

Economic Development 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
Economic Development Administration	\$1,051,302	\$955,840	\$971,450	\$899,040	-5.94%	-7.45%
Business and Employment Resource Center	247,251	210,680	210,910	215,360	2.22%	2.11%
ED Infrastructure and Investment	2,368,569	2,050,000	2,050,000	1,487,760	-27.43%	-27.43%
Farm Museum	995,433	873,670	863,060	889,650	1.83%	3.08%
Tourism	312,216	318,960	318,930	312,170	-2.13%	-2.12%
Total Economic Development	\$4,974,769	\$4,409,150	\$4,414,350	\$3,803,980	-13.73%	-13.83%

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

- In FY 12, the Commissioners established a Small Business Loan Fund to assist small companies in obtaining financing.
- Carroll County's average annual unemployment rate for CY 2014 was 5.0%, an improvement from CY 2013 average of 5.8%, and below Maryland's average of 5.8% and the national average of 6.2%. Although unemployment rates have improved since last year, there is still a strong need for employment services.
- The Business and Employment Resource Center continues to see demand for their programs, such as workforce training classes and job search assistance.
- In FY 15, Economic Development, in collaboration with Carroll County Chamber of Commerce, the Miller Center at Carroll Community College, the Carroll County Small Business and Technology Development Center, and the Carroll Technology Council, partnered with Overton and Associates, to establish the Carroll Innovation Center at Overton in Westminster, MD. The center will provide small business owners with affordable office space.

Budget Changes

- Economic Development Administration increase from FY 15 Original to Adjusted is due to salary adjustments, partially offset by turnover.
- Economic Development Infrastructure and Investments decreases in FY 16 as a short term measure to balance the budget.
- Tourism decreases due to a reduction in postage.

Economic Development Administration

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	\$407,821	\$430,410	\$444,150	\$455,240	5.77%	2.50%
Benefits	239,214	121,560	123,430	118,030	-2.90%	-4.37%
Operating	402,666	402,370	402,370	324,270	-19.41%	-19.41%
Capital	1,600	1,500	1,500	1,500	0.00%	0.00%
Total	\$1,051,302	\$955,840	\$971,450	\$899,040	-5.94%	-7.45%
Employees FTE	7.00	7.00	7.00	7.00	-----	-----

Note: FY 14 Actuals include a health and fringe allocation and other operating expenditures. 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://carrollbiz.org/>

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:

The Carroll County Department of Economic Development and the Carroll County Economic Development Commission are charged with enhancing economic development in Carroll County. Quality economic development is critical to providing an adequate tax base to maintain our high quality of life and ensure the stability of our communities. Economic Development also provides opportunities for residents to work in their own communities. Investments in developing the necessary infrastructures and business support programs fulfill these goals.

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

- In FY 15, Economic Development, in collaboration with Carroll County Chamber of Commerce, the Miller Center at Carroll Community College, the Carroll County Small Business and Technology Development Center, and the Carroll Technology Council, partnered with Overton and Associates to establish the Carroll Innovation Center at Overton in Westminster, MD. The center will provide small business owners with affordable office space.
- The assessed value of Commercial/Industrial Real Property grew by \$229 million between FY 09 and FY 14.
- Commercial/Industrial assessable base grew 8.6% between FY 09 and FY 14.
- Commercial and Industrial vacancy rates remain stable compared to last year.
 - Office: Carroll – 11.8% Baltimore – 11.4%
 - Retail: Carroll – 5.2% Baltimore – 8.7%
 - Industrial: Carroll – 5.4% Baltimore – 5.0%

Budget Changes

- The increase from FY 15 Original to Adjusted is due to salary adjustments.
- A 2.5% salary increase is included in FY 16.
- Operating decreases due to a reduction in the Enterprise Carroll initiative.

Positions

Title	Type	FTE
<i>Administrator – Operations and Small Business Development</i>	Full-time	1.00
<i>Administrator – Strategic Accounts and Outreach</i>	Full-time	1.00
<i>Agriculture Specialist</i>	Full-time	1.00
<i>Business Development Manager</i>	Full-time	1.00
<i>Deputy Director Economic Development</i>	Full-time	1.00
<i>Economic Development Coordinator</i>	Full-time	1.00
<i>Research and Data Specialist</i>	Full-time	1.00
Total		7.00

Business and Employment Resource Center

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	\$130,568	\$137,120	\$137,210	\$140,600	2.54%	2.47%
Benefits	109,946	57,770	57,910	58,970	2.08%	1.83%
Operating	6,736	15,790	15,790	15,790	0.00%	0.00%
Capital	0	0	0	0	0.00%	0.00%
Total	\$247,251	\$210,680	\$210,910	\$215,360	2.22%	2.11%
Employees FTE	2.85	2.85	2.85	2.85	-----	-----

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.

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<http://www.carrollworks.org/>

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

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, assistance in 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

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

Program Highlights

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

	FY 14 Actuals	FY 15 Budget	FY 16 Budget	FY 16 % of Total
Local – County	\$247,251	\$210,680	\$215,360	13.5%
Grants	983,572	1,526,749	1,379,924	86.5%
TOTAL	\$1,230,823	\$1,737,429	\$1,595,284	100.0%

During FY 14:

- 13,304 customer visits were made to BERC.
- 2,036 new customers visited BERC.
- 681 customers were registered for individual intensive.
- 332 Workforce Investment Area (WIA) registered customers were placed in jobs.

Budget Changes

A 2.5% salary increase is included in FY 16.

Positions

Title	Type	FTE
<i>Business Consultant</i>	Full-time	0.10
<i>Fiscal Manager</i>	Part-time	0.75
<i>Manager, BERC</i>	Full-time	1.00
<i>Office Associate</i>	Full-time	1.00
Total		2.85

90% of the Business Consultant position is grant funded and 10% is County funded.

Economic Development Infrastructure and Investment

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	\$0	\$0	\$0	\$0	0.00%	0.00%
Benefits	0	0	0	0	0.00%	0.00%
Operating	2,344,258	2,050,000	2,050,000	1,487,760	-27.43%	-27.43%
Capital	24,311	0	0	0	0.00%	0.00%
Total	\$2,368,569	\$2,050,000	\$2,050,000	\$1,487,760	-27.43%	-27.43%
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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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

- Recent noteworthy industry expansions include Performance Food Group, Ottenbergs Bakery, Flowserve Corporation, Hanes Geo-Components, Frank Dean and Tobacco Technology. The former London Fog facility in Eldersburg was extremely active with leases totaling over 80,000 square feet signed with firms such as America's Remote Help Desk, Cre-a-TV, Bay Doors and Hardware, Gold's Gym and Aero Sports Center.
- New businesses to Carroll County include retail franchises Royal Farms, Chick Fil-A and Race Pace Bicycles. After Knorr Brake vacated and moved into their new 240,000 square foot LEED facility at the Westminster Technology Park in March of 2013, a newly formed company, Land, Sea, Air (formerly East Coast Machining) backfilled the vacant 85,000 square foot building and secured several defense contracts. New to the County are NVision, which will occupy a new 20,500 square foot building in Mt. Airy, and D&D Drilling, now housed in a new 5,000 square foot office and warehouse facility in Woodbine.

- Carlisle Etcetera LLC announced the expansion of English American Tailoring Company in Westminster. Both companies are part of the Tom James Company. Carlisle Etcetera has purchased the former Marada building for a women's apparel facility. The English American Tailoring Company is planning to retain its current operations with 380 full-time employees in Westminster and expand its custom men's apparel facility. As part of the new facility and expansion, the companies plan to add an additional 75 employees over the next five years.
- Fuchs North America announced its relocation to Carroll County. The company will purchase about 20 acres of land at the North Carroll Business Park in Hampstead. Construction plans call for over 200,000 square feet to house Fuchs' corporate headquarters including their new R&D and Culinary Center, state-of-the-art production facility, and QC and testing labs. The company currently employs 168 people in the Baltimore area.
- St. John Properties, Inc., one of the Mid-Atlantic region's most successful commercial real estate firms, is continuing leasing at Liberty Exchange. The park, when completed, will feature over 225,000 square feet of office, flex and industrial space complemented with retail amenities. To date, four buildings have been constructed with a variety of tenants.
- Black Oak Associates is in the process of building "Eldersburg Commons", a \$50 million redevelopment project. Super Wal-Mart has signed as an anchor tenant.
- The Warfield Corporate Campus in Sykesville has been actively working with a new developer who envisions a mixed residential/office campus. Their plans for the Campus also include retail amenities and a hotel.

Budget Changes

Operating decreases from FY 15 to FY 16 due to a short-term measure to balance the budget.

Farm Museum

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	\$360,726	\$383,940	\$373,330	\$382,440	-0.39%	2.44%
Benefits	260,924	116,780	116,780	119,160	2.04%	2.04%
Operating	364,053	372,950	372,950	385,050	3.24%	3.24%
Capital	9,730	0	0	3,000	100.00%	100.00%
Total	\$995,433	\$873,670	\$863,060	\$889,650	1.83%	3.08%
Employees FTE	9.99	9.99	9.99	9.99	-----	-----

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

Mission and Goals

To promote the prestige and general welfare of Carroll County by fostering preservation and appreciation of the rural culture of Carroll County and the spirit and values this culture typified. To preserve, maintain and develop this culture in connection with a public historical and living history facility, and to preserve, promote and educate the County's cultural and historic resources.

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 addition of the Living History Camp, Enrichment Camp, Traditional Arts classes and the Heirloom and County gardens have expanded the Museum's ability 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

- In FY 14, there were 34,857 visitors to the Farm Museum, and 620 volunteers donated 3,527 service hours.
- The 2014 Maryland Wine Festival was attended by 12,935 visitors.

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.
- Operating increases due to an anticipated increase in advertising and pest control costs.
- Capital increases due to a one-time purchase of furniture.

Positions

Title	Type	FTE
<i>Activities Coordinator</i>	Part-time	0.62
<i>Administrative Support</i>	Contractual	0.46
<i>Camp Coordinator</i>	Contractual	0.20
<i>Curator</i>	Full-time	1.00
<i>Events Coordinator</i>	Full-time	1.00
<i>Maintenance Specialist</i>	Full-time	2.00
<i>Office Associate</i>	Full-time	1.00
<i>Paraprofessional</i>	Contractual	0.17
<i>Park Maintenance Supervisor</i>	Full-time	1.00
<i>Park Superintendent</i>	Full-time	1.00
<i>Service/Maintenance</i>	Contractual	1.01
<i>Volunteer Coordinator</i>	Part-time	0.53
Total		9.99

Tourism

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	\$97,357	\$107,040	\$107,010	\$109,850	2.63%	2.65%
Benefits	37,130	20,910	20,910	21,310	1.91%	1.91%
Operating	177,310	191,010	191,010	181,010	-5.24%	-5.24%
Capital	419	0	0	0	0.00%	0.00%
Total	\$312,216	\$318,960	\$318,930	\$312,170	-2.13%	-2.12%
Employees FTE	2.80	2.80	2.80	2.80	-----	-----

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.

Contact

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<http://carrollcountytourism.org/>

- Partnered with the Carroll County Historical Society as a sponsor for their Box Lunch Talks and their Birthday Celebration.
- The Tourism budget is 100% funded by the Hotel Tax.

Mission and Goals

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

Goals include:

- Increase tax revenues for the County
- Increase volume for the County's tourism related business
- Increase the awareness of tourism's benefits to our local citizens and businesses

Budget Changes

- A 2.5% salary increase is included in FY 16.
- Operating decreases due to a reduction in postage and printing costs.

Positions

Title	Type	FTE
<i>Administrative Support</i>	Contractual	1.80
<i>Manager</i>	Full-time	1.00
Total		2.80

Description

Tourism is located at 225 N. Center Street, Room 107, Westminster, MD. The Bureau works to promote Carroll County as an attractive, inexpensive place to visit. These efforts include:

- Operation of the Carroll County Visitor Center 7 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
- Creation and distribution of Tourism brochures
- Creation and maintenance of Tourism website

Program Highlights

- In FY 14, Tourism partnered with Carroll County Chamber of Commerce to organize and promote the fourth annual Carroll County Restaurant Week.
- Partnered with the Arts Council, Carroll County Public Library, Carroll County Recreation and Parks, and the Carroll County Quilt Guild for the Barn Quilt Trail.