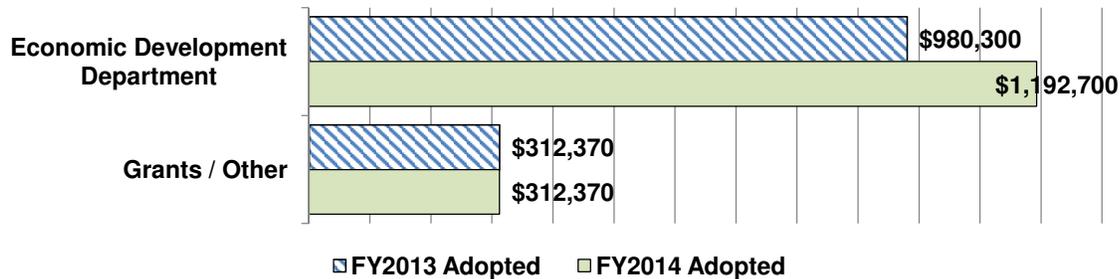


## Economic Development Summary

Expenditure Category	FY2012 Actual	FY2013 Adopted	FY2014 Request	FY2014 Adopted	\$ Change from FY2013	% Chg.
Personal Services	\$333,507	\$420,100	\$459,200	\$474,700	\$54,600	13.0%
Fringe Benefits	39,229	99,500	117,300	121,000	21,500	21.6%
Operating Costs	326,360	544,700	675,000	681,000	136,300	25.0%
Agency Funding	225,870	228,370	366,330	228,370	0	0.0%
Transfers Out	69,262	0	0	0	0	N/A
<b>Total Expenditures</b>	<b>\$994,228</b>	<b>\$1,292,670</b>	<b>\$1,617,830</b>	<b>\$1,505,070</b>	<b>\$212,400</b>	<b>16.4%</b>
<b>Revenues</b>	<b>\$37,213</b>	<b>\$32,200</b>	<b>\$55,900</b>	<b>\$55,900</b>	<b>\$23,700</b>	<b>73.6%</b>
<b>Total Expenditures as % of Budget:</b>	<b>0.3%</b>	<b>0.4%</b>	<b>0.4%</b>	<b>0.4%</b>		



## Economic Development Expenditure and Staff History



### Staffing History



### Positions by Program:

	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>
Economic Development Department	6.0	2.3	5.3	6.3	6.3
<b>Total Full Time Equivalent</b>	<b>6.0</b>	<b>2.3</b>	<b>5.3</b>	<b>6.3</b>	<b>6.3</b>

## Economic Development

**Department:** Economic Development 01.38.126  
**Division\Program:** Economic Development Department Fund: General  
**Program Administrator:** Kwasi Holman, Director of Economic Development  
 Address: 10665 Stanhaven Place, Suite 206, White Plains, MD 20695 301-885-1340  
[www.meetcharlescounty.com](http://www.meetcharlescounty.com) 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2012 Actual	FY2013 Adopted	FY2014 Request	FY2014 Adopted	\$ Change from FY2013	% Chg.
Personal Services	\$333,507	\$420,100	\$459,200	\$474,700	\$54,600	13.0%
Fringe Benefits	39,229	99,500	117,300	121,000	21,500	21.6%
Operating Costs	170,207	460,700	591,000	597,000	136,300	29.6%
<b>Total Expenditures</b>	<b>\$542,943</b>	<b>\$980,300</b>	<b>\$1,167,500</b>	<b>\$1,192,700</b>	<b>\$212,400</b>	<b>21.7%</b>
<b>Revenues</b>	<b>\$19,830</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>0.0%</b>

### Baseline Changes and Useful Information:

- Included in the increase in **Personal Services** and **Fringe Benefits** is the full year impact of a position and conversion of a part time position to a full time. The increase is also due to a 2% COLA effective with the first full pay in July to eligible employees and a merit based on performance on the anniversary date.
- **Operating cost** increase is due to:
  - An increase in rent based on new lease agreement which includes a 3% escalation clause per year and a full year of rent payments.
  - Increase in Dues & Subscriptions to cover additional staff and International Economic Development Council (IEDC) membership.
  - An increase in Employee Education to cover conference costs for additional attendees/events, and IEDC courses.
  - Funds in Contract Services were adjusted to allow for the implementation of both full attraction and retention programs and the addition of an Informatics data program.
  - Training increase is due to the restoring of FY2010 Training budget cuts.

### Economic Development Goals & Objectives:

- Make continued progress toward achieving County Commissioner adopted objectives.
- Propose a revised Economic Development Strategic Plan.
- Develop plan for business incubator or similar "high impact" pilot program for select businesses with high growth potential.
- Small local business enterprises and enhanced Minority Business Enterprise/Women's Business Enterprise outreach program implementation.
- Complete interim and new Economic Development website layout and features.
- Enhance attractions/recruitment marketing materials.

### Positions:

	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>
<u>Title</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>	<u>FTE</u>
Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Business Development Chief	1.0	0.0	0.0	0.0	0.0
Business Development Managers	0.0	0.0	2.0	2.0	2.0
Chief of Client Services	1.0	0.0	0.0	0.0	0.0
Economic Research & Statistics Specialist	0.0	0.0	1.0	1.0	1.0
Office Associate III	1.0	0.0	0.0	0.0	0.0
Economic Development Specialist	1.0	0.0	0.0	0.0	0.0
Office Associate I	1.0	0.0	0.0	1.0	1.0
Part Time	0.0	1.3	1.3	1.3	1.3
<b>Total Full Time Equivalent</b>	<b>6.0</b>	<b>2.3</b>	<b>5.3</b>	<b>6.3</b>	<b>6.3</b>

### Objectives & Measurements:

	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>	<u>Estimated</u>
County unemployment rate	6.6	6.0	6.5	6.1	5.8
Average annual employment in County	40,485	40,390	40,021	40,221	40,500
Average weekly wages	769	764	794	806	825
Sq ft, non retail space	6,415,165	6,469,165	6,550,838	6,538,000	6,642,600
Sq ft retail space	8,366,988	8,376,136	8,441,143	8,467,000	8,594,000

## Economic Development

Department: Economic Development 01.39

Division\Program: Other Fund: General

Expenditure Category	FY2012 Actual	FY2013 Adopted	FY2014 Request	FY2014 Adopted	\$ Change from FY2013	% Chg.
Operating Costs	\$156,152	\$84,000	\$84,000	\$84,000	\$0	0.0%
Transfers Out	69,262	0	0	0	0	N/A
Agency Funding	225,870	228,370	366,330	228,370	0	0.0%
<b>Total Expenditures</b>	<b>\$451,285</b>	<b>\$312,370</b>	<b>\$450,330</b>	<b>\$312,370</b>	<b>\$0</b>	<b>0.0%</b>
<b>Revenues</b>	<b>\$17,383</b>	<b>\$7,200</b>	<b>\$30,900</b>	<b>\$30,900</b>	<b>\$23,700</b>	<b>329.2%</b>

### Baseline Changes and Useful Information:

- **Operating Costs** represents contract services for Economic Development related activities.
- **Transfers Out** represented funding transferred to a Special Revenue fund for the Charles County Welcome Center. This funding is now allocated under the Tourism Division in the General Fund.
- **Revenues** includes collections from the Economic Development Loan Program.
- The Economic Development and Tourism staff as well as the Grants Advisory Panel reviews applications from not-for-profit agencies and makes recommendations of funding levels. Grant awards are listed as part of **agency funding** based on the function of the organization. The awards are part of Economic Development, Social Services, and Other Education.

### Description:

	FY2012 Actual	FY2013 Adopted	FY2014 Adopted	\$ Change from FY13
<b><u>Agency Funding- Economic Development Panel</u></b>				
Tri-County Council	\$94,200	\$94,200	\$94,200	\$0
Tri-County Council - Workforce Program	0	0	0	0
Indian Head Defense Alliance	100,000	100,000	0	(100,000)
Small Business: Tech. Dev. Center	26,670	29,170	29,170	0
Energetics Technology Center, Inc.	0	0	100,000	100,000
Southern Maryland Carousel Group			5,000	5,000
Veteran's Memorial	5,000	5,000	0	(5,000)
<b>Economic Development Related</b>	<b>\$225,870</b>	<b>\$228,370</b>	<b>\$228,370</b>	<b>\$0</b>