history and role agriculture continues to hold in the modern world.

Goals include:

- Enrich, educate and entertain visitors by providing an experience of life in rural 19th century Carroll County
- Promote greater understanding of the resourcefulness of 19th century farm life using the technology of the period
- Provide a setting to teach rural Carroll County history to visitors of all ages
- Restore and preserve all Farm Museum buildings

Description

The Carroll County Farm Museum, located at 500 South Center Street in Westminster, MD, was established in 1966 to preserve the rural heritage of Carroll County and to educate its visitors about farming life in the mid-19th century.

The Carroll County Farm Museum, the first of its kind in the State of Maryland, provides visitors an overview of rural Carroll County farm lifestyles of the 19th century through exhibits, demonstrations and traditional arts classes. The special events held throughout the year bring increased revenue to many businesses in the surrounding area.

The Living History Camp, Enrichment Camp, Traditional Arts classes and the Heirloom and County gardens provides opportunities to demonstrate how Carroll County residents lived 150 years ago.

Farm animals add to the pastoral ambience, along with an environmental fishpond, children's play area, nature trail, flower garden, croquet lawn, horseshoe pits and volleyball court.

Special events include a Civil War Encampment, Fiddler's Convention, the Maryland Wine Festival, the Old-Fashioned July 4th Picnic, Fall Harvest Days and the annual Holiday Tour.

Program Highlights

- The Farm Museum celebrated its 50th anniversary.
- The Museum added its first major exhibit in more than 20 years with the installation of the Wormseed Distillery. The exhibit highlights a national industry that was headquartered in southern Carroll County.
- Partnered with businesses in Westminster and Taneytown to provide theme-based teas in the tea room located in the Main House.
- Continued to build its reputation as a wedding venue with upgrade of the Reception Barn and addition of a bridal dressing chamber.
- Living History Camp for elementary school students and Traditional Arts Classes for children and adults continue to be very popular programs designed to support the Museum's educational mission and bring history to life.

Budget Changes

- The decrease from FY 17 Original to Adjusted is due to employee turnover.
- A 3.0% salary increase is included in FY 18.
- Operating increases due to advertising, printing, and catered food. Wine Festival revenues are projected to decrease, leading to a decrease in the Winery Commission fee in the Farm Museum budget.
- Capital increases due to one-time replacement of folding chairs.

Tourism

| Description | Actual FY 16 | Original Budget FY 17 | Adjusted Budget FY 17 | Budget FY 18 | % Change From Orig. FY 17 | % Change From Adj. FY 17 |
|-------------------------------|-----------------|-----------------------------|-----------------------------|-----------------|---------------------------------|--------------------------------|
| Personnel | \$105,322 | \$113,210 | \$113,160 | \$116,600 | 2.99% | 3.04% |
| Benefits | 39,896 | 21,980 | 21,980 | 22,650 | 3.05% | 3.05% |
| Operating | 69,027 | 160,710 | 160,710 | 165,850 | 3.20% | 3.20% |
| Capital | 0 | 0 | 0 | 0 | 0.00% | 0.00% |
| Total | \$214,245 | \$295,900 | \$295,850 | \$305,100 | 3.11% | 3.13% |
| Total Without Benefits | \$174,349 | \$273,920 | \$273,870 | \$282,450 | 3.11% | 3.13% |
| Employees FTE | 2.80 | 2.80 | 2.80 | 2.80 | ----- | ----- |

Note: Actuals include a health and fringe allocation and other operating expenditures. Adjusted Budget includes budget changes made during the year. FY 17 Adjusted Benefits reflects a change in OPEB allocations. Ongoing mid-year changes have been annualized for comparison purposes.

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<http://carrollcountytourism.org/>

- Expanded advertising to Frederick Magazine, Baltimore Magazine, and digital ads with Comcast.
- The Tourism budget is 100% funded by the Hotel Tax.

Mission and Goals

To market Carroll County as a tourist destination, to position Carroll County as a competitive destination statewide, and to provide visitors information and services to ensure a pleasant trip experience.

Goals include:

- Strengthen revenues for the County and local tourism-related businesses
- Market Carroll County as a reasonably priced, quality experience for visitors
- Provide up-to-date information for visitation
- Represent Carroll County at the State level

Description

The Carroll County Visitor Center is located at 1838 Emerald Hill Lane, Westminster, MD. The Bureau works to promote Carroll County as an attractive, inexpensive place to visit. These efforts include:

- Operating the Carroll County Visitor Center seven days a week
- Assisting local tourism-related businesses and event organizers in their marketing efforts
- Advertising, creation, and distribution of marketing materials
- Attending travel shows that help promote the County
- Creating and distributing Tourism brochures
- Creating and maintaining the Tourism website

Program Highlights

- Partnered with municipalities' Main Street Managers to assist with their advertising efforts.
- Added ten more barn quilts in FY 16, making a total of 32 throughout the County.

Budget Changes

A 3.0% salary increase is included in FY 18.