

THE CITY OF FREDERICK

FISCAL YEAR 2018 BUDGET UPDATE

December 31, 2017



Prepared by the Department of Budget and Purchasing

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Budget Overview – December 31, 2017

All Funds Summary

The City began Fiscal Year 2018 with an adopted budget of \$150,355,450. Encumbrances as of June 30, 2017, totaling \$2,587,915, were rolled forward and are included in the FY 2018 amended budget. The following table summarizes the revenues and expenditures for the City's FY 2018 amended budget as of December 31, 2017:

	Governmental Funds	Enterprise Funds	Special Revenue Funds	Capital Improvements Program	Total Budget
Revenues					
Taxes	\$ 64,834,367	\$ -	\$ -	\$ -	\$ 64,834,367
Licenses and Permits	2,415,645	477,630	-	-	2,893,275
Intergovernmental	7,368,294	128,240	1,122,000	748,515	9,367,049
Charges for Services	2,832,587	35,085,939	-	-	37,918,526
Fines and Forfeitures	1,558,800	844,046	21,898	-	2,424,744
Miscellaneous	1,388,049	435,461	82,043	-	1,905,553
Other Financing Sources	8,500	6,125,260	-	9,762,890	15,896,650
Total Revenues	\$ 80,406,242	\$ 43,096,576	\$ 1,225,941	\$ 10,511,405	\$ 135,240,164
Transfers In	2,707,072	372,583	18,460	6,999,822	10,097,937
Transfers Out	(4,129,187)	(5,938,750)	(30,000)	-	(10,097,937)
Use of Fund Balance	12,497,695	2,617,591	-	-	15,115,286
Estimated PY Encumbrances	1,193,240	1,376,583	18,092	-	2,587,915
Total Financial Resources	\$ 92,675,062	\$ 41,524,583	\$ 1,232,493	\$ 17,511,227	\$ 152,943,365
Expenditures					
General Government	\$ 8,027,445	\$ 294,720	\$ -	\$ -	\$ 8,322,165
Frederick Police Department	31,056,408	-	39,990	-	31,096,398
Planning and Community Development	2,394,982	-	283,000	761,700	3,439,682
Engineering, Permits, and Inspections	3,531,539	383,995	-	4,292,890	8,208,424
Public Works - Operations	16,199,753	20,146,873	-	9,796,065	46,142,691
Parks and Recreation	6,137,512	1,359,020	-	2,903,000	10,399,532
Economic Development	2,785,695	3,364,070	-	(242,428)	5,907,337
Frederick Community Action Agency	5,024,407	17,519	909,503	-	5,951,429
Miscellaneous Cost Centers	336,354	-	-	-	336,354
Debt Service	7,104,552	14,399,697	-	-	21,504,249
Contingency	328,151	310,000	-	-	638,151
Fund Balance (Reserves)	9,748,264	1,248,689	-	-	10,996,953
Total Expenditures	\$ 92,675,062	\$ 41,524,583	\$ 1,232,493	\$ 17,511,227	\$ 152,943,365

Budget Overview – December 31, 2017

At the end of the second quarter, the City realized 65.16% of total budgeted revenues and 49.58% of total budgeted expenditures. Salary and benefit costs are 46.16% and 75.70% of budget, respectively, which is consistent with the prior year. Both the Pension and Other-Post Employment Benefit contributions were remitted in the first quarter.

General Fund

In the General Fund, the City realized 83.05% of total budgeted revenues and 91.03% of budgeted tax revenues through the second quarter. The majority of real property taxes are recognized in the beginning of the year with amounts totaling 99.48% of the budgeted amount. Personal income taxes are received throughout the year with more significant payments received in the third and fourth quarters. Payment for admissions and amusement taxes are received beginning in the second quarter.

License and permit revenues are down from the FY 2017, however are consistent in comparison to years prior. Historically, these revenues trend at 43%-46% through the second quarter. FY 2017 was an unusual year where permits trended higher in the first half of the year.

The franchise fees for cable television are remitted to the City beginning in the second quarter. Intergovernmental revenues are 50.02% of the budgeted amount. Grant revenues are recorded when received. Other revenues are generally on target and are within expectations.

General Fund expenditures are within expectations based on the explanations given above.

Weinberg Center for the Arts

Revenues for the Weinberg Center are 60.18% of the total budgeted amount compared to 49.86% in the prior year. This is due to an increase in Production Revenue which was \$595,783 as of December 31, 2017 compared to \$460,463 as of December 31, 2016.

City Housing

The City Housing Fund has been established for the purpose of capturing activity related to fees paid by developers in lieu of constructing moderately priced dwelling units. The fees are used to support the development and operation of affordable housing initiatives. As of December 31, 2017, the City has spent \$9,588 on permanent supportive housing, down-payment assistance for first-time homebuyers and the repair or replacement of faulty furnaces.

Water and Sewer Fund

Overall, the Water and Sewer Fund is performing within budget. Charges for services are 43.55% of the total budgeted amount compared to 43.31% in the prior year. Expenditures appear reasonable and are within expectations.

Budget Overview – December 31, 2017

Parking Fund

Parking Fund revenues and expenditures are consistent with budgeted amounts and are within expectations.

Stormwater Fund

Similar to the Water and Sewer Fund, charges for stormwater management fees are accrued based on service periods. Expenditures appear reasonable and within expectations.

Airport Fund

The Airport revenues and expenditures are consistent with budgeted amounts and are within expectations.

Clustered Spires Golf Course

Clustered Spires Golf Course is a seasonal operation with most revenues and expenditures occurring in the spring and summer months. Expenditures appear reasonable and within expectations.

Other Funds

The Community Health Center Fund, Community Development Fund, Rental Operations Fund, and the Controlled Dangerous Substance Fund are performing within expectations through the second quarter.

Budget Schedules and Summaries

Schedule A Summary Schedule of Revenues and Expenditures as of December 31, 2017

Revenues						
Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
General Fund	\$ 65,339,094	\$ 78,670,533	83.05%	\$ 64,568,396	\$ 77,423,580	83.40%
Weinberg Center for the Arts	1,044,523	1,735,709	60.18%	845,177	1,695,205	49.86%
City Housing Fund	500	-	N/A	460	1,800	25.56%
Community Health Center	167,871	891,043	18.84%	-	-	N/A
Water & Sewer	11,950,034	32,234,708	37.07%	11,283,893	30,815,088	36.62%
Parking	2,975,681	6,102,292	48.76%	2,868,052	5,364,067	53.47%
Stormwater	726,112	1,762,000	41.21%	714,520	1,700,000	42.03%
Airport	489,588	1,558,232	31.42%	483,871	1,688,080	28.66%
Golf Course	618,766	1,396,060	44.32%	641,913	1,381,400	46.47%
Rental Operations	10,585	43,284	24.45%	21,677	50,436	42.98%
Community Development	108,911	313,000	34.80%	55,902	313,000	17.86%
CDS	25,865	21,898	118.12%	7,080	100,000	7.08%
Capital Improvements Program	4,665,444	10,511,405	44.38%	2,204,543	34,530,827	6.38%
Total Revenues	\$ 88,122,974	\$ 135,240,164	65.16%	\$ 83,695,484	\$ 155,063,483	53.97%

Expenditures						
Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
General Fund	\$ 42,499,292	\$ 90,711,124	46.85%	\$ 40,142,149	\$ 90,114,206	44.55%
Weinberg Center for the Arts	965,673	1,883,938	51.26%	819,222	1,837,846	44.58%
City Housing Fund	9,588	80,000	11.99%	39,203	81,400	48.16%
Community Health Center	427,512	909,503	47.01%	-	-	N/A
Water & Sewer	10,174,648	30,392,140	33.48%	9,208,024	29,118,066	31.62%
Parking	1,233,825	6,063,688	20.35%	1,229,590	6,444,721	19.08%
Stormwater	796,843	1,644,088	48.47%	546,194	1,625,291	33.61%
Airport	420,137	1,951,317	21.53%	357,008	3,376,346	10.57%
Golf Course	732,960	1,430,066	51.25%	682,820	1,445,057	47.25%
Rental Operations	20,375	43,284	47.07%	6,726	51,562	13.04%
Community Development	78,371	283,000	27.69%	53,693	313,040	17.15%
CDS	22,740	39,990	56.86%	31,984	145,793	21.94%
Capital Improvements Program	18,446,235	17,511,227	105.34%	13,842,150	37,135,917	37.27%
Total Expenditures	\$ 75,828,199	\$ 152,943,365	49.58%	\$ 66,958,763	\$ 171,689,245	39.00%

Expenditures by Type						
	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Salaries	\$ 17,530,281	\$ 37,977,578	46.16%	\$ 15,495,242	\$ 36,628,326	42.30%
Benefits	21,999,515	29,062,414	75.70%	20,429,192	27,128,664	75.30%
Supplies	4,521,275	13,553,412	33.36%	4,226,945	13,795,994	30.64%
Other Professional Services	8,869,405	20,375,188	43.53%	8,311,852	21,244,429	39.12%
Capital	18,080,111	19,304,675	93.66%	14,007,990	40,721,436	34.40%
Debt Service	4,827,612	21,315,028	22.65%	4,487,542	22,274,026	20.15%
Contingency	-	358,117	0.00%	-	299,388	0.00%
Fund Balance (Reserves)	-	10,996,953	0.00%	-	9,596,982	0.00%
Total Expenditures	\$ 75,828,199	\$ 152,943,365	49.58%	\$ 66,958,763	\$ 171,689,245	39.00%

Budget Schedules and Summaries

Schedule B Revenue Summary by Fund as of December 31, 2017

Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
General Fund						
Taxes						
Real Property	\$ 53,127,869	\$ 53,406,681	99.48%	\$ 51,321,936	\$ 52,069,187	98.56%
Business Property	2,508,281	2,457,411	102.07%	2,896,354	2,534,872	114.26%
Personal Income Taxes	3,237,250	8,514,000	38.02%	3,769,801	7,750,000	48.64%
Admissions and Amusements	127,989	340,000	37.64%	122,831	350,000	35.09%
Other	17,844	116,275	15.35%	7,560	46,275	16.34%
Licenses and Permits						
Building Permits and Inspections	567,346	1,255,645	45.18%	741,595	1,357,145	54.64%
Cable Television	298,654	1,160,000	25.75%	290,512	1,150,000	25.26%
Intergovernmental						
State	2,560,053	4,448,998	57.54%	2,257,488	4,620,084	48.86%
Federal	915,440	2,500,351	36.61%	762,263	3,294,696	23.14%
Other	124,840	248,945	50.15%	100,975	244,210	41.35%
Charges for Services						
Recreation Fees	312,923	704,807	44.40%	312,198	724,022	43.12%
Inspection, Review, and Filing Fees	288,392	842,000	34.25%	309,836	842,000	36.80%
Other	105,071	185,830	56.54%	157,383	185,830	84.69%
Fines and Forfeitures						
Automated Enforcement	586,971	1,517,000	38.69%	1,053,191	1,265,000	83.26%
Municipal Infractions	49,160	41,800	117.61%	1,940	31,800	6.10%
Miscellaneous						
Rents	280,066	613,016	45.69%	324,400	707,016	45.88%
Interest Earnings	177,105	82,700	214.15%	78,467	62,700	125.15%
Other	45,630	226,574	20.14%	58,547	180,243	32.48%
Other Financing Sources						
Other	8,210	8,500	96.59%	1,119	8,500	13.16%
Total General Fund	\$ 65,339,094	\$ 78,670,533	83.05%	\$ 64,568,396	\$ 77,423,580	83.40%
Weinberg Center for the Arts						
Intergovernmental	\$ 89,701	\$ 170,000	52.77%	\$ 108,402	\$ 131,000	82.75%
Charges for Services	880,070	1,099,950	80.01%	666,499	1,068,867	62.36%
Miscellaneous	74,752	465,759	16.05%	70,276	495,338	14.19%
Total Weinberg Center for the Arts	\$ 1,044,523	\$ 1,735,709	60.18%	\$ 845,177	\$ 1,695,205	49.86%
City Housing Fund						
Miscellaneous						
Other	\$ 500	\$ -	N/A	\$ 460	\$ 1,800	25.56%
Total City Housing Fund	\$ 500	\$ -	N/A	\$ 460	\$ 1,800	25.56%
Community Health Center						
Intergovernmental	\$ 138,244	\$ 834,000	16.58%	-	-	N/A
Miscellaneous	29,627	57,043	51.94%	-	-	N/A
Total Community Health Center	\$ 167,871	\$ 891,043	18.84%	\$ -	\$ -	N/A

Budget Schedules and Summaries

Schedule B Revenue Summary by Fund as of December 31, 2017

Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Water & Sewer Fund						
Licenses and Permits	\$ 223,930	\$ 318,550	70.30%	\$ 283,995	\$ 335,650	84.61%
Charges for Services						
Water Fees	6,768,831	15,435,000	43.85%	6,406,645	14,675,000	43.66%
Sewer Fees	4,675,670	10,846,320	43.11%	4,410,281	10,298,320	42.83%
Other	-	100	0.00%	-	100	0.00%
Fines and Forfeitures	31,147	100,300	31.05%	-	40,300	0.00%
Miscellaneous	36,762	32,000	114.88%	38,659	7,200	536.93%
Other Financing Sources						
Transfers	-	5,304,438	0.00%	-	5,304,438	0.00%
Other	213,694	198,000	107.93%	144,313	154,080	93.66%
Total Water & Sewer Fund	\$ 11,950,034	\$ 32,234,708	37.07%	\$ 11,283,893	\$ 30,815,088	36.62%
Parking Fund						
Licenses and Permits	\$ 58,629	\$ 159,080	36.86%	\$ 60,549	\$ 159,080	38.06%
Intergovernmental	18,702	128,240	14.58%	19,260	128,240	15.02%
Charges for Services						
Parking Decks	1,806,363	3,815,963	47.34%	1,815,048	3,304,184	54.93%
Parking Meters	446,079	867,708	51.41%	419,411	689,260	60.85%
Other	16,356	40,084	40.80%	19,040	35,248	54.02%
Fines and Forfeitures	393,399	743,746	52.89%	370,679	700,584	52.91%
Miscellaneous						
Rents	209,967	347,471	60.43%	152,280	347,471	43.83%
Other	43	-	N/A	118	-	N/A
Other Financing Sources	26,143	-	N/A	11,667	-	N/A
Total Parking Fund	\$ 2,975,681	\$ 6,102,292	48.76%	\$ 2,868,052	\$ 5,364,067	53.47%
Stormwater Fund						
Charges for Services	\$ 710,939	\$ 1,762,000	40.35%	\$ 706,971	\$ 1,700,000	41.59%
Miscellaneous	65	-	N/A	7	-	N/A
Other Financing Sources	15,108	-	N/A	7,542	-	N/A
Total Stormwater Fund	\$ 726,112	\$ 1,762,000	41.21%	\$ 714,520	\$ 1,700,000	42.03%
Airport Fund						
Charges for Services	\$ 473,764	\$ 952,704	49.73%	\$ 471,395	\$ 964,880	48.86%
Miscellaneous	13,520	22,450	60.22%	10,725	8,200	130.79%
Other Financing Sources						
Transfers	-	583,078	0.00%	-	715,000	0.00%
Other	2,304	-	N/A	1,751	-	N/A
Total Airport Fund	\$ 489,588	\$ 1,558,232	31.42%	\$ 483,871	\$ 1,688,080	28.66%
Golf Course Fund						
Charges for Services	\$ 602,491	\$ 1,366,060	44.10%	\$ 626,079	\$ 1,351,400	46.33%
Miscellaneous	16,275	30,000	N/A	15,834	30,000	52.78%
Total Golf Course Fund	\$ 618,766	\$ 1,396,060	44.32%	\$ 641,913	\$ 1,381,400	46.47%
Rental Operations Fund						
Miscellaneous	\$ 887	\$ 3,540	25.06%	\$ 1,770	\$ 9,936	17.81%
Other Financing Sources	9,698	39,744	24.40%	19,907	40,500	49.15%
Total Rental Operations Fund	\$ 10,585	\$ 43,284	24.45%	\$ 21,677	\$ 50,436	42.98%

Budget Schedules and Summaries

Schedule B Revenue Summary by Fund as of December 31, 2017

Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Community Development Fund						
Intergovernmental	\$ 108,416	\$ 288,000	37.64%	\$ 55,610	\$ 288,000	19.31%
Miscellaneous	495	25,000	1.98%	292	25,000	1.17%
Total Community Development Fund	\$ 108,911	\$ 313,000	34.80%	\$ 55,902	\$ 313,000	17.86%
CDS Fund						
Fines and Forfeitures	\$ 17,505	\$ 21,898	79.94%	\$ 6,575	\$ 100,000	6.58%
Miscellaneous	8,360	-	N/A	505	-	N/A
Total CDS Fund	\$ 25,865	\$ 21,898	118.12%	\$ 7,080	\$ 100,000	7.08%
Capital Improvements Program						
General Fund	\$ 2,268,281	\$ 5,990,155	37.87%	\$ 387,064	\$ 14,540,147	2.66%
Water & Sewer Fund	8,106	3,750,000	0.22%	982,772	15,280,000	6.43%
Parking Fund	-	-	N/A	-	-	
Stormwater Fund	2,100	1,025,000	0.20%	350,100	425,000	82.38%
Airport Fund	2,386,957	(253,750)	-940.67%	484,607	4,285,680	11.31%
Total Capital Improvements Program	\$ 4,665,444	\$ 10,511,405	44.38%	\$ 2,204,543	\$ 34,530,827	6.38%
Total All Funds	\$ 88,122,974	\$ 135,240,164	65.16%	\$ 83,695,484	\$ 155,063,483	53.97%

Budget Schedules and Summaries

Schedule C Summary of Department Expenditures Within Each Fund as of December 31, 2017

Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
General Fund						
Mayor's Office	\$ 589,540	\$ 925,137	63.72%	\$ 553,444	\$ 908,632	60.91%
Legal	511,008	855,049	59.76%	421,261	830,078	50.75%
Election Board	125,710	185,211	67.87%	11	3,544	0.31%
Finance	692,637	1,733,242	39.96%	618,168	1,499,895	41.21%
Purchasing	368,314	662,994	55.55%	341,034	666,218	51.19%
Budget	115,793	198,741	58.26%	118,240	214,661	55.08%
Information Technology	667,121	1,176,001	56.73%	656,665	1,230,515	53.37%
Geographic Information Systems	179,838	351,018	51.23%	123,074	338,870	36.32%
Audio Visual	100,829	335,284	30.07%	120,198	212,111	56.67%
Human Resources	445,359	951,188	46.82%	383,135	897,705	42.68%
Safety	212,832	352,321	60.41%	136,500	284,617	47.96%
Planning	785,144	1,573,301	49.90%	720,833	1,652,632	43.62%
Code Enforcement	362,074	765,291	47.31%	377,561	779,875	48.41%
Facility Maintenance	586,002	1,010,153	58.01%	542,345	1,009,883	53.70%
Asset Management	216,515	520,508	41.60%	272,051	688,285	39.53%
Municipal Annex	197,156	445,051	44.30%	162,379	418,823	38.77%
Community Promotion	207,336	301,259	68.82%	169,638	297,011	57.12%
Special Events	137,436	234,423	58.63%	120,244	224,496	53.56%
Police	18,373,051	31,056,408	59.16%	17,174,362	30,399,170	56.50%
Fire	314,810	316,963	99.32%	265,353	270,049	98.26%
Building Inspection	888,949	1,534,438	57.93%	723,311	1,333,978	54.22%
Electrical Inspection	195,997	345,129	56.79%	206,754	358,125	57.73%
Construction Inspection	295,747	566,337	52.22%	292,545	570,213	51.30%
General Administration - DPW	776,866	1,550,018	50.12%	743,132	1,485,295	50.03%
Maintenance - Equipment and Machinery	653,831	1,126,333	58.05%	614,191	1,119,844	54.85%
Engineering	790,783	1,651,972	47.87%	715,824	1,553,818	46.07%
Waste Collection	2,050,787	3,899,314	52.59%	1,848,103	3,756,487	49.20%
Street Maintenance	1,341,622	2,407,917	55.72%	1,437,345	2,580,856	55.69%
Snow Removal	37,855	471,846	8.02%	67,566	575,162	11.75%
Street Lights and Signals	1,226,414	2,718,850	45.11%	1,149,816	2,520,830	45.61%
Traffic Lines and Signs	604,902	1,248,388	48.45%	522,184	1,413,323	36.95%
Bus Maintenance	19,593	19,391	101.04%	11,196	11,446	97.82%
Parks Division	2,003,822	3,950,197	50.73%	2,039,005	4,175,958	48.83%
Harry Grove Stadium	84,416	235,038	35.92%	70,041	266,654	26.27%
Recreation Centers	711,135	1,530,675	46.46%	686,919	1,552,758	44.24%
Burck Street Center	4,494	26,372	17.04%	11,592	26,581	43.61%
Summer Playground Program	65,015	118,509	54.86%	55,760	116,407	47.90%
Swimming Pools	139,431	277,336	50.28%	214,716	384,982	55.77%
Community Development	50,455	56,390	89.48%	56,859	68,803	82.64%
Economic Development	372,922	901,757	41.36%	377,308	752,981	50.11%
Frederick Community Action Agency	2,264,781	4,944,407	45.80%	2,373,114	5,618,711	42.24%
Debt Service	2,730,970	7,104,552	38.44%	2,639,585	7,380,018	35.77%
Contingency	-	328,151	0.00%	8,787	100,102	8.78%
Fund Balance (Reserves)	-	9,748,264	0.00%	-	9,563,804	0.00%
Total General Fund	\$ 42,499,292	\$ 90,711,124	46.85%	\$ 40,142,149	\$ 90,114,206	44.55%

Budget Schedules and Summaries

Schedule C Summary of Department Expenditures Within Each Fund as of December 31, 2017

Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Weinberg Center for the Arts						
Weinberg	\$ 965,673	\$ 1,588,998	60.77%	\$ 819,222	\$ 1,563,046	52.41%
Weinberg - Board of Directors	-	294,940	0.00%	-	274,800	0.00%
Total Weinberg Center for the Arts	\$ 965,673	\$ 1,883,938	51.26%	\$ 819,222	\$ 1,837,846	44.58%
City Housing Fund						
MPDU Housing	\$ 9,588	\$ 80,000	11.99%	\$ 39,203	\$ 81,400	48.16%
Total City Housing Fund	\$ 9,588	\$ 80,000	11.99%	\$ 39,203	\$ 81,400	48.16%
Community Health Center						
Community Health Center	\$ 427,512	\$ 909,503	47.01%	\$ -	\$ -	N/A
Total Community Health Center	\$ 427,512	\$ 909,503	47.01%	\$ -	\$ -	N/A
Water & Sewer Fund						
Finance	\$ 154,669	\$ 294,720	52.48%	\$ 143,637	\$ 312,939	45.90%
Plumbing Inspection	237,325	383,995	61.80%	218,419	364,267	59.96%
Water Services	1,609,020	3,081,035	52.22%	1,444,214	3,102,499	46.55%
Water Quality	216,973	415,157	52.26%	190,620	422,892	45.08%
Water Treatment	3,013,325	8,008,908	37.62%	2,767,564	7,689,333	35.99%
Wastewater Treatment Plant	1,603,606	4,397,252	36.47%	1,598,084	4,444,113	35.96%
Sewer Maintenance	424,408	857,912	49.47%	381,578	969,556	39.36%
Inflow and Infiltration	215,782	415,345	51.95%	220,289	437,457	50.36%
Plant Maintenance	869,594	1,422,391	61.14%	647,585	1,283,180	50.47%
Debt Service	1,829,946	10,915,425	16.76%	1,596,034	10,002,544	15.96%
Contingency	-	200,000	0.00%	-	89,286	0.00%
Total Water & Sewer Fund	\$ 10,174,648	\$ 30,392,140	33.48%	\$ 9,208,024	\$ 29,118,066	31.62%
Parking Fund						
Public Parking	\$ 539,808	\$ 1,250,107	43.18%	\$ 467,092	\$ 1,260,725	37.05%
Church Street Deck	78,504	265,124	29.61%	60,649	489,962	12.38%
Court Street Deck	111,107	302,795	36.69%	113,328	565,377	20.04%
Carroll Creek Deck	91,538	351,010	26.08%	76,141	598,617	12.72%
West Patrick Street Deck	62,535	224,649	27.84%	54,029	483,716	11.17%
East All Saints Street Deck	67,515	217,137	31.09%	193,364	689,579	28.04%
Debt Service	282,818	2,129,942	13.28%	264,987	2,256,745	11.74%
Contingency	-	100,000	0.00%	-	100,000	0.00%
Fund Balance (Reserves)	-	1,222,924	0.00%	-	-	N/A
Total Parking Fund	\$ 1,233,825	\$ 6,063,688	20.35%	\$ 1,229,590	\$ 6,444,721	19.08%
Stormwater Fund						
Street Sweeping	\$ 407,925	\$ 717,601	56.85%	\$ 233,920	\$ 451,785	51.78%
Stormwater	373,880	831,272	44.98%	298,909	1,073,898	27.83%
Debt Service	15,038	85,215	17.65%	13,365	89,608	14.91%
Contingency	-	10,000	0.00%	-	10,000	0.00%
Total Stormwater Fund	\$ 796,843	\$ 1,644,088	48.47%	\$ 546,194	\$ 1,625,291	33.61%
Airport Fund						
Airport	\$ 299,686	\$ 674,900	44.40%	\$ 236,249	\$ 719,032	32.86%
Air Traffic Control Tower	25,254	78,348	32.23%	19,139	80,857	23.67%
Debt Service	95,197	1,198,069	7.95%	101,620	2,576,457	3.94%
Total Airport Fund	\$ 420,137	\$ 1,951,317	21.53%	\$ 357,008	\$ 3,376,346	10.57%

Budget Schedules and Summaries

Schedule C Summary of Department Expenditures Within Each Fund as of December 31, 2017

Fund	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Golf Course Fund						
Maintenance	\$ 396,173	\$ 727,515	54.46%	\$ 382,982	\$ 716,221	53.47%
Clubhouse	303,957	591,203	51.41%	266,718	608,027	43.87%
Restaurant	19,867	40,302	49.30%	21,568	41,457	52.02%
Debt Service	12,963	71,046	18.25%	11,552	79,352	14.56%
Total Golf Course Fund	\$ 732,960	\$ 1,430,066	51.25%	\$ 682,820	\$ 1,445,057	47.25%
Rental Operations Fund						
Rental Operations	\$ 20,375	\$ 17,519	116.30%	\$ 6,726	\$ 18,384	36.59%
Fund Balance (Reserves)	-	25,765	0.00%	-	33,178	0.00%
Total Rental Operations Fund	\$ 20,375	\$ 43,284	47.07%	\$ 6,726	\$ 51,562	13.04%
Community Development Fund						
Community Development	\$ 78,371	\$ 283,000	27.69%	\$ 53,693	\$ 313,040	17.15%
Total Community Development Fund	\$ 78,371	\$ 283,000	27.69%	\$ 53,693	\$ 313,040	17.15%
CDS Fund						
CDS Program	\$ 22,740	\$ 39,990	56.86%	\$ 31,984	\$ 145,793	21.94%
Total CDS Fund	\$ 22,740	\$ 39,990	56.86%	\$ 31,984	\$ 145,793	21.94%
Capital Improvements Program						
General Fund	\$ 7,325,450	\$ 9,586,227	76.42%	\$ 1,954,997	\$ 16,720,237	11.69%
Water & Sewer	7,563,851	7,150,000	105.79%	10,644,060	13,880,000	76.69%
Stormwater	83,407	1,025,000	8.14%	650,295	1,100,000	59.12%
Airport	3,473,527	(250,000)	-1389.41%	539,283	5,435,680	9.92%
Parking	-	-	N/A	53,515	-	N/A
Total Capital Improvements Program	\$ 18,446,235	\$ 17,511,227	105.34%	\$ 13,842,150	\$ 37,135,917	37.27%
Total All Funds	\$ 75,828,199	\$ 152,943,365	49.58%	\$ 66,958,763	\$ 171,689,245	39.00%

Budget Schedules and Summaries

Schedule D Summary of Expenditures by Functional Area as of December 31, 2017

Functional Area	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
General Government						
General Fund						
Mayor's Office	\$ 589,540	\$ 925,137	63.72%	\$ 553,444	\$ 908,632	60.91%
Legal	511,008	855,049	59.76%	421,261	830,078	50.75%
Election Board	125,710	185,211	67.87%	11	3,544	0.31%
Finance	692,637	1,733,242	39.96%	618,168	1,499,895	41.21%
Purchasing	368,314	662,994	55.55%	341,034	666,218	51.19%
Budget	115,793	198,741	58.26%	118,240	214,661	55.08%
Information Technology	667,121	1,176,001	56.73%	656,665	1,230,515	53.37%
Geographic Information Systems	179,838	351,018	51.23%	123,074	338,870	36.32%
Audio Visual	100,829	335,284	30.07%	120,198	212,111	56.67%
Human Resources	445,359	951,188	46.82%	383,135	897,705	42.68%
Safety	212,832	352,321	60.41%	136,500	284,617	47.96%
Community Promotion	207,336	301,259	68.82%	169,638	297,011	57.12%
Water & Sewer Fund						
Finance	154,669	294,720	52.48%	143,637	312,939	45.90%
Total General Government	\$ 4,370,986	\$ 8,322,165	52.52%	\$ 3,785,005	\$ 7,696,796	49.18%
Frederick Police Department						
General Fund						
Police	\$ 18,373,051	\$ 31,056,408	59.16%	\$ 17,174,362	\$ 30,399,170	56.50%
CDS Fund						
CDS Program	22,740	39,990	56.86%	31,984	145,793	21.94%
Total Frederick Police Department	\$ 18,395,791	\$ 31,096,398	59.16%	\$ 17,206,346	\$ 30,544,963	56.33%
Planning and Community Development						
General Fund						
Planning	\$ 785,144	\$ 1,573,301	49.90%	\$ 720,833	\$ 1,652,632	43.62%
Code Enforcement	362,074	765,291	47.31%	377,561	779,875	48.41%
Community Development	50,455	56,390	89.48%	56,859	68,803	82.64%
Community Development Fund						
Community Development	78,371	283,000	27.69%	53,693	313,040	17.15%
Total Planning and Community Development	\$ 1,276,044	\$ 2,677,982	47.65%	\$ 1,208,946	\$ 2,814,350	42.96%
Engineering, Permits, and Inspections						
General Fund						
Building Inspection	\$ 888,949	\$ 1,534,438	57.93%	\$ 723,311	\$ 1,333,978	54.22%
Electrical Inspection	195,997	345,129	56.79%	206,754	358,125	57.73%
Engineering	790,783	1,651,972	47.87%	715,824	1,553,818	46.07%
Water & Sewer Fund						
Plumbing Inspection	237,325	383,995	61.80%	218,419	364,267	59.96%
Total Engineering, Permits, and Inspections	\$ 2,113,054	\$ 3,915,534	53.97%	\$ 1,864,308	\$ 3,610,188	51.64%

Budget Schedules and Summaries

Schedule D Summary of Expenditures by Functional Area as of December 31, 2017

Functional Area	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Department of Public Works						
General Fund						
Facility Maintenance	\$ 586,002	\$ 1,010,153	58.01%	\$ 542,345	\$ 1,009,883	53.70%
Asset Management	216,515	520,508	41.60%	272,051	688,285	39.53%
Municipal Annex	197,156	445,051	44.30%	162,379	418,823	38.77%
Construction Inspection	295,747	566,337	52.22%	292,545	570,213	51.30%
General Administration - DPW	776,866	1,550,018	50.12%	743,132	1,485,295	50.03%
Maintenance - Equipment and Machinery	653,831	1,126,333	58.05%	614,191	1,119,844	54.85%
Waste Collection	2,050,787	3,899,314	52.59%	1,848,103	3,756,487	49.20%
Street Maintenance	1,341,622	2,407,917	55.72%	1,437,345	2,580,856	55.69%
Snow Removal	37,855	471,846	8.02%	67,566	575,162	11.75%
Street Lights and Signals	1,226,414	2,718,850	45.11%	1,149,816	2,520,830	45.61%
Traffic Lines and Signs	604,902	1,248,388	48.45%	522,184	1,413,323	36.95%
Harry Grove Stadium	84,416	235,038	35.92%	70,041	266,654	26.27%
Water & Sewer Fund						
Water Services	1,609,020	3,081,035	52.22%	1,444,214	3,102,499	46.55%
Water Quality	216,973	415,157	52.26%	190,620	422,892	45.08%
Water Treatment	3,013,325	8,008,908	37.62%	2,767,564	7,689,333	35.99%
Wastewater Treatment Plant	1,603,606	4,397,252	36.47%	1,598,084	4,444,113	35.96%
Sewer Maintenance	424,408	857,912	49.47%	381,578	969,556	39.36%
Inflow and Infiltration	215,782	415,345	51.95%	220,289	437,457	50.36%
Plant Maintenance	869,594	1,422,391	61.14%	647,585	1,283,180	50.47%
Stormwater Fund						
Street Sweeping	407,925	717,601	56.85%	233,920	451,785	51.78%
Stormwater	373,880	831,272	44.98%	298,909	1,073,898	27.83%
Total Department of Public Works	\$ 16,806,626	\$ 36,346,626	46.24%	\$ 15,504,461	\$ 36,280,368	42.74%
Parks and Recreation						
General Fund						
Special Events	\$ 137,436	\$ 234,423	58.63%	\$ 120,244	\$ 224,496	53.56%
Parks Division	2,003,822	3,950,197	50.73%	2,039,005	4,175,958	48.83%
Recreation Centers	711,135	1,530,675	46.46%	686,919	1,552,758	44.24%
Burck Street Center	4,494	26,372	17.04%	11,592	26,581	43.61%
Summer Playground Program	65,015	118,509	54.86%	55,760	116,407	47.90%
Swimming Pools	139,431	277,336	50.28%	214,716	384,982	55.77%
Golf Course Fund						
Maintenance	396,173	727,515	54.46%	382,982	716,221	53.47%
Clubhouse	303,957	591,203	51.41%	266,718	608,027	43.87%
Restaurant	19,867	40,302	49.30%	21,568	41,457	52.02%
Total Parks and Recreation	\$ 3,781,330	\$ 7,496,532	50.44%	\$ 3,799,504	\$ 7,846,887	48.42%

Budget Schedules and Summaries

Schedule D Summary of Expenditures by Functional Area as of December 31, 2017

Functional Area	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Economic Development						
General Fund						
Economic Development	\$ 372,922	\$ 901,757	41.36%	\$ 377,308	\$ 752,981	50.11%
Weinberg Center for the Arts						
Weinberg	965,673	1,588,998	60.77%	819,222	1,563,046	52.41%
Weinberg - Board of Directors	-	294,940	0.00%	-	274,800	0.00%
Parking Fund						
Public Parking	539,808	1,250,107	43.18%	467,092	1,260,725	37.05%
Church Street Deck	78,504	265,124	29.61%	60,649	489,962	12.38%
Court Street Deck	111,107	302,795	36.69%	113,328	565,377	20.04%
Carroll Creek Deck	91,538	351,010	26.08%	76,141	598,617	12.72%
West Patrick Street Deck	62,535	224,649	27.84%	54,029	483,716	11.17%
East All Saints Street Deck	67,515	217,137	31.09%	193,364	689,579	28.04%
Airport Fund						
Airport	299,686	674,900	44.40%	236,249	719,032	32.86%
Air Traffic Control Tower	25,254	78,348	32.23%	19,139	80,857	23.67%
Total Economic Development	\$ 2,614,542	\$ 6,149,765	42.51%	\$ 2,416,521	\$ 7,478,692	32.31%
Frederick Community Action Agency						
General Fund						
Frederick Community Action Agency	\$ 2,264,781	\$ 4,944,407	45.80%	\$ 2,373,114	\$ 5,618,711	42.24%
City Housing Fund						
MPDU Housing	9,588	80,000	11.99%	39,203	81,400	48.16%
Community Health Center Fund						
Community Health Center	427,512	909,503	47.01%	-	-	N/A
Rental Operations Fund						
Rental Operations	20,375	17,519	116.30%	6,726	18,384	36.59%
Total Frederick Community Action Agency	\$ 2,722,256	\$ 5,951,429	45.74%	\$ 2,419,043	\$ 5,718,495	42.30%
Miscellaneous Cost Centers						
General Fund						
Fire	\$ 314,810	\$ 316,963	99.32%	\$ 265,353	\$ 270,049	98.26%
Bus Maintenance	19,593	19,391	101.04%	11,196	11,446	97.82%
Total Miscellaneous Cost Centers	\$ 334,403	\$ 336,354	99.42%	\$ 276,549	\$ 281,495	98.24%
Debt Service						
General Fund	\$ 2,730,970	\$ 7,104,552	38.44%	\$ 2,639,585	\$ 7,380,018	35.77%
Water & Sewer Fund	1,829,946	10,915,425	16.76%	1,596,034	10,002,544	15.96%
Parking Fund	282,818	2,129,942	13.28%	264,987	2,256,745	11.74%
Stormwater Fund	15,038	85,215	17.65%	13,365	89,608	14.91%
Airport Fund	95,197	1,198,069	7.95%	101,620	2,576,457	3.94%
Golf Course Fund	12,963	71,046	18.25%	11,552	79,352	14.56%
Total Debt Service	\$ 4,966,932	\$ 21,504,249	23.10%	\$ 4,627,143	\$ 22,384,724	20.67%
Contingency						
General Fund	\$ -	\$ 328,151	0.00%	\$ 8,787	\$ 100,102	8.78%
Water & Sewer Fund	-	200,000	0.00%	-	89,286	0.00%
Parking Fund	-	100,000	0.00%	-	100,000	0.00%
Stormwater Fund	-	10,000	0.00%	-	10,000	0.00%
Total Contingency	\$ -	\$ 638,151	0.00%	\$ 8,787	\$ 299,388	2.93%

Budget Schedules and Summaries

Schedule D Summary of Expenditures by Functional Area as of December 31, 2017

Functional Area	12/31/2017 Actual	FY 2018 Amended	% of Budget	12/31/2016 Actual	FY 2017 Amended	% of Budget
Fund Balance (Reserves)						
General Fund	\$ -	\$ 9,748,264	0.00%	\$ -	\$ 9,563,804	0.00%
Parking Fund	-	1,222,924	0.00%	-	-	N/A
Rental Operations Fund	-	25,765	0.00%	-	33,178	0.00%
Total Fund Balance (Reserves)	\$ -	\$ 10,996,953	0.00%	\$ -	\$ 9,596,982	0.00%
Capital Improvements Program						
General Fund	\$ 7,325,450	\$ 9,586,227	76.42%	\$ 1,954,997	\$ 16,720,237	11.69%
Water & Sewer	7,563,851	7,150,000	105.79%	10,644,060	13,880,000	76.69%
Stormwater	83,407	1,025,000	8.14%	650,295	1,100,000	59.12%
Airport	3,473,527	(250,000)	-1389.41%	539,283	5,435,680	9.92%
Total Capital Improvements Program	\$ 18,446,235	\$ 17,511,227	105.34%	\$ 13,842,150	\$ 37,135,917	37.27%
Total All Funds	\$ 75,828,199	\$ 152,943,365	49.58%	\$ 66,958,763	\$ 171,689,245	39.00%

Budget Schedules and Summaries

Schedule E Use of Fund Balance

The schedule below shows the anticipated beginning and ending fund balance for the General and applicable Enterprise funds. The uses of fund balance detailed below are within the financial administration policy guidelines as set forth by the Board of Aldermen.

	General Fund	Weinberg	City Housing	Water and Sewer	Parking	Storm Water	Rental Operations	Total
Beginning Estimated Fund Balance	\$ 14,294,563	\$ -	\$ 126,389	\$ 7,105,740	\$ 2,990,408	\$ 472,434	\$ 29,961	\$ 25,019,495
Budgeted Use of Fund Balance:								
Capital Improvements Program	1,350,529	-	-	2,617,591	-	-	-	3,968,120
Capital Purchases	1,300,000	-	-	-	-	-	-	1,300,000
Other	18,902	-	80,000	-	-	-	-	98,902
Reserves	9,748,264	-	-	-	-	-	-	9,748,264
Total Budgeted Use of Fund Balance	12,417,695	-	80,000	2,617,591	-	-	-	15,115,286
Ending Estimated Fund Balance	\$ 1,876,868	\$ -	\$ 46,389	\$ 4,488,149	\$ 2,990,408	\$ 472,434	\$ 29,961	\$ 9,904,209

Budget Schedules and Summaries

Schedule F Summary of Full-Time Equivalent Positions by Fund

Fund	FY 2018 Adopted	FY 2017 Adopted	FY 2016 Adopted	FY 2015 Adopted	FY 2014 Adopted
General Fund					
Mayor's Office	6.50	6.50	6.70	6.70	7.20
Legal	6.00	6.00	6.00	6.00	6.00
Finance	9.00	8.00	8.00	8.00	9.00
Purchasing	7.00	7.00	7.00	7.00	8.00
Budget	1.50	2.00	2.00	2.00	-
Information Technology	4.20	4.20	4.20	4.20	4.20
Geographic Information Systems	2.20	2.20	2.20	2.20	2.20
Audio Visual	2.00	2.00	2.00	2.00	2.00
Human Resources	6.00	6.00	6.00	6.00	6.00
Safety	3.40	3.40	3.40	3.40	3.40
Planning	13.00	12.35	12.35	12.70	12.35
Code Enforcement	8.50	8.50	8.50	7.50	7.50
Facility Maintenance	10.20	10.20	10.20	10.20	10.20
Asset Management	1.00	1.00	1.00	1.00	1.00
Special Events	2.25	2.25	2.25	2.25	2.25
Police	199.50	195.51	192.56	190.73	187.80
Building Inspection	12.90	11.90	10.90	10.90	10.90
Electrical Inspection	2.80	2.80	2.80	2.80	2.80
Construction Inspection	5.00	4.90	4.90	4.90	4.90
General Administration - DPW	12.27	12.27	12.27	12.27	11.67
Maintenance - Equipment and Machinery	10.70	10.70	10.70	10.70	10.80
Engineering	12.40	12.40	12.40	12.40	12.40
Waste Collection	23.70	23.34	23.34	23.34	23.34
Street Maintenance	13.30	12.30	12.30	12.30	12.30
Street Lights and Signals	14.20	14.20	14.20	14.20	14.20
Traffic Lines and Signs	5.56	5.56	5.56	5.56	5.56
Parks Division	28.13	27.39	25.25	25.25	25.25
Recreation Centers	19.64	19.60	18.42	18.07	18.71
Summer Playground Program	2.18	2.00	2.00	2.00	2.25
Swimming Pools	1.77	2.16	2.16	2.16	2.36
Economic Development	4.00	4.00	4.00	4.00	3.50
Frederick Community Action Agency	39.63	61.23	50.70	52.18	42.90
Total General Fund	490.43	503.86	486.26	484.91	472.94
Weinberg Center for the Arts					
Weinberg	9.33	8.83	8.33	8.33	8.33
Total Weinberg Center for the Arts	9.33	8.83	8.33	8.33	8.33

Budget Schedules and Summaries

Schedule F Summary of Full-Time Equivalent Positions by Fund

Fund	FY 2018 Adopted	FY 2017 Adopted	FY 2016 Adopted	FY 2015 Adopted	FY 2014 Adopted
Water & Sewer Fund					
Finance	3.00	3.00	3.00	3.00	3.00
Plumbing Inspection	2.80	2.80	2.80	2.80	2.80
Water Services	18.50	18.50	18.50	17.50	16.50
Water Quality	3.13	3.13	3.13	3.13	3.13
Water Treatment	21.33	18.33	18.33	18.33	18.33
Wastewater Treatment Plant	14.23	14.23	14.23	13.23	13.23
Sewer Maintenance	5.66	5.66	5.66	5.66	5.66
Inflow and Infiltration	3.23	3.23	3.23	3.23	3.23
Plant Maintenance	11.13	10.13	10.13	10.13	10.13
Total Water & Sewer Fund	83.01	79.01	79.01	77.01	76.01
Parking Fund					
Public Parking	11.83	12.71	12.69	11.55	11.32
Church Street Deck	1.88	1.76	1.76	1.76	1.75
Court Street Deck	1.88	1.83	1.83	1.83	1.83
Carroll Creek Deck	1.88	1.76	1.76	1.76	1.75
West Patrick Street Deck	1.88	1.76	1.76	1.76	1.72
East All Saints Street Deck	1.88	1.74	1.76	1.76	1.72
Total Parking Fund	21.23	21.56	21.56	20.42	20.09
Storm Water Fund					
Street Sweeping	4.00	3.00	3.00	3.00	3.00
Storm Water	4.96	4.96	4.96	4.61	4.56
Total Storm Water Fund	8.96	7.96	7.96	7.61	7.56
Airport Fund					
Airport	3.50	2.50	2.50	2.50	2.50
Total Airport Fund	3.50	2.50	2.50	2.50	2.50
Golf Course Fund					
Maintenance	8.19	8.00	7.51	7.83	7.02
Clubhouse	6.81	6.80	6.20	6.20	6.80
Restaurant	-	-	-	2.15	2.15
Total Golf Course Fund	15.00	14.80	13.71	16.18	15.97
Rental Operations Fund					
Rental Operations	0.15	0.15	0.15	0.15	0.25
Total Rental Operations Fund	0.15	0.15	0.15	0.15	0.25

Budget Schedules and Summaries

Schedule F Summary of Full-Time Equivalent Positions by Fund

Fund	FY 2018 Adopted	FY 2017 Adopted	FY 2016 Adopted	FY 2015 Adopted	FY 2014 Adopted
Community Health Center Fund					
Community Health Center	24.43	-	-	-	-
Total Community Health Center Fund	24.43	-	-	-	-
Community Development Fund					
Community Development	1.00	1.00	1.00	1.00	1.00
Total Community Development Fund	1.00	1.00	1.00	1.00	1.00
Total All Funds	657.04	639.67	620.48	618.11	604.65

Budget Schedules and Summaries

Schedule G Summary of Full -Time Equivalents by Functional Area

Functional Area	FY 2018 Adopted	FY 2017 Adopted	FY 2016 Adopted	FY 2015 Adopted	FY 2014 Adopted
General Government					
General Fund					
Mayor's Office	6.50	6.50	6.70	6.70	7.20
Legal	6.00	6.00	6.00	6.00	6.00
Finance	9.00	8.00	8.00	8.00	9.00
Purchasing	7.00	7.00	7.00	7.00	8.00
Budget	1.50	2.00	2.00	2.00	-
Information Technology	4.20	4.20	4.20	4.20	4.20
Geographic Information Systems	2.20	2.20	2.20	2.20	2.20
Audio Visual	2.00	2.00	2.00	2.00	2.00
Human Resources	6.00	6.00	6.00	6.00	6.00
Safety	3.40	3.40	3.40	3.40	3.40
Water & Sewer Fund					
Finance	3.00	3.00	3.00	3.00	3.00
Total General Government	50.80	50.30	50.50	50.50	51.00
Frederick Police Department					
General Fund					
Police	199.50	195.51	192.56	190.73	187.80
Total Frederick Police Department	199.50	195.51	192.56	190.73	187.80
Planning and Community Development					
General Fund					
Planning	13.00	12.35	12.35	12.70	12.35
Code Enforcement	8.50	8.50	8.50	7.50	7.50
Community Development Fund					
Community Development	1.00	1.00	1.00	1.00	1.00
Total Planning and Community Development	22.50	21.85	21.85	21.20	20.85
Engineering, Permits, and Inspections					
General Fund					
Building Inspection	12.90	11.90	10.90	10.90	10.90
Electrical Inspection	2.80	2.80	2.80	2.80	2.80
Engineering	12.40	12.40	12.40	12.40	12.40
Water & Sewer Fund					
Plumbing Inspection	2.80	2.80	2.80	2.80	2.80
Total Engineering, Permits, and Inspections	30.90	29.90	28.90	28.90	28.90

Budget Schedules and Summaries

Schedule G Summary of Full -Time Equivalents by Functional Area

Functional Area	FY 2018 Adopted	FY 2017 Adopted	FY 2016 Adopted	FY 2015 Adopted	FY 2014 Adopted
Department of Public Works					
General Fund					
Facility Maintenance	10.20	10.20	10.20	10.20	10.20
Asset Management	1.00	1.00	1.00	1.00	1.00
Construction Inspection	5.00	4.90	4.90	4.90	4.90
General Administration - DPW	12.27	12.27	12.27	12.27	11.67
Maintenance - Equipment and Machinery	10.70	10.70	10.70	10.70	10.80
Waste Collection	23.70	23.34	23.34	23.34	23.34
Street Maintenance	13.30	12.30	12.30	12.30	12.30
Street Lights and Signals	14.20	14.20	14.20	14.20	14.20
Traffic Lines and Signs	5.56	5.56	5.56	5.56	5.56
Water & Sewer Fund					
Water Services	18.50	18.50	18.50	17.50	16.50
Water Quality	3.13	3.13	3.13	3.13	3.13
Water Treatment	21.33	18.33	18.33	18.33	18.33
Wastewater Treatment Plant	14.23	14.23	14.23	13.23	13.23
Sewer Maintenance	5.66	5.66	5.66	5.66	5.66
Inflow and Infiltration	3.23	3.23	3.23	3.23	3.23
Plant Maintenance	11.13	10.13	10.13	10.13	10.13
Storm Water Fund					
Street Sweeping	4.00	3.00	3.00	3.00	3.00
Storm Water	4.96	4.96	4.96	4.61	4.56
Total Department of Public Works	182.10	175.64	175.64	173.29	171.74
Parks and Recreation					
General Fund					
Special Events	2.25	2.25	2.25	2.25	2.25
Parks Division	28.13	27.39	25.25	25.25	25.25
Recreation Centers	19.64	19.60	18.42	18.07	18.71
Summer Playground Program	2.18	2.00	2.00	2.00	2.25
Swimming Pools	1.77	2.16	2.16	2.16	2.36
Golf Course Fund					
Maintenance	8.19	8.00	7.51	7.83	7.02
Clubhouse	6.81	6.80	6.20	6.20	6.80
Restaurant	-	-	-	2.15	2.15
Total Parks and Recreation	68.97	68.20	63.79	65.91	66.79

Budget Schedules and Summaries

Schedule G Summary of Full -Time Equivalents by Functional Area

Functional Area	FY 2018 Adopted	FY 2017 Adopted	FY 2016 Adopted	FY 2015 Adopted	FY 2014 Adopted
Economic Development					
General Fund					
Economic Development	4.00	4.00	4.00	4.00	3.50
Weinberg Center for the Arts					
Weinberg	9.33	8.83	8.33	8.33	8.33
Parking Fund					
Public Parking	11.83	12.71	12.69	11.55	11.32
Church Street Deck	1.88	1.76	1.76	1.76	1.75
Court Street Deck	1.88	1.83	1.83	1.83	1.83
Carroll Creek Deck	1.88	1.76	1.76	1.76	1.75
West Patrick Street Deck	1.88	1.76	1.76	1.76	1.72
East All Saints Street Deck	1.88	1.74	1.76	1.76	1.72
Airport Fund					
Airport	3.50	2.50	2.50	2.50	2.50
Total Economic Development	38.06	36.89	36.39	35.25	34.42
Frederick Community Action Agency					
General Fund					
Frederick Community Action Agency	39.63	61.23	50.70	52.18	42.90
Rental Operations Fund					
Rental Operations	0.15	0.15	0.15	0.15	0.25
Community Health Center					
Community Health Center	24.43	-	-	-	-
Total Frederick Community Action Agency	64.21	61.38	50.85	52.33	43.15
Total All Funds	657.04	639.67	620.48	618.11	604.65

Budget Schedules and Summaries

Schedule H Reconciliation of FY 2018 General Fund Adopted Budget to Amended Budget

	FY 2018 Adopted	Rollover PY Encumbrances	Amendments	Transfers	Use of Contingency	FY 2018 Amended
General Fund						
Mayor's Office	\$ 919,180	\$ 200	\$ -	\$ -	\$ 5,757	\$ 925,137
Legal	851,713	3,336	-	-	-	855,049
Election Board	182,361	2,850	-	-	-	185,211
Finance	1,674,012	59,230	-	-	-	1,733,242
Purchasing	662,796	198	-	-	-	662,994
Budget	198,741	-	-	-	-	198,741
Information Technology	1,134,870	41,131	-	-	-	1,176,001
Geographic Information Systems	289,098	61,920	-	-	-	351,018
Audio Visual	335,100	184	-	-	-	335,284
Human Resources	930,346	20,842	-	-	-	951,188
Safety	303,271	19,765	-	-	29,285	352,321
Planning	1,571,213	2,088	-	-	-	1,573,301
Code Enforcement	763,763	1,528	-	-	-	765,291
Facility Maintenance	1,009,987	166	-	-	-	1,010,153
Asset Management	504,998	15,510	-	-	-	520,508
Municipal Annex	444,736	315	-	-	-	445,051
Community Promotion	301,259	-	-	-	-	301,259
Special Events	231,323	3,100	-	-	-	234,423
Police	30,916,561	139,847	-	-	-	31,056,408
Fire	316,963	-	-	-	-	316,963
Building Inspection	1,503,137	-	-	-	31,301	1,534,438
Electrical Inspection	344,829	300	-	-	-	345,129
Construction Inspection	565,942	395	-	-	-	566,337
General Administration - DPW	1,484,346	19,367	-	-	46,305	1,550,018
Maintenance - Equipment and Machinery	1,098,646	27,687	-	-	-	1,126,333
Engineering	1,573,602	78,370	-	-	-	1,651,972

Budget Schedules and Summaries

Schedule H Reconciliation of FY 2018 General Fund Adopted Budget to Amended Budget

	FY 2018 Adopted	Rollover PY Encumbrances	Amendments	Transfers	Use of Contingency	FY 2018 Amended
Waste Collection	3,885,200	14,114	-	-	-	3,899,314
Street Maintenance	2,241,218	162,598	-	-	4,101	2,407,917
Snow Removal	466,746	-	-	-	5,100	471,846
Street Lights and Signals	2,682,768	36,082	-	-	-	2,718,850
Traffic Lines and Signs	1,054,211	194,177	-	-	-	1,248,388
Bus Maintenance	19,391	-	-	-	-	19,391
Grounds Maintenance	3,791,604	158,593	-	-	-	3,950,197
Harry Grove Stadium	217,370	17,668	-	-	-	235,038
Recreation Centers	1,486,216	44,459	-	-	-	1,530,675
Burck Street Center	25,572	800	-	-	-	26,372
Summer Playground Program	117,435	1,074	-	-	-	118,509
Swimming Pools	275,186	2,150	-	-	-	277,336
Community Development	56,390	-	-	-	-	56,390
Economic Development	848,789	52,968	-	-	-	901,757
Frederick Community Action Agency	4,940,336	4,071	-	-	-	4,944,407
Debt Service	7,104,552	-	-	-	-	7,104,552
Contingency	450,000	-	-	-	(121,849)	328,151
Fund Balance (Reserves)	9,748,264	-	-	-	-	9,748,264
Total General Fund	\$ 89,524,041	\$ 1,187,083	\$ -	\$ -	\$ -	\$ 90,711,124

Budget Schedules and Summaries

Schedule I Reconciliation of FY 2017 General Fund Adopted Budget to Amended Budget

	FY 2017 Adopted	Rollover PY Encumbrances	Amendments	Transfers	Use of Contingency	FY 2017 Amended
General Fund						
Mayor's Office	\$ 897,937	\$ 1,206	\$ -	\$ 9,489	\$ -	\$ 908,632
Legal	817,461	5,082	-	7,535	-	830,078
Election Board	3,512	32	-	-	-	3,544
Finance	1,442,739	57,156	-	-	-	1,499,895
Purchasing	657,648	5,070	-	3,500	-	666,218
Budget	214,636	25	-	-	-	214,661
Information Technology	1,072,622	142,093	-	15,800	-	1,230,515
Geographic Information Systems	280,408	58,462	-	-	-	338,870
Audio Visual	208,238	1,373	-	2,500	-	212,111
Human Resources	865,979	43,728	-	(12,002)	-	897,705
Safety	280,191	1,926	-	2,500	-	284,617
Planning	1,573,404	67,228	12,000	-	-	1,652,632
Code Enforcement	750,857	243	-	-	28,775	779,875
Facility Maintenance	1,008,681	1,202	-	-	-	1,009,883
Asset Management	633,236	38,884	-	-	16,165	688,285
Municipal Annex	412,839	5,984	-	-	-	418,823
Community Promotion	297,011	-	-	-	-	297,011
Special Events	221,067	3,429	-	-	-	224,496
Police	29,771,051	376,932	242,691	8,496	-	30,399,170
Fire	269,749	-	-	300	-	270,049
Building Inspection	1,332,746	1,232	-	-	-	1,333,978
Electrical Inspection	327,224	176	-	2,500	28,225	358,125
Construction Inspection	565,838	4,375	-	-	-	570,213
General Administration - DPW	1,469,063	16,232	-	-	-	1,485,295
Maintenance - Equipment and Machinery	1,064,865	17,933	-	-	37,046	1,119,844
Engineering	1,535,438	17,714	-	666	-	1,553,818

Budget Schedules and Summaries

Schedule I Reconciliation of FY 2017 General Fund Adopted Budget to Amended Budget

	FY 2017 Adopted	Rollover PY Encumbrances	Amendments	Transfers	Use of Contingency	FY 2017 Amended
Waste Collection	3,725,315	31,172	-	-	-	3,756,487
Street Maintenance	2,369,391	206,465	-	5,000	-	2,580,856
Snow Removal	527,240	47,922	-	-	-	575,162
Street Lights and Signals	2,405,560	69,340	-	10,000	35,930	2,520,830
Traffic Lines and Signs	1,069,303	215,755	-	-	128,265	1,413,323
Bus Maintenance	11,346	-	-	100	-	11,446
Grounds Maintenance	3,870,268	258,975	-	-	46,715	4,175,958
Harry Grove Stadium	258,582	8,072	-	-	-	266,654
Recreation Centers	1,402,477	96,353	-	25,153	28,775	1,552,758
Burck Street Center	21,500	5,081	-	-	-	26,581
Summer Playground Program	107,221	9,186	-	-	-	116,407
Swimming Pools	314,162	70,820	-	-	-	384,982
Community Development	68,803	-	-	-	-	68,803
Economic Development	710,902	42,079	-	-	-	752,981
Frederick Community Action Agency	5,583,589	35,122	-	-	-	5,618,711
Debt Service	7,461,555	-	-	(81,537)	-	7,380,018
Contingency	450,000	-	-	-	(349,898)	100,102
Fund Balance (Reserves)	9,563,804	-	-	-	-	9,563,804
Total General Fund	\$ 87,895,458	\$ 1,964,059	\$ 254,691	\$ -	\$ (2)	\$ 90,114,206

Key Indicators

Frederick Police Department

Staffing: (as of December 28, 2017)

Sworn Officers:

Active Sworn	130
Modified Duty	8
Vacant	8
Total Budgeted Sworn	146

Eligible / Pending Separations (within next 12 months)	11
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Monthly Crime Statistics: (calendar year as of November 30, 2017)

Crime	Thru 11/17	Thru 11/16	% Change	Thru 11/15
Manslaughter	-	-	0.0%	-
Murder	1	1	0.0%	5
Rape	29	35	-17.1%	20
Robbery	92	67	37.3%	62
Aggravated Assault	330	236	39.8%	226
Burglary	141	129	9.3%	133
Theft	1,022	1,105	-7.5%	1,119
Stolen Auto	42	62	-32.3%	49
Total	1,657	1,635	1.3%	1,614

Code Enforcement

Case and Violation Statistics

	As of <u>12/31/2017</u>	As of <u>12/31/2016</u>	<u>% Change</u>	<u>Total FY 2017</u>
Cases	1089	1113	-2.2%	3051
Violations	1385	1653	-16.2%	4226

Key Indicators

Frederick Community Action Agency

Food & Nutrition Programs

Goal: To prevent hunger and malnutrition

	<u>Annual Goal</u>	<u>As of 6/30/2017</u>
Number of meals prepared and served in the Soup Kitchen	26,000	31,128
Number of households served through the Food Bank Program	7,400	7,325
Number of meals prepared and served in the Summer Food Service Program	17,000	16,420
Number of backpacks of non-perishable food provided to elementary school students	8,800	6,925
Number of after-school meals served to children at the PAL Center	2,500	2,199
Number of volunteer hours of service performed in the Soup Kitchen and Food bank	8,500	8,330

Outreach & Transportation Programs

Goal: To meet and engage people that are in need of services

	<u>Annual Goal</u>	<u>As of 6/30/2017</u>
Number of outreach encounters (client contacts)	6,100	10,255
Number of client transports provided	720	1,089

Homeless Service Programs

Goal: To help families and individuals that are homeless achieve stability and access affordable housing

	<u>Annual Goal</u>	<u>As of 6/30/2017</u>
Number of Case Management encounters (client contacts) through the PATH Project	730	635
Number of Case Management encounters (client contacts) through the SOAR Program	260	255
Number of SSI/SSDI applications submitted through the SOAR Program	15	10
Number of unduplicated persons (adults and children) residing in the Transitional Shelter and Transitional Apartments	85	57
Number of bed nights of shelter provided through the Transitional Shelter and Transitional Apartments	14,500	14,376
Number of households that successfully graduate from the Transitional Shelter Program	14	16
Number of unduplicated persons enrolled in the Housing First Program	25	23
Number of unduplicated persons employed on a part-time basis through the Green Jobs Program	4	3

Key Indicators

Health Care Programs

Goal: To provide primary health care services as a Medical Home for medically underserved adults and children

**Annual
Goal**

**As of
6/30/2017**

	Annual Goal	As of <u>6/30/2017</u>
Number of unduplicated patients seen in the Primary Care Clinic	1,000	1,999
Number of medical encounters (patient visits) provided by the Primary Care Clinic	3,300	3,122
Number of unduplicated patients seen in the School-Based Health Center	415	421
Number of medical encounters (patient visits) provided by the School-Based Health Center	825	620
Number of unduplicated patients seen through the Community Action Dental Program	40	43
Number of volunteer hours of service performed in the Primary Care Clinic	462	368

Housing and Weatherization Programs

Goal: To encourage home ownership, prevent foreclosures and promote energy efficiency

**Annual
Goal**

**As of
6/30/2017**

	Annual Goal	As of <u>6/30/2017</u>
Number of unduplicated persons that receive homebuyer education and counseling	300	706
Number of unduplicated persons that receive default counseling in order to prevent foreclosures	480	300
Number of unduplicated households that are approved for mortgage modifications	160	134
Number of unduplicated households that avoid foreclosure (when known)	310	281
Number of unduplicated persons that receive reverse mortgage counseling	30	38
Number of unduplicated households that receive weatherization services	80	200
Number of unduplicated households that receive furnace repairs or replacements	40	93
Number of unduplicated households approved for the Bay Restoration Fee Exemption Program	20	17

Key Indicators

Energy Assistance Programs

Goal: To assist families and individuals with utility bills, minimize heating crises and make energy costs more affordable

**Annual
Goal**

**As of
6/30/2017**

Number of unduplicated households enrolled in the Maryland Energy Assistance Program	4,370	2,812
Number of unduplicated households enrolled in the Electric Universal Service Program	4,370	2,779
Number of unduplicated households receiving EUSP Arrearage Retirement Funds	400	344
Number of unduplicated households receiving Emergency Funds for Families with Children	250	150
Number of unduplicated households receiving Religious Coalition Emergency Matching Funds	60	82