
The Budget Process

Each year the Planning Board reviews the proposed capital program and any new or substantially changed capital project, pursuant to law. The proposed capital program for the following fiscal year is submitted to the Planning Board at least two months before the County Executive is required to file the county's proposed capital budget.

The Board prepares comments and recommendations on the impact of the proposed capital program on the county General Plan and the growth of the county. Within one month of receiving the proposed program, the Board submits these comments and recommendations to the County Executive with a copy to the County Council.

The County Executive submits the proposed capital and operating budgets for Howard County's public agencies to the County Council for review and approval. The Council may approve the budgets as submitted or make reductions. The Council may not increase the Executive's budgets, but may restore any amount to the Board of Education Budget that was not included by the Executive.

The Council reviews both the capital and operating budgets for each county agency. These include all departments

directly under the Executive, Howard Community College, the Board of Education, the Library and certain state departments that receive partial funding, such as the departments of Health and Social Services.

The capital budgets include all building and long-term construction projects and programs planned for the next fiscal year and for the ensuing nine years. Capital projects are funded from bond sales, state and federal grants or, occasionally, from the operating budget. Water and sewer projects are funded primarily from user fees.

The operating budgets include each department's proposed programs and services for the next fiscal year and their cost. The Council determines the amount of money each agency will be permitted to spend for the next year and sets the tax rate based on the total approved county budget.

We Listen...

The Council schedules a number of public hearings to receive testimony on each department's capital and operating budgets. You may testify in person at a public hearing, submit written testimony,

or e-mail or fax testimony to the Council at any time during the budget process.

If you choose to speak at public hearings, here are a few helpful tips.

- Acquaint yourself with the part of the budget you are addressing. (Copies of the budget are available at the Council Office, the Department of County Administration, County libraries, and on the County's website: www.howardcountymd.gov)
- Sign up to testify before the hearing.
- Individuals may be limited to three minutes of testimony; groups, five minutes.
- Leave 10 copies of your testimony with the Council Administrator.
- Don't be nervous – the Council wants to hear your concerns, questions, opinions, support or opposition with regard to the budget.

Following the hearings, the Council holds work sessions with department heads and staff. Work sessions are open to the public; however, the public does not have an opportunity to speak. Budget decisions are made at work sessions but final determinations are not made until the council adopts the entire county budget in legislative session before June 1.

F.Y.I.

- Unless otherwise noted, public hearings and legislative sessions are held in:
Board Room
Board of Education
10910 Route 108, Ellicott City.
- Work sessions are held in:
C. Vernon Gray Conference Room,
County Council Office,
8930 Stanford Boulevard, Columbia.
- Written testimony may be mailed, faxed or e-mailed to:
Stephen M. LeGendre,
Administrator
Howard County Council
8930 Stanford Boulevard
Columbia, MD 21045
Fax: 410-313-3297
E-mail:
councilmail@howardcountymd.gov
- For additional information, call 410-313-2001 or visit the Council's web page at:
www.howardcountymd.gov/CountyCouncil/CC_HomePage.htm
- Persons needing accommodations to fully participate in the meeting, please contact the Council Office, 410-313-2001, at least eight working days in advance.

The Budget Calendar

Unless otherwise noted, public hearings and legislative sessions will be held at the Board of Education. Work sessions will be held in the C. Vernon Gray Conference Room.

• **Monday, March 9, 6:30 p.m.**
(C. Vernon Gray Conference Room)

Council meets with Planning Board and Board of Education
re: recommendations and requests

• **Tuesday, April 14, 7:00 p.m.**

Public Hearing - Capital Budget
Police
Fire
Recreation & Parks
Community Renewal (housing)
Agricultural Preservation
Public Works
 General County
 Sewer
 Water
 Storm Drainage
 Transportation
 Bridges
 Road Resurfacing
 Road Construction
 Sidewalk/curb
 Intersection Improvements

• **Monday, April 20, 5:30 p.m.**

County Executive's
Presentation of the Budget

• **Monday, April 20, 6:00 p.m.**

Hearing - Capital and Operating Budgets
Department Heads testimony only
(all departments except Board of Education, Libraries, Community College)

• **Tuesday, April 21, 1:00 p.m.**

Work Session - Capital Budget
(all departments except Board of Education, Libraries, Community College)

• **Friday, April 24, 9:00 a.m.**

Work Session - Capital Budget (if needed)

• **Monday, April 27, 7:00 p.m.**

Public Hearing - Operating Budget
(all departments except Board of Education, Libraries, Community College)

• **Saturday, May 2, 9:00 a.m.**

Public Hearing - Capital and Operating Budgets
Board of Education
Libraries
Community College

• **Monday, May 4, 7:00 p.m.**

Constant Yield Hearing

• **Monday, May 4, 7:30 p.m.**

Legislative session
Introduce budget related legislation

• **Tuesday, May 5, 9:00 a.m.**

Work Session - Operating Budget
Legislative and Judicial
Public Safety (Police, Fire)
Public Facilities

• **Friday, May 8, 9:00 a.m.**

Work Session - Capital and Operating Budgets
Board of Education

• **Friday, May 8, 1:00 p.m.**

Work Session - Capital and Operating Budgets
Libraries

• **Friday, May 8, 2:00 p.m.**

Work Session - Capital and Operating Budgets
Community College

• **Monday, May 11, 3:00 p.m.**

Work Session
Community Services, Funds/Revenues

• **Tuesday, May 12, 9:00 a.m.**

Work Session - Operating Budget
General Government

• **Tuesday, May 12, 12:00 p.m.**
(C. Vernon Gray Conference Room)

Public Hearing - General

• **Friday, May 15, 9:00 a.m.**

Work Session (if needed)
Pending issues

• **Monday, May 18, 4:30 p.m.**

Work Session (if needed)
Education

• **Monday, May 18, 7:30 p.m.**

Legislative Public Hearing
Including budget related legislation

• **Wednesday, May 20, 11:00 a.m.**

Legislative Session
Adopt Budget



The Howard County Budget

How YOU Can Participate

Fiscal Year 2010

courtesy of

The Howard County Council

Mary Kay Sigaty, Chairperson
Jennifer Terrasa, Vice Chairperson
Calvin Ball, Member
Greg Fox, Member
Courtney Watson, Member