

AGENDA

WORCESTER COUNTY COMMISSIONERS

Due to the current COVID-19 pandemic, this meeting will be held virtually and can be publicly viewed online via live stream feed at - <https://worcestercountymd.swagit.com/live>

Budget Work Session

May 12, 2020

9:00 AM -Budget Work Session - General Discussion on FY21 Requested Budget

- 1 - Balanced Budget Considerations
- 2 - Additional Expenditure Requests and Supporting Information
- 3 - Revenue

9:20 - S. Norton – Human Resources Director

- 4 - Proposed Title Changes – General Fund/Enterprise Fund
- 5 - Proposed Position Reclassifications – General Fund/Enterprise Fund
- 6 - Requested New Positions by Departments

10:00 -

- 7 - Expenditures
- 8 - Fire and EMS Funding
- 9 - Grants to Towns
- 10 - Capital Requests
- 11 - Board of Education
- 12 - Requested Salary Increase for County Employees
- 13 - Fund Balance/Debt
- 14 - Written Public Comments from Budget Hearing
- 15 - CARES Act Recovery Funding

12:00 PM - Recess Budget Work Session for Lunch

Lunch

1:00 - Reconvene in Budget Work Session - General Discussion on FY21 Requested Budget

Questions from the Press; County Commissioner's remarks

3:00 - Vote to Meet In Closed Session

- Closed Session: Discussion regarding individual personnel matters for FY21 Budget

4:00 PM -Adjourn after closed session

Reconvene in Budget Work Session on Tuesday, May 19, 2020 at 1:00 pm

AGENDAS ARE SUBJECT TO CHANGE UNTIL THE TIME OF CONVENING

Hearing Assistance Units Available - see Kelly Shannahan, Asst. CAO.

Please be thoughtful and considerate of others.
Turn off your cell phones & pagers during the meeting!



1

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
ROSCOE R. LESLIE
COUNTY ATTORNEY

COMMISSIONERS
JOSEPH M. MITRECIC, PRESIDENT
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OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103
SNOW HILL, MARYLAND
21863-1195

May 6, 2020

TO: Worcester County Commissioners
FROM: Harold L. Higgins, Chief Administrative Officer **HH**
SUBJECT: Budget Work Session - May 12, 2020

Attached hereto are the Committee Reviewed and Recommended Budget worksheets for Revenue and Expenditures which are designed to assist you in making decisions on the FY2021 Requested Budget. Revenues are \$205,694,286 and expenditures are \$205,719,364 with \$31,233 shortfall.

I have attached information on items that will need to be discussed in concert with your review of each department's budget. Each item is listed with the appropriate page number for revenues or expenditures and department reference for our discussion and supporting documents are detailed in item #2.

<u>Page</u>	<u>Dept.</u>	<u>Additional Information and Requests</u>
<i>Revenues:</i>		
1		Emergency Services 911 Telephone Fees
2		Homeowner Convenience Center Permit Fees
6		SSTAP Grant
7		FFY20 Homeland Security Grant
<i>Expenditures:</i>		
15	1090	Shore Transit (SSTAP Grant – Senior Transportation)
20	1102	Emergency Numbers Board Grant expenses
26	1105	Fire & EMS memo
39	1401	Commission on Aging (SSTAP Grant – Senior transportation)
39	1401	Community for Life - Ocean City
41	1502	Wor-Wic Community College Capital Repair Project Plan approval request
Item 12	1950	COLA increase 2.0%; Board of Education request 2.0%

Please do not hesitate to call with any questions or concerns.

HLH:kw
Attachments
H:/kw/FY21 budget/May 12 budget work session/FY21 Budget worksession memo May 12

1

2

Additional Information and Requests

Worcester County Government FY21 Operating Budget

<u>Topic</u>	<u>Page</u>
License and Fees Resolutions	2
Emergency Services 911 Telephone fee	10
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Fire and EMS memo	14
Homeowner Convenience Center Permit Fees	15
Community for Life – Ocean City	16
SSTAP Grant/Senior Transportation -Commission on Aging	18
Shore Transit/ SSTAP Grant	22
Wor-Wic Community College	24

RESOLUTION NO. 19 - 23

RESOLUTION ESTABLISHING FEES FOR APPLICATIONS PROCESSED BY
THE DEPARTMENT OF DEVELOPMENT REVIEW & PERMITTING
AND THE DEPARTMENT OF ENVIRONMENTAL PROGRAMS

WHEREAS, the Code of Public Local Laws of Worcester County, Maryland, General Provisions Article and Sections BR 2-103(f) (Plumbing Standards - Fees), BR 2-212(f) (Electrical Standards - Fees), BR 3-104 (Housing Review Board), PW 5-104 (Shared Sanitary Facilities - Establishment of shared sanitary facility), PW 5-305(b)(5) (Sanitary Service Areas - Cost and fees), TR 2-103(d) (Licensing of coin-operated vending machines - Fees), TR 2-201 (Tourist Permits), TR 2-202 (Gaming Permits), NR 1-107(d) (Stormwater Management - plan review fees), NR 1-407 (Forest Conservation), NR 2-102 (Construction along shorelines), NR 3-101 and NR 3-201 (Critical Area Programs), ZS 1-106 (Zoning Regulations - Fees and expenses), ZS 1-347 (Zoning Regulations - Agricultural Reconciliation Board fees) and ZS 2-108 (Subdivision Regulations - Fees), as from time to time amended, provide that the County Commissioners may establish certain fees for processing of applications; and

WHEREAS, the Worcester County Commissioners have adopted or amended said fees by previous resolutions, most recently by Resolution No. 16-12, adopted on June 7, 2016; and

WHEREAS, the County Commissioners have determined it necessary to revise said fees and add fees for various review services provided by County staff.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland that the following fee schedule shall be in effect for the services provided by the Department of Development Review & Permitting and the Department of Environmental Programs:

DEPARTMENT OF DEVELOPMENT REVIEW & PERMITTING
AND DEPARTMENT OF ENVIRONMENTAL PROGRAMS
FEE SCHEDULE

I. APPLICATION REVIEW FEES

- A. Zoning Map Amendment: \$650.00 base fee, plus \$15.00 per acre.
- B. Zoning Text Amendment: \$350.00 per change requested.
- C. Water and Sewer Plan Amendments:
 - 1. Minor Amendments: \$100.00
 - 2. Major Amendments: \$500.00
- D. Residential Planned Community:
 - 1. Step I: \$1,000.00 base fee, plus \$15.00 per acre over 30 acres.
 - 2. Step II: \$600.00 base fee, plus \$15.00 per acre over 30 acres.
 - 3. Step III: Refer to subdivision and/or site plan review fees.
- E. Planned Commercial Development Review: \$450.00 base fee, plus \$35.00 per acre.
- F. Subdivision Review:
 - 1. Sketch Plan (optional): No fee.
 - 2. Preliminary Plat: \$350.00 base fee, plus \$15.00 per lot in excess of 5 lots.

3. Final Plat: \$350.00 base fee, plus \$10.00 per lot in excess of 5 lots.
4. Minor Subdivision Plat: \$250.00 flat fee.
5. Recording fee: \$5.00 per sheet.
6. Waiver of ordinance section: \$100.00 per section.
7. Revision ($\leq 25\%$ of site) \$150.00 flat fee, ($> 25\%$ of site) \$150.00, Plus \$5.00 per lot.
8. Revalidation or extension of approval: \$150.00 flat fee.
9. Third and subsequent review: \$100.00 flat fee per review.
10. Construction Plan Review:
 - a. Minor subdivision (≤ 5 lots, where required): \$150.00 flat fee.
 - b. Major subdivision (6 to 20 lots): \$150.00 base fee, plus \$10.00 per lot.
 - c. Major subdivision (≥ 21 lots): \$150.00 base fee, plus \$15.00 per lot.
 - d. Revisions: 25% of original fee.

G. Site plan review:

1. Major site plan: \$450.00 base fee, Plus \$35.00 per acre.
2. Minor site plan: \$300.00 flat fee.
3. Administrative Review: \$50.00 flat fee.
4. Revisions: ($\geq 25\%$ of site): \$150.00 flat fee; ($> 25\%$ of site): \$150.00, Plus \$35.00 per acre.
5. Revalidation or extension of approval: \$150.00 flat fee.
6. Waiver of ordinance section: \$100.00 per section.
7. Third and subsequent reviews: \$100.00 flat fee per review.

H. Board of Zoning Appeals

1. Variance: \$350.00 flat fee.
2. Special exception: \$350.00 flat fee.
3. Forestry adjustment, exceptions or payment in lieu: \$350.00 flat fee.
4. Any other application: \$350.00 flat fee.

I. Readvertisement fee (if necessary): \$250.00 flat fee.

J. Housing Review Board Appeal Fee: \$100.00.

K. Forest Conservation Program Review

1. Declaration of Intent: \$50.00 flat fee.
2. Forest Conservation Plan Review:
 - a. Sketch plan (optional): No fee
 - b. Major subdivision: \$200.00 base fee, plus \$25.00 per lot.
 - c. Minor subdivision/Boundary line adjustment: \$100.00 flat fee.
 - d. Major site plan: \$200.00 base fee, plus \$25.00 per acre.
 - e. Minor site plan: \$100.00 flat fee.
 - f. Revisions: ($< 25\%$ of site) \$150.00 flat fee; or
($> 25\%$ of site) \$150.00, plus \$35.00 per acre.
 - g. Forestry adjustment, exception, or payment in lieu request: \$100.00 flat fee.

L. Building Code Appeals Board Application Fee: \$250.00.

M. F.E.M.A. Variance Application Fee: \$250.00

N. Agricultural Reconciliation Board Application Fee: \$150.00

O. Atlantic Coastal/Chesapeake Bay Critical Area Program Review

1. Sketch plan (optional): No fee
2. Major subdivision: \$200.00 base fee, plus \$25.00 per lot.
3. Minor subdivision/Boundary line adjustment: \$100.00 flat fee.
4. Major site plan: \$200.00 base fee, plus \$25.00 per acre.
5. Minor site plan: \$100.00 flat fee.
6. Revisions: ($\leq 25\%$ of site): \$150.00 flat fee;
($> 25\%$ of site): \$150.00 plus \$35.00 per acre.
7. Growth allocation request: \$650.00 base fee plus \$15.00 per acre.
8. Building/Zoning Permit/Environmental Programs review: \$50.00
9. Board of Zoning Appeals review of Department's denial of fees in lieu: \$100.00.
10. Critical Area variance review: \$100.00 flat fee.
11. Reinspection fee: \$50.00 per occurrence.
12. Critical Area Permit: \$50.00

P. Cooperative Campground/Mobile Home Park Review Fee

1. Conversion to Co-op: \$600.00 base fee, plus \$35.00 per acre.
2. Expand or enlarge Co-op: \$450.00 base fee, plus \$35.00 per acre.
3. Revisions: ($\leq 25\%$ of site): \$150.00 flat fee; or
($> 25\%$ of site): \$150.00, plus \$35.00 per acre.
4. Third and subsequent reviews: \$100.00 flat fee per review.

Q. Research Fee: \$50.00 per hour for each hour or portion thereof beyond the first hour of staff research time.

R. Natural Resources Article Text Amendment: \$350.00 per change requested.

II. PERMITS

A. Building Permits

1. For one and two family dwellings, additions thereto, and accessory structures 500 square feet or greater in size: A minimum fee of \$50.00 plus an amount equal to the square footage multiplied by the current value per square foot (as listed below) multiplied by .0055, with \$50.00 of the fee being non-refundable in the event the permit is not utilized.

TYPE OF AREA	CURRENT VALUE PER SQUARE FOOT
Habitable	\$48.12
Garage, covered decks, screened porches and other attached non-habitable covered areas	\$22.62
Open Decks	\$15.00

2. Mobile Homes: \$100.00 flat fee.
3. Multi-family, commercial and industrial (including accessory structures): A minimum fee of \$150.00 plus an amount equal to the square footage multiplied by the current value per square foot (as listed below) multiplied by .005, with \$150.00 of the fee being non-refundable in the event the permit is not utilized:

*
Should
say
IRC

BOCA USE GROUP	CURRENT VALUE PER SQUARE FOOT
A-1	\$76.29
A-2	\$56.84
A-3	\$55.81
A-4	\$71.17
B	\$51.20
E	\$55.30
F-1	\$31.74
F-2	\$31.23
H	\$30.72
I-1	\$50.69
I-2	\$80.38
I-3	\$70.14
M	\$41.98
R-1	\$54.94
R-2	\$48.64
R-3	\$40.96
S-1	\$29.18
S-2	\$28.67
U	\$22.62

*
Should
Be \$50.00

4. Reinspection Fee: \$25.00 each occurrence.
5. For construction of a handicap access ramp on a single-family home where appropriate documentation is presented to the department regarding the bonafide need: No fee.

B. Zoning Permits

1. All off-premise signs: \$100.00 flat fee.
2. Freestanding and on-building signs: \$1.00 per square foot, with a minimum charge of \$50.00.
3. Use of Land without structure and residential accessory structures less than 500 square feet including but no limited to fences, sheds, pools, and home occupations: \$50.00 flat fee.
4. Reinspection Fee: \$50.00 per occurrence.

C. Environmental Programs

1. Water Well: \$160.00 per well.
2. Water Sample (other than compliance sampling): \$50.00 per sample
3. Sewage:
 - a. Residential Evaluation.
 1. Individual lot or minor subdivision evaluation: \$350.00 per single family unit.
 2. Major subdivision evaluation: \$350.00 per single family unit. If more than six lots are requested a minimum payment of \$1,800.00 is required. Balance of fee to be collected as testing is completed.*
 3. Piezometer Installation (over 2 per lot): \$50.00 each
 - b. Commercial Evaluation.
 1. A minimum of \$350.00 is required.*
 - c. Sewage Area Modification.
 1. 30% or More: \$300.00
 2. Less than 30%: \$75.00
 - * d. Sewage Permit.
 1. Complete new system (tank & drainfield): ~~\$275.00~~ \$325.00
 2. Drainfield replacement: ~~\$250.00~~ \$300.00
 3. Repairs of existing system including tank replacement: ~~\$100.00~~ \$180.00
 - e. Water/Sewer Verification Fee: ~~\$20.00~~ per building permit signed by Environmental Programs. \$30.00

(EXCEPT FOR SIGN OR SHED PERMITS)

*Note: This application fee covers testing for 10,000 square feet of sewage area. If conditions require testing greater than 10,000 square feet, applicant will be billed at a rate of \$10 per each additional 1,000 square foot area tested.

* 4. Burning Permit: ~~\$75.00~~ \$80.00

* 5. Reinspection Fee: ~~\$25.00~~ per occurrence.
50.00

6. Septage Haulers:

- a. Annual license: \$50.00

7. Bathing Beach Permit: \$150.00

* 8. Plat/Plan Review:

- a. Sketch Plan (optional): No fee.
- b. Plat Review, public water & sewer, up to 5 lots: ~~\$25.00~~ 75.00
- c. Plat Review, public water & sewer, more than 5 lots: ~~\$100.00~~ \$200.00
- d. Plat Review, private water & sewer, minor subdivision: ~~\$150.00~~ \$180.00
- e. Plat Review, private water & sewer, major subdivision: \$150.00 minimum for first 5 lots, plus \$25.00 per additional lot over 5.
- f. Plat Review, property line revision/septic reserve area revision; Agricultural Use Only: ~~\$90.00~~ \$120.00
- g. Commercial Construction Plan Review, public water & public sewer: ~~\$25.00~~ \$60.00
- h. Commercial Construction Plan Review, public water & private sewer: ~~\$45.00~~ \$85.00
- i. Commercial Construction Plan Review, private water & private sewer: \$65.00 \$100.00

- * 9. Mobile Home Park and Campground Permit Fees
 - a. Annual Mobile Home Park Permit
 - 1. 10 or less sites: \$75.00
 - 2. 11 or more sites: ~~\$125.00~~ \$150.00
 - b. Annual Campground Permit
 - 1. 100 or less sites: \$175.00
 - 2. 101 or more sites: ~~\$200.00~~ \$250.00
 - c. Late Fees (Mobile Home Park and/or Campground Permits):
\$50.00 per day/\$500.00 maximum.

- * 10. Shared Facilities Agreement Processing Fees
 - a. Minor (up to 5,000 gallons per day): \$100.00
 - b. Major (greater than 5,000 gallons per day): \$250.00
 - c. **SHARED FACILITY INSPECTION! \$50.00 PER INSPECTION**

*Note: There shall be no charge for shared facility agreements between two single-family homes.

- 11. Sanitary Service Area Applications
 - a. Minor (up to 5,000 gallons per day): \$100.00
 - b. Major (greater than 5,000 gallons per day): \$500.00

*Note: There shall be no charge for expansions involving the addition of an individual residential property to an existing service area.

- 12. Stormwater Management and Sediment & Erosion Control:
 - a. Waiver requests: \$75.00.
 - b. Sediment and erosion control inspection fee for single-family dwellings: \$50.00.
 - c. Sediment and erosion control inspection fee for timber harvests: \$100.00.
 - d. Stormwater management and sediment and erosion control permits (with devices, structures, or the like): \$350.00 base fee, plus \$15.00 per acre over 5 acres.
 - e. Stormwater management and sediment and erosion control permits for clearing, grading and filling (no devices, structures or other items): \$200.00 base fee, plus \$15.00 per acre over 5 acres.
 - f. Stormwater management and sediment and erosion control permit revision fee: \$50.00.
 - g. Reinspection Fee: \$50.00 per occurrence.

D. General Permits.

- 1. Electrical Permits: \$25.00.

- * 2. Plumbing Permits:
 - a. Administrative Fees (per permit issued)
 - 1. Mobile Homes (Manufactured Housing): \$25.00
 - 2. Modular Homes (Certified State Inspected): \$25.00
 - 3. Stick-built Homes: \$25.00
 - 4. Multi-Unit Buildings (Condo, Townhouse, Motel): \$100.00
 - 5. Commercial Units (Shopping Centers, Banks, Restaurants, Offices, etc.): \$100.00
 - 6. Back Flow Preventer Only: ~~\$25.00~~ \$50.00
 - b. Inspection Fees (per unit)
 - 1. Mobile Homes (Manufactured Housing): \$40.00
 - 2. Modular Homes (Certified State Inspected): \$75.00
 - 3. Stick-built Homes: \$125.00

- 4. Multi-Unit Buildings (Condo, Townhouse, Motel): \$125.00
- 5. Commercial Units (Shopping Centers, Banks, Restaurants, Offices, etc.): \$125.00
- 6. Back Flow Preventer Only: \$40.00
- 7. Per fixture (over 10): \$5.00
- c. Modification, Remodeling and Alteration Fees (Fixture Unit Count of Eight or Less)
 - 1. Administrative Fee: \$25.00
 - 2. Inspection Fee: \$75.00
- d. Reinspection Fee: \$50.00 per inspection
- e. Investigative Fee (beginning work without a permit): \$50.00 per hour
- f. Gas Permits:
 - 1. Gas Permit: \$40.00
 - 2. Administrative Fee: \$25.00
 - 3. Each Additional Appliance (over 3): \$5.00
- g. Plumbing Plan Review (Commercial)
 - 1. Up to 10,000 square feet: \$125.00
 - 2. Greater than 10,000 square feet: \$250.00
 - 3. Changes, additions, revisions to approved plans: \$50.00 per hour of review time

* Note: minimum charge of one-half hour re-review time

- 3. Shoreline Construction Activity:
 - a. Minor application review fee (less than eight feet channelward): \$150.00
 - b. Major application review fee (greater than eight feet channelward): \$300.00.
 - c. Shoreline construction permit: \$150.00
 - d. Shoreline construction permit revision: \$50.00

E. Miscellaneous Permits and Licenses.

remove - No longer exists then renumber


- ~~1 X. Tourist permit: \$5.00 for each unit, with a minimum charge of \$50.00 and a maximum charge of \$2,500.00.~~
- 1 X. Gaming (raffle) permit: \$25.00.
- 2 X. Roadside stand license: \$25.00
- 3 A. Bingo:
 - a. Annual license: \$100.00
 - b. Temporary license: \$25.00
- 4 X. Coin operated machine licenses:
 - a. Claw machines, shuffleboard, mechanical bowling machines, single-coin pinball machines, electronic video games or any other similar public amusement device requiring insertion of a coin or token and the result of whose operation depends in whole or in part upon the skill of the operator: \$30.00 each.
 - b. Arcades:
 - 1. 42 to 100 machines: \$1,250.00.
 - 2. 101 to 150 machines: \$1,750.00.
 - 3. 151 to 200 machines: \$2,250.00.
 - 4. 201 or more machines: \$2,750.00.
 - c. Music boxes: \$30.00.
 - d. Vending machines:
 - 1. 5¢ to 24¢ articles: \$20.00.
 - 2. 25¢ to 49¢ articles: \$25.00.
 - 3. Article 50¢ and over: \$30.00.
 - e. Cigarette machines: \$75.00.

BE IT FURTHER RESOLVED that any other license or permit fee not enumerated above shall be in the amount presently in effect.

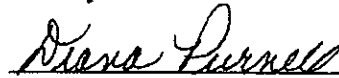
AND, BE IT FURTHER RESOLVED that this Resolution shall take effect on July 1, 2019.

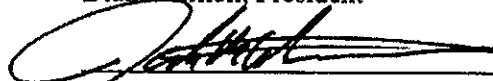
PASSED AND ADOPTED this 18th day of June, 2019.

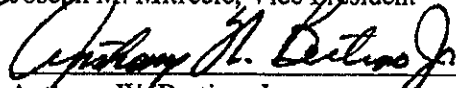
ATTEST:

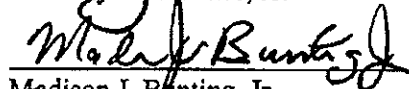

Harold L. Higgins
Chief Administrative Officer

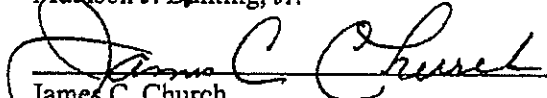
COUNTY COMMISSIONERS OF
WORCESTER COUNTY, MARYLAND


Diana Purnell, President


Joseph M. Mitrecic, Vice President

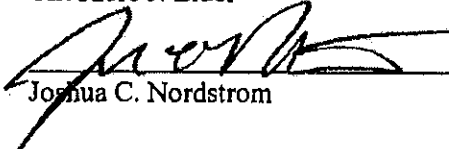

Anthony W. Bertino, Jr.


Madison J. Bunting, Jr.


James C. Church

Absent

Theodore J. Elder


Joshua C. Nordstrom



EMERGENCY SERVICES

BILLY BIRCH
DIRECTOR

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET, ROOM 1002

SNOW HILL, MARYLAND 21863-1193

TEL: 410-632-1311

FAX: 410-632-4686

To: Harold Higgins, Chief Administrative Officer

From: Billy Birch, Director of Emergency Services *BB*

Re: Carl Henn's Law/911 Fees changes, Potential County Actions & Impacts, and Best Practices

Date: March 11, 2020

In an effort to update, inform, and address past, current, and impending changes to our Public Safety Answering Point (PSAP), also known as 911 center, I wanted to discuss our future Next Generation 911 changes, Carl Henn's Law and/or the 911 fee change, and inform you about potential county actions, impacts, and best practices taken by our county partners. Next Generation 911 change has been spearheaded by Senator Cheryl Kagan. One of those bills which took effect on July 1, 2019, known as Carl Henn's Law (House Bill 397) is enclosed for your package as a reference and informational guide. "This bill enhances and alters the regulatory framework that governs the State's 9-1-1 system. Among other things, the bill expands the responsibilities of the Emergency Number Systems Board (ENSB), increases the State 9-1-1 fee, authorizes a local government to increase its 9-1-1 fee under specified circumstances, and applies both fees to each separate outbound call voice channel capacity instead of each account".

Carl Henn's law has produced a means for all counties to increase the collection fee from .75 cents per phone line an additional .75 cents if they show a shortfall in their FY20 audit. I submit to you based on our expenses, we will meet this required short fall, and as such will be eligible of July 1, 2021 (FY22).

**
FY22 = \$1.50*

Next Gen 911 will produce an increased workload to our PSAP/911 center. I can show a 15% call volume increase over last year before we incur this increased change due to text to 911, and additional phone and electronic device contacts. The Emergency Numbers Services Board (ENSB) has been working with Sen. Kagan to look into these expected changes. As a result, a complete State staffing study has been completed, and paid for by the ENSB, which is enclosed with my packet. We are going to need to prepare for these impending changes that are coming. I plan on expanding on this during my FY21 budget presentation in a few weeks.

*Comparison Report - p. 20
Final Report - p. 48*

I am available to answer any questions at your convenience.

Senator Cheryl C. Kagan is a nationally-recognized advocate for "Next Generation 911," which will update our emergency response centers with modern technology resulting in increased reliability. Inspired by the death of Rockville activist and District 17 resident Carl Henn due to a 9-1-1 failure, she has toured emergency centers around the state, often bringing Senate colleagues. She chairs the Maryland NG911 Commission, which issued a 65-page report with 23 unanimous recommendations. Their work resulted in three bills becoming law in 2019:

- Saving Lives by Updating Our 9-1-1 Systems ("Carl Henn's Law"): This bill addressed technology, cybersecurity, staffing, oversight, and more. It also modified our funding structure, which was providing an average of just 37.5% of the costs of our emergency centers. By adjusting the 9-1-1 fee, we will improve service- and save lives.
- Protecting Crime Victims: Currently, 9-1-1 audio calls are available through a Maryland Public Information Act request. With NG911 allowing us to send texts, photos, and videos, SB5 will help protect the privacy of victims of domestic abuse, sexual assault, and child abuse by giving them a voice in shielding these records.
- Supporting our "First, First Responders": Our 9-1-1 Specialists, or calltakers, help us in our worst moments. Unlike a police officer, firefighter, or paramedic, 9-1-1 Specialists are largely invisible and underappreciated. This new law reclassifies the position (from clerical to professional) and recommends appropriate compensation and benefits as an integral part of the Emergency Response team.

Title: 2020 SHSP County Commissioners of Worcester County, Maryland Grant Application
Subgrantee: County Commissioners of Worcester County, Maryland
Point of Contact: Kim Reynolds
E-mail: kreynolds@co.worcester.md.us
Phone: 410-632-1194
Grant Number: PRE20SHSP861
2020 SHSP: \$97,308.52 **Allocated:** \$97,308.52

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Project #1	
DHS Project Type:	Establish/enhance public-private emergency preparedness program
Project Title:	Worcester County, Code Red Emergency Communications Networks
Project Description:	The Code Red system continues to provide public information and warning through a maintenance contract with ECN for automated public notification. Code Red allows for information sharing between law enforcement, county and neighboring departments.
Project Details:	To execute contract renewal upon award and maintain the contract during the entire FY2020 grant period.
Project Award:	2020 SHSP \$12,308.52
State of MD Strategy	
Primary Goal:	Law enforcement officers in every region in Maryland should have the ability to transmit and receive law enforcement database information from the field and share that information on a real-time basis. Maryland's fusion center should share useful and actionable information from the field and from regional and federal counterparts with every jurisdiction on a real-time basis.
Objective 1:	2 State and Local law first responders should work together to develop a statewide information sharing model that uses common information sharing standards, produces products useful to field personnel as well as executive decision makers, and works on a real-time basis.
Objective 2:	

Requested Expenditures

(06.CP.01.PORT)	Radio, Portable	7	\$3,000.00	\$21,000.00
			Expense Total:	\$21,000.00

Project #2	
DHS Project Type:	Develop/enhance interoperable communications systems
Project Title:	Develop/enhance interoperable communications systems/Worcester County Fire & EMS Radios
Project Description:	Develop/enhance interoperable communications systems funding would supply 7 Fire and EMS portable radios for emergency situations in Worcester County
Project Details:	Project to commence upon award and be completed within 12 month period.
Project Award:	2020 SHSP \$21,000.00
State of MD Strategy	
Primary Goal:	Every region should have the equipment, supplies, and training to respond to a mass casualty event either directly or via close at hand mutual aid, including mass decontamination. Maryland should have surge plans from areas hospitals, public health, and EMS that identify likely gaps in resources, a statewide information sharing systems between hospitals, public health, and EMS, supply stockpiles, and emergency plans for alternate treatment, such as temporary field hospitals.
Objective 1:	2 Every regions public health agencies, EMS jurisdictions, and Maryland's hospitals should have the equipment, training and supplies to respond to a mass casualty incident, including emergency plans for alternate treatment, such as temporary field hospitals.
Objective 2:	1 Maryland hospitals, public health, and EMS should have the technological infrastructure and information system in place in order to share information on medical resources needed for every day, and mass-casualty/hospital surge events.

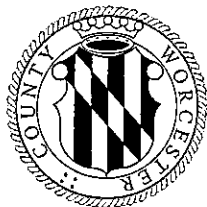
Requested Expenditures

Expenditure		Qty	Cost	Total Cost
(06.CP.01.PORT)	Radio, Portable	7	\$3,000.00	\$21,000.00
			Expense Total:	\$21,000.00

Project #3	
DHS Project Type:	Build/enhance a pharmaceutical stockpile and/or distribution network
Project Title:	Supplement AED stockpile and/or distribution network
Project Description:	Supplement AED distribution in Worcester County in case of an emergency situation.
Project Details:	Supplement AED stockpile and/or distribution network
Project Award:	2020 SHSP \$64,000.00
State of MD Strategy	
Primary Goal:	Every region should have the equipment, supplies, and training to respond to a mass casualty event either directly or via close at hand mutual aid, including mass decontamination. Maryland should have surge plans from areas hospitals, public health, and EMS that identify likely gaps in resources, a statewide information sharing systems between hospitals, public health, and EMS, supply stockpiles, and emergency plans for alternate treatment, such as temporary field hospitals.
Objective 1:	2 Every regions public health agencies, EMS jurisdictions, and Maryland's hospitals should have the equipment, training and supplies to respond to a mass casualty incident, including emergency plans for alternate treatment, such as temporary field hospitals.
Objective 2:	

Requested Expenditures

(06.CP.01.PORT)	Radio, Portable	7	\$3,000.00	\$21,000.00
			Expense Total:	\$21,000.00



COMMISSIONERS
JOSEPH M. MITRECIC, PRESIDENT
THEODORE J. ELDER, VICE PRESIDENT
ANTHONY W. BERTINO, JR.
MADISON J. BUNTING, JR.
JAMES C. CHURCH
JOSHUA C. NORDSTROM
DIANA PURNELL

OFFICE OF THE
COUNTY COMMISSIONERS

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
ROSCOE R. LESLIE
COUNTY ATTORNEY

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103
SNOW HILL, MARYLAND
21863-1195

To: Commissioners
From: Harold L. Higgins
Re: Fire and Ambulance FY21 Funding
Date: 5/01/2020

The Fire and Ambulance Volunteer companies again have requested a change in the County's funding formula. During our annual dinner with the fire and ambulance service it was communicated that the fire funding formula and annual allocation is adequate. However, the ambulance service funding is not, and the fire and ambulance companies original pre COVID19 request showed an additional \$1.9 in funding based on their requested rates.

Over the last several years the County has worked towards enhancing fire and ems funding. The current year enhancements include: increase the LOSAP award, provided a scholarship program to offer tuition reimbursement for paramedic certification and lastly create a one-time retention bonus for volunteers in an effort to address life safety issues and volunteer recruitment and retention.

The County was in a process of reviewing the volunteer ambulance service which included a review of the funding history, changes in run reimbursement amounts, establishment of a foundation and even taxing districts, however this process and the establishment of a stake holder's committee has been delayed due to the onset of COVID19. The COVID19 expenditure request for the department of fire and ambulance companies now totals \$7,861,124 an increase of \$393,908 from the prior year.

FY21 ambulance funding is based on CY19 run totals and it is the finance committee's belief that tourism in the County will not rebound to CY19 levels. Due to stay at home orders and 14-day quarantine requirements run totals are at present down fifteen to twenty percent. There is still considerable uncertainty about what kind of tourist season the County will have. FY22 budget will be based on CY20 calls and it is our intent to not reduce call totals for FY22 but to leave at CY19 levels to partially address prior year funding shortages.

Further the finance team is seeking your guidance and approval to address an issue with ambulance volunteer drivers, Showell, Bishopville and Newark are having difficulties finding drivers for their ambulances. We are seeking your approval for the following changes to be added to the FY21 budget:

Increase Showell, Bishopville, and Newark from 6 to 8 FTE's (\$32,000 increase)

AND

Increase base allowance from \$50,000 to \$60,000 (\$80,000 increase)



Worcester County

DEPARTMENT OF PUBLIC WORKS

6113 TIMMONS ROAD

SNOW HILL, MARYLAND

21863

JOHN H. TUSTIN, P.E.
DIRECTOR

JOHN S. ROSS, P.E.
DEPUTY DIRECTOR

TEL: 410-632-5623
FAX: 410-632-1753

Mike Poole, Chairman
Solid Waste Advisory Board
10509 Blue Heron Court
Bishopville, MD 21813

January 28, 2020

Honorable Joseph M. Mitrecic, President
Worcester County Commissioners
Worcester County Government Center
One West Market Street, Room 1103
Snow Hill, MD 21863

DIVISIONS

MAINTENANCE
TEL: 410-632-3766
FAX: 410-632-1753

ROADS
TEL: 410-632-2244
FAX: 410-632-0020

SOLID WASTE
TEL: 410-632-3177
FAX: 410-632-3000

FLEET MANAGEMENT
TEL: 410-632-5675
FAX: 410-632-1753

WATER AND WASTEWATER
TEL: 410-641-5251
FAX: 410-641-5185

Dear Commissioner Mitrecic:

The Solid Waste Advisory Board met on January 22, 2020, and unanimously recommended that the County Commissioners adopt the proposed FY 2020-2021 Solid Waste and Recycling budgets as presented.

The Board also recommends increasing the tipping fee for refuse from \$70.00 per ton to \$75.00 per ton, increasing house trailers from \$1,000.00 per unit to \$1,500.00 per unit, charging a \$10.00 disposal fee per propane tank and charging a fee of \$50.00 for a second homeowner permit with the first permit remaining at \$100.00. *

Sincerely,

Mike Poole, Chairman
Solid Waste Advisory Board

CC: John Tustin, P.E., Director
Michael Mitchell, Solid Waste Superintendent
Michael McClung, Recycling Manager

Administrator Harold Higgins and his staff to learn more about this program, what information it can provide and how we can work together to ensure an accurate accounting and collection of both taxes. The Town of Ocean City, and the other Municipalities in Worcester County, continue to be faced with increased costs to provide fire and ambulance service to our residents and visitors. In Ocean City the costs within city limits have increased and the call volume and service to West Ocean City continues to increase dramatically as referenced in my letter dated 11/4/19 and at our meeting before the Commissioners on 2/4/20. We are here today to again ask that the County Commissioners adopt a funding formula that would fully fund the cost to the Town of Ocean City to provide EMS Services to West Ocean City. The total cost to provide this service in 2019, over and above grants received and revenue collected, was \$416,443. We would request a grant in the amount of \$416,443 in order to allow us to continue to provide this service in FY21. We would also suggest that the Commissioners seriously consider establishing Medical Response Districts throughout the county to fund this service in the unincorporated areas of Worcester County in the future.

Our last request would be that the Commissioners expand and fund the Maryland Community For Life Program in FY21 to include Ocean City. This program, administered by the Worcester County Commission on Aging, currently provides essential services to senior citizens in other areas of the county but it does not provide these services to Ocean City residents. We believe that as residents and taxpayers of Worcester County Ocean City residents should have equal access to this program.

*
\$30,000
1st year
not included
- add to
Comm.
Aging

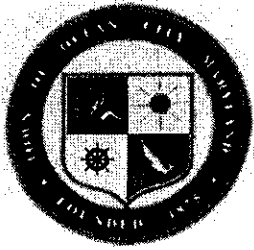
The issue of tax differential remains very important to Ocean City taxpayers and remains to be resolved. In the interim the above grants provided in lieu of tax differential will be applied to the Town's FY21 budget to provide relief for Ocean City taxpayers.

We believe the above requests are reasonable and important and we look forward to meeting with you to discuss these vital issues.

Sincerely,


Richard W. Meehan
Mayor





TOWN OF OCEAN CITY

February 24, 2020

Mr. Joseph Mitrecic, President
Worcester County Commissioners
Government Center
One West Market Street – Room 1103
Snow Hill, MD 21863-1195

Dear Honorable President Mitrecic and Distinguished Worcester County Commissioners:

The Mayor and Council look forward to meeting with the County Commissioners on March 17, 2020 to discuss grants for FY21. In order to allow you time to prepare for our meeting, please find the summation of our requests.

In FY 2019 we received a 2.5% increase in our Undesignated Grants. This was requested again in 2020 but not approved. This Undesignated Grant goes toward offsetting the cost of services that Ocean City provides in lieu of the County providing these services. We would request that this grant be increased by 2.5% in FY21. We further request that the grants for Recreation, OCDC, the Convention Bureau and the Park and Ride be continued to be funded as they were in FY20.

We want to thank you for recognizing the increased costs of destination marketing and increasing our Tourism grant by \$100,000 in FY20. For FY21 we request that you again increase the grant for Tourism by an additional \$100,000. With two additional hotels planned to be built in West Ocean City and increased competition from other area markets it is essential that we keep pace with our competition and continue to increase our investment in destination marketing.

We would like to again address the percentages paid to the County by Ocean City to collect the room tax and the food tax. The County, by law, can charge up to 1% of the total room tax collected and 5% of the total food tax collected to administrate these collections. This formula results in the county collecting 1% or \$161,934 from the room tax collections and 5% or \$79,305 from the food tax collections in FY19. This total of \$241,239 exceeds the cost to the county to provide this service. We would propose that the room tax percentage be reduced to ½% and the food tax percentage be reduced to 2.5%. This would result, based on last year's numbers, of a total payment to the County of \$120,619 to provide this service.

It is our understanding that the County has purchased a new program to track room tax and food tax collections. We would request that our City Manager be given the opportunity to meet with the County

MAYOR

RICHARD W. MEEHAN

CITY COUNCIL

LLOYD MARTIN
President

MARY P. KNIGHT
Secretary

DENNIS W. DARE
ANTHONY J. OELUCA
JOHN F. GEHRIG, JR.
MATTHEW M. JAMES
MARK L. PADDACK

CITY MANAGER

DOUGLAS R. MILLER

CITY CLERK

DIANA L. CHAVIS, CMC

www.oceancitymd.go

P.O. BOX 158 • OCEAN CITY, MARYLAND • 21843-0158



2001

City Hall – (410) 289-8221 • FAX – (410) 289-8703



WorCOA

Worcester County Commission on Aging, Inc.

Our mission is to enhance the quality of life of all Worcester County citizens 50 years and older by providing programs and services that promote active, independent and healthy lifestyles.

To: Honorable Joe Mitrecic
Cc: Harold Higgins, Chief Administrative Officer
From: Rob Hart, Executive Director
Date: January 23, 2020

SUBJECT: Future Senior Transportation

I want to thank you and the Commissioners for approving the \$8,840 so we can continue to assist Shore Transit providing transportation to Worcester County seniors.

For the past several years Shore Transit has had problems meeting the demands of senior transportation in Worcester County. There have been several meetings about how WorCOA could help or be involved. Since mid-summer there has been difficulties getting our seniors to their medical programs and other places. We have been working with Shore Transit and modified our schedules several times to help. There has been some improvement but at this time they continue to have issues handling additional requests because of lack of resources. We continue to receive weekly calls from seniors needing transportation in our Maryland Access Point office where Shore Transit cannot help them for different reasons.

We had a meeting with TCC and Shore Transit staff on October 1st at the Worcester County Government building. At that meeting they present their data on how they could no longer provide the same level of transportation in the future as they do today. They spoke about using other funding sources to meet the demands in Worcester County. We all agreed I would go back and see how much it would cost for WorCOA to provide similar transportation. Shore Transit provided me with data on their current system and rider counts to do a cost analysis. The cost analysis was provided to all parties. I was asked to review again as the cost was much lower than Shore Transit was providing. I reviewed my cost based on the data and information provided and it held true.

WorCOA is a non-profit whose mission is to keep seniors independent and healthy. We are not a transportation provider. However, as the need arises to meet our mission, we are willing and ready. We have staff with many years of transportation experience and are willing to do what the County Commissioners want as long as the resources are available.

I would welcome a meeting about this subject with all the partners so the right decision can be made for our seniors.

4767 Snow Hill Road • PO Box 159 • Snow Hill, Maryland 21863
410.632.1277 • FAX 855.230.5496 • info@worcoa.org • www.worcoa.org

Worcester Adult
Medical Day Services
4767 Snow Hill Road
Snow Hill, MD 21863
410.632.0111

Berlin
Senior Center
10129 Old Ocean City Blvd.
Berlin, MD 21811
410.641.0515

Ocean City
Senior Center
104 41st Street
Ocean City, MD 21842
410.289.0824

Snow Hill
Senior Center
4767 Snow Hill Road
Snow Hill, MD 21863
410.632.1277

Pocomoke City
Senior Center
400 Walnut Street
Pocomoke City, MD 21851
410.957.0391

Statistical Analyses of Data from Shore Transit and Others
 This information is from MTA Data 2A Forms

Funding Program	Total Passenger Trips	Total Service Miles	Total Service Hours	Total Operating Costs	Total Farebox Receipts	Operating Cost per Hour	Operating Cost per Mile	Operating Cost per Passenger Trip	Passenger Trips per Mile	Passenger Trips per Hour
Shore Transit FY2019										
Subtotal -- SSTAP Program:	8,412	57,388	8,224	\$535,381	\$12,999	\$65.10	\$9.33	\$63.64	0.15	1.02
Shore Transit FY20 1st & 2nd Qtrs										
Subtotal -- SSTAP Program:	4,184	28,253	3,784	\$262,655	\$7,225	\$69.42	\$9.30	\$62.78	0.15	1.11
Somerset COA FY2019										
Subtotal -- SSTAP Program:	27,642	49,907	5,032	\$160,089	\$3,502	\$31.82	\$3.21	\$5.79	0.55	5.49
St. Marys Transit 2018										
Subtotal -- SSTAP Program:	1,098	34,821	2,177	\$69,962	\$2,433	\$32.14	\$2.01	\$63.72	0.03	0.50
Garrett Co Transit FY20 1st & 2nd Qtrs										
Subtotal -- SSTAP Program:						\$47.31	\$1.81	\$11.44	1.50	4.13
WorCOA Projects on FY21										
Subtotal -- SSTAP Program:	12,000	60,000	8,500	\$256,728	\$10,000	\$30.20	\$4.28	\$21.39	0.20	1.41

Below is our projected budget to operate the SSTAP program. We feel that this is a good estimate with the data we currently have gotten.

REVENUE				
Fare Collected	12,000	ALL REVENUES ARE BASED ON CURRENT FUNDING SOURCES. THE FARES/FEES ARE BASED ON SHORE TRANSITS FY19 & FY20 DATA. 5310 FUNDING IS GRANTEED FOR NEXT YEAR AND THEN WE REAPPLY. WORCOA MONEY IS FUNDS WE GET FROM COUNTY FOR SENIOR CENTER & DAYCARE TRANSPORTATION.		
Other Revenue (BP)	2,000			
Other Revenue (AD)	1,000			
Total	15,000			
ADMINISTRATIVE				
Management Support	25,000			
Sub-Total	25,000			
VEHICLE OPERATIONS				
Drivers Salaries/Fringe	140,250			
Supervisor Salaries/Fringe	24,000			
Dispatcher Salaries/Fringe	30,000			
Fuel	16,500			
Communications	2,000			
Office Rent	3,000			
Vehicle Insurance	5,500			
Vehicle Supplies	500			
Uniforms	800			
Staff Training	1,000			
Other	170			
Sub-Total	223,720			
VEHICLE MAINTENANCE				
Maintenance Contract	12,000			
Sub-Total	12,000			
		REVENUE		
		Fees & Other	15,000	
		WorCOA	44,100	
		5310 Grants	43,000	
		Local Match	32,000	
		SSTAP	126,620	
		Total	260,720	
		EXPENSES		
		Admin	25,000	
		Vehicle Ops	223,720	
		Vehicle Main	12,000	
		Total	260,720	



WorCOA

Worcester County Commission on Aging, Inc.

Our mission is to enhance the quality of life of all Worcester County citizens 50 years and older by providing programs and services that promote active, independent and healthy lifestyles.

To: Harold Higgins, Chief Administrative Officer

From: Rob Hart, Executive Director

Date: October 22, 2019

Reference: Senior Transportation (SSTAP)

This is a follow-up to the meeting we had with Greg Padgham TCC and Shore Transit staff on October 1st.

We have analyzed data supplied by Shore Transit and reviewed how this service fits with our mission. At this time the demand for services and the match of the resources for senior transportation suggest that we are capable of providing these services. Below is some of the information we use to determine this decision.

Avg. Daily Ridership	40 Trips
Estimated Total Annual Trips	10,000 (based on FY19+)

Income	
SSTAP Funding	\$ 126,620
Worcester County SSTAP Match	\$ 32,000
WorCOA Transportation Allocation	\$ 44,100
MTA 5310 Grants	\$ 43,000
Business Partnerships	\$ 5,000
<u>Ridership Fares</u>	<u>\$ 5,000</u>
Total Annual Funding	\$ 255,720

Expenses	
Bus/Van Transportation	\$ 185,000
Supervision	\$ 24,000
Dispatch/Call Center	\$ 21,000
<u>Administration</u>	<u>\$ 25,000</u>
Total Annual Funding	\$ 255,720

If you need any additional information, please email or call me. I will be providing an additional email to all of the partners involved. Please let me know what the next step is for approval of the change in service.

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Medical Day Services
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400 Walnut Street
Pocomoke City, MD 21851
410.957.0391

**STATEWIDE SPECIALIZED TRANSPORTATION ASSISTANCE PROGRAM
EXECUTIVE SUMMARY**

Over the last 10 years Shore Transit has provided services to Worcester County seniors through the Maryland Transit Administration's Statewide Specialized Transportation Assistance Program (SSTAP). This service provides transportation to seniors and people with disabilities in Worcester County. For the last 2 years Shore Transit has asked Worcester County Commission on Aging (WorCOA) to increase it's payment for transportation service to the senior centers and adult daycare services because of rising operating cost. WorCOA has been unable to reallocate additional funds to increase payment and Shore Transit has worked with WorCOA to continue services. This year Shore Transit and WorCOA has agreed that in FY2017 it would be more cost effective for WorCOA to provide SSTAP services in Worcester County.

The following are reasons for the cost savings.

- Location of capital resources
- Flexibility of human resources
- Ability to flex programs times if needed
- Possible additional grant support (non-profit)
- Program changes to be similar to other MD county SSTAP services

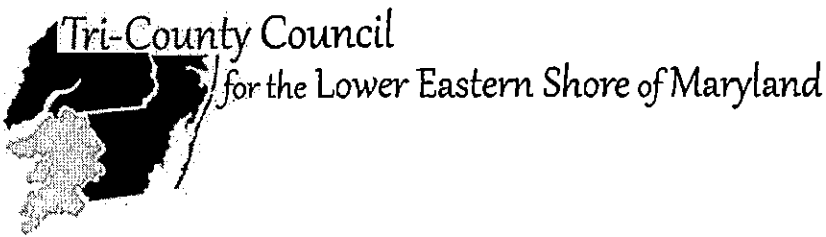
These are some of the reasons WorCOA can provide transportation to Worcester County seniors at a lower cost.

After carefully evaluating all the data we received from Shore Transit and additional information from our records, the following is the resources needed to provide the SSTAP program in Worcester County:

- The current level of SSTAP funds for Worcester County from the MTA is est. \$131,230
- The current level of SSTAP Match from Worcester County is \$30,350
- The current level of Transportation funds from Worcester County to WorCOA is \$40,000
- The need to have (1) 4 Wheel Chair vehicle prior to start of service est. cost \$50,000

With the above funding levels WorCOA will be able to provide similar SSTAP transportation services in Worcester County between 7:30am and 4:30pm. There would be limited days of transportation into Wicomico and Somerset counties for appointments. This service compares to other SSTAP in Maryland.

If this is agreeable to all parties we would like to start holding public input forums in February with a public hearing in March 2016. The timing of this decision will determine how the SSTAP grant is written and who would be the grantee.



Tri-County Council

for the Lower Eastern Shore of Maryland

31901 TRI-COUNTY WAY

SUITE 203

SALISBURY, MARYLAND 21804

PHONE: 410-341-8989

FAX: 410-341-8988

WWW.LOWERSHORE.ORG

February 3, 2020

Joseph M. Mitrecic
President
Worcester County Commissioners
One West Market Street, Room 1103
Snow Hill, Maryland 21863

Dear President Mitrecic;

The Tri-County Council is requesting your support and approval of the following FY2021 funding.

- Match for Shore Transit Division Federal and State Operating Grants \$284,000
- Match for Shore Transit Division Federal and State Capital Grants \$101,338

The Operating Match will allow us to secure grants of \$2,722,232 and represents flat funding again. The Capital Match will allow us to secure grants of \$3,377,938 for much needed buses, preventive maintenance and technology to provide better service in the future at a lower cost.

Thank you for the support of the Tri-County Council. If you need more information, please feel free to contact me at (410) 341-8989.

Sincerely,

Gregory Padgham
Executive Director



Serving Somerset, Wicomico and Worcester Counties



FY2021 Capital Equipment Requests

Item	Requested Total	FTA 80%	MTA 10%	Local Match 10%
Preventive Maintenance	\$800,000	\$640,000	\$80,000	\$80,000
10 Small Cutaway Buses	\$721,220	\$576,976	\$72,122	\$72,122
8 Medium Duty Buses	\$1,363,600	\$1,090,880	\$136,360	\$136,360
Mobility Management	\$143,118	\$114,494	\$14,312	\$14,312
On Bus Computer Hardware & Software	\$350,000	\$280,000	\$35,000	\$35,000
Total	\$3,377,938	\$2,702,350	\$337,794	\$337,794

Consolidated Match Request to Counties Local Match Breakdown	ST Operating Match	TCC Ops Funds	ST Capital	Total Request
	Same as FY2019	Same as FY2019		
Somerset	\$240,000	\$10,000	\$67,559	\$317,559
Wicomico	\$436,000	\$10,000	\$168,897	\$614,897
Worcester	\$284,000	\$15,000	\$101,338	\$400,338
	\$960,000	\$35,000	\$337,794	



32000 CAMPUS DR
 SALISBURY MD 21804
 PHONE: 410-334-2800
 worwic.edu

MEMORANDUM

TO: Harold Higgins, Bob Culver and Laura Hurley
 FROM: Ray Hoy
 DATE: February 13, 2020
 RE: FY 2021 Budget Proposal

Attached is Wor-Wic Community College's FY 2021 operating budget proposal for \$28,833,263 (pages 11-13). This proposed budget is 3.73% or \$1,036,391 higher than the approved FY 2020 budget.

In order to ensure the college fulfills its mission to "enhance local economic growth by addressing education, training and workforce development," the college assesses the current needs of the community it serves through its strategic planning process. As part of the planning process, all strategic goals have related measures and benchmarks to determine success. The data from the measures of success are analyzed annually by the planning council and strategic priority teams. All departments complete an annual review for assessment purposes. Action plans are created for new initiatives and to improve measurable results in order to achieve benchmarks. All action plans must include budget implications such as required resources and detailed costs, and are posted in the electronic assessment management system.

At the beginning of the operational budget process each year, all budget officers attend budget training, which serves as a refresher, but also an opportunity to emphasize the importance of cross-referencing the assessment management action plans with the dollars requested in the budget. We also stress the need to analyze current and prior year departmental expense accounts. Line item justification is electronically submitted through our budget module, and all new initiative requests submitted with the budget must include justification language to identify what strategic, academic or departmental goal the budget request supports. Those requests that demonstrate the greatest potential to further the strategic plan receive priority consideration when the president's staff finalizes budget recommendations.

The following is a summary of the proposed FY 2021 budget changes, with a more detailed explanation on pages 2-7. A summary of the "Expenditure Budget by Function" can be found on page 9. The "Maintenance and Repair Plan", which requires county approval but not county funding, is on page 10. At the request of Wicomico County, included is a budget model of the college's revenue and expense projections from FY 2020 through FY 2028 (page 18).

BOARD OF TRUSTEES

Russell W. Blake

Andrew W. Booth

Kimberly C. Gillis

Morgan Hazel

William H. Kerbin

Martin T. Neat

Lorraine Purnell-Ayres

PRESIDENT

Dr. Murray K. Hoy

* Self-funded

*

WOR-WIC COMMUNITY COLLEGE
MAINTENANCE AND REPAIR PLAN
FISCAL YEAR 2021

<u>Fire Pump Conversion</u>	\$260,000
<p>The existing fire pump has a diesel engine and was installed when BH was built (in 1994). The pump currently provides fire protection for MTC, BH, HC, JC, HH and GH. The pump has to be replaced because it is passed useful service life, it's oversized, and it cannot provide fire protection to one of the zones in MTC. The college has had a study completed by an engineering consultant that included a scope of work to convert the pump from diesel to electric. The conversion would entail tying the new pump directly into city water, thus abandoning (and removing) a 32,000 gallon storage tank, as well as providing a generator for backup. This a high priority in the 10-year FMP.</p>	
<u>VoIP Server and Analog Gateway Replacement</u>	\$86,796
<p>These servers support our telephone infrastructure, voice mail service and fax machines across the campus. The original system was installed in 2009. These servers are passed end of life (end of calendar year 2019).</p>	
<u>Network Switch Replacements (Phase III)</u>	\$52,600
<p>Our network switches are at the end of life and/or near end of life and at an increased risk of hardware failure. Once end of life is reached, we will be out of support and will not be able to get hardware maintenance or software updates to these devices. This project was planned as a 4-year phased project.</p>	
<u>Parking Lot Repairs</u>	\$37,000
<p>It is recommended that South Lots 3 and 4 be sealed in order to extend their years by 10 to 15 years. We recently resurfaced South Lot 1 and the cost was approximately \$100,000. The cost to resurface each lot individually would be similar. This is a high priority in the 10-year FMP.</p>	
<u>Sidewalk/Curb & Gutter Repairs</u>	\$15,000
<p>Continue to make repairs to cracked sidewalks/curbs & gutters as in FY '20. The areas under consideration include the Jordan Center, the smokers' station near FOH, and the throughway between MTC and HH. This is a medium priority in the 10-year FMP.</p>	
<u>TOTAL</u>	<u>\$451,396</u>

*No State or local funds are requested to fund the college's Maintenance and Repair Plan. Priorities can change due to emergencies.

Revenue and Expenditure Worksheets Legend

3

The following describes each of the columns in order of data:

- Tan 1st Column is the Committee Review Budget
- White 2nd Column reflects the variance from the FY2021 Committee Review Budget with the FY2020 current Adopted Budget with changes in yellow
- White 3rd Column reflects the variance from the FY2021 Committee Review Budget with the FY2021 Department Requested Budgets with changes in blue
- Rose 4th Column is the FY2021 Department Requested Budget
- White 5th Column reflects the variance from the FY2021 Department Requested Budget with the FY2020 current Adopted Budget with changes in white
- Green 6th Column is the FY2020 current Adopted Budget
- White 7th Column is for the work session notes and changes
- White 8th Column to the far right is Actual FY2020 year to date April 30, 2020
- White 9th Column to the far right is the FY2019 Actual Amount

The blue area at the bottom of each Department is the Increase or Decrease from Committee Review to the current FY 2020 Budget. It is my sincere hope that these worksheets help you in resolving all budget issues.

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FY2021 Revenue Budget as of May 12, 2020

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY21 Department Requested	2020 Adopted Budget	Work Session Notes & Changes May 12, 2020	FY2020 Actual YTD 4/30/20	FY2019 Actual Amount
4000	Full Year Real Property Taxes	138,167,141	3,863,576		138,167,141	134,303,565	FY20 adopted rate \$.845	134,389,811	129,747,928
4010	Personal Property Taxes	332,719	6,105		332,719	326,614		342,443	327,792
4020	Corporation Property Taxes	4,103,531	75,290		4,103,531	4,028,241		4,117,794	4,233,319
4030	Railroad & Utility Property Tax	3,622,642	236,157		3,622,642	3,386,485		3,666,650	3,327,594
4035	Railroad Real Property	1,403	(2,400)		1,403	3,803		5,969	6,561
4040	Half Year Real Property Taxes	211,250			211,250	211,250		263,974	289,144
4050	Tax Additions & Abatements	(358,200)			(358,200)	(358,200)		(119,650)	(188,445)
4060	Interest on Delinquent Taxes	700,000	50,000		700,000	650,000		585,422	1,230,104
4070	Discounts Allowed on Taxes	(475,000)	(15,000)		(475,000)	(460,000)		(473,410)	(458,794)
4080	Tax Credits For Assessment	(1,246,265)	18,658		(1,246,265)	(1,264,923)		(1,251,102)	(1,300,589)
4100	Income Tax - 1.75% rate as of 1/1/16	26,500,000		(3,500,000)	30,000,000	26,500,000	Jan'20 Rate of 2.25% - OPEB	15,448,928	23,172,123
4200	Admission & Amusement Taxes	620,000	45,000		620,000	575,000		522,953	636,731
4210	Recordation Taxes	7,350,000	688,000		7,350,000	6,662,000		4,728,373	7,116,381
4230	Trailer Park Excise Tax	0	(100,000)		0	100,000		142,703	479,218
4240	Food Tax Admin	81,000	3,000		81,000	78,000	Administration Fee	57,003	79,305
4240.010	Food Tax Food Tax Due to Ocean City	0			0	0	Agency Fund	0	0
4250	Room Tax Admin	180,000	11,000		180,000	169,000	Administration Fee 1/1/20	118,715	163,642
4250.010	Room Tax Due To Ocean City	0			0	0	Agency Fund	0	0
4250.020	Room Tax Due to Pocomoke	0			0	0	Agency Fund	0	0
4250.030	Room Tax Due to Snow Hill	0			0	0	Agency Fund	0	0
4250.040	Room Tax Due to Unincorporated Areas	1,050,000	100,000		1,050,000	950,000	room tax 4.5% to 5%, 1/1/20	705,991	879,954
4250.050	Room Tax Due to Berlin	0			0	0	Agency Fund	0	0
4260	Rents/State Revenue	0			0	0		0	5,111
4260.010	Rents/State Revenue- Boat Landings	42,314	7,302		42,314	35,012		36,253	1,200
4260.020	Rents/State Revenue - County Admin	71,199	3,600		71,199	67,599		60,681	99,872
4260.030	Rents/State Revenue - Elections	14,230	(16,770)		14,230	31,000	State Elections Rent	0	0
4270	Rents-Tower Site/Contrib & Donat	22,818	1,897		22,818	20,921		19,590	21,491
4300	Highway Users Taxes	1,166,491	31,762		1,166,491	1,134,729	State Aid	580,849	535,560
4310	911 Fees	645,332	195,332		645,332	450,000		277,152	438,612
4340	Transfer Tax	4,500,000	500,000		4,500,000	4,000,000		3,871,353	4,631,429
4400	Franchise Fees	22,500			22,500	22,500		21,816	21,588
4600	Sale Of Fixed Assets	40,000	5,000		40,000	35,000		6,592	79,845
4700	Interest On Investments	850,000	(1,050,000)	(650,000)	1,500,000	1,900,000	investment rates	1,363,128	1,861,896
4800	Other Miscellaneous Revenue	80,000			80,000	80,000		715,480	132,845

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY21 Department Requested	2020 Adopted Budget	Work Session Notes & Changes May 12, 2020	FY2020 Actual YTD 4/30/20	FY2019 Actual Amount
4820	Health Insurance Reinvestment - OPEB	0			0	0		6,248,286	4,500,000
4900	Liquor Licenses	825,000	(15,000)		825,000	840,000		414,138	823,506
4905	Vending Machine Licenses	70,000	(10,000)		70,000	80,000		21,835	65,670
4910	Traders Licenses	103,000	8,000		103,000	95,000		7,499	107,531
4915	Occupational Licenses	6,000	(29,000)		6,000	35,000	Bi-Annual license	32,025	5,045
4920	Bingo Permits	18,500	500		18,500	18,000		12,702	18,669
4925	Tourist & Trailer Park Permits	0	(500)		0	500		150	12,475
4927	Rental License Fee	175,000	145,000		175,000	30,000		49,430	0
4930	Building Permits	300,000			300,000	300,000		184,721	252,330
4932	Electrical Permits	15,000			15,000	15,000		10,975	15,300
4933	Commercial Plumbing Plan Review	2,500			2,500	2,500		1,000	1,875
4935	Marriage Licenses	24,000			24,000	24,000		12,660	23,040
4936	Civil Ceremony	1,200	(300)		1,200	1,500		980	1,270
4940	Shoreline Commissioner Application Fee	20,000			20,000	20,000		19,350	11,925
4941	Shoreline Construction Permit	19,000	1,000		19,000	18,000		14,700	13,750
4942	Timber Harvest Permit	3,000			3,000	3,000		2,500	3,700
4943	SEC/SWM Permit	22,000	2,000		22,000	20,000		30,431	29,171
4945.010	Environmental Permits Burn Permit	600			600	600		750	900
4945.020	Environmental Permits Campground Permit	3,325			3,325	3,325		1,825	2,750
4945.030	Environmental Permits Septic Permit	23,500			23,500	23,500		19,400	25,050
4945.040	Environmental Permits Waste Hauler Permit	2,100			2,100	2,100		1,800	2,850
4945.050	Environmental Permits Well Permit	16,800			16,800	16,800		14,560	20,640
4945.060	Environmental Permits Other	300			300	300		150	125
4945.070	Environmental Fee Water/Sewer Review	10,000			10,000	10,000		1,970	0
4950	Health Permits	396,707	(3,000)		396,707	399,707		246,315	396,707
4955	Raffle Permits	1,800			1,800	1,800		1,450	1,700
4960	Plumbing Permits	52,000			52,000	52,000		51,620	58,405
4965	Gas Permits	20,000	1,000		20,000	19,000		15,465	26,240
4970	Forestry Conservation Review Fees	6,000			6,000	6,000		9,193	10,296
4980	Landfill Permits - Household	332,500	12,500		332,500	320,000		307,900	0
4982	PAYT Tags - Household	9,000			9,000	9,000		5,400	0
5045	EDU Transfer/Application Fee	0	(4,000)		0	4,000		0	3,600
5047	Stormwater Management Review Fee	78,000	3,000		78,000	75,000		105,880	76,592

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5060.100	Licenses and Permits Board of Zoning Appeal Fee	18,000			18,000	18,000		17,125	16,025
5060.300	Licenses and Permits Site Plan Review	11,000			11,000	11,000		8,644	11,690
5060.400	Licenses and Permits Rezoning Fee	4,000			4,000	4,000		2,136	2,679
5060.500	Licenses & Permits Subdivision Review Fee	12,000			12,000	12,000		7,625	7,950
5060.600	Licenses & Permits Text Amendment Applic Fee	2,000			2,000	2,000		1,750	1,400
5060.700	Licenses and Permits Nat Resources Text Amendment Fee	350			350	350		350	1,050
5065.100	Sheriff Fees Sheriff Fees - Paper Service	40,000			40,000	40,000		32,929	38,754
5065.200	Sheriff Fees Sheriff Fees Peddler's License	500			500	500		350	100
5065.300	Sheriff Fees Sheriff Fees - Parking Fines	500	(500)		500	1,000		275	370
5065.400	Sheriff Fees Animal Control Fees	8,000			8,000	8,000		4,650	9,640
5065.405	Sheriff Fees Spay & Neuter Fees	0	(12,000)		0	12,000		5,000	11,600
5065.600	Sheriff Fees Sheriff's Sale	0			0	0		189	530
5065.700	Sheriff Fees Contractual Services	7,000			7,000	7,000		0	6,485
5065.990	Sheriff Fees - Other	0			0	0		2,429	28,331
5070.100	Sale of Publications & Copies Cnty Admin	700	200		700	500		1,458	543
5070.104	Sale of Publications & Copies State Attny	0			0	0		225	0
5070.200	Sale of Publications & Copies Treasurer's Office	0			0	0		0	0
5070.300	Sale of Publications & Copies Dev. Review & Permitting	800	(200)		800	1,000		419	476
5070.400	Sale of Publications & Copies 911 Recordings	0	(50)		0	50		0	25
5070.600	Sale of Publications & Copies Elections	450	50		450	400		506	1,085
5070.700	Sale of Publications & Copies Circuit Court	100			100	100		250	120
5070.900	Sale of Publ & Copies Environmental Programs	5			5	5		0	10
5075	Library Use Charges	18,000	(2,000)		18,000	20,000		19,377	28,757
5076	Library Erate Reimbursement	2,000	(500)		2,000	2,500		0	1,655
5080	County Share Vehicle Tag Fee	3,500			3,500	3,500		1,989	3,062
5085	Liquor Advertising Fees	1,200	(1,300)		1,200	2,500		1,140	1,380
5086	Tourism Co-Op Advertising	0	(2,000)		0	2,000		0	0
5090	Firearms Training Center Fee	3,000			3,000	3,000		0	14,371
5095.100	Payments For Jail Use Work Release	20,000	(20,000)		20,000	40,000		10,730	34,118
5095.200	Payments For Jail Use ICE Housing	5,000,000	(200,000)		5,000,000	5,200,000		3,156,500	5,130,718
5095.400	Payments For Jail Use State Housing	50,000			50,000	50,000		37,170	48,420
5095.500	Payments For Jail Use Weekenders	5,000			5,000	5,000		3,795	5,999
5095.600	Payments For Jail Use Social Security	10,000			10,000	10,000		7,200	7,000

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5095.700	Payments For Jail Medical Records Reimb.	20,000			20,000	20,000		10,030	20,075
5095.800	Payments For Jail Use Pretrial Fees	7,000	2,000		7,000	5,000		4,852	6,762
5100.100	Fire Inspection Fees Plan Review Fee	100,000			100,000	100,000		47,736	96,390
5100.200	Fire Inspection Fees Fire Safety Fee	25,000			25,000	25,000		15,121	19,772
5100.300	Fire Inspection Fees Fire Reports	0			0	0		237	100
5100.400	Fire Inspection Fees Hazmat Response Reimb	0			0	0		1,278	1,732
5100.600	Fire Inspection Fees Fire Insp. QAP	20,000	5,000		20,000	15,000		19,820	26,396
5105.100	Public Works Revenues Pipe Sales	30,000			30,000	30,000		30,563	36,165
5107	Roads Department Fees	5,000	(45,000)		5,000	50,000		3,525	65,936
5110	Recreation Fees	240,000	57,100		240,000	182,900		148,962	206,880
5115	Mosquito Control Charges	50,000			50,000	50,000		45,121	51,176
5120	Circuit Court Bar Library	5,000			5,000	5,000		5,000	1,802
5125	Recreation Center Fees	0			0	0		0	16
5127	Recreation Center Rental Fees	2,000	600		2,000	1,400		1,280	1,760
5128	Recreation Sponsorships	2,000	(1,750)		2,000	3,750		0	1,500
5130	Tourism Programs and Events	10,500	1,500		10,500	9,000		16,860	14,638
5142	Election Filing Fee	0	(200)		0	200		0	0
5150.100	Housing Program Fees Program Income	0			0	0		4,730	13,581
5155	Community Service Fees	70,000			70,000	70,000		70,905	62,511
5160	Family Services Legal Fees Other	2,500	900		2,500	1,600		2,100	3,100
5161	Casino Security	0	(15,000)		0	15,000		0	0
5162	Seacrets Security	97,000	(696)		97,000	97,696		68,175	124,350
5163	Purnell Properties Security	0			0	0		2,400	19,800
5164	Sunset Marina Security	0			0	0		3,150	0
5165	Critical Area Review Fees	28,000			28,000	28,000		26,600	39,203
5167	Water/Sewer Plan Amendment Fee	2,000			2,000	2,000		200	1,500
5175.200	Donations - Program Recreation	2,600	2,150		2,600	450		4,570	0
5175.205	Donations - Youth Scholarship Donations	0			0	0		3,000	0
5181	First Offender Program Fees	10,000			10,000	10,000		6,250	0
5185	Recycling Revenue	81,200	(19,600)		81,200	100,800		53,380	0
5186	Metal Recycling Revenue	45,000	(5,000)		45,000	50,000		31,982	0
5195	Tire Revenue	30,000			30,000	30,000		0	0
5215	Motor Coach Fees	30,000	360		30,000	29,640		13,313	14,157
5220.010	Park Fees Field Rental	5,000	1,500		5,000	3,500		3,290	7,714

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5220.020	Park Fees Pavilion Rental	3,500			3,500	3,500		2,155	3,875
5220.030	Park Fees Tree of Life	800			800	800		450	450
5220.035	Park Fees Tournament Rental	20,000			20,000	20,000		12,500	19,405
5220.040	Park Fees User Fees	240			240	240		2	237
5225	Concession Stand Fees	65,000	15,000		65,000	50,000		32,286	52,219
5226	Special Events Fees	203,075	127,775		203,075	75,300		42,945	895
5227	Tournament Fees	15,000	3,000		15,000	12,000		1,385	13,275
5230.010	Environmental Fees Perk Test Fee	9,000			9,000	9,000		15,050	14,425
5230.020	Environmental Fees Plat Review Fee	6,000			6,000	6,000		4,030	4,325
5230.030	Environmental Fees Water Sample Fee	400			400	400		410	560
5240	Shared Facility/Service Area Fee	500			500	500		0	1,000
5245	Solar Renewable Energy Credits	1,000	950		1,000	50		3,654	1,076
5300	Court Fines	50,000			50,000	50,000		32,302	54,293
5310	Civil Infraction Fines	2,700	200		2,700	2,500		2,700	3,400
5330	Economic Development Programs/Events	0			0	0		0	0
5420	Retiree Drug Subsidy	170,000	(80,000)		170,000	250,000		(1)	173,681
5435	BRF Admin Fee	22,500			22,500	22,500		22,084	23,184
5510	Transfers From Other Funds	0			0	0		0	70,219
5511	Transfers - Casino/Local Impact Grant Funds	2,497,400	(3,700)		2,497,400	2,501,100	Worcester Career & Technical High School	2,501,100	2,236,200
5511	Transfers -Table Game Grant Funds	0	(566,711)		0	566,711	FY20 Public Safety Vehicles - Sheriff, 911, Jail, Fire Marshal, radio equip.	566,711	0
5515	DHCD Housing Administration Fee	7,000			7,000	7,000		15,820	7,389
5517	Other Housing Rehab Income	4,000			4,000	4,000		0	0
5525	Conservation Easement Admin Fee	20,000			20,000	20,000		0	14,206
5530	Eastern Shore Library Grant	75,000			75,000	75,000		45,899	75,000
5541	Traffic Safety - SHA	720			720	720		1,179	2,438
5543	Dental Program Reimbursement	22,220			22,220	22,220		5,534	18,662
5545	State Hurricane Conference	0			0	0		0	0
5550	MEIMSS Grant - Emergency Services	0			0	0		0	3,000
5600	Federal Payments In Lieu of Tax	20,305	439		20,305	19,866		0	20,305
5605	MD State Police Grants	0			0	0		903	2,352
5615	Maryland Coastal Bays	0	(20,000)		0	20,000		20,000	0
5620	CDBG Economic Dev. Grant	0			0	0		0	0

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5622	CDBG Federal Grant	0			0	0	Diakonia Rehab FY20	33,006	36,485
5625	CDBG Housing Rehab Grant	150,000			150,000	150,000		49,132	199,079
5626	DHCD Federal Grant	0			0	0	Broadband Grant FY20	33,735	0
5627	Grant for Economic Development	0			0	0		0	0
5630	Water System Monitoring Grant	17,560			17,560	17,560		11,708	25,594
5635	Police Protection Grant	162,006			162,006	162,006	State Aid Est	121,505	169,948
5640	State Library Aid	170,290	4,882		170,290	165,408	State Aid Final	137,840	159,476
5645	Share of State Park Receipts	430,000	5,000		430,000	425,000		0	452,779
5650	State Aid for Fire Companies	372,927	(862)		372,927	373,789	State Aid Final	372,955	373,789
5655	Program Open Space Grant - Parks	1,277,500	139,000	(87,500)	1,365,000	1,138,500		876	84,684
5660	Waterway Improvement Grants	254,300	50,000		254,300	204,300		23,448	125,836
5662	BRF Operations & Maintenance Grant	10,000			10,000	10,000		11,500	6,000
5663	Share of State Forest Land	70,000	5,000		70,000	65,000		0	91,794
5664-020	US Fish/Wildlife Service Other Gen Gov	7,000			7,000	7,000		0	7,500
5665	State Aid for Bridges	980,733	155,852		980,733	824,881	Public Landing Bridge State Aid	0	12,505
5675	Child Support Enforcement Grant	9,800			9,800	9,800		5,824	18,592
5680	State Grant for Critical Areas	10,000			10,000	10,000	State Aid final	0	13,000
5688	MD Dept of Aging Grants	54,608			54,608	54,608	State Aid Estimate	2,399	46,403
5690	SSTAP Grant	126,620	126,620		126,620	0	Pass Thru - Comm Aging	0	0
5700	911 ENSB Grant	67,892	53,392		67,892	14,500		20,158	600
5704	MD AOC Security Grant	0			0	0		0	96,668
5705	State Grant for Tourism	207,154	66,547		207,154	140,607		153,426	140,607
5715	Coastal Zone Grant	0			0	0		0	11,000
5725	Family Support Grant	251,095	20,911		251,095	230,184		122,939	230,066
5726	Family Support Services MACRO Grant	0			0	0		0	0
5730	Septic System BRF Grant Program	240,000			240,000	240,000		75,924	74,322
5732	Conservation Easements Reimb.	60,000			60,000	60,000		33,456	32,255
5735-010	Other Grants - Roads	0			0	0		559,563	7,768
5735-015	Other Grants - Economic Development	0			0	0		5,000	0
5735-020	Other Grants - Tourism	0			0	0		0	5,000
5735-025	Other Grants - General Gov	0			0	0		0	460
5735-030	Other Grants - Human Resources	0			0	0		0	0
5735-035	Other Grants - Sheriff	0			0	0		0	0

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5735-040	Other Grants - Emergency Services	0			0	0		0	0
5735-045	Other Grants - Parks	0	(239,000)		0	239,000	FY20 Greys Creek Grant	0	0
5735-050	Other Grants - Recreation	0	(500)		0	500		0	0
5735-060	Other Grants - Library	0			0	0		300	2,000
5735-070	Other Grants - sheriff/Health Dept Grants	0			0			0	8,000
5735-075	Other Grants - State Revenue	0			0			18,000	0
5740	Isle of Wight Restoration(319)	0			0			0	0
5741	AARA Highway Allocation Grant	0			0			0	0
5744	FEMA Disaster Grant	0			0			0	0
5745	Homeland Security Grant	0			0			0	0
5745.100	Homeland Security Grant LETPP	0			0			0	0
5745.200	Homeland Security Grant HMEP	0			0	0		0	0
5745.300	Homeland Security Grant SHSGP	97,309	17,419	(6,155)	103,464	79,890	Federal Award actual	61,948	124,074
5745.600	Homeland Security Grant EMPG	74,407	(244)		74,407	74,651		0	74,651
5757	Trial Jury Reimbursement	54,000			54,000	54,000		23,865	47,010
5760	Drug Court Grant	237,352	7,336		237,352	230,016		97,331	229,355
5762	Heroin Coordinator Grant	50,615			50,615	50,615	State Aid Estimate	27,530	50,615
5770	Bulletproof Vest Program	1,000			1,000	1,000		0	0
5780	Emergency Shelter Grant	0			0	0		0	119,900
5785	MDE Beach Monitoring Grant	3,261			3,261	3,261		3,261	3,261
5845	Salary Reimbursement	500			500	500		0	511
5850	Other Revenue	0			0	0	Delmarva Power Rebates FY20	20,348	0
5880	Sheriff Fees-Star Team Reimburs	0			0	0		0	0
5890	Homeless Women Grant	0			0	0		0	0
5900	Library Federal Grants	0			0	0		26,975	73,011
5905	Sheriff-Sex Offender Grant	22,000			22,000	22,000		9,009	26,921
5910	Sher-Health Tobacco Enforcement	0			0	0		11,570	14,245
5912	Sheriff-Health Underage Drinking	2,000			2,000	2,000		26,000	16,000

REVENUES:

Worcester County

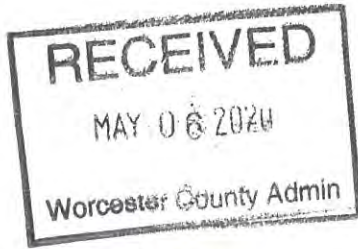
5/5/20

FY2021 Revenue Budget as of May 12, 2020

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY21 Department Requested	2020 Adopted Budget	Work Session Notes & Changes May 12, 2020	FY2020 Actual YTD 4/30/20	FY2019 Actual Amount
5915-020	CREP Program - Parks	0			0	0		0	0
5915-030	CREP Program - Environmental Prgrams	0			0	0		0	0
5925	MALPF Admin Fee	0			0	0		0	0
5930	Rental Assistance Program Grant	0			0	0		0	0
5940	Intern Program Grant	10,000			10,000	10,000		10,000	10,000
5975	Transfers Budget Stabilization	0			0	0		0	0
Fund Revenue Total: 100 - General Fund		205,688,131	4,402,579	(4,243,655)	209,931,786	201,285,552	4,402,579	187,460,791	196,371,725

Variance: Work Session FY20 Bgt

budget work session expense	205,738,753	221,258,000
(surplus)/ shortfall	50,622	11,326,214



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Worcester County

Government Center
Department of Human Resources
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Benefits Manager
EDDIE CARMAN
Risk Manager
KEVIN CANDY
Safety Coordinator

KELLY BRINKLEY
Volunteer Services Manager
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Human Resources Specialist
TARA ARMSTRONG
Office Assistant IV

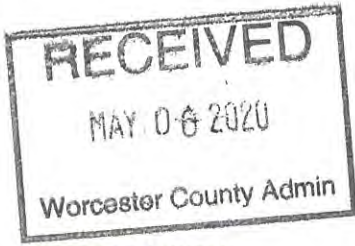
To: Harold Higgins, Chief Administrative Officer
From: Stacey Norton, Human Resources Director *Stacey Norton*
Date: May 4, 2020
Subject: FY 21 General Fund After COVID-19 Emergency Services Job Title Change Request

We are requesting to change the following job titles in Emergency Services to more accurately reflect the work performed. This is a title change only with no change to grade or step.

- 1) Communication Clerk Trainee to Emergency Communications Specialist Trainee
- 2) Communication Clerk I to Emergency Communications Specialist I
- 3) Communication Clerk II to Emergency Communications Specialist II
- 4) Communication Clerk III to Emergency Communications Supervisor

I look forward to discussing this with you at the budget work session on May 12, 2020.

Thank you for your consideration.



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Worcester County

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Human Resources Specialist
TARA ARMSTRONG
Office Assistant IV

See also
5b - page 4
5c - page 5

Stacey Norton

To: Worcester County Commissioners
From: Stacey Norton, Human Resources Director
Date: May 4, 2020
Subject: FY 21 Requested General Fund- Maintenance Positions Reclassification After COVID-19

Attached you will find a spreadsheet reflecting a request for the reclassification of three positions in the Maintenance Department:

- 1) Custodial Workers II
- 2) Building Maintenance Mechanic III
- 3) Building Maintenance Mechanic V

This request is due to the challenge in recruiting and retaining experienced Building Maintenance Mechanic III and V positions. Reclassifying the Custodial Workers II positions will assist us in working towards getting these positions to \$15 per hour as required by January 1, 2025.

This request would impact 4 current employees and 1 vacancy for a salary increase of \$12,022.

I look forward to discussing this with you during the May 12, 2020 work session.

Thank you for your consideration.

Attachments

FY 21 GENERAL FUND PROPOSED HOURLY JOB GRADE CHANGES
Summary

COUNT	DEPARTMENT	JOB TITLE	CURRENT GRADE	CURRENT STARTING RATE	PROPOSED GRADE	PROPOSED STARTING RATE
2	Maintenance	Custodial Worker II	9	13.28	10	13.94
2	Maintenance	Building Maintenance Mech III	20	22.72	21	23.84
1	Maintenance	Building Maintenance Mech V	24	27.60	25	28.98

FY 21 GENERAL FUND PROPOSED HOURLY JOB GRADE CHANGES

DEPARTMENT	JOB TITLE	CURRENT GRADE	CURRENT STARTING RATE	PROPOSED GRADE	PROPOSED STARTING RATE
Maintenance	Maintenance Worker I - Maintenance	8	12.64	None at this time	
Maintenance	Grounds Worker I - Maintenance	8	12.64	None at this time	
Maintenance	Custodial Worker II - Maintenance	9	13.28	10	13.94
Maintenance	Maintenance Worker II - Maintenance	10	13.94	None at this time	
Maintenance	Grounds Worker II - Maintenance	10	13.94	None at this time	
Maintenance	Maintenance Worker III - Maintenance	11	14.63	None at this time	
Maintenance	Grounds Utility Mechanic - Maintenance	11	14.63	None at this time	
Maintenance	Maintenance Worker IV - Maintenance	12	15.37	None at this time	
Maintenance	Office Assistant IV - Maintenance	12	15.37	None at this time	
Maintenance	Building Maintenance Mechanic I	14	16.93	None at this time	
Maintenance	Grounds Crew Leader - Maintenance	15	17.79	None at this time	
Maintenance	Chief Custodian	15	17.79	None at this time	
Maintenance	Building Maintenance Mech II - Maintenance	17	19.61	None at this time	
Maintenance	Building Maintenance Mech III - Maintenance	20	22.72	21	23.84
Maintenance	Building Maintenance Mech IV - Maintenance	23	26.29	None at this time	
Maintenance	Building Maintenance Mech V - Maintenance	24	27.60	25	28.98



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Worcester County

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STACEY E. NORTON
Human Resources Director
HOPE CARMEAN
Benefits Manager
EDDIE CARMAN
Risk Manager
KEVIN CANDY
Safety Coordinator

To: Harold Higgins, Chief Administrative Officer
From: Stacey Norton, Human Resources Director *Stacey Norton*
Date: May 4, 2020
Subject: FY 21 Requested Budget Promotions, Reclassifications, and Adjustments for General Fund Employees after COVID-19

The County's past practice of approving reclassification of employees who obtain certifications and/or license the County needs to operate, passing probationary periods, or are tied to a designated time in position etc. has resulted in pay changes for forty five employees costing \$78,448 in FY 21. These dollars are already included in the Department salary budgets requests.

Please note that the effective date of the pay change is dependent on obtaining the required certification and/or license, passing probationary periods, or are tied to a designated time in position etc.

The recommendations are based on information obtained from the department heads, service record, job description, and/or personnel guidelines.

These requests are critical in our efforts to retain our current staff. This year we have seen record low unemployment rates, more vacant positions, drastically longer time to fill times due to the labor shortage, and more declinations than in prior years.

These pay reclassification requests are warranted and needed.

I look forward to discussing this with you during the May 12, 2020 work session.

Thank you for your consideration.



5c

Worcester County

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EDDIE CARMAN
Risk Manager
KEVIN CANDY
Safety Coordinator

To: Harold Higgins, Chief Administrative Officer
From: Stacey Norton, Human Resources Director *Stacey Norton*
Date: May 6, 2020
Subject: FY 21 Requested Budget Promotions and Reclassifications for Enterprise Fund Employees after COVID-19

The County's past practice of approving reclassification of employees who obtain certifications and/or license the County needs to operate or are tied to a designated time in position etc. has resulted in sixteen requests in the Water and Waste Water Division for a salary increase of \$29,036.

Please note that the effective date of the pay change is dependent on obtaining the required certification and/or license or are tied to a designated time in position etc.

The recommendations are based on information obtained from the department heads, service record, job description, or personnel guidelines.

I look forward to discussing this with you during the May 12, 2020 work session.

Thank you for your consideration.

Attachment

FY 21 GENERAL FUND PERSONNEL CHANGES REQUESTS - OPEN SESSION

#	DEPT	DEPT NAME	CURRENT JOB TITLE	Grade	NEW JOB TITLE	Grade
1	1010	ENV PROGRAMS	ENV PGMS DEPUTY DIRECTOR	NC	ENV PGMS DEPUTY DIRECTOR - (with Sanitarian Certification)	NC
1	1010	ENV PROGRAMS	ENV HEALTH SPEC I	17	ENV HEALTH SPEC II	18
1	1101	SHERIFF	DEPUTY SHERIFF	19	DEPUTY FIRST CLASS	20
3	1102	EMER. SERVICES	EMERGENCY COMM TRAINEE	11	EMERGENCY COMM SPECIALIST I	12
5	1103	JAIL	PRIVATE FIRST CLASS	19	CORPORAL	20
9	1103	JAIL	CERTIFIED CORRECTIONAL OFFICER	18	PRIVATE FIRST CLASS	19
5	1103	JAIL	CORRECTIONAL OFFICER TRAINEE	17	CERTIFIED CORRECTIONAL OFFICER	18
1	1104	FIRE MARSHAL	DEPUTY FIRE MARSHAL INVESTIGATOR I	17	DEPUTY FIRE MARSHAL - INVESTIGATOR II	19
2	1201	MAINTENANCE	BUILDING MAINT MECHANIC I	14	BUILDING MAINT MECHANIC I - (with HVAC license)	17
3	1201	MAINTENANCE	GROUNDS WORKER II	10	GROUNDS WORKER III	11
1	1202	ROADS	ROADS WORKER III	11	ROADS WORKER IV	12
6	1202	ROADS	ROADS WORKER II	10	ROADS WORKER III	11
1	1203	PUBLIC WORKS	VEH & EQUIP MECHANIC III	14	VEH & EQUIP MECHANIC IV	15
2	1206	RECYCLING	RECYCLE WORKER II	9	RECYCLE WORKER III	10
2	1206	RECYCLING	RECYCLE WORKER I	8	RECYCLE WORKER II	9
1	1602	PARKS	PARKS CREW LEADER	15	PARKS CREW LEADER - (with CDL license)	15
1	1603	LIBRARY	LIBRARY SERV ASST I	8	LIBRARY SERV ASST II	10

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ENV = ENVIRONMENTAL
 COMM = COMMUNICATIONS

FY 21 ENTERPRISE FUND PERSONNEL CHANGE REQUESTS - OPEN SESSION

NUMBER	DEPARTMENT	CURRENT JOB TITLE	GRADE	NEW JOB TITLE	GRADE
2	WATER & WASTE WATER	MAINTENANCE WORKER I	8	MAINTENANCE WORKER II	10
8	WATER & WASTE WATER	PLANT OPERATOR TRAINEE	10	PLANT OPERATOR I	11
2	WATER & WASTE WATER	PLANT OPERATOR I	11	PLANT OPERATOR II	13
3	WATER & WASTE WATER	PLANT OPERATOR II	13	PLANT OPERATOR III	14
1	WATER & WASTE WATER	PLANT OPERATOR III	14	PLANT OPERATOR IV	16
16					



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Worcester County

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Office Assistant IV

To: Harold Higgins, Chief Administrative Officer
From: Stacey Norton, HR Director *Stacey Norton*
Date: May 4, 2020
Subject: Request for New Positions for Fiscal Year 2021 after COVID-19 for the General Fund and the Enterprise Fund

Attached you will find a summary from the Department Heads for new positions in fiscal year 2021 after COVID-19 considerations.

For the General Fund, the total request would cost an additional \$433,962 in salaries, \$194,550 in benefits, and \$29,061 in operating expenses. The total increase would be \$634,992.

For the Enterprise Fund, we are requesting 3 new Plant Operator positions for a salary cost of \$86,985 and a benefit cost of \$39,422. The total increase for the Enterprise Fund if these three positions are approved is \$126,407.

I look forward to discussing this with you at the budget work session on May 12, 2020.

Thank you for your consideration.

Attachments

FY2020 New Employee Budget Summary After COVID-19
as of 5/4/19

General Fund: Department order

Position	Department	Dept #	Job Title	G/S	Salary	Benefits	Operating Expenses	Vehicle	Total	Comments
1	Treasurer's Office	1005	Paralegal	NC	50,000	22,530			72,530	Offset by revenue by doing recordation tax in house
2			Intern	8/1	(4,348)				(4,348)	Eliminated
	Total Treasurer's Office				45,652	22,530			68,182	
3	DRP	1008	Revenue Specialist - 1/2021 Start	14/1	17,607	3,967			21,574	Offset by revenue from Rental License Program for 1/2 fiscal year and vending licenses.
4	Environmental Program	1010	Natural Resources Planner 1	16/1	38,854	17,508			56,362	Converted from position listed below and would be an Internal promotion of Intern
5		1010	Environmental Program Intern	16/1	(18,643)	(1,838)			(20,481)	Eliminated and converted to the position listed above
	Total Env. Programs				20,211	15,669			35,880	
6	Sheriff	1101	Digital Forensic Technician	19/5	49,650	22,372	14,544		86,566	Converted from CET Office Assistant below, non sworn position
7		1101	CET Office Assistant VI	14/2	(22,581)	(4,539)			(22,581)	Eliminated and converted to Digital Forensic Technician listed above
	Total Sheriff				49,650	22,372	14,544		63,985	
8	Emergency Services	1102	Deputy Director	NC/A	75,000	33,795	4,125		112,920	Assistant Director Converted to Electronic Services Project Manager
9		1102	Call Taker	10S/1	30,430	13,712	975		45,117	Funded by revenue from the 911 telephone fees
10		1102	Call Taker	10S/1	30,430	13,712	975		45,117	Funded by revenue from the 911 telephone fees
11		1102	Call Taker	10S/1	30,430	13,712	975		45,117	Funded by revenue from the 911 telephone fees
12		1102	Call Taker	10S/1	30,430	13,712	975		45,117	Funded by revenue from the 911 telephone fees
13		1102	Call Taker	10S/1	30,430	13,712	975		45,117	Funded by revenue from the 911 telephone fees
14		1102	Call Taker	10S/1	30,430	13,712	975		45,117	Funded by revenue from the 911 telephone fees
15		1102	Communications Clerk I	12S/1	(7,889)	(778)			(8,667)	Part time position 499 hours eliminated for call taker position listed above
16		1102	Communications Clerk I	12S/3	(8,228)	(811)			(9,039)	Part time position 499 hours eliminated for call taker position listed above
17		1102	Communications Clerk I	12S/3	(8,228)	(811)			(9,039)	Part time position 499 hours eliminated for call taker position listed above
	Total Emergency Services				233,235	113,665	9,975		356,875	
18	Maintenance	1201	Special Project Manager	NC	92,500	41,681	4,542		138,723	Internal transfer
19	Recreation	1601	Recreation Program Monitors	8/1	40,107	3,955			44,062	Additional hours for part time Program Monitors for new programs
			Deputy Director	NC	(65,000)	(29,289)			(94,289)	Eliminated
	Total Recreation				(24,893)	(25,334)			(50,227)	
General Fund Total					\$433,962	\$194,550	\$29,061		\$634,992	

Notes: Full time benefits - include SS, health, workers comp, retirement, LTD, Life
Part time under 500 hours, does not include Maryland State Retirement or medical

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FY2021 Expense Budget
Department Index

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6	Dept. 1006 - Elections Office
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12	Dept. 1010 - Environmental Programs
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54	Dept. 1985 - Interfund

Expenditures

Worcester County, MD

5/6/

FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1001 - County Commissioners										
6000.100	Personnel Services Salaries	954,022	(13,428)		954,022	(13,428)	967,450		778,542	940,24
6100.010	Administrative Exp Administrative Exps	900	(300)	(300)	1,200		1,200		380	89
6100.060	Administrative Exp Books and Publications	200	(100)	(100)	300		300		0	22
6100.100	Administrative Exp Dues and Subscriptions	3,502	42		3,502	42	3,460		3,635	3,50
6100.165	Administrative Exp Meeting Exp	500	(200)	(200)	700		700		228	24
6100.190	Administrative Exp Office Supplies	6,000			6,000		6,000		3,747	6,52
6100.210	Administrative Exp Paper	3,300			3,300		3,300		2,659	3,47
6100.230	Administrative Exp Postage & Freight	500	(220)	(120)	620	(100)	720		106	28
6110.080	Supplies & Equipment Computer Repairs & Supplies	500	500		500	500	0		0	
6110.090	Supplies & Equipment Computers & Printers	0	(3,966)		0	(3,966)	3,966		3,673	3
6110.245	Supplies & Equipment Mobile Phones	6,600	600		6,600	600	6,000		5,832	6,58
6110.290	Supplies & Equipment Other Office Equipment	0			0		0		0	
6130.010	Supplies & Equipment Copier Lease	11,700	(2,100)		11,700	(2,100)	13,800		9,052	13,80
6510.020	Legal Services County Attorney Exps	6,490		(1,675)	8,165	1,675	6,490		3,016	5,56
6510.035	Legal Services County Code Exps	9,500	(2,243)	(2,243)	11,743		11,743		7,974	8,43
6510.050	Legal Services Court Reporters	360		(60)	420	60	360		270	42
6510.085	Legal Services Other Legal Exps	0	12,000	12,000	(12,000)		(12,000)	county attorney allocation to depts removed in FY21	(13,256)	(22,00)
6530.150	Consulting - Temporary Clerical Staff	0			0				0	57
6540.020	Vehicle Operating Exps Fuel - WC Fleet	2,500	(600)	(300)	2,800	(300)	3,100		1,236	2,02
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,500			1,500		1,500		550	1,46
6540.050	Vehicle Operating Exps Vehicle Use/Other Areas	0			0		0		0	
6540.040	Vehicle Operating Exps Vehicle Registration	0			0		0		100	
6540.045	Vehicle Operating Exp Vehicle Repairs Outside	0			0		0		0	
6550.270	Building Site Exps Telephone	1,344			1,344		1,344		891	1,32
6900.010	Advertising Budget Advertisements	2,000			2,000		2,000		732	1,52
6900.030	Advertising Legislative Advertisements	9,000	(2,000)	(1,000)	10,000	(1,000)	11,000		7,451	6,24
7000.020	Travel, Training & Exp Board Member Allowance	21,000			21,000		21,000		17,500	21,25
7000.060	Travel Training & Exp Educational Training	0	(500)	(500)	500		500		0	
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	22,314		(2,132)	24,446	2,132	22,314		4,671	12,31
7000.115	Travel, Training & Exp Exp Mileage	600	(200)	(200)	800		800		286	98
8010.110	Interfund Water & Wastewater Enterprise Ch	(63,502)	56		(63,502)	56	(63,558)		(63,558)	(61,58
8010.120	Interfund Landfill Enterprise Charges	(17,463)	16		(17,463)	16	(17,479)		(17,479)	(30,79
8010.220	Interfund Dept. of Liquor Control Charges	0			0		0		0	(2,85
9010.010	Capital Equipment New Vehicles	0			0		0		34,880	
Department Total: 1001 - County Commissioners		983,367	(12,643)	3,170	980,197	(15,813)	996,010	(12,643)	793,118	920,70:
Variance: Committee Review/ FY20 Bgt										

Expenditures

Worcester County, MD

5/6/20

FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1002 - Circuit Court										
6000.100	Personnel Services Salaries	951,991	(29,130)		951,991	(29,130)	981,121		782,386	973,062
6000.400	Personnel Services Overtime Pay	0			0		0		0	0
6100.010	Administrative Exp Administrative Exps	2,000	(1,500)		2,000	(1,500)	3,500		934	2,646
6100.060	Administrative Exp Books and Publications	2,000			2,000		2,000		1,756	509
6100.080	Administrative Exp Copier Supplies	180			180		180		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	4,734	1,650		4,734	1,650	3,084		1,005	3,859
6100.110	Administrative Exp Envelopes	1,500			1,500		1,500		1,032	1,272
6100.150	Administrative Exp Incentives & Events	1,515			1,515		1,515		0	758
6100.190	Administrative Exp Office Supplies	6,820	(500)	(500)	7,320		7,320		6,807	8,654
6100.210	Administrative Exp Paper	2,500			2,500		2,500		1,958	2,571
6110.080	Supplies & Equip Computer Repairs & Supplies	0			0		0		0	0
6110.090	Supplies & Equipment Computers & Printers	0			0		0		0	0
6110.120	Supplies & Equipment Equipment Rental	1,200			1,200		1,200		890	1,265
6110.170	Supplies & Equipment Jury Exps	3,500			3,500		3,500		1,261	2,885
6110.270	Supplies & Equipment Office Equipment Repairs	300			300		300		0	2,493
6110.280	Supplies & Equipment Office Furniture	4,090			4,090		4,090		2,261	1,638
6110.290	Supplies & Equipment Other Office Equipment	810			810		810		140	345
6130.010	Equipment Maintenance Copier Lease	7,860			7,860		7,860		5,789	6,922
6130.070	Equipment Maint Software Maintenance Agreements	11,626			11,626		11,626		8,784	12,880
6150.050	Uniforms & personal Equip - Uniforms	500			500		500		0	409
6160.040	Grant Programs Court Security Grant	0			0		0		0	98,277
6160.060	Grant Programs Drug Treatment Court	67,396	624		67,396	624	66,772	State Grant	23,918	71,487
6160.070	Grant Programs Family Support Services	93,700	43,305		93,700	43,305	50,395	State Grant	60,138	83,272
6160.071	Grant Programs MACRO Mediation Conflict Res Ofc	0	(13,800)		0	(13,800)	13,800		0	0
6510.030	Legal Services Court Appointed Attorneys	8,000	(2,000)	(2,000)	10,000		10,000		6,458	10,386
6510.040	Legal Services Court Library Levy	2,000			2,000		2,000		2,000	2,000
6510.050	Legal Services Court Reporters	5,000			5,000		5,000		2,373	6,683
6510.055	Legal Services Family Support Service - Other	0			0		0		400	2,150
6510.080	Legal Services Jury Per Diem	90,000			90,000		90,000		40,195	78,295
6550.028	Building Site Exp Cable	265			265		265		220	245
6550.270	Building Site Exps Telephone	5,500			5,500		5,500		3,492	5,000
6700.050	Other Maint. & Svcs Phone Service	0			0		0		0	1,285
7000.040	Travel, Training & Exp Continuing Education/Certificati	400			400		400		1,108	699
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	5,962	(2,261)		5,962	(2,261)	8,223		3,652	7,057
7000.115	Travel, Training & Exp Mileage	2,570	(1,655)		2,570	(1,655)	4,225		1,389	612
Department Total: 1002 - Circuit Court		1,283,919	(5,267)	(2,500)	1,286,419	(2,767)	1,289,186	(5,267)	960,345	1,389,617

Variance: Committee Review/ FY20 Bgt

Expenditures

Worcester County, MD

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1003 - Orphan's Court										
6000.100	Personnel Services Salaries	21,000	(7,500)		21,000	(7,500)	28,500		21,865	21,800
6160.060	Administrative Exp Books & Publications	0			0		0		782	1,000
7000.020	Travel, Training & Exp Board Member Allowance	4,800			4,800		4,800		4,000	4,800
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,000	(494)	(494)	2,494		2,494	Mandatory Training	585	300
Department Total: 1003 - Orphan's Court		27,800	(7,994)	(494)	28,294	(7,500)	35,794	(7,994)	27,232	28,000

Variance: Committee Review/ FY20 Bgt

Expenditures

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1004 - State's Attorney										
6000.100	Personnel Services Salaries	1,382,673	33,574	(4,618)	1,387,291	38,192	1,349,099		1,073,515	1,282,188
6000.400	Personnel Services Overtime Pay	1,000	1,000		1,000	1,000	0		0	0
6100.010	Administrative Exp Administrative Exps	6,500			6,500		6,500		1,776	3,716
6100.055	Administrative Exp Bond	0			0		0		0	488
6100.060	Administrative Exp Books and Publications	0			0		0		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	3,338	(139)		3,338	(139)	3,477		1,510	2,955
6100.160	Administrative Exp Legal Books & Publications	3,500	500		3,500	500	3,000		2,930	7,025
6100.190	Administrative Exp Office Supplies	11,000			11,000		11,000		4,943	7,373
6110.090	Supplies & Equipment Computers & Printers	2,475	75		2,475	75	2,400		6,316	4,525
6110.245	Supplies & Equipment Mobile Phones	7,700	1,000		7,700	1,000	6,700		4,544	5,894
6110.280	Supplies & Equipment Office Furniture	2,000			2,000		2,000		0	2,302
6110.290	Supplies & Equipment Other Office Equipment	2,000			2,000		2,000		94	0
6110.390	Supplies & Equipment Small Equipment	2,000			2,000		2,000		0	150
6130.010	Equipment Maintenance Copier Lease	8,200			8,200		8,200		5,998	8,731
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	756			756		756		756	938
6130.070	Equipment Maint Software Maintenance Agreements	1,273	(303)		1,273	(303)	1,576		2,570	1,576
6150.060	Uniforms & Personal Equipment Ammunition	500			500		500		0	0
6510.020	Legal Services County Attorney Exps	0			0		0		0	134
6510.060	Legal Services Investigation Exps	800			800		800		552	632
6510.090	Legal Services Prosecution Exps	2,000			2,000		2,000		1,200	719
6510.110	Legal Services Transcripts	5,000			5,000		5,000		3,452	3,657
6540.020	Vehicle Operating Exps Fuel - WC Fleet	5,000			5,000		5,000		1,291	2,988
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,500			1,500		1,500		451	1,268
6550.028	Building Site Expense - Cable	1,550	338		1,550	338	1,212		1,185	1,215
6550.270	Building Site Exps Telephone	1,500	(9,000)		1,500	(9,000)	10,500	cost savings due to VOIP phone system	6,969	9,518
6900.040	Advertising Personnel Advertisements	0			0		0		0	1,070
7000.080	Travel, Training & Exp Extradition Expense	16,000			16,000		16,000		12,662	13,286
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	8,500			8,500		8,500		2,281	964
7000.115	Travel, Training & Exp Mileage	250			250		250		147	0
7000.130	Travel, Training & Exp Witness Exps	1,000			1,000		1,000		0	0
Department Total: 1004 - State's Attorney		1,478,015	27,045	(4,618)	1,482,633	31,663	1,450,970	27,045	1,135,143	1,363,313
								Variance: Committee Review/ FY20 Bgt		

Expenditures

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1005 - Treasurer's Office										
6000.100	Personnel Services Salaries	1,273,668	22,498	(26,863)	1,300,531	49,361	1,251,170		1,006,310	1,218,69
6000.400	Personnel Services Overtime Pay	2,000			2,000		2,000		185	
6100.010	Administrative Expenses	0			0		0		75	
6100.055	Administrative Exp Bond	1,500			1,500		1,500		0	3,00
6100.060	Administrative Exp Books and Publications	1,200	100		1,200	100	1,100		1,011	80
6100.100	Administrative Exp Dues, License & Subscriptions	2,900			2,900		2,900		2,754	2,10
6100.110	Administrative Exp Envelopes	2,500	900		2,500	900	1,600		2,712	2,28
6100.130	Administrative Exp Food Tax Bills & Envelopes	400			400		400		0	28
6100.190	Administrative Exp Office Supplies	11,500	(1,000)	(1,000)	12,500		12,500		9,829	10,94
6100.210	Administrative Exp Paper	1,500	(350)	(300)	1,800	(50)	1,850		1,271	1,32
6100.220	Administrative Exp Payroll Checks & Forms	3,000	(1,500)	(1,400)	4,400	(100)	4,500		1,704	2,86
6100.230	Administrative Exp Postage & Freight	100			100		100		0	3
6100.250	Administrative Exp Room Tax Bills & Envelopes	1,000	400		1,000	400	600		624	28
6100.260	Administrative Exp Tax Bills & Envelopes	17,500	(1,500)	(1,500)	19,000		19,000		14,234	14,18
6110.090	Supplies & Equipment Computers & Printers	7,925	662		7,925	662	7,263		5,994	6,79
6110.120	Supplies & Equipment Equipment Rental	0	(1,000)	(1,000)	1,000		1,000		0	
6110.245	Supplies & Equipment Mobile Phones	950	50		950	50	900		801	1,32
6110.270	Supplies & Equipment Office Equipment Repairs	300	(300)	(300)	600		600		0	
6110.290	Supplies & Equipment Other Office Equipment	900			900		900		0	
6130.010	Equipment Maintenance Copier Lease	2,500			2,500		2,500		1,568	2,36
6130.020	Equipment Maint Equipment Annual Maint Contr.	81,180	3,866		81,180	3,866	77,314	Tax Software Maint	77,314	74,13
6510.085	Legal Services Other Legal Exps	0	(1,800)	(1,800)	1,800		1,800		3,021	7,22
6530.100	Consulting Services Professional Fees	0			0				0	60
6530.110	Consulting Services Programming	1,200			1,200		1,200		0	1,20
6550.270	Building Site Exps Telephone	1,200	(800)		1,200	(800)	2,000		896	1,00
7000.040	Travel Training Exp Continuing Ed./Certification	2,000	(1,900)	(1,900)	3,900		3,900		0	1,50
7000.100	Travel, Training & Exp Meetings/Conferences	1,300	65		1,300	65	1,235		675	1,57
7000.115	Travel, Training & Exp Mileage	1,600			1,600		1,600		1,087	1,06
8010.110	Interfund Water & Wastewater Enterprise Ch	(186,529)	3,020	6,871	(193,400)	(3,851)	(189,549)		(189,049)	(182,72
8010.120	Interfund Landfill Enterprise Charges	(36,207)	366	1,501	(37,708)	(1,135)	(36,573)		(36,968)	(62,54
8010.220	Interfund Dept. of Liquor Control Charges	0			0		0		0	(10,40
9010.170	Capital Equipment Software	0			0		0			
Department Total: 1005 - Treasurer's Office		1,197,087	21,777	(27,691)	1,224,778	36,131	1,175,310	21,777	906,047	1,099,92
								Variance: Committee Review/ FY20 Bgt		

Expenditures

Worcester County, MD

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1006 - Elections Office										
6000.100	Personnel Services Salaries	15,000			15,000		15,000		12,716	15,577
6000.500	Personnel Services State Employee Salary & Benefit	507,228	(13,268)		507,228	(13,268)	520,496	based on State Estimate	330,392	417,992
6100.010	Administrative Exp Administrative Exps	0			0		0		0	175
6100.080	Administrative Exp Copier Supplies	0			0		0		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	606	31		606	31	575		605	300
6100.110	Administrative Exp Envelopes	1,000			1,000		1,000		520	269
6100.180	Administrative Exp National Voter Regis Postcards	670	20		670	20	650		165	260
6100.190	Administrative Exp Office Supplies	9,000			9,000		9,000		5,593	5,509
6100.210	Administrative Exp Paper	1,200			1,200		1,200		188	876
6100.230	Admin Expense Postage & Freight	0			0		0	FY20 Mailing Election Ballots	42,240	0
6110.090	Supplies & Equipment Computers & Printers	4,880	(6,495)		4,880	(6,495)	11,375		14,020	2,669
6110.125	Supplies & Equipment Maint & Repair	0			0		0		0	4,294
6110.245	Supplies & Equipment Mobile Phones	1,440			1,440		1,440		893	1,446
6110.290	Supplies & Equipment Other Office Equipment	0	(370)		0	(370)	370		399	0
6110.300	Supplies & Equip Promotional Giveaway Items	0			0		0		0	0
6110.440	Supplies & Equipment Voting Machines	165,618	35,024		165,618	35,024	130,594	voting machines	51,067	137,193
6120.010	Voting Machine & Poll Exps Absentee Ballot Exps	3,000			3,000		3,000		0	2,313
6120.020	Voting Machine & Poll Exps Ballot Exps	550			550		550		1,192	0
6120.030	Voting Machine & Poll Exps Demo Pay	0			0		0		0	0
6120.040	Voting Mach & Poll Exp Election Board Member Mileage	3,800	300		3,800	300	3,500		0	2,864
6120.050	Voting Machine & Poll Exps Election Cell Phone	1,500	(525)		1,500	(525)	2,025		0	1,050
6120.060	Voting Machine & Poll Exps Election Judge Exp	115,890	4,550		115,890	4,550	111,340		10,282	89,353
6120.070	Voting Mach & Poll Exp Election Judge Training Material	10,000	400		10,000	400	9,600		8,286	4,605
6120.080	Voting Machine & Poll Exps Poll Rent & School Exp	2,450			2,450		2,450		0	2,450
6120.090	Voting Machine & Poll Exps Specimen Ballot Exp	24,000			24,000		24,000		0	20,316
6120.095	Voting Machine & Poll Exp. State Allocation County	3,833	(5,491)		3,833	(5,491)	9,324		0	6,408
6120.110	Voting Machine & Poll Exp Voter Notification Cards	2,000			2,000		2,000		824	1,609
6120.120	Voting Machine & Poll Exp Voting Machine Supplies	6,000			6,000		6,000		892	7,672
6130.010	Equipment Maintenance Copier Lease	1,627			1,627		1,627		1,084	1,635
6130.070	Equipment Maint Software Maintenance Agreements	6,760			6,760		6,760		2,521	2,760
6130.100	Equipment Maint Other Equipment Lease	1,769			1,769		1,769		1,059	1,412
6150.050	Uniforms & personal Equip - Uniforms	0			0		0		254	0
6530.150	Consulting Services Temporary Clerical Staff	53,352	9,376	(2,808)	56,160	12,184	43,976		528	12,384
6550.030	Building Site Exps Carpet/VCT Cleaning	0	(300)		0	(300)	300		0	0
6550.040	Building Site Exps Cleaning Contract	4,069			4,069		4,069		2,661	4,069
6550.050	Building Site Exps Custodial Supplies	625			625		625		385	185
6550.060	Building Site Exps Electricity	8,750			8,750		8,750	Office Space Lease	7,292	10,671
6550.080	Building Site Exps Fire Alarm Testing	0			0		0		285	285

Expenditures

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19	
6550.081	Building Site Exps Fire Extinguishers	100			100		100		0	40	
6550.090	Building Site Exps General Maintenance Repairs	0			0		0		0	42	
6550.170	Building Site Exps Office Rent/Lease	75,000			75,000		75,000	Office Space Lease	61,333	73,600	
6550.180	Building Site Exps Pest Control/Termite Insp	1,100			1,100		1,100		0	0	
6550.220	Building Site Exps Security Alarm Monitoring	750			750		750		612	327	
6550.270	Building Site Exps Telephone	5,580			5,580		5,580		2,947	4,078	
6550.280	Building Site Exps Tipping Fees	0			0		0		0	0	
6550.310	Building Site Exps Water & Sewer	0			0		0		0	0	
6700.550	Other Maint & Svcs Relocation Expense	0			0		0		0	5,020	
7000.020	Travel, Training & Exp Board Member Allowance	2,286	200		2,286	200	2,086		0	1,000	
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	9,600	(4)		9,600	(4)	9,604		5,120	2,067	
7000.115	Travel, Training & Exp Mileage	3,500	1,000		3,500	1,000	2,500		2,295	6,112	
Department Total: 1006 - Elections Office		1,054,533	24,448	(2,808)	1,057,341	27,256	1,030,085	24,448	568,649	850,886	
							Variance: Committee Review/ FY20 Bgt				

Expenditures

Worcester County, MD

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1007 - Human Resources										
6000.100	Personnel Services Salaries	449,219	6,392	3,665	445,554	2,727	442,827		358,148	417,256
6000.400	Personnel Services Overtime Pay	1,000	1,000		1,000	1,000	0		0	0
6100.010	Administrative Exp Administrative Exps	450			450		450		264	264
6100.040	Administrative Exp Alcohol and Drug Testing Supplie	0	(200)	(200)	200		200		0	0
6100.060	Administrative Exp Books and Publications	500			500		500		271	364
6100.100	Administrative Exp Dues, License & Subscriptions	720	(580)		720	(580)	1,300		908	911
6100.110	Administrative Exp Envelopes	400			400		400		340	343
6100.150	Administrative Exp Incentives & Events	3,650		(350)	4,000	350	3,650		2,485	4,356
6100.190	Administrative Exp Office Supplies	3,000			3,000		3,000		2,231	3,305
6100.210	Administrative Exp Paper	1,400			1,400		1,400		1,308	1,098
6110.080	Supplies & Equipment Computer Repairs & Supplies	0			0		0		0	0
6110.090	Supplies & Equipment Computers & Printers	2,190	685		2,190	685	1,505		1,342	2,762
6110.245	Supplies & Equipment Mobile Phones	2,400			2,400		2,400		1,714	1,939
6110.290	Supplies & Equipment Other Office Equipment	600			600		600		84	2,011
6110.310	Supplies & Equipment Promotional Materials	0			0		0		0	0
6110.320	Supplies & Equipment Radio Supplies	0	(1,500)		0	(1,500)	1,500		0	0
6110.340	Supplies & Equipment Safety Program Equipment	700			700		700		879	589
6110.390	Supplies & Equipment Small Equipment	0	(450)		0	(450)	450		0	0
6130.010	Equipment Maintenance Copier Lease	2,400			2,400		2,400		1,384	2,176
6150.050	Uniforms & Personal Equip Uniforms	850	850		850	850			0	0
6170.050	Program Exp Volunteer Appreciation Events	3,500			3,500		3,500		3,500	3,495
6510.020	Legal Services County Attorney Exps	0	(1,000)	(2,000)	2,000	1,000	1,000		761	1,284
6530.040	Consulting Services	600			600		600		0	600
6530.050	Consulting Services Crisis/Fitness for Duty	1,500			1,500		1,500		0	1,250
6530.080	Consulting Services Physicals, Shots & Drug Testing	13,000	1,000	(2,000)	15,000	3,000	12,000		9,013	12,214
6530.180	Consulting Services Web Page	0			0		0		0	0
6540.020	Vehicle Operating Exps Fuel - WC Fleet	3,500			3,500		3,500		2,262	2,261
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,500		500	1,000	(500)	1,500		298	1,050
6540.040	Vehicle Operating Exp. Vehicle Registration	0		(100)	100	100	0		0	200
6540.060	Vehicle Operating Exps Vehicle Equipment	0		(2,000)	2,000	2,000	0		0	3,531
6550.081	Building Site Exps Fire Extinguishers	0			0		0		0	14
6550.270	Building Site Exps Telephone	400			400		400		273	334
6900.040	Advertising Personnel Advertisements	5,000	(1,000)	(1,000)	6,000		6,000		2,659	1,000
7000.040	Travel, Training & Exp Education/Certification	1,500			1,500		1,500		0	1,500
7000.060	Travel, Training & Exp Educational Training	1,000	(1,100)	(200)	1,200	(900)	2,100		0	2,750
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	1,500	80		1,500	80	1,420		1,050	791
7000.115	Travel, Training & Exp Mileage	500	200	200	300		300		178	113

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
8010.110	Interfund Water & Wastewater Enterprise Ch	(48,169)	(627)		(48,169)	(627)	(47,542)		(47,542)	(45,472)
8010.120	Interfund Landfill Enterprise Charges	(15,454)	(201)		(15,454)	(201)	(15,253)		(15,253)	(26,522)
8010.220	Interfund Dept. of Liquor Control Charges	0			0		0		0	0
9010.010	Capital Equipment New Vehicles	0		(28,500)	28,500	28,500	0	1 vehicle	0	37,192
Department Total: 1007 - Human Resources		439,356	3,549	(31,985)	471,341	35,534	435,807	3,549	328,557	434,952
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1008 - Development, Review & Permits										
6000.100	Personnel Services Salaries	1,486,358	46,817	(38,872)	1,525,230	85,689	1,439,541		1,116,290	1,356,096
6000.400	Personnel Services Overtime	0	(3,000)		0	(3,000)	3,000		0	0
6100.010	Administrative Exp Administrative Exps	60			60		60		0	0
6100.060	Administrative Exp Books and Publications	600			600		600		937	1,150
6100.070	Administrative Exp Int'l Bldg Code Supplies	500			500		500		135	602
6100.080	Administrative Exp Copier Supplies	75			75		75		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	1,704	(253)		1,704	(253)	1,957		1,609	1,823
6100.110	Administrative Exp Envelopes	1,500			1,500		1,500		735	674
6100.190	Administrative Exp Office Supplies	2,500			2,500		2,500		1,149	1,239
6100.210	Administrative Exp Paper	2,000	500		2,000	500	1,500		1,607	1,342
6100.230	Administrative Exp Postage & Freight	150			150		150		35	0
6100.240	Administrative Exp Printing Exp	1,500			1,500		1,500		1,530	1,392
6110.080	Supplies & Equipment Computer Repairs & Supplies	750			750		750		0	60
6110.090	Supplies & Equipment Computer & printer	3,375	(1,505)	(4,700)	8,075	3,195	4,880		1,486	1,001
6110.140	Supplies & Equipment GIS Mapping Supplies	4,900			4,900		4,900		1,037	1,517
6110.245	Supplies & Equipment Mobile Phones	3,360			3,360		3,360		2,457	2,988
6110.270	Supplies & Equipment Office Equipment Repairs	300			300		300		0	0
6110.280	Supplies & Equipment Office Furniture	2,500	2,500		2,500	2,500	0		0	0
6110.340	Supplies & Equipment Safety Program Equipment	150			150		150		0	0
6110.390	Supplies & Equipment Small Equipment	500			500		500		0	400
6130.010	Equipment Maintenance Copier Lease	2,978			2,978		2,978		1,985	2,977
6130.020	Equipment Maintenance Equipment Annual Maint Contr	1,100			1,100		1,100		1,100	1,100
6130.060	Equipment Maintenance Software Licensing	400			400		400		0	1,754
6130.070	Equipment Maint Software Maintenance Agreements	7,500	(2,300)	(2,000)	9,500	(300)	9,800		0	0
6160.073	Grant Programs MDP Grant	0			0		0	Census Grant	4,374	0
6170.080	Program Exp Special Loans Administration	22,000			22,000		22,000		16,210	18,900
6180.010	Housing Rehabilitation Program CDBG Advertising	2,400			2,400		2,400		610	1,014
6180.020	Housing Rehab Program CDBG Appraisals & Credit	2,400			2,400		2,400		508	1,580
6180.030	Housing Rehab Program CDBG Consulting	30,300			30,300		30,300	per contract	22,500	29,790
6180.040	Housing Rehab Program CDBG Housing Rehab	150,000			150,000		150,000		75,986	203,439
6180.050	Housing Rehab Program Housing Rental&Disability Cons	6,000			6,000		6,000		0	0
6180.060	Housing Rehab Program Lead Paint Contract	23,000			23,000		23,000		8,205	8,450
6180.070	Housing Rehab Program Program Income Expense	0			0		0		4,730	13,581
6180.080	Housing Rehab Program Special Loan Fee Expense	7,000			7,000		7,000		11,709	7,389
6510.010	Legal Services Board/Commission Attorney	25,000			25,000		25,000		9,725	16,687
6510.020	Legal Services County Attorney Exps	0	(2,250)	(2,250)	2,250		2,250		1,687	3,404
6510.050	Legal Services Court Reporters	3,500			3,500		3,500		2,180	2,965
6540.020	Vehicle Operating Exps Fuel - WC Fleet	12,000			12,000		12,000		6,336	10,044

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6540.030	Vehicle Operating Exps Vehicle Maintenance	2,000			2,000		2,000		1,281	2,900
6540.040	Vehicle Operating Exps Vehicle Registration	0	(100)	(300)	300	200	100		100	400
6550.080	Building Site Exps Fire Extinguishers	0			0		0		73	78
6550.270	Building Site Exps Telephone	1,200			1,200		1,200		996	1,170
6700.050	Other Maint. & Svcs Phone Service	0	(375)		0	(375)	375		0	0
6900.025	Advertising Legal Advertisements	12,000			12,000		12,000		9,080	9,600
7000.020	Travel, Training & Exp Board Member Allowance	13,450			13,450		13,450		7,716	9,430
7000.040	Travel, Training & Exp Continuing Education/Certificati	875	(345)		875	(345)	1,220		125	280
7000.060	Travel, Training & Exp Educational Training	3,000			3,000		3,000		710	245
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	6,006	1,556		6,006	1,556	4,450		2,090	3,695
8010.110	Interfund Water & Wastewater Enterprise Ch	(15,491)			(15,491)		(15,491)		(15,491)	(14,820)
8010.200	Interfund DRP Chargeback - Engr Svcs	(65,262)	(65,262)		(65,262)	(65,262)	0		0	(62,420)
9010.010	Capital Equipment New Vehicles	0	(18,000)	(58,000)	58,000	40,000	18,000	3 vehicles	17,733	78,720
9010.060	Capital Equipment Other	0			0		0		0	0
Department Total: 1008 - Development, Review & Permits		1,766,138	(42,017)	(106,122)	1,872,260	64,105	1,808,155	(42,017)	1,321,265	1,722,654
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1010 - Environmental Programs										
6000.100	Personnel Services Salaries	1,075,557	(31,544)	(27,140)	1,102,697	(4,404)	1,107,101		856,906	1,035,858
6000.400	Personnel Services Overtime Pay	1,500	1,500		1,500	1,500	0		532	0
6100.030	Administrative Exp Alcohol and Drug Testing	100			100		100		0	0
6100.060	Administrative Exp Books and Publications	300			300		300		447	100
6100.080	Administrative Exp Copier Supplies	30			30		30		0	0
6100.090	Administrative Exp Database/Shared Computer costs	1,000	1,000		1,000	1,000	0		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	1,705	(295)		1,705	(295)	2,000		770	1,840
6100.190	Administrative Exp Office Supplies	2,660			2,660		2,660		2,925	3,024
6100.210	Administrative Exp Paper	500			500		500		351	462
6100.230	Administrative Exp Postage & Freight	50			50		50		135	63
6100.240	Administrative Exp Printing Exp	400			400		400		160	160
6110.080	Supplies & Equipment Computer Repairs & Supplies	3,360			3,360		3,360		2,207	1,753
6110.090	Supplies & Equipment Computers & Printers	825	825		825	825	0		299	1,451
6110.140	Supplies & Equipment GIS Mapping Supplies	5,200	4,200		5,200	4,200	1,000		862	956
6110.245	Supplies & Equipment Mobile Phones	6,820			6,820		6,820		4,370	5,362
6110.270	Supplies & Equipment Office Equipment Repairs	100			100		100		0	0
6110.295	Supplies & Equipment Program Supplies and Equipment	2,000			2,000		2,000		1,354	1,976
6110.340	Supplies & Equipment Safety Program Equipment	150			150		150		63	162
6110.390	Supplies & Equipment Small Equipment	652			652		652		0	488
6130.010	Equipment Maintenance Copier Lease	2,400			2,400		2,400		1,189	1,173
6130.020	Equipment Maintenance Annual Maint Contr.	0			0		0		0	0
6150.050	Uniforms & personal Equip - Uniforms	0			0		0		110	0
6160.011	Grant Program DNR Coastal Projects	0			0		0		0	11,000
6160.140	Grant Programs Septic Upgrade Grant	240,000			240,000		240,000		157,619	76,152
6160.260	Grant Programs MD Coastal Bays Grant	0	(20,000)		0	(20,000)	20,000		20,000	0
6510.020	Legal Services County Attorney Exps	0	(2,750)	(2,750)	2,750		2,750		1,821	2,582
6530.140	Consulting Services Stormwater Management Review	74,100	(4,847)		74,100	(4,847)	78,947		92,942	72,762
6540.020	Vehicle Operating Exps Fuel - WC Fleet	14,000	1,000		14,000	1,000	13,000		9,158	12,284
6540.030	Vehicle Operating Exps Vehicle Maintenance	5,400			5,400		5,400		2,302	5,407
6540.040	Vehicle Operating Vehicle Registration	0		(400)	400	400	0		0	0
6550.081	Building Site Expense Fire Extinguishers	0			0		0		73	78
6550.270	Building Site Exps Telephone	1,045			1,045		1,045		372	538
6700.050	Other Maint. & Svcs Phone Service	0	(500)		0	(500)	500		0	0
6900.025	Advertising Legal Advertisements	1,200			1,200		1,200		911	1,682
6900.030	Advertising Legislative Advertisements	0			0		0		0	486
6900.060	Advertising Water & Sewer Plan Amendments	2,000			2,000		2,000		0	0

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
7000.020	Travel, Training & Exp Board Member Allowance	0			0		0		0	425
7000.040	Travel, Training & Exp Continuing Education/Certificati	1,450	(4,446)		1,450	(4,446)	5,896		465	433
7000.060	Travel, Training & Exp Educational Training	1,155	(1,895)		1,155	(1,895)	3,050		149	1,651
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,804	2,320		2,804	2,320	484		76	561
7000.115	Travel, Training & Exp Mileage	247	15		247	15	232		0	0
8010.110	Interfund Water & Wastewater Enterprise Ch	(26,568)			(26,568)		(26,568)		(26,568)	(25,412)
9010.010	Capital Equipment New Vehicles	0		(95,600)	95,600	95,600	0	4 vehicles	0	0
Department Total: 1010 - Environmental Programs		1,422,142	(55,417)	(125,890)	1,548,032	70,473	1,477,559	(55,417)	1,131,998	1,215,459
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1011 - Information Technology										
6000.100	Personnel Services Salaries	532,292	6,947		532,292	6,947	525,345		416,835	508,410
6100.010	Administrative Exp Administrative Exps	300			300		300		492	657
6100.100	Administrative Exp Dues, License & Subscriptions	0			0		0		0	0
6100.190	Administrative Exp Office Supplies	500			500		500		393	465
6100.210	Administrative Exp Paper	200			200		200		0	0
6110.090	Supplies & Equipment Computers & Printers	0	(1,732)		0	(1,732)	1,732		1,499	0
6110.245	Supplies & Equipment Mobile Phones	8,000			8,000		8,000		4,175	5,720
6110.280	Supplies & Equipment Office Furniture	0			0		0		485	0
6150.050	Uniforms & Personal Equipment Uniforms	450			450		450		413	399
6510.020	Legal Services County Attorney Expenses	0		(50)	50	50	0		45	328
6540.020	Vehicle Operating Expenses Fuel- WC Fleet	900			900		900		360	389
6540.030	Vehicle Operating Expenses Vehicle Maintenance	1,000	400		1,000	400	600		83	83
6540.040	Vehicle Operating Expenses Vehicle Registration	0	(100)		0	(100)	100		0	0
6550.081	Building Site Expenses Fire Extinguishers	20			20		20		0	19
6550.270	Building Site Expenses Telephone	360			360		360		0	270
7000.040	Travel Training & Exp Continuing Education	5,000	(2,209)		5,000	(2,209)	7,209		4,782	3,000
7000.100	Travel Training & Exp Meetings/Conferences	1,250			1,250		1,250		1,260	905
7000.115	Travel, Training & Exp Mileage	202	(98)		202	(98)	300		150	0
8010.110	Interfund Water & Wastewater Enterprise Charge	(19,541)			(19,541)		(19,541)		(19,541)	(18,690)
8010.120	Interfund Landfill Enterprise Charges	(8,547)			(8,547)		(8,547)		(8,548)	(14,864)
9010.010	Capital Equipment New Vehicles	0	(26,000)		0	(26,000)	26,000		0	0
Department Total: 1011 - Information Technology		522,386	(22,792)	(50)	522,436	(22,742)	545,178	(22,792)	402,882	487,091
			(50)				Variance: Committee Review/ FY20 Bgt			

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1090 - Other General Government										
6100.100	Administrative Exp Dues, License & Subscriptions	19,430	(52)		19,430	(52)	19,482		17,008	17,433
6100.165	Administrative Exp Meeting Exp	1,300			1,300		1,300		(19)	1,306
6100.190	Administrative Exp Office Supplies	5,000			5,000		5,000		515	5,524
6100.230	Administrative Exp Postage & Freight	137,000	(8,000)	(4,000)	141,000	(4,000)	145,000		82,694	127,289
6110.080	Supplies & Equipment Computer Repairs & Supplies	10,000			10,000		10,000		6,569	7,964
6110.090	Supplies & Equipment Computers & Printers	20,000			20,000		20,000		5,507	12,778
6110.110	Supplies & Equipment Disaster Preparedness Materials	3,000			3,000		3,000		0	998
6110.165	Supplies & Equipment IT	4,000			4,000		4,000		675	4,257
6110.270	Supplies & Equipment Office Equip Repairs	1,500			1,500		1,500		0	1,176
6110.320	Supplies & Equipment Radio Supplies	0			0		0		0	24,096
6110.350	Supplies & Equipment Scanners	16,000			16,000		16,000		0	6,297
6130.020	Equipment Maint Equip. Annual Maint Contract	173,000	30,000		173,000	30,000	143,000		117,360	144,930
6130.042	Equipment Maintenance Network	175,000	(65,000)		175,000	(65,000)	240,000		83,413	167,932
6130.060	Equipment Maintenance Software Licensing	35,000	(30,000)		35,000	(30,000)	65,000		14,839	22,649
6130.070	Equipment Maint Software Maint Agreements	335,175	37,684		335,175	37,684	297,491		259,318	246,677
6130.075	Equipment Maintenance Software Upgrades	13,250	6,625		13,250	6,625	6,625		6,533	6,533
6130.100	Equipment Maintenance Other Equipment Lease	9,332	3,788		9,332	3,788	5,544		6,049	2,769
6160.043	Grant Programs - Other Grants	0			0		0	Broadband Grant FY20	60,000	0
6160.082	Grant Programs Disaster Event Materials & Supplies	0			0		0	Covid expenses	28,560	0
6500.090	Systems Maintenance Wireless Network Upgrades	500			500		500		0	971
6530.010	Consulting Services Annual Audit Fees	45,000			45,000		45,000		42,000	36,500
6530.040	Consulting Services Consulting Services	67,000			67,000		67,000	Retention & Legal Services	52,616	22,279
6530.110	Consulting Services Programming	16,600	600		16,600	600	16,000		15,535	0
6545	Energy	15,000			15,000		15,000		0	0
6550.010	Building Site Exps Building/Property Improvement	0			0		0		0	49,126
6550.020	Building Site Exps Buildings & Grounds Maintenance	0			0		0		600	72
6550.030	Building Site Exps Carpet/VCT Cleaning	11,950	(550)		11,950	(550)	12,500		1,979	6,693
6550.040	Building Site Exps Cleaning Contract	99,030	(770)		99,030	(770)	99,800		70,263	93,715
6550.050	Building Site Exps Custodial Supplies	19,850	200		19,850	200	19,650		15,701	17,739
6550.060	Building Site Exps Electricity	284,780	(13,220)		284,780	(13,220)	298,000		142,246	218,537
6550.070	Building Site Exps Elevator Testing	16,298	(302)		16,298	(302)	16,600		11,435	15,437
6550.080	Building Site Exps Fire Alarm Testing	6,315	275		6,315	275	6,040		4,070	4,020
6550.081	Building Site Exps Fire Extinguishers	705	50		705	50	655		2,768	1,630
6550.085	Building Site Exps Generator Fuel Oil	800			800		800		0	790
6550.090	Building Site Exps General Maintenance Repairs	142,100	10,000		142,100	10,000	132,100		112,589	89,503
6550.100	Building Site Exps Generator Services & Repairs	9,000	1,915		9,000	1,915	7,085		14,920	18,393
6550.110	Building Site Exps Heating Fuel Oil	32,000			32,000		32,000		18,006	20,250

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6550.120	Building Site Exps Heating Propane	21,100	(1,600)		21,100	(1,600)	22,700		8,477	12,498
6550.124	Building Site Exps HVAC Loop Water Treatment	4,708	(392)		4,708	(392)	5,100		2,885	3,017
6550.135	Building Site Exps Insurance Claim Exps	0			0		0		35,000	1,084
6550.140	Building Site Exps Internet Access	3,552	2,112		3,552	2,112	1,440		1,074	0
6550.170	Building Site Exps Office Rent/Lease	4,560	(15)		4,560	(15)	4,575		2,530	4,484
6550.180	Building Site Exps Pest Control/Termite Insp	1,765	(90)		1,765	(90)	1,855		1,046	1,371
6550.220	Building Site Exps Security Alarm Monitoring	2,968	(425)		2,968	(425)	3,393		2,599	2,888
6550.230	Building Site Exps Security System Exps	5,500			5,500		5,500		5,774	2,195
6550.240	Building Site Exps Septic Tank Cleaning	450	50		450	50	400		0	450
6550.250	Building Site Exps Sprinkler Testing	2,520	20		2,520	20	2,500		2,130	2,430
6550.260	Building Site Exps Taxes	650			650		650		368	332
6550.270	Building Site Exps Telephone	63,652	(1,703)		63,652	(1,703)	65,355		40,971	52,609
6550.280	Building Site Exps Tipping Fees	1,420	470		1,420	470	950		1,843	1,194
6550.300	Building Site Exps Trash Removal	6,540	(220)		6,540	(220)	6,760		4,536	6,085
6550.305	Building Site Exps Utility Locator	500			500		500		415	669
6550.310	Building Site Exps Water & Sewer	15,125	1,635		15,125	1,635	13,490		6,401	11,415
6550.320	Building Site Exps Water Treatment	3,000			3,000		3,000		578	1,446
6700.250	Other Maint & Svcs Internet Service	4,800			4,800		4,800		2,470	3,292
6900.013	Advertising Clean Campaign	0			0		0		3,150	0
7000.020	Travel, Training & Exp Board Member Allowance	350	350		350	350	0	Ethics Board	250	0
7000.050	Travel, Training & Exp Courier Service	2,800			2,800		2,800		547	747
7000.060	Travel, Training & Exp Educational Training	7,934	4,234		7,934	4,234	3,700		0	0
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	21,651	(5,299)	(7,879)	29,530	2,580	26,950	Hurricane airfare credit	18,681	23,509
7040.010	Tri-County Council Shore Transit MTA Local Match	284,000			284,000		284,000	Shore Transit - SSTAP operating & capital	284,000	284,000
7040.020	Tri-County Council Shore Transit Capital Match	101,338			101,338		101,338	FY21 Request for Senior Transportation	101,338	75,103
7040.030	Tri-County Council Tri-County Council	15,000			15,000		15,000		15,000	15,000
7120.110	Other Non-Matching - Briddletown Service Area Appro.	30,000	2,000		30,000	2,000	28,000		28,000	26,000
7120.130	Other Non-Matching Exps SDAT Exp	589,787	(37,751)	(140,958)	730,745	103,207	627,538	SDAT State Reimb. remain 50%	609,350	530,912
7200.010	Bond & Interest Expense	32,838	(6)		32,838	(6)	32,844	Snow Hill Warehouse	27,365	32,837
7500	Other Expenses	63,797			63,797		63,797		37,415	27,743
9010.020	Capital Equipment Public Safety Electronic Equipment	0			0		0		0	0
9010.040	Capital Equipment IT Equipment	0		(235,000)	235,000	235,000	0	Public Safety CAD Server	0	0
9010.050	Capital Equipment Building Improvements	0			0		0		0	0
9010.180	Capital Equipment Infrastructure	0			0		0		0	54,519
9010.220	Capital Equipment Phone Systems	15,972	15,972		15,972	15,972	0	VOIP Telephone system States Attorney Bldg	0	0
Department Total: 1090 - Other General Government		3,033,192	(47,415)	(387,837)	3,421,029	340,422	3,080,607	(47,415)	2,437,940	2,574,092

Variance: Committee Review/ FY20 Bgt

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1101 - Sheriff's Office										
6000.100	Personnel Services Salaries	5,546,353	(1,183)	(532,644)	6,078,997	531,461	5,547,536		4,156,150	5,412,267
6000.400	Personnel Services Overtime Pay	362,000	81,089	(129,000)	491,000	210,089	280,911		255,902	446,502
6000.401	Personnel Overtime Pay Grants/Reimbursements	109,898	(24,600)		109,898	(24,600)	134,498		56,368	138,908
6000.450	Personnel Services Overtime Pay- Kennel Pay	80,288			80,288		80,288		52,731	95,495
6100.010	Administrative Exp Administrative Exps	200			200		200		0	0
6100.030	Administrative Exp Alcohol and Drug Testing	600			600		600		234	90
6100.050	Administrative Exp Background Checks	1,600	613		1,600	613	987		947	1,106
6100.055	Administrative Exp Bond	750			750		750		0	340
6100.060	Administrative Exp Books and Publications	5,565			5,565		5,565		6,681	3,007
6100.080	Administrative Exp Copier Supplies	240			240		240		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	5,795	200		5,795	200	5,595		2,824	4,236
6100.110	Administrative Exp Envelopes	1,000	55		1,000	55	945		24	0
6100.190	Administrative Exp Office Supplies	29,080	14,400		29,080	14,400	14,680		24,216	28,542
6100.210	Administrative Exp Paper	5,056			5,056		5,056		1,207	985
6100.240	Administrative Exp Printing Exp	3,600	213		3,600	213	3,387		1,869	3,522
6110.020	Supplies & Equipment Animal Food	1,500			1,500		1,500		0	0
6110.025	Supplies & Equipment Animal Transport Containers	600			600		600		115	0
6110.030	Supplies & Equipment Bike Patrol Equipment	2,800			2,800		2,800		217	44
6110.050	Supplies & Equipment Camera Equipment	500			500		500		0	0
6110.070	Supplies & Equipment CO2 for Chambers	5,000			5,000		5,000		8,209	9,995
6110.080	Supplies & Equipment Computer Repairs & Supplies	3,000			3,000		3,000		3,554	571
6110.090	Supplies & Equipment Computers & Printers	28,660	(15,340)	(18,000)	46,660	2,660	44,000		40,785	52,824
6110.125	Supplies & Equipment Equipment Maintenance & Repair	4,500	2,500		4,500	2,500	2,000		661	4,368
6110.135	Supplies & Equipment Fuel for Incinerator	6,000			6,000		6,000		1,290	4,924
6110.160	Supplies & Equipment Investigation Supplies	5,000	674		5,000	674	4,326		2,109	5,019
6110.180	Supplies & Equipment K9 Exp	28,000			28,000		28,000		20,624	21,123
6110.190	Supplies & Equipment Law Enforcement Equipment	125,184	10,265	(18,000)	143,184	28,265	114,919		31,013	108,158
6110.245	Supplies & Equipment Mobile Phones	36,120	11,920	(2,880)	39,000	14,800	24,200		27,440	32,807
6110.270	Supplies & Equipment Office Equipment Repairs	600	100		600	100	500		202	289
6110.280	Supplies & Equipment Office Furniture	7,500	3,200		7,500	3,200	4,300		2,325	7,528
6110.290	Supplies & Equipment Other Office Equipment	4,149	3,949		4,149	3,949	200		0	4,132
6110.295	Supplies & Equipment Program Supplies and Equipment	500			500		500		0	0
6110.297	Supplies & Equipment Community Policing Supplies	5,000	5,000		5,000	5,000	0	State Mandated, pamphlets/handouts	1,181	0
6110.315	Supplies & Equipment Rabies Clinic Supplies	2,000			2,000		2,000		8	1,245
6110.320	Supplies & Equipment Radio Supplies	2,000			2,000		2,000		957	1,185
6110.395	Supplies & Equipment Spay and Neuter Supplies	11,000			11,000		11,000		1,248	4,444
6110.430	Supplies & Equipment Traps	2,953			2,953		2,953		1,826	1,498

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6130.010	Equipment Maintenance Copier Lease	5,500			5,500		5,500		2,917	4,388
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	6,000			6,000		6,000		0	2,090
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	35,616	1,932	(3,384)	39,000	5,316	33,684		29,656	38,621
6130.060	Equipment Maintenance Software Licensing	13,500	8,700		13,500	8,700	4,800		3,300	11,467
6130.070	Equipment Maint Software Maintenance Agreements	90,531			90,531		90,531		76,069	76,419
6150.010	Uniforms & Personal Equipment Bullet Proof Vests	39,800	24,935		39,800	24,935	14,865		9,744	33,674
6150.040	Uniforms & Personal Equipment Uniform Allowance	67,950	(5,000)	(5,000)	72,950		72,950		61,350	53,000
6150.050	Uniforms & Personal Equipment Uniforms	65,834	41,160	(18,000)	83,834	59,160	24,674		93,402	48,044
6150.060	Uniforms & Personal Equipment Ammunition	60,596	5,000		60,596	5,000	55,596		48,955	66,127
6160.063	Grant Programs Heroin Grant	0	(5,000)		0	(5,000)	5,000		0	0
6160.850	Grant Program Highway Safety Grant Travel	0	(720)		0	(720)	720		0	0
6510.020	Legal Services County Attorney Exps	0	(1,250)	(1,250)	1,250		1,250		791	523
6510.085	Legal Services Other Legal Exps	6,500			6,500		6,500	LEOBR retainer + legal fees	3,778	0
6530.050	Consulting Services Crisis/Fitness for Duty	5,600	4,200		5,600	4,200	1,400		3,282	5,671
6530.080	Consulting Svcs Physicals, Shots & Drug Testing	600	600		600	600	0		0	165
6530.090	Consulting Services Pre-Employment Physicals	4,000	1,998		4,000	1,998	2,002		1,692	3,250
6530.100	Consulting Services Professional Fees	4,500	140		4,500	140	4,360		4,000	2,750
6530.115	Consulting Services Psychological Services	3,000	3,000		3,000	3,000	0		3,085	2,272
6530.120	Consulting Services Rabies Clinic	1,000			1,000		1,000		400	800
6530.160	Consulting Services Veterinary Services	500			500		500		297	0
6530.165	Consulting Services Vet Services - Spay & Neuter	12,000			12,000		12,000		2,500	4,910
6540.020	Vehicle Operating Exps Fuel - WC Fleet	202,220	(10,100)	(30,000)	232,220	19,900	212,320		146,641	216,000
6540.030	Vehicle Operating Exps Vehicle Maintenance	114,000	25,000		114,000	25,000	89,000		80,230	106,185
6540.040	Vehicle Operating Exps Vehicle Registration	0	(500)	(1,300)	1,300	800	500		700	1,400
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	20,000			20,000		20,000		22,724	17,229
6540.050	Vehicle Operating Exps Vehicle Use/Other Areas	1,000	200	(48,400)	49,400	48,600	800	equipment install	0	1,222
6540.060	Vehicle Operating Exps Vehicle Equipment	20,000	(5,142)	(183,229)	203,229	178,087	25,142	new vehicle equipment	44,715	127,784
6550.020	Building Site Exps Buildings & Grounds Maintenance	2,017			2,017		2,017		923	418
6550.028	Building Site Exp Cable	600	600		600	600	0		484	526
6550.030	Building Site Exps Carpet/VCT Cleaning	1,200			1,200		1,200		0	662
6550.040	Building Site Exps Cleaning Contract	0			0		0		0	0
6550.050	Building Site Exps Custodial Supplies	577			577		577		247	651
6550.060	Building Site Exps Electricity	16,800			16,800		16,800		8,533	11,831
6550.080	Building Site Exps Fire Alarm Testing	260			260		260		310	310
6550.081	Building Site Exps Fire Extinguishers	675	225		675	225	450		1,880	568
6550.090	Building Site Exps General Maintenance Repairs	9,055			9,055		9,055		3,991	5,860
6550.120	Building Site Exps Heating Propane	5,000			5,000		5,000		641	3,420
6550.130	Building Site Exps Incinerator Exp	1,200			1,200		1,200		500	0
6550.170	Building Site Exps Office Rent/Lease	1,110			1,110		1,110	leased space	1,110	1,110

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6550.180	Building Site Exps Pest Control/Termite Insp	300			300		300		144	246
6550.200	Building Site Exps Portalets	660			660		660		440	584
6550.220	Building Site Exps Security Alarm Monitoring	180			180		180		153	204
6550.230	Building Site Exps Security System Exps	0			0		0		326	0
6550.240	Building Site Exps Septic Tank Cleaning	850			850		850		488	1,268
6550.242	Building Site Exps Sewage Pump Monitoring	200			200		200		135	180
6550.270	Building Site Exps Telephone	10,700			10,700		10,700		4,609	5,629
6550.280	Building Site Expense Tipping Fees	0			0		0		30	0
6550.300	Building Site Exps Trash Removal	2,050			2,050		2,050		1,297	1,910
6900.040	Advertising Personnel Advertisements	3,000	3,000		3,000	3,000	0	law enforcement community advertising	740	0
7000.030	Travel, Training & Exp Canine Training	3,125			3,125		3,125		1,320	1,520
7000.040	Travel, Training & Exp Continuing Education/Certificati	15,734	(27,000)	(27,000)	42,734		42,734		24,625	49,036
7000.060	Travel, Training & Exp Educational Training	22,250	15,000		22,250	15,000	7,250		14,713	9,593
7000.090	Travel, Training & Exp Firearms Training	4,000			4,000		4,000		647	3,190
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,000	500		2,000	500	1,500		4,254	1,759
7000.125	Travel, Training & Exp Transport Exps	6,000			6,000		6,000		1,940	2,742
9010.010	Capital Equipment New Vehicles	0	(180,000)	(485,136)	485,136	305,136	180,000	13 vehicles	205,874	456,987
Department Total: 1101 - Sheriff's Office		7,324,381	(5,467)	(1,503,223)	8,827,604	1,497,756	7,329,848	(5,467)	5,623,500	7,779,346
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1102 - Emergency Services										
6000.100	Personnel Services Salaries	1,597,518	229,075	(179,496)	1,777,014	408,571	1,368,443		1,024,669	1,281,538
6000.400	Personnel Services Overtime Pay	121,973	26,973	(9,000)	130,973	35,973	95,000		106,729	169,444
6100.010	Administrative Exp Administrative Exps	1,000	50		1,000	50	950		1,036	1,779
6100.060	Administrative Exp Books and Publications	0	(600)		0	(600)	600		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	3,990	(90)		3,990	(90)	4,080		1,613	1,015
6100.125	Administrative Expense Fingerprinting	500	500		500	500	0		0	0
6100.190	Administrative Exp Office Supplies	2,500	500		2,500	500	2,000		540	1,592
6100.210	Administrative Exp Paper	1,000	(200)		1,000	(200)	1,200		324	81
6110.017	Supplies & Equipment AED Units	71,500	64,000	(64,000)	135,500	128,000	7,500	80 AED units/ half from SHSP Grant	4,494	7,056
6110.090	Supplies & Equipment Computers & Printers	5,025	3,025		5,025	3,025	2,000		(997)	13,160
6110.120	Supplies & Equipment Equipment Rental	7,500			7,500		7,500		338	951
6110.125	Supplies & Equipment Equip Maint & Repair	10,000	(5,900)		10,000	(5,900)	15,900		830	7,366
6110.140	Supplies & Equipment GIS Mapping Supplies	1,000	500		1,000	500	500		0	0
6110.245	Supplies & Equipment Mobile Phones	9,900	3,541		9,900	3,541	6,359		2,265	3,396
6110.320	Supplies & Equipment Radio Supplies	35,600	(31,750)	(1,400)	37,000	(30,350)	67,350		20,615	131,203
6110.325	Supplies & Equipment Radio Equipment	130,000	(199,211)	(21,000)	151,000	(178,211)	329,211	purchase 7 portables from SHSP Grant	317,158	0
6110.340	Supplies & Equipment Safety Program Equipment	1,500	1,500	(500)	2,000	2,000	0		0	0
6130.010	Equipment Maintenance Copier Lease	2,100			2,100		2,100		1,197	1,835
6130.020	Equipment Maint. Equipment Maint Annual Contract	38,110			38,110		38,110		1,800	0
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	5,400			5,400		5,400		4,006	5,123
6130.050	Equipment Maintenance Radio Maintenance Contract	206,202	2,858		206,202	2,858	203,344		192,352	0
6130.060	Equipment Maintenance Software Licensing	19,000	13,500		19,000	13,500	5,500		243	0
6130.070	Equipment Maint Software Maintenance Agreements	219,263	(34,162)		219,263	(34,162)	253,425		254,673	236,765
6130.090	Equipment Maintenance Weather Service Subscription	2,250			2,250		2,250		2,148	2,064
6150.050	Uniforms & Personal Equipment Uniforms	7,950	1,600	(2,150)	10,100	3,750	6,350		972	2,096
6160.043	Grant Programs - Other Grants	0			0		0		0	200
6160.080	Grant Programs Homeland Security Grant	97,309	17,419	(6,155)	103,464	23,574	79,890	FFY20 Grant Actual	39,306	54,204
6160.081	Grant Programs Citizen Corps	0			0		0		0	0
6160.082	Grant Programs Disaster Event Materials & Suppl	0			0		0	Covid expenses	8,574	0
6160.083	Grant Programs Emergency Number Systems Board	65,392	53,392		65,392	53,392	12,000	increased ENSB - State Law	30,354	600
6160.086	Grant Programs 911 Educational Materials	2,500			2,500		2,500		690	0
6160.089	Grant Programs EMPG	0	(74,652)		0	(74,652)	74,652		0	0
6510.020	Legal Services County Attorney Exps	0	(3,500)	(3,500)	3,500		3,500		1,567	2,583
6530.040	Consulting Services Consulting Services	0	(19,950)		0	(19,950)	19,950		14,963	60,972
6530.095	Consulting Services Pre-Employment Testing	0			0		0		1,533	1,756
6540.020	Vehicle Operating Exps Fuel - WC Fleet	6,500			6,500		6,500		4,257	6,216
6540.030	Vehicle Operating Exps Vehicle Maintenance	3,500	500		3,500	500	3,000		493	4,330

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6540.040	Vehicle Operating Exps Vehicle Registration	0		(100)	100	100	0		0	0
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	2,000			2,000		2,000		669	433
6540.060	Vehicle Operating Exp Vehicle Equipment	0	(13,500)	(13,500)	13,500		13,500	WTHS retro special ops trailer	0	385
6550.010	Building Site Exp Building Improvement	0			0		0		0	0
6550.028	Building Site Expense Cable	400			400		400		210	602
6550.060	Building Site Exps Electricity	66,600			66,600		66,600		41,728	60,458
6550.080	Building Site Exps Fire Alarm Testing	1,400			1,400		1,400		1,260	1,260
6550.081	Building Site Exps Fire Extinguishers	200			200		200		370	253
6550.086	Building Site Exps Generator Fuel Propane	2,500	(3,000)		2,500	(3,000)	5,500		878	1,917
6550.090	Building Site Exps General Maintenance Repairs	0	(5,000)		0	(5,000)	5,000		2,927	1,241
6550.100	Building Site Exps Generator Services & Repairs	13,000	9,250		13,000	9,250	3,750		17,830	11,951
6550.120	Building Site Exps Heating Propane	0			0		0		0	0
6550.180	Building Site Exps Pest Control/Termite Insp	1,000	(450)		1,000	(450)	1,450		0	0
6550.270	Building Site Exps Telephone	110,000			110,000		110,000		33,166	87,334
6550.290	Building Site Exps Transmitter Site Exps	5,000			5,000		5,000		4,335	1
6900.025	Advertising Legal Advertisements	0			0		0		0	141
6900.040	Advertising Personnel Advertisements	0			0		0		0	450
7000.035	Travel, Training & Exp Citizen Core Emergency	6,000			6,000		6,000		3,551	611
7000.040	Travel, Training & Exp Continuing Education/Certificati	12,000			12,000		12,000		2,161	3,802
7000.060	Travel, Training & Exp Educational Training	6,000			6,000		6,000		22	2,715
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	16,143	(11,152)	(9,680)	25,823	(1,472)	27,295		14,444	865
9010.010	Capital Equipment New Vehicles	0		(34,000)	34,000	34,000	0	1 vehicle	0	0
9010.020	Capital Equipment Public Safety Equipment	0	(118,000)	(88,000)	88,000	(30,000)	118,000	Pulse Point, Alignment Tool	66,023	0
Department Total: 1102 - Emergency Services		2,918,225	(92,934)	(432,481)	3,350,706	339,547	3,011,159	(92,934)	2,228,313	2,171,743
								Variance: Committee Review/ FY20 Bgt		

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1103 - Jail										
6000.100	Personnel Services Salaries	6,012,855	(120,287)	(86,267)	6,099,122	(34,020)	6,133,142		4,880,531	6,117,574
6000.400	Personnel Services Overtime Pay	40,000	19,444		40,000	19,444	20,556		23,265	27,615
6100.050	Administrative Exp Background Checks	0			0		0		534	524
6100.100	Administrative Exp Dues, License & Subscriptions	125			125		125		125	125
6100.190	Administrative Exp Office Supplies	6,750			6,750		6,750		5,076	4,009
6110.080	Supplies & Equip Computer Repairs & Supplies	0			0		0		0	0
6110.090	Supplies & Equipment Computers & Printers	6,275	4,543		6,275	4,543	1,732		1,914	15,476
6110.190	Supplies & Equipment Law Enforcement Equipment	1,500			1,500		1,500		619	7,352
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	0			0		0		0	2,876
6110.280	Supplies & Equipment Office Furniture	0	(5,000)		0	(5,000)	5,000		4,914	0
6110.320	Supplies & Equipment Radio Supplies	5,000			5,000		5,000		6,044	4,828
6110.390	Supplies & Equipment Small Equipment	0			0		0		0	8,999
6130.010	Equipment Maintenance Copier Lease	6,510			6,510		6,510		4,457	6,696
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	400			400		400		441	875
6130.070	Equipment Maint Software Maintenance Agreements	22,525			22,525		22,525		20,865	23,249
6150.040	Uniforms & Personal Equipment Uniform Allowance	43,050	750		43,050	750	42,300		42,000	41,100
6150.050	Uniforms & Personal Equipment Uniforms	12,250	(6,010)	(9,575)	21,825	3,565	18,260		14,536	21,862
6190.010	Inmate Exps Food Services	700,000	(100,000)	(50,000)	750,000	(50,000)	800,000		506,458	669,900
6190.020	Inmate Exps Hospital & Physicians Charges	65,000			65,000		65,000		51,672	78,025
6190.030	Inmate Exps Inmate Supplies & Services	15,000			15,000		15,000		6,533	12,872
6190.040	Inmate Exps Jail Dentist	12,000			12,000		12,000		8,615	9,870
6190.070	Inmate Exps Kitchen Supplies	6,000			6,000		6,000		1,494	1,846
6190.075	Inmate Exps Medical Contract	1,386,037	39,062		1,386,037	39,062	1,346,975	contract	1,102,055	1,224,961
6190.080	Inmate Exps Medical Supplies	25,000			25,000		25,000		16,978	16,834
6190.090	Inmate Exps Pharmaceutical	100,000	(40,000)	(20,000)	120,000	(20,000)	140,000		40,552	70,002
6190.100	Inmate Exps Processing Supplies	12,000			12,000		12,000		5,536	5,877
6510.020	Legal Services County Attorney Exps	0	(250)	(250)	250		250		358	761
6530.050	Consulting Services Crisis/Fitness for Duty	1,000			1,000		1,000		498	0
6530.080	Consulting Services Physicals, Shots & Drug Testing	500			500		500		0	0
6530.115	Consulting Services Psychological Services	2,500			2,500		2,500		2,347	7,464
6540.020	Vehicle Operating Exps Fuel - WC Fleet	10,000			10,000		10,000		3,453	5,878
6540.030	Vehicle Operating Exps Vehicle Maintenance	2,500			2,500		2,500		851	1,247
6540.040	Vehicle Operating Exp Vehicle Registration	0	(100)		0	(100)	100		100	100
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	300			300		300		0	301
6550.010	Building Site Exps Building/Property Improvement	0			0		0		10,093	0
6550.020	Building Site Exps Buildings & Grounds Maintenance	0		(17,500)	17,500	17,500	0		21,150	0
6550.050	Building Site Exps Custodial Supplies	65,325			65,325		65,325		61,504	70,785

Expenditures

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6550.060	Building Site Exps Electricity	250,000			250,000		250,000		149,940	211,432
6550.080	Building Site Exps Fire Alarm Testing	5,000	5,000		5,000	5,000			780	0
6550.081	Building Site Exps Fire Extinguishers	1,550			1,550		1,550		538	607
6550.090	Building Site Exps General Maintenance Repairs	75,000	20,000		75,000	20,000	55,000		45,798	107,353
6550.100	Building Site Exps Generator Services & Repairs	5,000	5,000		5,000	5,000	0		2,628	0
6550.110	Building Site Exps Heating Fuel Oil	235,000			235,000		235,000		107,759	155,989
6550.125	Building Site Exps HVAC Repairs/Replacement	10,000	10,000		10,000	10,000	0		11,050	0
6550.180	Building Site Exps Pest Control/Termite Insp	500			500		500		144	216
6550.230	Building Site Exp Security System Expense	0			0		0		0	0
6550.240	Building Site Exp Sewer Pump/Septic Tank Maint	10,000			10,000		10,000		6,693	0
6550.250	Building Site Exps Sprinkler Testing	1,700			1,700		1,700		1,255	1,610
6550.270	Building Site Exps Telephone	10,000	(4,000)		10,000	(4,000)	14,000		14,286	16,501
6550.280	Building Site Exps Tipping Fees	0			0		0		162	0
6550.300	Building Site Exps Trash Removal	4,600			4,600		4,600		3,434	5,101
6550.310	Building Site Exps Water & Sewer	210,000	(30,000)	(10,000)	220,000	(20,000)	240,000		120,277	195,466
6700.050	Other Maint. & Svcs Phone Service	650			650		650		0	0
6700.700	Other Maint. & Svcs Prison Labor	12,000			12,000		12,000		8,386	11,532
7000.060	Travel, Training & Exp Educational Training	10,000			10,000		10,000		8,880	6,449
7000.090	Travel, Training & Exp Firearms Training	3,850			3,850		3,850		289	4,595
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,206			2,206		2,206		0	1,939
9010.010	Capital Equipment New Vehicles	0	(43,000)		0	(43,000)	43,000		25,923	43,524
9010.070	Capital Equipment Heavy Equipment	0			0		0		0	22,875
9010.100	Capital Equipment Furniture & Fixtures	0	(30,000)	(44,000)	44,000	14,000	30,000	UPS 3 phase, oven cooktop	24,924	0
9010.220	Capital Equipment Phone Systems	18,302	18,302		18,302	18,302	0	VOIP phone system	0	0
Department Total: 1103 - Jail		9,425,760	(256,546)	(237,592)	9,663,352	(18,954)	9,682,306	(256,546)	7,378,711	9,245,071

Variance: Committee Review/ FY20 Bgt

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1104 - Fire Marshal										
6000.100	Personnel Services Salaries	404,899	2,742	(31,389)	436,288	34,131	402,157		325,222	384,265
6000.400	Personnel Services Overtime Pay	20,000			20,000		20,000		18,271	12,889
6100.010	Administrative Exp Administrative Exps	0			0		0		195	227
6100.030	Administrative Exp Alcohol & Drug Testing	0			0		0		0	0
6100.060	Administrative Exp Books and Publications	350			350		350		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	4,350	285		4,350	285	4,065		2,525	2,308
6100.110	Administrative Exp Envelopes	200			200		200		0	0
6100.190	Administrative Exp Office Supplies	250			250		250		657	796
6100.210	Administrative Exp Paper	200			200		200		0	0
6100.240	Administrative Exp Printing Exp	425			425		425		0	112
6110.050	Supplies & Equipment Camera Equipment	700			700		700		0	387
6110.090	Supplies & Equipment Computers & Printers	2,190	1,440		2,190	1,440	750		540	2,757
6110.130	Supplies & Equipment Fire Investigation Equipment	1,600	1,600		1,600	1,600	0		0	0
6110.150	Supplies & Equipment Hazmat Supplies & Equipment	18,935	8,210		18,935	8,210	10,725		4,909	43,360
6110.160	Supplies & Equipment Investigation Supplies	1,600	(1,225)		1,600	(1,225)	2,825		3,521	3,503
6110.190	Supplies & Equipment Law Enforcement Equipment	400			400		400		0	278
6110.245	Supplies & Equipment Mobile Phones	3,075			3,075		3,075		1,878	3,165
6110.320	Supplies & Equipment Radio Supplies	500			500		500		0	396
6110.340	Supplies & Equipment Safety Program Equipment	1,600	1,600		1,600	1,600	0		0	0
6110.450	Supplies & Equipment Fire Prevention	1,500	600		1,500	600	900		837	788
6130.010	Equipment Maintenance Copier Lease	1,600			1,600		1,600		869	1,304
6130.025	Equipment Maintenance Equipment Upgrades & Replacement	0	(1,050)		0	(1,050)	1,050		720	1,020
6130.040	Equipment Maint MILES Computer Chg/MDT User Fees	2,400			2,400		2,400		1,827	2,621
6130.050	Equipment Maint Radio Maintenance Contract	500			500		500		0	0
6130.070	Equipment Maint Software Maintenance Agreements	1,620	720		1,620	720	900		900	900
6150.020	Uniforms & Personal Equipment Fire Investigator Gear	1,725			1,725		1,725		244	3,932
6150.040	Uniforms & Personal Equipment Uniform Allowance	0	(2,500)	(3,000)	3,000	500	2,500		2,500	2,621
6150.050	Uniforms & Personal Equipment Uniforms	4,000	3,000		4,000	3,000	1,000		60	5,728
6510.020	Legal Services County Attorney Exps	0	(300)	(300)	300		300		15	30
6530.080	Consulting Services Physicals, Shots & Drug Testing	0			0		0		0	45
6540.010	Vehicle Operating Exp Equip/Vehicle Rental	0			0		0		0	276
6540.020	Vehicle Operating Exps Fuel - WC Fleet	13,000			13,000		13,000		11,423	14,765
6540.030	Vehicle Operating Exps Vehicle Maintenance	4,000	1,500		4,000	1,500	2,500		5,236	9,814
6540.040	Vehicle Operating Exp Vehicle Registration	0	(100)		0	(100)	100		100	100
6540.060	Vehicle Operating Exp Vehicle Equipment	0			0		0		0	0
6550.270	Building Site Exps Telephone	360			360		360		256	591

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
7000.010	Travel, Training & Exp Bio-Terrorism/Hazmat Team Trng	15,000			15,000		15,000		245	3,76
7000.040	Travel, Training & Exp Continuing Education/Certificati	2,900	625		2,900	625	2,275		341	14
7000.060	Travel, Training & Exp Educational Training	2,415	465		2,415	465	1,950		719	4,66
7000.090	Travel, Training & Exp Firearms Training	1,250	125		1,250	125	1,125		530	2,06
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	3,120			3,120		3,120		0	
9010.010	Capital Equipment New Vehicle	0	(45,500)		0	(45,500)	45,500		42,417	
Department Total: 1104 - Fire Marshal		516,664	(27,763)	(34,689)	551,353	6,926	544,427	(27,763)	426,957	509,61

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1105 - Volunteer Fire Departments										
6110.150	Supplies & Equipment Hazmat Supplies & Equipment	1,800	(12,470)		1,800	(12,470)	14,270	gas flaring kit	12,569	14,075
6110.155	Supplies & Equip Fire Safety House Supply & Equip	0	(4,750)		0	(4,750)	4,750		3,763	0
6550.010	Building Site Exp Building/Prop Improvement	800			800		800	thermal imaging camera	818	0
6550.020	Building Site Exp Buildings & Grounds Maint.	0			0		0		0	0
6550.030	Building Site Exps Carpet/VCT Cleaning	500			500		500		789	938
6550.040	Building Site Exps Cleaning Contract	2,200			2,200		2,200		1,644	1,947
6550.050	Building Site Exps Custodial Supplies	150			150		150		131	70
6550.060	Building Site Exps Electricity	7,000	500		7,000	500	6,500		4,695	6,881
6550.080	Building Site Exps Fire Alarm Testing	472	112		472	112	360		526	472
6550.081	Building Site Exps Fire Extinguishers	150	150		150	150	0		238	144
6550.085	Building Site Exps Generator Fuel Oil	300			300		300		0	0
6550.090	Building Site Exps General Maintenance Repairs	3,000			3,000		3,000		5,465	4,819
6550.100	Building Site Exp Generator Services & Repairs	900	900		900	900	0		2,145	1,229
6550.120	Building Site Exps Heating Propane	2,000	(300)		2,000	(300)	2,300		48	1,085
6550.180	Building Site Exps Pest Control/Termite Insp	216	(84)		216	(84)	300		126	216
6550.220	Building Site Exps Security Alarm Monitoring	408	48		408	48	360		306	408
6550.240	Building Site Exps Septic Tank Cleaning	300			300		300		0	0
6550.270	Building Site Exps Telephone	180	(120)		180	(120)	300		351	479
6550.280	Building Site Exps Tipping Fees	10	10		10	10	0		10	10
6550.300	Building Site Exps Trash Removal	768	528		768	528	240		576	768
6550.320	Building Site Exps Water Treatment	50	(150)		50	(150)	200		0	0
7000.125	Travel, Training & Expense Transport Expenses	3,000			3,000		3,000	WTHS Transportation	0	0
7080.010	Fire & Ambulance County Grant to Fire Companies	2,520,000			2,520,000		2,520,000	Funding @ \$250K + \$20,000	2,520,000	2,520,000
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	4,530,974	274,382	(1,557,245)	6,088,219	1,831,627	4,256,592	based on no new rates	4,256,591	3,849,144
7080.030	Fire & Ambulance Firemens Training Center	5,000			5,000		5,000		0	0
7080.040	Fire & Ambulance LOSAP Appropriation	186,200	92,200		186,200	92,200	94,000	Adopted plan FY20	0	87,600
7080.060	Fire & Ambulance State Grant for Fire Companies	372,927	(862)		372,927	(862)	373,789	State Aid Revenue	372,955	373,789
7080.070	Fire & Amubulance Workmans Compensation - Fire	192,819	22,814		192,819	22,814	170,005	Final Renewal notice	192,882	197,235
7080.080	EMT Paramedic Tuition Reimbursement Program	8,000			8,000		8,000	Adopted Plan FY20/ 2 students per/yr	0	0
9010.050	Capital Equipment Building Improvements	6,000	6,000		6,000	6,000	0	carport	0	0
9010.100	Capital Equipment Furniture & Fixtures	15,000	15,000		15,000	15,000	0	washer/dryer	0	0
Department Total: 1105 - Volunteer Fire Departments		7,861,124	393,908	(1,557,245)	9,418,369	1,951,153	7,467,216	393,908	7,376,628	7,061,309

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1201 - Maintenance										
6000.100	Personnel Services Salaries	924,265	(22,471)	(78,999)	1,003,264	56,528	946,736		661,289	839,350
6000.400	Personnel Services Overtime Pay	6,500			6,500		6,500		4,166	6,409
6100.100	Administrative Exp Dues, License & Subscriptions	500	200		500	200	300		175	185
6100.190	Administrative Exp Office Supplies	1,000			1,000		1,000		410	796
6110.080	Supplies & Equipment Computer Repairs & Supplies	0			0		0		0	28
6110.090	Supplies & Equipment Computers & Printers	1,215	120	(1,215)	2,430	1,335	1,095		1,329	10,702
6110.120	Supplies & Equipment Equipment Rental	474			474		474		380	455
6110.200	Supplies & Equipment Lawn Equip & Maintenance	4,107	(1,893)	(3,600)	7,707	1,707	6,000		5,434	13,389
6110.245	Supplies & Equipment Mobile Phones	12,546	2,226	(954)	13,500	3,180	10,320		7,206	8,704
6110.320	Supplies & Equipment Radio Supplies	2,000			2,000		2,000		0	0
6110.340	Supplies & Equipment Safety Program Equipment	3,500			3,500		3,500		1,431	3,327
6110.420	Supplies & Equipment Tools & Supplies	15,688	4,388	(1,500)	17,188	5,888	11,300		8,550	5,789
6130.035	Equipment Maint Maintenance Mgmt Service	8,131	388		8,131	388	7,743		7,743	7,374
6150.050	Uniforms & Personal Equipment Uniforms	7,000	350	(350)	7,350	700	6,650		6,001	5,332
6530.080	Consulting Services Physicals, Shots & Drug Testing	100			100		100		0	80
6540.020	Vehicle Operating Exps Fuel - WC Fleet	35,000			35,000		35,000		17,834	26,114
6540.030	Vehicle Operating Exps Vehicle Maintenance	10,000			10,000		10,000		4,551	11,152
6540.040	Vehicle Operating Exp Vehicle Registration	0	(200)	(200)	200		200		100	200
6540.045	Vehicle Operating Exp. Vehicle Repairs Outside	0			0		0		0	0
6550.010	Building Site Exps Bldg/Property Improvement	0		(11,042)	11,042	11,042	0	pole bldg storage, DPW VCT Flooring, Cell extender	0	0
6550.030	Building Site Exp. Carpet/VCT Cleaning	2,200	1,000		2,200	1,000	1,200		0	1,017
6550.050	Building Site Exp Custodial Supplies	1,000	100		1,000	100	900		396	1,048
6550.060	Building Site Exps Electricity	7,500			7,500		7,500		4,758	6,023
6550.080	Building Site Exps Fire Alarm Testing	250			250		250		285	285
6550.081	Building Site Exps Fire Extinguishers	400			400		400		995	381
6550.090	Building Site Exps General Maintenance Repairs	5,500			5,500		5,500		6,475	6,119
6550.120	Building Site Exps Heating Propane	7,000			7,000		7,000		927	5,334
6550.180	Building Site Exps Pest Control/Termite Insp	250			250		250		294	216
6550.220	Building Site Exps Security Alarm Monitoring	564	60		564	60	504		423	549
6550.240	Building Site Exps Septic Tank Cleaning	450			450		450		0	225
6550.280	Building Site Exps Tipping Fees	300			300		300		74	252
6550.300	Building Site Exps Trash Removal	674			674		674		505	673

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6800.010	Custodial Services Custodial Purchases	60,000			60,000		60,000		43,434	42,598
6800.020	Custodial Services Custodial Supply Billing	(55,000)			(55,000)		(55,000)		(34,396)	(43,108)
6900.005	Advertising Bid Advertising	500			500		500		184	0
7000.040	Travel, Training & Exp Continuing Education/Certificati	1,550	1,550		1,550	1,550	0		0	0
7000.060	Travel, Training & Exp Educational Training	0	(4,650)	(6,528)	6,528	1,878	4,650		2,400	6,202
9010.010	Capital Equipment New Vehicles	0	(48,000)	(73,590)	73,590	25,590	48,000	2 vehicles	9,625	23,564
9010.050	Capital Equipment Building Improvements	0	(5,000)	(35,075)	35,075	30,075	5,000	pave gravel area DPW	4,349	0
Department Total: 1201 - Maintenance		1,065,164	(71,832)	(213,053)	1,278,217	141,221	1,136,996	(71,832)	767,326	990,764
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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1202 - Roads										
6000.100	Personnel Services Salaries	1,546,668	(5,859)	(2,649)	1,549,317	(3,210)	1,552,527		1,078,622	1,298,457
6000.400	Personnel Services Overtime Pay	20,000			20,000		20,000		483	1,281
6100.080	Administrative Exp Copier Supplies	400			400		400		219	146
6100.100	Administrative Exp Dues, License & Subscriptions	500	450		500	450	50		400	50
6100.110	Administrative Exp Envelopes	0	(75)		0	(75)	75		123	40
6100.190	Administrative Exp Office Supplies	1,400			1,400		1,400		1,241	1,167
6100.210	Administrative Exp Paper	0	(200)		0	(200)	200		175	0
6110.080	Supplies & Equipment Computer Repairs & Supplies	160			160		160		0	0
6110.090	Supplies & Equipment Computers & Printers	0	(1,780)		0	(1,780)	1,780		2,341	0
6110.120	Supplies & Equipment Equipment Rental	456			456		456		380	455
6110.125	Supplies & Equip Equipment Maintenance & Repair	2,800			2,800		2,800		898	1,776
6110.200	Supplies & Equip Lawn Equipment & Maintenance	0	(4,200)		0	(4,200)	4,200		3,744	0
6110.245	Supplies & Equipment Mobile Phones	3,120	390		3,120	390	2,730		2,278	2,848
6110.270	Supplies & Equipment Office Equipment Repairs	0	(1,000)		0	(1,000)	1,000		0	0
6110.280	Supplies & Equipment Office Furniture	0			0		0		0	653
6110.340	Supplies & Equipment Safety Program Equipment	10,000	1,900		10,000	1,900	8,100		4,680	7,443
6110.345	Supplies & Equipment Salt	8,350	8,350		8,350	8,350	0		0	0
6110.365	Supplies & Equipment Shop Supplies	5,000	(1,000)		5,000	(1,000)	6,000		6,101	4,161
6110.370	Supplies & Equipment Sign Materials	20,000			20,000		20,000		12,582	18,136
6110.390	Supplies & Equipment Small Equipment	38,934	22,879		38,934	22,879	16,055		12,552	21,479
6110.400	Supplies & Equipment Striping Paint & Supplies	35,000			35,000		35,000		63,215	11,721
6110.420	Supplies & Equipment Tools & Supplies	3,000	(7,500)		3,000	(7,500)	10,500		10,115	5,741
6130.010	Equipment Maintenance Copier Lease	1,305	(95)		1,305	(95)	1,400		869	1,304
6130.055	Equipment Maintenance Roads Management System	1,600			1,600		1,600		1,566	11,095
6130.075	Equipment Maintenance Software Upgrades	1,800	1,800		1,800	1,800	0		0	0
6140.010	Road Maintenance Materials Blacktop for Overlay	1,000,000		(500,000)	1,500,000	500,000	1,000,000	level fund	990,375	1,000,000
6140.020	Road Maintenance Materials Patching Material	18,000			18,000		18,000		10,220	17,979
6140.030	Road Maintenance Materials Stone	35,000	5,000		35,000	5,000	30,000		20,937	23,781
6140.040	Road Maintenance Materials Pipe	40,000			40,000		40,000		38,649	47,227
6140.050	Road Maintenance Materials Bridge Material	10,000			10,000		10,000		6,641	6,274
6140.060	Road Maintenance Materials Other	2,500	1,000		2,500	1,000	1,500		1,531	1,554
6150.050	Uniforms & Personal Equipment Uniforms	12,600			12,600		12,600		8,889	9,703
6160.001	Grant Programs ARRA Highway Allocation	0			0		0		0	0
6160.020	Legal Services County Attorney Exps	0			0		0		60	0
6160.145	Grant Programs State Highway Grant	0			0		0		0	7,767
6510.020	Consulting Services Attorney Expenses	0		(300)	300	300	0		0	119

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6530.040	Consulting Services Consulting Services	0	(400)		0	(400)	400		0	30
6530.080	Consulting Services Physicals, Shots & Drug Testing	150	(450)		150	(450)	600		296	665
6540.010	Vehicle Operating Exps Equipment/Vehicle Rental	4,000	1,000		4,000	1,000	3,000		3,676	0
6540.020	Vehicle Operating Exps Fuel - WC Fleet	150,000			150,000		150,000		105,169	124,740
6540.030	Vehicle Operating Exps Vehicle Maintenance	120,000			120,000		120,000		91,426	94,108
6540.040	Vehicle Operating Exp Vehicle Registration	0	(500)	(200)	200	(300)	500		300	200
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	50,000			50,000		50,000		20,038	66,989
6550.010	Building Site Exp Bldg Improvements	2,500	(2,000)		2,500	(2,000)	4,500		6,973	6,190
6550.030	Building Site Exps Carpet/VCT Cleaning	800	500		800	500	300		0	726
6550.050	Building Site Exps Custodial Supplies	1,300			1,300		1,300		925	1,009
6550.060	Building Site Exps Electricity	12,000			12,000		12,000		9,217	11,846
6550.080	Building Site Exps Fire Alarm Testing	900			900		900		670	670
6550.081	Building Site Exps Fire Extinguishers	1,000			1,000		1,000		1,455	1,254
6550.085	Building Site Exps Generator Fuel Oil	300			300		300		0	295
6550.090	Building Site Exps General Maintenance Repairs	5,000			5,000		5,000		4,049	5,391
6550.100	Building Site Exps Generator Services & Repairs	750			750		750		225	2,019
6550.120	Building Site Exps Heating Propane	5,500			5,500		5,500		890	5,444
6550.135	Building Site Exp Insurance Claim Expense	0			0		0		1,960	0
6550.180	Building Site Exps Pest Control/Termite Insp	300			300		300		120	28
6550.220	Building Site Exps Security Alarm Monitoring	1,100			1,100		1,100		459	612
6550.240	Building Site Exps Septic Tank Cleaning	250	50		250	50	200		0	225
6550.270	Building Site Exps Telephone	3,000			3,000		3,000		2,305	2,708
6600.010	Road Maintenance Ocean Pines Per Agreement	128,162	4,306		128,162	4,306	123,856	OPA agreement	55,949	58,587
6600.015	Road Maintenance Paving and Re-paving	5,000			5,000		5,000		0	4,483
6600.020	Road Maintenance Special Road Construction	15,000			15,000		15,000		0	12,366
6600.025	Road Maintenance Contractural Services	50,000			50,000		50,000	FY20 new- snow plow, trim trees	36,857	0
6600.030	Road Maintenance State Aid Bridges	0			0		0		0	0
6600.040	Road Maintenance Street Lighting	110,000			110,000		110,000		80,051	107,230
6600.055	Road Maintenance Tipping Fees - Litter	8,000			8,000		8,000		3,372	3,942
6900.025	Advertising Legal Advertisements	1,300	(300)		1,300	(300)	1,600		1,337	930
7000.060	Travel, Training & Exp Educational Training	1,990	400		1,990	400	1,590		650	963
9010.010	Capital Equipment New Vehicles	0	(347,000)	(135,000)	135,000	(212,000)	347,000	1 tractor	191,811	320,466
9010.050	Capital Equipment Building Improvements	0		(17,880)	17,880	17,880	0	mechanic shop doors	0	0
9010.070	Capital Equipment Heavy Equipment	0		(288,275)	288,275	288,275	0	mobile lifts & loader	32,000	275,492
Department Total: 1202 - Roads		3,496,895	(324,334)	(944,304)	4,441,199	619,970	3,821,229	(324,334)	2,932,069	3,611,964

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Department: 1203 - Public Works										
6000.100	Personnel Services Salaries	671,789	97,546		671,789	97,546	574,243		464,101	566,850
6000.400	Personnel Services Overtime Pay	0			0		0		0	0
6100.010	Administrative Exp Administrative Exps	120			120		120		0	0
6100.060	Administrative Exp Books and Publications	50			50		50		0	0
6100.080	Administrative Exp Copier Supplies	300			300		300		0	0
6100.100	Administrative Exp Dues, License & Subscriptions	475	150		475	150	325		370	320
6100.110	Administrative Exp Envelopes	300			300		300		0	0
6100.190	Administrative Exp Office Supplies	1,600			1,600		1,600		1,334	1,098
6100.210	Administrative Exp Paper	300			300		300		156	246
6110.080	Supplies & Equipment Computer Repairs & Supplies	300			300		300		0	0
6110.090	Supplies & Equipment Computers & Printers	2,405	2,405		2,405	2,405	0		170	2,691
6110.125	Supplies & Equipment Equipment Maintenance & Repair	590			590		590		502	407
6110.245	Supplies & Equipment Mobile Phones	1,912	612		1,912	612	1,300		900	1,248
6110.365	Supplies & Equipment Shop Supplies	2,000			2,000		2,000		1,736	1,741
6110.420	Supplies & Equipment Tools & Supplies	8,500	(200)		8,500	(200)	8,700		5,456	3,359
6130.010	Equipment Maintenance Copier Lease	2,050			2,050		2,050		1,296	2,028
6130.020	Equipment Maintenance Equipment Annual Maint Contr	1,000			1,000		1,000		0	0
6130.075	Equipment Maintenance Software Upgrades	8,225	5,000		8,225	5,000	3,225		2,249	3,186
6150.050	Uniforms & Personal Equipment Uniforms	1,400	350		1,400	350	1,050		1,045	1,035
6170.070	Program Exp Safety Program	225			225		225		0	0
6510.020	Legal Services County Attorney Exps	0	(2,700)	(2,700)	2,700		2,700		537	478
6530.065	Consulting Services Gas Monitoring/Remediation	30,000			30,000		30,000		9,527	20,448
6530.070	Consulting Services Ground Water Mon/Closed Landfill	50,000			50,000		50,000		13,591	50,676
6530.080	Consulting Services Physicals, Shots & Drug Testing	150	(150)		150	(150)	300		0	0
6540.020	Vehicle Operating Exps Fuel - WC Fleet	8,000	2,000		8,000	2,000	6,000		2,589	3,860
6540.030	Vehicle Operating Exps Vehicle Maintenance	3,500			3,500		3,500		2,667	2,558
6540.040	Vehicle Operating Exp Vehicle Registration	0		(200)	200	200	0		0	0
6550.043	Building Site Expense Closed Landfills Maintenance	20,000	(10,000)		20,000	(10,000)	30,000	maintain closed landfill sites	3,650	4,350
6550.090	Building Site Exps General Maintenance Repairs	8,600			8,600		8,600		4,390	15,706
6550.270	Building Site Exps Telephone	420			420		420		296	403
6550.300	Building Site Exps Trash Removal	0			0		0		505	617
6700.650	Other Maint. & Svcs Tipping Fees	1,700			1,700		1,700		1,200	1,171
6750.010	Fleet Services Fleet Repairs	113,000			113,000		113,000		99,889	181,712
6750.020	Fleet Services Repair Billings	(195,124)			(195,124)		(195,124)		(125,541)	(190,751)
6850.010	Central Fuel Facility Fuel Purchases	1,000,000			1,000,000		1,000,000		552,382	748,124
6850.020	Central Fuel Facility Central Fuel Gas Billings	(1,000,000)			(1,000,000)		(1,000,000)		(540,017)	(770,909)
6900.005	Advertising Bid Advertisements	100	100		100	100	0		101	101
6900.025	Advertising Legal Advertisements	200	(100)		200	(100)	300		0	0

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7000.060	Travel, Training & Exp Educational Training	0			0		0		0	76
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	2,365			2,365		2,365		410	1,739
7000.115	Travel, Training & Exp Mileage	500			500		500		0	0
8010.110	Interfund Water & Wastewater Enterprise Ch	(167,089)			(167,089)		(167,089)		(167,089)	(159,351)
8010.120	Interfund Landfill Enterprise Charges	(38,173)	(225)		(38,173)	(225)	(37,948)		(38,173)	(65,526)
8010.200	Interfund DRP Chargeback - Engr Svcs	65,262	65,262		65,262	65,262	0		0	62,423
8010.220	Interfund Dept. of Liquor Control Charges	0			0		0		0	0
9010.010	Capital Equipment New Vehicle	0		(54,000)	54,000	54,000	0	2 vehicles	0	0
9010.050	Capital Equipment Building Improvements	0	(6,500)		0	(6,500)	6,500		6,094	0
9010.070	Capital Equipment Heavy Equipment	0			0		0		0	16,234
Department Total: 1203 - Public Works		606,952	153,550	(56,900)	663,852	210,450	453,402	153,550	306,321	508,348

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Department: 1204 - Boat Landings										
6110.200	Supplies & Equip Lawn Equip & Maintenance	0			0		0		22,150	8,996
6160.181	Grant Programs DNR Waterway Improvement Funds	265,000	65,000		265,000	65,000	200,000	DNR Waterway Funds FY21	0	233,640
6530.100	Consulting Services Professional Fees	0	(25,000)		0	(25,000)	25,000		0	0
6550.010	Building Site Exps Building/Property Improvement	0		(175,000)	175,000	175,000	0	South Point bulkhead replacement	0	0
6550.020	Building Site Exps Buildings & Grounds Maint.	0			0		0		0	0
6550.050	Building Site Exps Custodial Supplies	1,400	300		1,400	300	1,100		956	1,185
6550.060	Building Site Exps Electricity	6,300			6,300		6,300		4,771	5,890
6550.090	Building Site Exps General Maintenance Repairs	20,800	(19,800)		20,800	(19,800)	40,600		35,069	1,682
6550.200	Building Site Exps Portalets	4,300			4,300		4,300		2,643	3,970
6550.280	Building Site Exps Tipping Fees	715			715		715		0	0
6550.300	Building Site Exps Trash Removal	2,000			2,000		2,000		900	1,260
6550.310	Building Site Exps Water & Sewer	1,000			1,000		1,000		983	1,404
6900.005	Advertising Bid Advertising	800	200		800	200	600		92	149
Department Total: 1204 - Boat Landings		302,315	20,700	(175,000)	477,315	195,700	281,615	20,700	67,564	258,175

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Department: 1205 - Homeowner Convenience Center										
6000.100	Personnel Services Salaries	208,782	(59,600)		208,782	(59,600)	268,382	allocation of personnel time to recycling	156,419	0
6000.400	Personnel Services Overtime Pay	5,000	5,000		5,000	5,000	0		(82)	0
6100.010	Administrative Expenses	6,000	6,000		6,000	6,000	0		0	0
6150.050	Uniforms & Personal Equipment Uniforms	3,150			3,150		3,150		2,407	0
6530.010	Consulting Services Annual Audit Fees	2,300	2,300		2,300	2,300	0		0	0
6550.020	Building Site Exps Building & Grounds Maintenance	2,250	2,250		2,250	2,250	0		589	0
6550.060	Building Site Exps Electricity	2,500	2,500		2,500	2,500	0		0	0
6550.270	Building Site Exps Telephone	1,000	1,000		1,000	1,000	0		0	0
6550.280	Building Site Exps Tipping Fees	265,000			265,000		265,000		172,109	0
8010.120	Interfund Landfill Enterprise Charges	191,734	(23,751)		191,734	(23,751)	215,485		161,614	0
9010.060	Capital Equipment Other	0		(110,000)	110,000	110,000	0	bulkhead, 3 compactors	0	0
Department Total: 1205 - Homeowner Convenience Centers		687,716	(64,301)	(110,000)	797,716	45,699	752,017	(64,301)	493,056	0
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Department: 1206 - Recycling										
6000.100	Personnel Services Salaries	392,055	51,424		392,055	51,424	340,631	allocation of personnel time from recycling	321,618	0
6000.400	Personnel Services Overtime Pay	5,000	5,000		5,000	5,000			82	
6110.340	Supplies & Equipment Safety Program Equipment	2,500			2,500		2,500		1,116	0
6110.420	Supplies & Equipment Safety Tools & Supplies	11,500			11,500		11,500		757	0
6150.050	Uniforms & Personal Equipment Uniforms	3,150			3,150		3,150		2,786	0
6530.010	Consulting Services Annual Audit Fees	2,825	2,825		2,825	2,825	0		0	0
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	40,000			40,000		40,000		16,111	0
6540.030	Vehicle Operating Expenses Vehicle Maintenance	3,500			3,500		3,500		516	0
6540.070	Vehicle Operating Expenses - Off-Road Fuel	12,000			12,000		12,000		7,615	0
6540.080	Vehicle Operating Expenses - Heavy Equip Maint	30,000			30,000		30,000		17,762	0
6550.020	Building Site Exp Building & Grounds Maintenance	30,000			30,000		30,000		26,813	0
6550.050	Building Site Expense Custodial Supplies	0			0		0		197	0
6550.060	Building Site Expense Electricity	30,000			30,000		30,000		23,149	0
6550.270	Building Site Expense Telephone	2,500			2,500		2,500		1,578	0
6550.280	Building Site Expense Tipping Fees - Disposal	6,000			6,000		6,000		775	0
6700.620	Other Maint & Svcs Tire Recycling	17,000			17,000		17,000		18,115	0
6700.640	Other Maint & Svcs Special Events	21,000			21,000		21,000		16,925	0
6700.660	Other Maint & Svcs HHW Ads	3,000			3,000		3,000		2,288	0
6900.025	Advertising Legal Advertisements	500	500		500	500	0		103	0
7000.060	Travel Training & Expense Educational Training	1,314			1,314		1,314		398	0
8010.120	Interfund Landfill Enterprise Charges	226,042	8,781		226,042	8,781	217,261		162,946	0
9010.060	Capital Equipment Other	0	(45,000)	(132,600)	132,600	87,600	45,000	forklift, 20/40 yard containers (qty10)	46,188	0
Department Total: 1206 - Recycling		839,886	23,530	(132,600)	972,486	156,130	816,356	23,530	667,838	0
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Department: 1301 - Health Department										
6100.010	Administrative Exp Administrative Exps	3,000			3,000		3,000		536	224
6550.030	Building Site Exps Carpet/VCT Cleaning	7,200			7,200		7,200		980	7,353
6550.040	Building Site Exps Cleaning Contract	68,270			68,270		68,270		53,477	73,864
6550.050	Building Site Exps Custodial Supplies	350			350		350		0	0
6550.060	Building Site Exps Electricity	121,279			121,279		121,279		73,523	110,119
6550.070	Building Site Exps Elevator Testing	2,500			2,500		2,500		1,803	2,611
6550.080	Building Site Exps Fire Alarm Testing	2,350			2,350		2,350		2,169	2,202
6550.081	Building Site Exps Fire Extinguishers	327			327		327		1,536	998
6550.085	Building Site Exps Generator Fuel Oil	1,250			1,250		1,250		0	696
6550.090	Building Site Exps General Maintenance Repairs	47,137			47,137		47,137		34,121	73,933
6550.100	Building Site Exps Generator Services & Repairs	2,900			2,900		2,900		10,918	5,576
6550.110	Building Site Exps Heating Fuel Oil	13,500			13,500		13,500		3,964	5,782
6550.120	Building Site Exps Heating Propane	80,935			80,935		80,935		53,009	62,641
6550.124	Building Site Exps HVAC Loop Water Treatment	2,250			2,250		2,250		1,016	1,328
6550.135	Building Site Exps Insurance Claim Exps	0			0		0		0	0
6550.180	Building Site Exps Pest Control/Termite Insp	1,375			1,375		1,375		693	1,160
6550.220	Building Site Exps Security Alarm Monitoring	1,095			1,095		1,095		918	1,224
6550.230	Building Site Exps Security System Exps	75			75		75		0	0
6550.242	Building Site Exp. Sewage Pump Monitoring	500			500		500		413	550
6550.250	Building Site Exps Sprinkler Testing	3,300			3,300		3,300		2,630	1,910
6550.255	Building Site Exps Stormwater Utility Fee	200			200		200		75	100
6550.270	Building Site Exps Telephone	48,779			48,779		48,779		25,823	38,473
6550.280	Building Site Exps Tipping Fees	1,620			1,620		1,620		430	309
6550.300	Building Site Exps Trash Removal	4,610			4,610		4,610		2,128	3,023
6550.310	Building Site Exps Water & Sewer	4,200			4,200		4,200		3,277	4,830
7120.050	Other Non-Matching Exps Health Dept Ocean City Anapartment	15,840			15,840		15,840		13,707	16,158
7120.060	Other Non-Matching Exps Health Dept On Call	26,468			26,468		26,468		13,412	23,408
7120.200	Other Non-Matching Exps Local Management Board	10,000			10,000		10,000		10,000	10,000
7120.350	Other Non-Matching Exps School Safety	189,755			189,755		189,755	Safe Schools Mental Health	189,755	189,755
7130.020	Matching Appropriation Health Department State Share	5,022,732	66,953		5,022,732	66,953	4,955,779	matching funds	4,224,397	4,894,296
9010.050	Capital Equipment Building Improvements	0			0		0		0	0
Department Total: 1301 - Health Department		5,683,797	66,953		5,683,797	66,953	5,616,844	66,953	4,724,708	5,532,524
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Department: 1302 - Mosquito Control										
6000.100	Personnel Services Salaries	92,185	3,702		92,185	3,702	88,483		74,030	75,280
6000.400	Personnel Services Overtime Pay	1,000			1,000		1,000		0	0
6100.080	Administrative Exp Copier Supplies	100			100		100		0	0
6100.190	Administrative Exp Office Supplies	300			300		300		46	195
6110.090	Supplies & Equipment Computers & Printers	1,045	1,045		1,045	1,045	0		0	0
6110.245	Supplies & Equipment Mobile Phones	1,000	(300)		1,000	(300)	1,300		692	270
6110.340	Supplies & Equipment Safety Program Equipment	1,500	1,000		1,500	1,000	500		66	129
6110.420	Supplies & Equipment Tools & Supplies	500	300		500	300	200		0	0
6130.010	Equipment Maintenance Copier Lease	550			550		550		412	570
6150.050	Uniforms & Personal Equipment Uniforms	700			700		700		642	910
6540.020	Vehicle Operating Exps Fuel - WC Fleet	10,000			10,000		10,000		6,180	7,850
6540.030	Vehicle Operating Exps Vehicle Maintenance	3,000			3,000		3,000		3,022	9,911
6540.040	Vehicle Operating Exps Vehicle Registration	0			0		0		0	300
6540.045	Vehicle Operating Exps Vehicle Repairs Outside	2,000	2,000		2,000	2,000	0		1,147	0
6550.050	Building Site Exps Custodial Supplies	200			200		200		218	134
6550.060	Building Site Exps Electricity	2,300	300		2,300	300	2,000		1,453	2,250
6550.081	Building Site Exps Fire Extinguishers	150			150		150		315	62
6550.090	Building Site Exps General Maintenance Repairs	2,000			2,000		2,000		517	556
6550.270	Building Site Exps Telephone	500			500		500		353	394
6550.270	Building Site Exp Tipping Fees	200			200		200		0	33
6700.350	Other Maint & Svcs Mosquito Control	0			0		0		0	0
7000.040	Travel Training Expense - Continuing Education/Certification	175	175		175	175	0		0	150
7120.030	Other Non-Matching Exps Appropriation for Mosquito Cont.	70,000			70,000		70,000		56,392	69,796
9010.010	Capital Equipment New Vehicles	0		(34,425)	34,425	34,425	0	1 vehicle	0	0
9010.050	Capital Equipment Building Improvements	0			0		0		0	65,232
Department Total: 1302 - Mosquito Control		189,405	8,222	(34,425)	223,830	42,647	181,183	8,222	145,484	234,021
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Department: 1401 - Commission on Aging										
6100.190	Administrative Exp Office Supplies	500			500		500		500	500
6110.090	Supplies & Equipment Computers & Printers	500			500		500		500	500
6110.295	Supplies & Equip Program Supplies and Equipment	500			500		500		500	500
6160.065	Grant Programs MD Dept of Aging	54,608			54,608		54,608	FY21 grant pass thru	68,608	46,403
6160.142	Grant Programs SSTAP	126,620	126,620		126,620	126,620	0	FY21 Request for Senior Transportation- Pass thru Grant	0	0
6530.030	Consulting Services Computer Services	300			300		300		300	300
6540.020	Vehicle Operating Exps Fuel - WC Fleet	2,500			2,500		2,500		2,500	2,500
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,000			1,000		1,000		1,000	0
6550.020	Building Site Exps Building & Ground Maintenance	700			700		700		0	0
6550.030	Building Site Exps Carpet/VCT Cleaning	15,350			15,350		15,350		13,993	17,141
6550.040	Building Site Exps Cleaning Contract	32,200			32,200		32,200		23,916	31,981
6550.045	Building Site Exps COA Utilities Appropriation	0	(400)		0	(400)	400		400	400
6550.050	Building Site Exps Custodial Supplies	2,800			2,800		2,800		2,378	3,843
6550.060	Building Site Exps Electricity	44,100			44,100		44,100		44,100	47,500
6550.080	Building Site Exps Fire Alarm Testing	2,700			2,700		2,700		1,616	1,599
6550.081	Building Site Exps Fire Extinguishers	500			500		500		921	481
6550.085	Building Site Exps Generator Fuel Oil	700	500	(400)	1,100	900	200		0	1,039
6550.090	Building Site Exps General Maintenance Repairs	26,000			26,000		26,000		27,895	28,842
6550.100	Building Site Exps Generator Services & Repairs	700			700		700		450	2,829
6550.110	Building Site Exps Heating Fuel Oil	7,500			7,500		7,500		3,964	5,782
6550.120	Building Site Exps Heating Propane	41,400	(2,000)		41,400	(2,000)	43,400		43,400	42,800
6550.124	Building Site Exps HVAC Loop Water Treatment	900			900		900		565	738
6550.140	Building Site Exps Internet Access	5,200	(1,200)		5,200	(1,200)	6,400		6,400	4,600
6550.180	Building Site Exps Pest Control/Termite Insp	1,300			1,300		1,300		501	811
6550.220	Building Site Exps Security Alarm Monitoring	3,500			3,500		3,500		1,188	1,584
6550.250	Building Site Exps Sprinkler Testing	2,700			2,700		2,700		2,205	2,730
6550.255	Building Site Exps Stormwater Utility Fee	0	(500)		0	(500)	500		0	0
6550.270	Building Site Exps Telephone	5,000	500	(1,000)	6,000	1,500	4,500		4,746	10,544
6550.280	Building Site Exps Tipping Fees	600			600		600		138	242
6550.300	Building Site Exps Trash Removal	2,100			2,100		2,100		1,544	2,059
6550.310	Building Site Exps Water & Sewer	6,500	(400)		6,500	(400)	6,900		6,704	6,019
7000.060	Travel, Training & Exp Educational Training	4,000			4,000		4,000		4,000	4,000
7000.070	Travel, Training & Exp Exp Allowance	3,000			3,000		3,000		3,000	3,000
7140.010	Comm. on Aging Approp. Aging Audit	8,100			8,100		8,100		7,975	8,100
7140.020	Comm. on Aging Approp. Aging Insurance	3,200			3,200		3,200		3,325	3,200
7140.030	Comm. On Aging Appropriation Aging Programs	12,000			12,000		12,000		12,000	12,000
7140.040	Comm on Aging Approp. County Share Salaries & Fringe	906,800	23,000		906,800	23,000	883,800	Transportation Dispatcher/Navigation Position	883,800	773,800

Expenditures

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
7140.050	Comm. on Aging Approp. Meal Supplies	2,500			2,500		2,500		2,500	2,500
7140.055	Comm on Aging Approp. Co. Shr. MealOnWheel Salry & Fr	56,000	(3,500)		56,000	(3,500)	59,500		59,500	59,500
7140.070	Comm. on Aging Approp. Senior Meals	3,000			3,000		3,000		3,000	3,000
7140.080	Comm. on Aging Approp. Senior Ride Admin. Exp	10,000			10,000		10,000		10,000	10,000
7140.090	Comm. on Aging Approp. Senior Ride Service	34,100		(32,000)	66,100	32,000	34,100	Potential savings - COVID-19 slow down in transit to match FY21 SSTAP	34,100	34,100
7140.100	Comm. on Aging Approp. Board of Directors	500			500		500		500	500
7170.010	Comm. on Aging Approp. Cost of Living	18,700	18,700	(21,500)	40,200	40,200	0	step + 2% COLA	0	0
Department Total: 1401 - Commission on Aging		1,450,878	161,320	(54,900)	1,505,778	216,220	1,289,558	161,320	1,284,632	1,177,967

Variance: Committee Review/ FY20 Bgt

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1402 - Other Social Services										
7090.010	State Pass-Through Grant Diakonia	0			0		0	State Grants to COC	33,006	126,685
7090.020	State Pass-Through Grant Samaritan Shelter	0			0		0		0	29,700
7100.010	County Grants Atlantic General Hospital	175,000		(125,000)	300,000	125,000	175,000	operating + renovations	175,000	175,000
7100.017	County Grants Big Brothers/Big Sisters	1,000		(4,000)	5,000	4,000	1,000		1,000	1,000
7100.020	County Grants BRAVE Program	3,500			3,500		3,500		3,500	3,500
7100.022	County Grants Coastal Hospice at the Ocean	10,000			10,000		10,000		10,000	10,000
7100.023	County Grants The Cricket Center	10,000		(10,000)	20,000	10,000	10,000		10,000	10,000
7100.030	County Grants Development Center	219,497			219,497		219,497		219,497	219,497
7100.035	County Grants Diakonia	45,000		(10,000)	55,000	10,000	45,000		45,000	45,000
7100.040	County Grants Drug & Alcohol Council	9,000			9,000		9,000		2,800	8,938
7100.075	County Grants Hartley Hall	0	(11,250)		0	(11,250)	11,250	No request FY21 change of ownership	11,250	11,250
7100.077	County Grants Jesse Klump Memorial Fund, Inc.	1,000			1,000		1,000		1,000	1,000
7100.085	County Grants Life Crisis Center	8,500			8,500		8,500		8,500	8,500
7100.100	County Grants Maryland Food Bank	3,000		(4,000)	7,000	4,000	3,000		3,000	1,500
7100.120	County Grants Oasis Ministries	9,000			9,000		9,000		9,000	9,000
7100.155	County Grants Salvation Army Lower Eastern Shore	0			0		0		0	2,000
7100.160	County Grants Samaritan Shelter	20,000		(10,000)	30,000	10,000	20,000		20,000	20,000
7100.175	County Grants Social Services Grant	15,000			15,000		15,000		15,000	15,000
7100.202	County Grants Worcester County 4-H & FFA Fair	10,000			10,000		10,000		10,000	0
7100.210	County Grants Worcester County GOLD	15,000			15,000		15,000		15,000	15,000
7100.220	County Grants Youth & Family Counseling	91,710		(3,290)	95,000	3,290	91,710		91,710	91,710
7130.005	Matching DHMH DDA Appropriation	28,871			28,871		28,871	State Mandated County Share DDA	0	28,871
7130.060	Matching Appropriation Joan W Jenkins Foundation	0			0		0		0	57,151
Department Total: 1402 - Other Social Services		675,078	(11,250)	(166,290)	841,368	155,040	686,328	(11,250)	684,263	890,302

Variance: Committee Review/ FY20 Bgt

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1502 - WOR-WIC Community College										
7120.040	Other Non-Matching Exp Appropriation for Wor-Wic	2,418,122	85,030		2,418,122	85,030	2,333,092	Appropriation Match	1,944,250	2,203,762
7120.120	Other Non-Matching Exp Wor-Wic Campus Development	0			0		0	County approve capital requests	0	0
Department Total: 1502 - WOR-WIC Community College		2,418,122	85,030		2,418,122	85,030	2,333,092	85,030	1,944,250	2,203,762
								Variance: Committee Review/ FY20 Bgt		
Department: 1505 - Board of Education										
7120.010	Other Non-Matching Exp Approp for Board of Educ. - MOE includes new positions	93,692,139	2,963,717	(468,095)	94,160,234	3,431,812	90,728,422	MOE Operating, includes new positions	74,974,126	86,385,293
7120.010	MOE- Salary increase July - Teachers & Support Staff	0			0		0	Step, 2% & 2.5% COLA adj, Longevity	0	0
7120.010	MOE- Salary increase July - Bus Contractors	0			0		0	2% increase hourly & mileage	0	0
7120.010	MOE- Fixed Charges OPEB	0		(2,500,000)	2,500,000	2,500,000	0	additional \$2.5M OPEB reduced FY21		
7120.300	Non-Matching Exp Board of Ed Employee Retirement	619,100	59,816		619,100	59,816	559,284	MSRS expense	554,583	530,857
7120.310	Non-Matching Exp Board of Ed School Building Impr- MOE	100,000			100,000		100,000	MOE School Building	100,000	100,000
7120.320	Non-Recurring Non-Matching Exp Board of Ed School Construction - NOT MOE	0	(50,000)	(900,000)	900,000	850,000	50,000	Capital requests fund balance or BOE surplus	0	0
7120.332	Restricted Funds NOT MOE - PMS Program	0		(50,000)	50,000	50,000	0	Fund Balance	60,000	293,180
7120.330	MOE - Other Non-Matching Exp Board of Ed Technology	200,000			200,000		200,000	MOE Technology	200,000	200,000
Department Total: 1505 - Board of Education		94,611,239	2,973,533	(3,918,095)	98,529,334	6,891,628	91,637,706	2,973,533	75,888,709	87,509,330
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1601 - Recreation Department										
6000.100	Personnel Services Salaries	891,614	92,376	(65,310)	956,924	157,686	799,238		613,423	734,562
6000.400	Personnel Services Overtime Pay	10,000			10,000		10,000		3,173	0
6100.050	Administrative Exp Background Checks	2,500			2,500		2,500		1,003	1,020
6100.052	Administrative Exp Bank Fees	1,700			1,700		1,700		1,370	1,827
6100.100	Administrative Exp Dues, License & Subscriptions	11,793	683		11,793	683	11,110		7,429	18,132
6100.110	Administrative Exp Envelopes	150			150		150		84	124
6100.165	Administrative Exp Meeting Exp	1,000			1,000		1,000		190	0
6100.190	Administrative Exp Office Supplies	2,900			2,900		2,900		2,396	2,870
6100.210	Administrative Exp Paper	1,240			1,240		1,240		1,095	1,133
6100.240	Administrative Exp Printing Exp	1,000			1,000		1,000		179	804
6100.270	Administrative Exp Tournament Fees	50,300	(17,500)	(17,500)	67,800		67,800	Bid & Tournament Fees acct	15,863	0
6110.090	Supplies & Equipment Computers & Printers	5,255	4,190		5,255	4,190	1,065		1,486	2,756
6110.100	Supplies & Equipment Concession Stand	41,550	6,600	(5,000)	46,550	11,600	34,950		21,298	45,780
6110.245	Supplies & Equipment Mobile Phones	2,657	967		2,657	967	1,690		1,216	794
6110.310	Supplies & Equipment Promotional Materials	1,800			1,800		1,800		1,166	378
6110.410	Supplies & Equipment Surveillance Equipment	0			0		0		0	3,000
6110.420	Supplies & Equipment Tools & Supplies	1,000			1,000		1,000		453	318
6130.010	Equipment Maintenance Copier Lease	5,100			5,100		5,100		1,911	3,016
6130.025	Equipment Maintenance Equip Upgrades & Replacement	1,350	1,350		1,350	1,350	0		1,359	18,203
6130.070	Equipment Maint Software Maint Agreements	9,945	5,945		9,945	5,945	4,000		1,275	5,588
6130.075	Equipment Maintenance Software Upgrades	0			0		0		0	9,300
6150.050	Uniforms & Personal Equipment Uniform	2,000			2,000		2,000		971	2,670
6175.010	Recreation Programs Adult Recreation Programs	19,975	9,575		19,975	9,575	10,400		2,756	1,925
6175.020	Recreation Programs After School Programs	4,150	1,400		4,150	1,400	2,750		3,416	2,026
6175.030	Recreation Programs Aquatics Programs	2,975	125		2,975	125	2,850		2,791	2,599
6175.040	Recreation Programs MRPA Amusement Park Tickets	7,300	(1,000)	(1,000)	8,300		8,300		3,792	7,220
6175.070	Recreation Programs Special Events	185,300	114,850		185,300	114,850	70,450		56,059	6,312
6175.080	Recreation Programs Summer Camps for Youth	20,650	5,750		20,650	5,750	14,900		3,661	10,317
6175.090	Recreation Programs Youth Recreational Outdoor Programs	27,100	15,100		27,100	15,100	12,000		6,023	9,386
6175.201	Recreation Programs Adult Recreational Programs	8,650	(6,700)		8,650	(6,700)	15,350		2,843	11,927
6175.203	Recreation Programs After School Programs	15,950	3,150		15,950	3,150	12,800		5,199	8,964

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6175.204	Recreation Programs Fitness Programs	19,200	3,700		19,200	3,700	15,500		5,606	13,283
6175.205	Recreation Programs Public High School Track Meets	12,400	8,100		12,400	8,100	4,300		3,952	2,306
6175.207	Recreation Programs Youth Recreational Rec. Center Programs	25,850	6,950		25,850	6,950	18,900		12,030	12,201
6175.400	Recreation Programs Motor Coach Tours	30,000	2,000		30,000	2,000	28,000		18,403	24,752
6510.020	Legal Services County Attorney Expenses	0	(500)	(2,750)	2,750	2,250	500		1,358	791
6530.100	Consulting Services Professional Fees	750			750		750		0	0
6530.180	Consulting Services Web Page	5,000	(5,000)		5,000	(5,000)	10,000		7,500	0
6540.020	Vehicle Operating Exps Fuel - WC Fleet	4,300	(200)		4,300	(200)	4,500		2,362	3,314
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,000			1,000		1,000		606	1,665
6540.040	Vehicle Operating Exps Vehicle Registration	0		(200)	200	200	0		0	0
6550.020	Building Site Exp Buildings & Ground Maintenance	12,700	12,700		12,700	12,700	0		0	0
6550.028	Building Site Expenses Cable	1,760			1,760		1,760		1,496	1,845
6550.040	Building Site Exps Cleaning Contract	6,000			6,000		6,000		5,225	4,975
6550.050	Building Site Exps Custodial Supplies	8,500			8,500		8,500		5,980	8,893
6550.060	Building Site Exps Electricity	55,000	(10,000)		55,000	(10,000)	65,000		31,732	52,138
6550.080	Building Site Exps Fire Alarm Testing	700			700		700		648	636
6550.081	Building Site Exps Fire Extinguishers	200			200		200		955	676
6550.085	Building Site Exp Generator Fuel Oil	700			700		700		0	477
6550.090	Building Site Exps General Maintenance Repairs	30,000			30,000		30,000		20,436	24,635
6550.100	Building Site Exps Generator Services & Repairs	1,200			1,200		1,200		5,744	1,305
6550.120	Building Site Exps Heating Propane	42,000			42,000		42,000		20,882	28,987
6550.140	Building Site Exps Internet Access	2,240			2,240		2,240		2,219	2,412
6550.170	Building Site Exps Office Rent/Lease	1,300	1,300		1,300	1,300	0		1,035	1,203
6550.180	Building Site Exps Pest Control/Termite Insp	50			50		50		0	670
6550.220	Building Site Exps Security Alarm Monitoring	408			408		408		306	408
6550.242	Building Site Exp Sewage Pump Monitoring	350			350		350		206	275
6550.245	Building Site Exps Solar Panel Maintenance	2,000			2,000		2,000		0	1,133
6550.250	Building Site Exps Sprinkler Testing	1,800			1,800		1,800		1,325	1,560
6550.270	Building Site Exps Telephone	720			720		720		517	693
6550.280	Building Site Exp Tipping Fees	50	50		50	50	0		30	20
6550.300	Building Site Exps Trash Removal	2,100			2,100		2,100		1,097	1,506
6550.310	Building Site Exps Water & Sewer	3,000			3,000		3,000		2,271	2,456
6700.700	Other Maint & Svcs Prison Labor	100	100		100	100	0		14	0
6900.050	Advertising Recreation Advertisements	0	(6,000)		0	(6,000)	6,000	move to Tourism	3,799	6,678
7000.020	Travel, Training & Exp Board Member Allowance	700			700		700		0	200
7000.040	Travel, Training & Exp Continuing Education/Certificati	18,350	15,400		18,350	15,400	2,950		2,102	1,537
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	18,700	5,470		18,700	5,470	13,230		12,407	7,757
7000.115	Travel, Training & Exp Mileage	0			0		0		42	0

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
9010.010	Capital Equipment New Vehicles	0		(39,500)	39,500	39,500	0	1 vehicle + trailer	0	61,246
9010.060	Capital Equipment Other	0		(21,050)	21,050	21,050	0	retractable batting cage	69,973	0
Department Total: 1601 - Recreation Department		1,646,032	270,931	(152,310)	1,798,342	423,241	1,375,101	270,931	1,006,137	1,185,582
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1602 - Parks Department										
6000.100	Personnel Services Salaries	409,609	6,375	1,893	407,716	4,482	403,234		305,199	353,452
6000.400	Personnel Services Overtime Pay	10,000			10,000		10,000		288	0
6100.080	Administrative Exp Copier Supplies	280			280		280		0	47
6100.100	Administrative Exp Dues, License & Subscriptions	246			246		246		246	256
6100.190	Administrative Exp Office Supplies	400			400		400		173	379
6100.210	Administrative Exp Paper	25			25		25		0	0
6110.090	Supplies & Equipment Computers & Printers	0	(1,216)		0	(1,216)	1,216		0	162
6110.120	Supplies & Equipment Equipment Rental	900			900		900		896	994
6110.125	Supplies & Equipment Equipment Maintenance & Repair	2,000			2,000		2,000		537	1,287
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	8,121			8,121		8,121		7,712	6,072
6110.245	Supplies & Equipment Mobile Phones	625			625		625		466	639
6110.340	Supplies & Equipment Safety Program Equipment	780			780		780		351	492
6110.390	Supplies & Equipment Small Equipment	1,750			1,750		1,750		1,030	1,880
6110.420	Supplies & Equipment Tools & Supplies	1,250			1,250		1,250		2,597	1,442
6130.045	Equip Maint Other Equip Maint/Repair	0			0		0		529	0
6130.100	Equip Maint Other Equipment Lease	0		(11,000)	11,000	11,000	0	Turf Tank Plus -field lining	0	0
6150.050	Uniforms & Personal Equipment Uniforms	2,600	260		2,600	260	2,340		1,877	1,950
6160.241	Grant Programs POS - New Park Development	165,985	(49,015)	(22,500)	188,485	(26,515)	215,000	POS State	1,106	0
6160.244	Grant Programs POS - Park Improvement Project	980,000	165,000	(40,000)	1,020,000	205,000	815,000	POS State	120,598	0
6160.252	Grant Programs POS - Playground Equip/Improv	0			0		0	POS State	0	62,552
6160.256	Grant Programs POS - Sport Field Improvement	125,000	(100,000)	(25,000)	150,000	(75,000)	225,000	POS State	40,345	24,816
6200.020	Other Supplies & Materials Materials	29,646			29,646		29,646		29,601	29,511
6510.020	Legal Services County Attorney Expenses	0	(300)	(1,000)	1,000	700	300		463	508
6540.020	Vehicle Operating Exps Fuel - WC Fleet	22,000			22,000		22,000		15,255	22,058
6540.030	Vehicle Operating Exps Vehicle Maintenance	5,000	(500)		5,000	(500)	5,500		5,349	8,078
6540.040	Vehicle Operating Exps Vehicle Registration	0	(100)	(200)	200	100	100		100	200
6550.050	Building Site Exps Custodial Supplies	1,905			1,905		1,905		1,208	1,534
6550.060	Building Site Exps Electricity	18,700	500	(1,000)	19,700	1,500	18,200		13,145	17,575
6550.081	Building Site Exps Fire Extinguishers	370			370		370		0	0
6550.090	Building Site Exps General Maintenance Repairs	16,300			16,300		16,300		15,649	16,650
6550.120	Building Site Exps Heating Propane	300			300		300		238	85
6550.170	Building Site Exps Office Rent/Lease	5,000			5,000		5,000		5,000	5,000
6550.180	Building Site Exps Pest Control/Termite Insp	95			95		95		0	0
6550.200	Building Site Exps Portalets	9,950			9,950		9,950		9,549	9,260
6550.242	Building Site Exp Sewage Pump Monitoring	828			828		828		619	825
6550.255	Building Site Exp Stormwater Utility Fee	1,275			1,275		1,275		956	1,278
6550.270	Building Site Exps Telephone	300			300		300		161	217

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6550.280	Building Site Exps Tipping Fees	365			365		365		0	0
6550.300	Building Site Exps Trash Removal	2,100			2,100		2,100		1,377	1,967
6550.310	Building Site Exps Water & Sewer	1,043			1,043		1,043		884	1,019
6700.350	Other Maint. & Svcs Mosquito Control	1,200			1,200		1,200		790	852
6700.640	Other Maint. & Svcs Special Events	500			500		500		261	718
6700.700	Other Maint. & Svcs Prison Labor	500			500		500		220	354
6900.005	Advertising Bid Advertising	200			200		200		201	165
7000.040	Travel, Training & Exp Continuing Education/Certificati	750	120		750	120	630		675	691
7000.100	Travel, Training & Exp Meeting/Conference/Shows	0		(500)	500	500	0		0	0
9010.010	Capital Equipment New Vehicles	0	(1,500)	(46,640)	46,640	45,140	1,500	2 vehicles	1,450	35,240
9010.070	Capital Equipment Heavy Equipment	0	(47,000)	(29,550)	29,550	(17,450)	47,000	Toro mower, aerifier, blower, cart	45,686	0
Department Total: 1602 - Parks Department		1,827,898	(27,376)	(175,497)	2,003,395	148,121	1,855,274	(27,376)	632,787	610,205
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1603 - Libraries										
6000.100	Personnel Services Salaries	1,860,077	9,397	(68,565)	1,928,642	77,962	1,850,680		1,430,466	1,772,473
6000.400	Personnel Services Overtime Pay	2,000			2,000		2,000		0	127
6100.090	Administrative Exp Database/Shared Computer costs	4,000			4,000		4,000		3,850	3,050
6100.100	Administrative Exp Dues, License & Subscriptions	1,600			1,600		1,600		1,228	1,605
6100.190	Administrative Exp Office Supplies	18,000			18,000		18,000		7,043	16,100
6100.210	Administrative Exp Paper	3,000			3,000		3,000		2,371	3,294
6100.230	Administrative Exp Postage & Freight	4,500			4,500		4,500		1,480	1,905
6110.090	Supplies & Equipment Computers & Printers	15,000	(6,710)	(6,645)	21,645	(65)	21,710		61,831	4,513
6110.125	Supplies & Equipment Equip Maintenance & Repair	1,500			1,500		1,500		161	233
6110.210	Supplies & Equipment Library AV-Multimedia	75,000			75,000		75,000		45,749	72,385
6110.230	Supplies & Equipment Library Books	175,000		(15,000)	190,000	15,000	175,000		115,741	168,737
6110.240	Supplies & Equipment Library Periodicals	22,000	2,000		22,000	2,000	20,000		5,428	20,397
6110.245	Supplies & Equipment Mobile Phones	800	400		800	400	400		532	403
6110.270	Supplies & Equipment Office Equipment Repairs	500			500		500		0	0
6110.280	Supplies & Equipment Office Furniture	5,000		(5,000)	10,000	5,000	5,000		4,153	0
6130.010	Equipment Maintenance Copier Lease	35,008	8		35,008	8	35,000		25,044	32,522
6130.030	Equipment Maint Library Shared Computer System	20,000	(8,000)		20,000	(8,000)	28,000		17,948	11,628
6130.070	Equipment Maintenance Software Maint Agreement	0			0		0		2,550	0
6160.095	Grant Programs Library - Miscellaneous	0			0		0		26,362	21,282
6160.120	Grant Programs Library Srv Enhancement - ESRL	75,000			75,000		75,000		49,958	75,000
6170.040	Program Exp Library Programs	0			0		0		0	7,050
6510.020	Legal Services County Attorney Expenses	0	(500)	(1,500)	1,500	1,000	500		0	874
6510.085	Legal Services Other Legal Expenses	500			500		500		4,488	0
6540.020	Vehicle Operating Expense Fuel - WC Fleet	750			750		750		432	506
6540.040	Vehicle Operating Exp Vehicle Registration	0		(100)	100	100	0		0	0
6540.045	Vehicle Operating Exp Vehicle Repairs Outside	0			0		0		46	1,105
6550.005	Building Site Exp Automatic Doors	2,107			2,107		2,107		0	577
6550.030	Building Site Exps Carpet/VCT Cleaning	10,300	200		10,300	200	10,100		6,932	8,252
6550.040	Building Site Exps Cleaning Contract	83,940			83,940		83,940		60,614	81,441
6550.050	Building Site Exps Custodial Supplies	7,700			7,700		7,700		4,002	5,018
6550.060	Building Site Exps Electricity	125,000	(25,000)		125,000	(25,000)	150,000		68,616	93,483
6550.070	Building Site Exps Elevator Testing	6,000	3,000		6,000	3,000	3,000		3,346	2,935
6550.080	Building Site Exps Fire Alarm Testing	3,750	1,100		3,750	1,100	2,650		2,313	7,011
6550.081	Building Site Exps Fire Extinguishers	350	100		350	100	250		1,707	354
6550.090	Building Site Exps General Maintenance Repairs	38,000			38,000		38,000		18,879	35,204
6550.110	Building Site Exps Heating Fuel Oil	5,000			5,000		5,000		1,957	2,040
6550.120	Building Site Exps Heating Propane	24,500			24,500		24,500		15,510	22,838

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
6550.124	Building Site Exps HVAC Loop Water Treatment	5,500			5,500		5,500		1,884	2,132
6550.125	Building Site Exps HVAC Repairs/Replacement	4,500			4,500		4,500		0	0
6550.140	Building Site Exps Internet Access	1,500			1,500		1,500		1,619	3,143
6550.180	Building Site Exps Pest Control/Termite Insp	1,500			1,500		1,500		730	1,313
6550.220	Building Site Exps Security Alarm Monitoring	2,850	150		2,850	150	2,700		1,449	2,514
6550.242	Building Site Exps Sewage Pump Monitoring	300			300		300		0	75
6550.250	Building Site Exps Sprinkler Testing	4,400			4,400		4,400		3,220	3,370
6550.270	Building Site Exps Telephone	19,000	(500)		19,000	(500)	19,500		10,830	15,718
6550.280	Building Site Exps Tipping Fees	775	200		775	200	575		402	483
6550.300	Building Site Exps Trash Removal	3,250	750		3,250	750	2,500		2,160	2,512
6550.310	Building Site Exps Water & Sewer	11,700			11,700		11,700		7,519	9,100
6900.025	Advertising Legal Advertisements	0			0		0		153	0
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	8,500	(4)		8,500	(4)	8,504		7,855	4,409
7170.100	Benefits & Insurance Property & Liability Insurance	300			300		300		464	173
9010.010	Capital Equipment New Vehicles	0		(25,000)	25,000	25,000	0	1 vehicle	0	0
9010.050	Capital Equipment Building Improvements	0	(85,000)	(15,000)	15,000	(70,000)	85,000	security cameras -OC + Poc	76,433	43,535
9010.220	Capital Equipment Phone Systems	0			0		0		0	29,784
Department Total: 1603 - Libraries		2,689,957	(108,409)	(136,810)	2,826,767	28,401	2,798,366	(108,409)	2,105,451	2,592,603
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1604 - Other Recreation & Culture										
7100.016	Berlin Little League	0			0		0		2,000	0
7100.050	Furnacetown	40,000			40,000		40,000		40,000	20,000
7100.095	Marva Theatre	15,000			15,000		15,000		15,000	15,000
7100.116	O.C. Developmental Corp. (included Grants to Towns)	0		(1)	1	1	0	\$100,000 in Ocean City Towns Grant	0	0
7100.134	Pocomoke Little League	0			0		0		0	10,000
7100.135	Pocomoke Marketing Partnership - Discovery Center	20,000		(10,000)	30,000	10,000	20,000		20,000	20,000
Department Total: 1604 - Other Recreation & Culture		75,000		(10,001)	85,001	10,001	75,000	0	77,000	65,000
								Variance: Committee Review/ FY20 Bgt		
Department: 1701 - Extension Service										
6100.010	Administrative Exp Administrative Exps	1,955			1,955		1,955		1,955	1,955
6100.100	Administrative Exp Dues, License & Subscriptions	480	62		480	62	418		332	338
6100.190	Administrative Exp Office Supplies	6,200			6,200		6,200		4,204	5,576
6100.230	Administrative Exp Postage & Freight	1,500	(500)		1,500	(500)	2,000		1,300	1,659
6110.010	Supplies & Equipment 4-H Fair & Demo Materials	0			0		0		0	9,000
6110.120	Supplies & Equipment Equipment Rental	480	60		480	60	420		210	360
6130.010	Equipment Maintenance Copier Lease	6,000	(1,600)		6,000	(1,600)	7,600		4,222	4,236
6550.270	Building Site Exps Telephone	2,500			2,500		2,500		1,749	1,795
7120.020	Non-Matching Exps Appropriation Extension Svc	187,582	7,630		187,582	7,630	179,952	State Paid Employees	179,952	152,845
Department Total: 1701 - Extension Service		206,697	5,652		206,697	5,652	201,045	5,652	193,924	177,764
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1702 - Other Natural Resources										
6170.010	Program Exp Gypsy Moth Control	1,700			1,700		1,700		1,575	1,575
7100.180	County Grants Soil Conservation	48,554			48,554		48,554		48,554	48,554
7130.030	Matching Appropriation Conservation Easements	0			0		0		75,273	40,425
7130.040	Matching Appropriation Md Agri Land Preservation Fund	1,000			1,000		1,000		0	107,373
7130.050	Matching Appropriation Beach Maintenance	470,000	10,000		470,000	10,000	460,000	Per State Estimate	431,876	458,482
Department Total: 1702 - Other Natural Resources		521,254	10,000		521,254	10,000	511,254	10,000	557,278	656,408
Variance: Committee Review/ FY20 Bgt										
Department: 1801 - Economic Development										
6000.100	Personnel Services Salaries	143,413	(50,459)	(35,235)	178,648	(15,224)	193,872		108,370	103,929
6100.100	Administrative Exp Dues, License & Subscriptions	3,400			3,400		3,400		3,365	3,112
6100.150	Administrative Exp Incentives & Events	20,000			20,000		20,000		5,304	1,920
6100.165	Administrative Exp Meeting Exp	1,000			1,000		1,000		594	456
6100.190	Administrative Exp Office Supplies	500			500		500		337	546
6100.230	Administrative Exp Postage & Freight	250			250		250		0	0
6110.080	Supplies & Equipment Computer Repairs & Supplies	500	500		500	500	0		0	0
6110.090	Supplies & Equipment Computers & Printers	0	(866)		0	(866)	866		3,602	75
6110.120	Supplies & Equipment Equipment Rental	200			200		200		170	247
6110.245	Supplies & Equipment Mobile Phones	2,400			2,400		2,400		1,090	1,129
6130.010	Equipment Maintenance Copier Lease	1,200			1,200		1,200		717	1,075
6170.020	Program Exp Intern, Co-Ops & Apprenticeships	140,000	40,000		140,000	40,000	100,000		20,234	99,310
6170.055	Program Exp NASA Interns	10,000			10,000		10,000	Tri-County NASA Intern Grant	0	10,000
6510.020	Legal Services County Attorney Exps	0			0		0		75	30
6530.040	Consulting Services Consulting Services	25,000			25,000		25,000		16,450	5,248
6530.180	Consulting Services Web Page	0			0		0		0	0
6540.020	Vehicle Operating Exps Fuel - WC Fleet	2,500			2,500		2,500		755	803
6540.030	Vehicle Operating Exps Vehicle Maintenance	1,000	250		1,000	250	750		687	159
6540.040	Vehicle Operating Exps Vehicle Registration	0			0		0		0	0
6550.140	Building Site Expenses Internet Access	0			0		0		0	1,500
6550.270	Building Site Exps Telephone	700			700		700		810	682
6700.800	Other Maint & Svcs New Business Startup	25,000			25,000		25,000		25,000	25,000
6900.015	Advertising Economic Development	0	(40,000)		0	(40,000)	40,000	moved to Tourism	18,162	3,335
7000.020	Travel, Training & Exp Board Member Allowance	2,100			2,100		2,100		521	1,450
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	13,575			13,575		13,575		4,569	6,098
7000.115	Travel Training & Exp Mileage Reimb	3,000			3,000		3,000		660	304
9010.010	Capital Equipment New Vehicles	0		(17,498)	17,498	17,498	0	1 vehicle	0	0
Department Total: 1801 - Economic Development		395,738	(50,575)	(52,733)	448,471	2,158	446,313	(50,575)	211,471	266,408
Variance: Committee Review/ FY20 Bgt										

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1803 - Tourism										
6000.100	Personnel Services Salaries	202,982	(4,041)		202,982	(4,041)	207,023		163,554	198,516
6100.010	Administrative Exp Administrative Exps	300			300		300		127	281
6100.100	Administrative Exp Dues, License & Subscriptions	1,324	(796)		1,324	(796)	2,120		1,652	974
6100.150	Administrative Exp Incentives & Events	900	100		900	100	800		215	0
6100.190	Administrative Exp Office Supplies	1,100			1,100		1,100		824	807
6110.090	Supplies & Equipment Computers & Printers	0			0		0		0	1,371
6110.245	Supplies & Equipment Mobile Phones	1,102	(1,614)		1,102	(1,614)	2,716		825	1,811
6110.310	Supplies & Equipment Promotional Materials	29,156	1,156		29,156	1,156	28,000		17,224	33,596
6110.380	Supplies & Equipment Signage	1,000			1,000		1,000		0	608
6110.393	Supplies & Equipment Special Event Sponsorship	6,000			6,000		6,000		6,563	6,628
6130.010	Equipment Maintenance Copier Lease	975	(80)		975	(80)	1,055		650	975
6130.060	Equipment Maintenance Software Licensing	600	600		600	600	0		0	0
6150.050	Uniforms & Personal Equipment Uniforms	250			250		250		0	0
6160.150	Grant Programs Tourism Grant Projects	207,154	66,547		207,154	66,547	140,607	State Grant Estimate	132,296	163,959
6510.020	Legal Services County Attorney Exps	0	(300)	(300)	300		300		0	75
6530.040	Consulting Services Consulting Services	19,100			19,100		19,100	Outsource Social Media	19,043	4,761
6530.080	Consulting Services Drug Testing	0			0		0		0	45
6530.180	Consulting Services Web Page	35,000	10,000		35,000	10,000	25,000		19,397	24,348
6540.020	Vehicle Operating Exps Fuel - WC Fleet	1,600	100		1,600	100	1,500		1,246	1,529
6540.030	Vehicle Operating Exps Vehicle Maintenance	750			750		750		661	203
6550.040	Building Site Exps Cleaning Contract	1,350			1,350		1,350		979	1,339
6550.050	Building Site Exps Custodial Supplies	380			380		380		102	0
6550.060	Building Site Exps Electricity	12,000			12,000		12,000		6,295	9,318
6550.090	Building Site Exps General Maintenance Repairs	250			250		250		12	4,367
6550.140	Building Site Exps Internet Access	550			550		550		360	480
6550.170	Building Site Exp Office Rent/Lease	0	(2,160)		0	(2,160)	2,160		0	0
6550.220	Building Site Exps Security Alarm Monitoring	204			204		204		153	204
6550.270	Building Site Exps Telephone	2,800			2,800		2,800		1,857	2,913
6900.052	Advertising Supplemental Advertising	283,500			283,500		283,500	Advertising Paid directly by Tourism	261,033	283,406
6900.055	Advertising Tourism	426,000	46,000	(90,000)	516,000	136,000	380,000	advertising increased from Recreation & Econ. Deve.	387,569	380,032
7000.020	Travel, Training & Exp Board Member Allowance	1,050			1,050		1,050		300	200
7000.100	Travel, Training & Exp Meetings/Conferences/Shows	3,600	(100)		3,600	(100)	3,700		2,474	3,152
7000.115	Travel, Training & Exp Mileage	250			250		250		0	0
Department Total: 1803 - Tourism		1,241,227	115,412	(90,300)	1,331,527	205,712	1,125,815	115,412	1,025,409	1,125,897

Variance: Committee Review/ FY20 Bgt

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Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1901 - Taxes Shared with Towns										
7160.010	Towns' Share Towns' Share County Bingo Fee	3,100			3,100		3,100		0	3,230
7160.020	Towns' Share Towns' Share County Income Tax	2,000,000		(300,000)	2,300,000	300,000	2,000,000		1,303,687	1,954,560
7160.040	Towns' Share Towns' Share Liquor License Fees	342,157			342,157		342,157		0	362,625
Department Total: 1901 - Taxes Shared with Towns		2,345,257		(300,000)	2,645,257	300,000	2,345,257	0	1,303,687	2,320,415
								Variance: Committee Review/ FY20 Bgt		
Department: 1902 - Grants to Towns										
6160.043	Grant Program - OPA Other Grant	0		(100,000)	100,000	100,000	0		0	0
7100.028	OPA Recreation Conditional Grant	10,000		(30,000)	40,000	30,000	10,000		10,000	10,000
7100.029	OPA Tourism Conditional Grant	10,000		(15,000)	25,000	15,000	10,000		10,000	10,000
7100.065	County Grants Grants to Towns for Police	475,000		(50,000)	525,000	50,000	475,000	Ocean Pines Association	475,000	475,000
7100.153	County Grants Restricted Fire Grant	614,000	93,000		614,000	93,000	521,000	based on CY2019 runs	521,000	489,000
7100.192	County Grants Tourism to Town	50,000			50,000		50,000		50,000	50,000
7100.193	County Grants Unrestricted to Town	4,827,250	37,250	(1,061,390)	5,888,640	1,098,640	4,790,000	see worksheets	4,790,000	4,678,425
Department Total: 1902 - Grants to Towns		5,986,250	130,250	(1,256,390)	7,242,640	1,386,640	5,856,000	130,250	5,856,000	5,712,425
								Variance: Committee Review/ FY20 Bgt		

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FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1950 - Benefits & Insurance										
6510.070	Legal Services Judgements & Lawsuits	5,000			5,000		5,000		11,157	0
7170.010	Benefits & Ins. Allowance Salary Increase July '19	1,266,278	1,266,278	(57,594)	1,323,872	1,323,872	0	step July 2020, 2% COLA, longevity	0	0
7170.020	Benefits & Insurance Contingency	20,000	(88,733)		20,000	(88,733)	108,733		5,226	3,291
7170.030	Benefits & Insurance Hospitalization Insurance	5,536,943	(806,384)	(677,813)	6,214,756	(128,571)	6,343,327	based on negotiated rate estimates	7,693,086	6,187,115
7170.040	Benefits & Insurance Other Post-Employment Benefits	7,000,000		(1,500,000)	8,500,000	1,500,000	7,000,000	Level Fund	11,498,286	9,571,000
7170.050	Benefits & Insurance Retirement	3,545,643	350,063	(21,193)	3,566,836	371,256	3,195,580	based on FY20 payroll	3,013,724	2,537,247
7170.060	Benefits & Insurance Social Security Taxes	2,383,064	78,107	(103,428)	2,486,492	181,535	2,304,957	based on FY21 payroll	1,594,539	1,961,267
7170.070	Benefits & Insurance Unemployment Insurance	20,000	5,000	10,000	10,000	(5,000)	15,000	based on COVID19 part time employees	9,706	(1,441)
7170.080	Benefits & Insurance Vested Benefits	0			0		0		0	(62,000)
7170.090	Benefits & Ins. Workmans Compensation Ins	1,027,531	42,233		1,027,531	42,233	985,298		1,186,622	862,738
7170.100	Benefits & Insurance Property & Liability Insurance	491,151	12,610		491,151	12,610	478,541		473,834	452,163
7170.120	Benefits & Insurance Long Term Disability	59,420			59,420		59,420		55,578	51,576
7170.130	Benefits & Insurance Life Insurance	49,932			49,932		49,932		44,482	40,828
7170.140	Benefits & Insurance FSA, EAP Prgm, PSA Admin	90,896			90,896		90,896		68,180	90,532
7170.150	Benefits & Insurance Retirement Admin Fee	70,991	(12,053)		70,991	(12,053)	83,044		63,576	89,408
Department Total: 1950 - Benefits & Insurance		21,566,849	847,121	(2,350,028)	23,916,877	3,197,149	20,719,728	847,121	25,717,996	21,783,726
							Variance: Committee Review/ FY20 Bgt			
Department: 1975 - Debt Service										
7700.050	Debt Service 2003 MDE Water Quality Bond	252,576			252,576		252,576		252,576	252,576
7700.070	Debt Service 2007 Capital Improvements Bonds	0			0		0		0	2,511,250
7700.090	Debt Service 2013 Capital Improvements Bonds	390,860	(1,189,987)		390,860	(1,189,987)	1,580,847		1,519,455	1,356,581
7700.100	Debt Service 2014 Capital Improvements Bonds	3,797,681	(53,500)		3,797,681	(53,500)	3,851,181		3,851,827	3,901,577
7700.110	Debt Service 2015 Capital Improvements Bonds	6,395,852	98,468		6,395,852	98,468	6,297,384		7,531,625	3,610,448
7700.110	Debt Service 2019 Capital Improvements Bonds	3,098,700	1,865,125		3,098,700	1,865,125	1,233,575		0	0
Department Total: 1975 - Debt Service		13,935,669	720,106		13,935,669	720,106	13,215,563	720,106	13,155,483	11,632,432
							Variance: Committee Review/ FY20 Bgt			

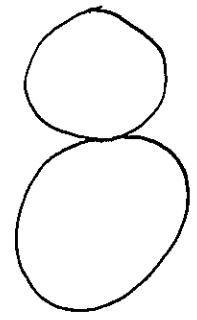
Expenditures

Worcester County, MD

5/6/20

FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	Variance Committee vs FY21 Request	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1985 - Interfund										
8100.020	Transfers Out - Capital Projects	0			0		0		2,683,821	5,933,318
8100.050	Transfers Out - OPEB Reserve	0			0		0		0	1,000,000
8100.060	Transfers Out Recycling	0			0		0		0	1,033,339
8100.070	Transfers Out Convenience Centers	0			0		0		0	664,984
8100.080	Transfer Out to Reserve Fund	0	(394,893)	(756,945)	756,945	362,052	394,893	\$1 M set aside in fund balance	394,893	0
Department Total: 1985 - Interfund		0	(394,893)	(756,945)	756,945	362,052	394,893	(394,893)	3,078,714	8,631,641
								Variance: Committee Review/ FY20 Bgt		
Expenditure Grand Total		205,719,364	4,433,812	(15,538,636)	221,258,000	19,972,448	201,285,552	4,433,812	177,874,841	198,531,534
								Variance: Committee Review/ FY20 Bgt		
	REVENUE Revised 5/5/20	205,688,131			205,781,786		201,285,552			
	Expenditure (Shortfall) / Surplus		(31,233)		(15,476,214)		0			



Fire and EMS

Funding FY2021

May 12, 2020 Budget Work Session

Expenditures

Worcester County, MD

5/6/20

FY2021 Budget Work Session 5/12/20

Account Number	Description	FY2021 Committee	Variance Committee vs FY20 Budget	FY2021 Budget Request	FY21 Request vs FY20 Budget	FY20 Adopted Budget	Work Session Notes & Changes	FY20 Actual YTD 4/30/20	FY19 Actual 6/30/19
Department: 1105 - Volunteer Fire Departments									
All Accounts	Fire Training Center Budget	50,204	5,374	50,204	5,374	44,830		41,114	33,542
7080.010	Fire & Ambulance County Grant to Fire Companies	2,520,000		2,520,000		2,520,000	Funding @ \$250K + \$20,000	2,520,000	2,520,000
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	4,530,974	274,382	6,088,219	1,831,627	4,256,592	based on no new rates	4,256,591	3,849,144
7080.040	Fire & Ambulance LOSAP Appropriation	186,200	92,200	186,200	92,200	94,000	Adopted plan FY20	0	87,600
7080.060	Fire & Ambulance State Grant for Fire Companies	372,927	(862)	372,927	(862)	373,789	State Aid Revenue	372,955	373,789
7080.070	Fire & Ambulance Workmans Compensation - Fire	192,819	22,814	192,819	22,814	170,005	Final Renewal notice	192,882	197,235
7080.080	EMT Paramedic Tuition Reimbursement Program	8,000		8,000		8,000	Adopted Plan FY20/ 2 students per/yr	0	0
Department Total: 1105 - Volunteer Fire Departments		7,890,124	414,908	9,447,369	1,972,153	7,475,216	414,908	7,383,541	7,061,309
			(1,557,245)				Variance: <u>Committee Review/ FY20 Bgt</u>		

**The Estimated Taxable Assessable Base at the County Level
For the tax year beginning July 1, 2020
Base Estimate Date: December 11, 2019
(figures expressed in thousands)**

Request FY2021

Jurisdiction	Real Property Full Year	Real Property New Construction	Railroad Operating Real Property	Total Assessable Base Subject to the Real Property County Tax Rate	Loss Due to Homestead Tax Credit	County Homestead Tax Credit Percentage	Net Assessable Base Subject to the Real Property County Tax Rate	Railroad Operating Personal Property	Utility Operating Real Property	Utility Operating Personal Property	Business Personal Property	Total Assessable Base Subject to the Personal Property / Utility County Tax Rates	Total Taxable County Assessable Base
Worcester	16,351,141	22,500	166	16,373,807	147,487	3%	16,226,320	108	5,913	165,465	210,000	381,486	16,755,293
				16,373,807								381,486	16,755,293

Full year column includes new construction added for the full year (July 1). New construction is property added for partial year levy (Oct. 1, Jan 1, and Apr. 1).

These figures do not include adjustments necessary to calculate State grants to local governments or any tax credits. The above Business Personal Property figures for July 2016 must be adjusted before being used for state aid purposes by substituting the following figures in (\$000) :
Worcester County \$197,716 in FY19

State Department of Assessments and Taxation

Account coding for General Ledger :	FY2021 Budget	FY21 Code Based	FY21 Supplement Required	FY21 Budget
County Grant to Fire Companies				
Poc VFC	100.1105.105 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Berlin VFD	100.1105.115 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Snow Hill VFD	100.1105.125 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Ocean City VFD	100.1105.135 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Girdletree VFD	100.1105.145 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Stockton VFD	100.1105.155 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Newark VFD	100.1105.165 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Bishopville VFD	100.1105.175 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Showell VFD	100.1105.185 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
Ocean Pines VFD	100.1105.195 7080.010 \$ 250,000.00	\$ 217,819.00	32,181	\$ 250,000.00
TOTAL FY18	\$ 2,500,000.00	2,178,190	321,810	\$ 2,500,000.00

Fire Grant Calculation for Fire Depts:		
assessable base		16,755,293,000
	divided by \$100	167,552,930
	rate=.013	2,178,188
based on Code	FY21	\$ 217,819
Budget	FY20	\$ 250,000
	VARIANCE	\$ (32,181)
FY21 Budget		\$ 2,500,000
FY21 County Request		2,500,000
FY20 County Budget		2,500,000
	Variance	-

(1)

(1) FY21 Budget increased by \$321,810 from the General Fund in order to fund \$250,000 to each Volunteer Fire Company for FY2021 as request by the Fire Companies, January 2019 letter.

§ PS 1-101 Appropriation and distribution of money to volunteer fire companies. [Amended 1-12-1993 by Bill No. 92-16]

(a) Appropriation. The County Commissioners shall appropriate, on an annual basis, in the County expense budget, an amount of money equal to one and three tenths cents on each one hundred dollars of assessable property in the County for the assistance, maintenance and support of the various volunteer fire companies chartered by the County Commissioners pursuant to this Subtitle.[Amended 5/15-2001 by Bill No. 01-5]

(b) Distribution. The funds so appropriated by the County Commissioners shall be distributed and expended by the County Commissioners among the chartered volunteer fire companies of the County in as nearly as may be computed an equal sum for each. The appropriation shall be paid to each fire company no less frequently than in two equal installments on or before August 1 and February 1 of each fiscal year.

(c) Expenditures restricted. All funds so distributed by the County Commissioners to the chartered volunteer fire companies of the County shall be used strictly for fire fighting and protection within the County and surrounding jurisdictions by the fire company to which the funds are distributed. The funds shall be expended and used for the equipment, training and maintenance of such fire companies and all necessary expenses relating thereto.

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**FIRE COMPANIES NOT IN TOWN LIMITS
FY2021 Request**

	FY2021 Supplemental Allowance	FY2020 Budget	FY21/20 Variance
Girdletree	\$4,000.00	\$4,000.00	\$0.00
Stockton	\$4,000.00	\$4,000.00	\$0.00
Newark	\$4,000.00	\$4,000.00	\$0.00
Bishopville	\$4,000.00	\$4,000.00	\$0.00
Showell	\$4,000.00	\$4,000.00	\$0.00
TOTALS	\$20,000.00	\$20,000.00	\$0.00

FY21 Budget Request \$20,000.00

Supplemental Amount is paid to each fire company that is not in Town limits

Budget In Volunteer Fire & Ambulance:

Girdletree	100.1105.145.7080.010
Stockton	100.1105.155.7080.010
Newark	100.1105.165.7080.010
Bishopville	100.1105.175.7080.010
Showell	100.1105.185.7080.010

Rate History: Annual Allowance
 FY2019 \$4,000 new

Worcester County Emergency Medical Services (EMS) funding FY2021 - Committee

Worcester County Emergency Medical Services (EMS) funding by Committee in FY21 is as follows and includes no changes:

The following is paid directly to each Volunteer Fire and Ambulance Company:

- Payment for each out-of-town Non-Credit Run = \$190
- Payment for each in-town credit run = \$190
- Payment for each out-of-town Credit Run = \$760
- Personnel reimbursement:
 - \$8,000 for each Full-Time Equivalent (FTE) staff member (base personnel), plus
 - \$50,000 fixed allotment
- Per Ambulance Allocation = \$10,000
- Mileage Supplement = \$.60 per mile – (for round trips greater than 25 miles to a hospital)

A Credit Run is defined as an emergency transport to a local hospital from a Worcester County location.

Approved local hospitals include: Atlantic General Hospital in Berlin, Beebe Hospital in Lewes, DE, Peninsula Regional Medical Center in Salisbury, and McCready Hospital in Crisfield.

MEDICAL ASSIST COMPANIES
FY2021 Request

	CY 2019 Medical Assists	per call	Base Amount	# FTE	Paid FTE @ \$8,000	FY2021 Budget Request	FY2020 Budget	FY21/20 Variance
		\$100.00			\$8,000.00			
Stockton	50	\$5,000	\$7,500	0	\$0	\$12,500	\$14,500	-\$2,000
Gridletree	62	\$6,200	\$7,500	1	\$8,000	\$21,700	\$22,400	-\$700
TOTALS		\$11,200	\$15,000		\$8,000	\$34,200	\$36,900	-\$2,700

-7.32%

FY2021 Budget Request	\$11,200.00	\$15,000.00		\$8,000.00	\$34,200.00
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Medical Assist Company is alerted each time a call for EMS service is in their response area

Full time equivalent personnel are those who cover a minimum of 40 hours per week time block year round

Per Call amount is paid for each **response** to a medical assist call

Base Amount is paid to each fire company that is alerted for **every** EMS call within their fire response area

Budget In Volunteer Fire & Ambulance:

Stockton	100.1105.155.7080.020
Girdletree	100.1105.145.7080.020

<u>Rate History:</u>	<u>Base Amount</u>	<u>Per Call</u>	<u>Paid FTE</u>
FY2020	\$7,500	\$100	\$8,000
FY2019	\$7,500	\$100	\$5,000
FY2018	\$7,500	\$100	
FY2015-FY07	\$7,500	\$80	
FY2006-FY04	\$3,000	0	

FY 2021 Grant to Towns - for Fire Company for Out of Town Responses

Amount to be paid to TOWN

\$1,000.00 per call

	CY2019	FY2021 Request	FY20 Budget	FY21/FY20 Variance
Pocomoke	63	63,000	56,000	\$7,000
Snow Hill	87	87,000	79,000	\$8,000
Berlin	204	204,000	195,000	\$9,000
Ocean City	210	210,000	144,000	\$66,000
Ocean Pines	50	50,000	47,000	\$3,000
Total	614	614,000	521,000	\$93,000

17.85% Increase

Any dispatched emergency call for fire apparatus where the location is outside the town limits for the company's first due response area.

Budget In Grants to Towns:

Pocomoke	100.1902.100.7100.153
Snow Hill	100.1902.120.7100.153
Berlin	100.1902.110.7100.153
Ocean City	100.1902.130.7100.153
Ocean Pines	100.1902.190.7100.153

On June 1, 2004, a new program was budgeted for appropriation in FY2005. This new program entitled, Restricted Fire Grant to the Towns, was budgeted as a pass thru of funds for Fire Service for all municipalities, and OceanPines Association (OPA). Funding will be based on qualified Out of Town Fire Service Runs, which means the fire apparatus leaves the corporate municipal or homeowner association limits that the apparatus is situated in.

This new County funding will be provided to your municipality for further distribution to the Vol. Fire Company based on qualified runs.

Qualified runs are defined as:

Fire Company must be alerted by Central for an emergency alarm.

Fire Company must respond with a minimum of one certified piece of fire apparatus and arrive on the scene.

Public service calls are not eligible.

How to Qualify:

Municipality must agree not to reduce their current/future funding level formulas.

Fire Company must show participation in county drills.

Fire Company must maintain current equipment and departmental roster lists with Central.

Fire Company must participate, and successfully complete annual inspection.

Money must go toward fire equipment and/or equipment operating expenses.

Rate History:

FY2019-FY2007 = \$1,000

FY2006-FY2005=\$250

1105.7080.060 State Grant to Fire Companies

Each year, the county and towns must report to the State, the cost for fire protection, rescue & ambulance services. The State funds are distributed to the towns and fire companies according to Article 38A, Sections 45A through 45D, of the Annotated Code of Maryland, known as "Senator William H. Amoss Fire, Rescue & Ambulance Fund." If the town share of funds provided equals 10% of the total spent in the County, they would receive 5% of the State grant in the next year. The State funds not distributed to the towns are split evenly among the 10 fire companies.

		FY2021 Budget	FY2020 Budget	\$ Inc/(Dec)
100.1105.100.7080.060	Pocomoke City/Town	\$ 512	\$ 887	\$ (375)
100.1105.110.7080.060	Berlin/Town	\$ 10,891	\$ 9,281	1,610
100.1105.120.7080.060	Snow Hill/ Town	\$ 44	\$ 37	7
100.1105.130.7080.060	Ocean City/Town	\$ 28,770	\$ 31,394	-2,624
100.1105.115.7080.060	Berlin	\$ 33,271	\$ 33,219	52
100.1105.175.7080.060	Bishopville	\$ 33,271	\$ 33,219	52
100.1105.145.7080.060	Girdletree	\$ 33,271	\$ 33,219	52
100.1105.165.7080.060	Newark	\$ 33,271	\$ 33,219	52
100.1105.135.7080.060	Ocean City	\$ 33,271	\$ 33,219	52
100.1105.195.7080.060	Ocean Pines	\$ 33,271	\$ 33,219	52
100.1105.105.7080.060	Pocomoke	\$ 33,271	\$ 33,219	52
100.1105.185.7080.060	Showell	\$ 33,271	\$ 33,219	52
100.1105.125.7080.060	Snow Hill	\$ 33,271	\$ 33,219	52
100.1105.155.7080.060	Stockton	\$ 33,271	\$ 33,219	52
		<u>\$ 372,927</u>	<u>\$ 373,789</u>	<u>\$ (862)</u>

Note: FY21 budget \$372,9279 uses FY20 actual allocation & State budget aid report

Note: FY20 budget \$373,789 uses FY19 actual allocation & State budget aid report

1105.198.7080.040 LOSAP Contribution

Annual Contribution	\$ 184,400	\$ 92,200	\$ 92,200
Administrative Fee	\$ 1,800	\$ 1,800	\$ -
Total	\$ 186,200	\$ 94,000	\$ 92,200

*Annual Report is May 1

FY20 Plan approved - Resolution 19-33

1105.198.7080.080 EMT Paramedic Scholarship Program

Annual Contribution	\$ 8,000	\$ 8,000	\$ -
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FY20 Plan approved - Resolution 19-34

1105.200.7080.070 Worker's Compensation Vol Firemen

Policy Premium	\$ 192,819	\$ 181,171	\$ 11,648
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FY21 Based on 660 volunteers,
Premium and loss information
as of 12/31/19

**WORCESTER COUNTY
CAPITAL EQUIPMENT REQUEST
FY 2021**

Department/Agency Name Fire Training Center

Department No. 1105.197

Priority Number	Account Number	Item	Estimated Cost	New or Replacement	Justification or Explanation
1	9010.100	Fire Service Grade Washer & Dryer	\$ 15,000	Replacement	Health and Safety Upgrade for gear cleaning to reduce risk of carcinogenics
2	9010.050	Fire Safety Trailer CarPort	\$ 6,000	New	request to protect trailers and trucks due to weather exposure
TOTAL REQUEST			\$ 21,000		

NUMBER EACH ITEM IN THE ORDER OF THEIR IMPORTANCE TO THE OPERATION OF YOUR DEPARTMENT.
(NUMBER 1 IS THE HIGHEST PRIORITY).

GRANTS TO TOWNS - FY2021
Request March 3, 2020

9

	<u>Pocomoke City FY20 Approved</u>	<u>Pocomoke City FY21 Request</u>	<u>Pocomoke City FY21 Committee</u>
COUNTY GRANTS TO TOWNS			
Unrestricted Grant	465,000	465,000	465,000
Table Games 10% revenue share	-	42,854	-
(1) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	490,457	497,659	497,659
(2) Sewer Lift Stations and Water System Repairs	-	-	-
Restricted Fire Grant	56,000	63,000	63,000
	1,011,457	1,068,513	1,025,659
* Cnty Grant Vol. Fire Dept - based on code	212,159	217,819	217,819
(3) Supplemental Cnty Grant Vol. Fire Dept	37,841	32,181	32,181
Sub-Total County Grants & Debt	1,261,457	1,318,513	1,275,659
Tourism Marketing On-Behalf	4,500	4,500	4,500
SHARED REVENUES			
* Income Tax	245,000	245,000	245,000
* Liquor License Distribution	7,031	7,031	7,031
	252,031	252,031	252,031
STATE AID PASS THRU			
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,219	33,271	33,271
* Fire Co. Aid-State Pass Thru Towns-est	887	512	512
TOTAL	\$ 1,552,094	\$ 1,608,827	\$ 1,565,973

* Mandated by State or County Code

- (1) Ambulance Grant calculated at adopted budget FY2020 rates based on CY2019 runs
- (2) Sewer Life Stations and Water System Repair request not identified with specific funding
- (3) Supplement approved from General Fund FY14-FY20 and FY21 Request

1

GRANTS TO TOWNS - FY2021
Request March 3, 2020

	Snow Hill FY20 Approved	Snow Hill FY21 Request	Snow Hill FY21 Committee
COUNTY GRANTS TO TOWNS			
Unrestricted Grant	465,000	500,000	465,000
Other Grants - in lieu	175,000	200,000	200,000
Infrastructure - Water & Sewer Improvements		100,000	-
Table Games 10% revenue share		42,854	-
Additional Request - Restricted Fire Grant-EMT		23,000	-
Restricted Fire Grant	79,000	87,000	87,000
	719,000	952,854	752,000
* Cnty Grant Vol. Fire Dept	212,159	217,819	217,819
(1) Supplemental Cnty Grant Vol. Fire Dept	37,841	32,181	32,181
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	518,989	616,798	616,798
	768,989	866,798	866,798
Sub-Total County Grants & Debt	1,487,989	1,819,652	1,618,798
Tourism Marketing On-Behalf	4,500	4,500	4,500
SHARED REVENUES			
Income Tax	125,000	125,000	125,000
* Liquor License Distribution	4,688	4,688	4,688
	129,688	129,688	129,688
STATE AID PASS THRU			
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,219	33,271	33,271
* Fire Co. Aid-State Pass Thru Towns-est	37	44	44
TOTAL	\$ 1,655,433	\$ 1,987,155	\$ 1,786,301

* Mandated by State or County Code

(1) Supplement approved from General Fund FY14-FY20 and FY21 Request

(2) Ambulance Grant calculated at adopted budget FY2020 rates based on CY2019 runs

GRANTS TO TOWNS - FY2021
Request March 3, 2020

	Berlin FY20 Approved	Berlin FY21 Request	Berlin FY21 Committee
COUNTY GRANTS TO TOWNS			
Unrestricted Grant	465,000	480,000	465,000
Restricted Fire Grant	195,000	204,000	204,000
	660,000	684,000	669,000
* Cnty Grant Vol. Fire Dept	212,159	217,819	217,819
(1) Supplemental Cnty Grant Vol. Fire Dept	37,841	32,181	32,181
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	698,163	716,565	716,565
	948,163	966,565	966,565
Sub-Total County Grants & Debt	1,608,163	1,650,565	1,635,565
Tourism Marketing On-Behalf	4,500	4,500	4,500
SHARED REVENUES			
* Income Tax	422,000	422,000	422,000
* Liquor License Distribution	20,438	20,438	20,438
	442,438	442,438	442,438
STATE AID PASS THRU			
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,219	33,271	33,271
* Fire Co. Aid-State Pass Thru Towns-est	9,281	10,891	10,891
TOTAL	\$ 2,097,601	\$ 2,141,665	\$ 2,126,665

* Mandated by State or County Code

(1) Supplement approved from General Fund FY14-FY20 and FY21 Request

(2) Ambulance Grant calculated at adopted budget FY2020 rates based on CY2019 runs

GRANTS TO TOWNS - FY2021
Request March 17, 2020

	<u>Ocean City FY20 Approved</u>	<u>Ocean City FY21 Request</u>	<u>Ocean City FY21 Committee</u>
COUNTY GRANTS TO TOWNS			
Convention Bureau	50,000	50,000	50,000
Recreation Grant	100,000	100,000	100,000
Ocean City Unrestricted Grant	2,490,000	2,490,000	2,490,000
Unrestricted Grant Grant increase 2.5%	-	62,250	62,250
Tourism Marketing	400,000	400,000	400,000
Tourism Marketing increase request	-	100,000	-
Other Grants - Park & Ride	80,000	80,000	80,000
Grant to provide EMS Services to WOC	-	416,443	-
100 Digital Pagers - Ocean City Fire Co. @ \$800	50,000	-	-
(1) Room Tax County admin rate reduce from 1% to 1/2%	-	161,934	-
(1) Food Tax County admin rate reduce from 5% to 2.5%	-	79,305	-
(2) Expand MD Community for Life Program in Ocean City	-	45,000	-
Downtown Redevelopment	100,000	100,000	100,000
Restricted Fire Grant	144,000	210,000	210,000
	3,414,000	4,294,932	3,492,250
Ocean City MOU Additional Request	-	-	-
Sub-Total	3,414,000	4,294,932	3,492,250
(3) Ambulance Grant ***Included in 1105 budget	1,354,437	1,528,004	1,528,004
* Cnty Grant Vol. Fire Dept-General Fund Bgt	212,159	217,819	217,819
(4) Supplemental Cnty Grant Vol. Fire Dept	37,841	32,181	32,181
Ambulance Grant- Vol Fire Co	n/a	n/a	n/a
DEBT SERVICE FOR BENEFIT OF OCEAN CITY			
Beach Maintenance-DNR Fund	460,000	470,000	470,000
	2,064,437	2,248,004	2,248,004
Sub-Total County Grants & Debt	5,478,437	6,542,936	5,740,254
Tourism Marketing On-Behalf	270,000	270,000	270,000
SHARED REVENUES			
* Income Tax	1,208,000	1,208,000	1,208,000
* Bingo License Receipts	3,100	3,100	3,100
* Liquor License Distribution	310,000	310,000	310,000
	1,521,100	1,521,100	1,521,100
STATE AID PASS THRU			
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,219	33,271	33,271
* Fire Co. Aid-State Pass Thru Towns-est	31,394	28,770	28,770
TOTAL	\$ 7,334,150	\$ 8,396,077	\$ 7,593,395

* Mandated by State or County Code

(1) Request for reduction in County Admin %

(2) Community for Life in Ocean City would be appropriated to Commission on Aging if approved

(3) Ambulance Grant calculated at adopted budget FY2020 rates based on CY2019 runs

(4) Fire Grant supplement approved from General Fund FY14-FY20 and FY21 Request

GRANTS TO TOWNS - FY2021
Request March 3, 2020

	<u>Ocean Pines FY20 Approved</u>	<u>Ocean Pines FY21 Request</u>	<u>Ocean Pines FY21 Committee</u>
<u>COUNTY GRANTS TO TOWNS</u>			
County Street Grants By Agreement	123,856	128,162	128,162
Recreation Grant	10,000	40,000	10,000
Roads & Bridge Repairs	0	100,000	-
Tourism - July 4 celebration	10,000	25,000	10,000
Police Aid	475,000	525,000	475,000
Restricted Fire Grant	47,000	50,000	50,000
	665,856	868,162	673,162
* Cnty Grant Vol. Fire Dept	212,159	217,819	217,819
(1) Supplemental Cnty Grant Vol. Fire Dept	37,841	32,181	32,181
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	477,110	498,990	498,990
	727,110	748,990	748,990
Sub-Total County Grants & Debt	1,392,966	1,617,152	1,422,152
<u>STATE AID PASS THRU</u>			
* Fire Co. Aid-State Pass Thru Vol Fire-est	33,219	33,271	33,271
TOTAL	\$ 1,426,185	\$ 1,650,423	\$ 1,455,423

* Mandated by State or County Code

(1) Supplement approved from General Fund FY14-FY20 and FY21 Request

(2) Ambulance Grant calculated at adopted budget FY2020 rates based on CY2019 runs

FY2021 Capital by Department									4/14/2020
Page #	Dept.	Acct. Number		Replace/ New	\$ Request	\$ Committee	Model Yr to Replace	Estimated Miles 6/30/20	Comments
(FY2021 Expense Worksheet)									
1	Human Resources								
	1)	1007.9010.010	Pickup Truck -extended cab	R	\$ 28,500	\$ -	2005	97,747	Truck with rusted parts & component issues, used by the Risk Mgr
10	Development, Review & Permitting								
	2)	1008.9010.010	1/2 ton pickup truck	R	\$ 22,000	\$ -	2005	40,089	Major rust and component issues Technical Services field work & addressing
	3)	1008.9010.010	mid size car	R	\$ 18,000	\$ -	2005		Taken out of Service since June 2018, Zoning Inspector
	4)	1008.9010.010	mid size car	R	\$ 18,000	\$ -	2005	89,347	Major rust and repairs more than value of vehicle, used by Zoning Division
12	Environmental Programs								
	5)	1010.9010.010	Compact SUV	R	\$ 23,100	\$ -	2006	149,000	Repairs are more than the value of the vehicle, pool vehicle used for inspections
	6)	1010.9010.010	Regular Cab pickup truck	R	\$ 26,250	\$ -	2005	178,000	Vehicle is at the end of useful life and used for inspections
	7)	1010.9010.010	Regular Cab pickup truck	R	\$ 26,250	\$ -	2006	156,000	Vehicle is at the end of useful life and used for inspections
	8)	1010.9010.010	Full Size Sedan	R	\$ 20,000	\$ -	2005	75,000	Extensive issues and used daily for inspections
x	Other General Government								
	9)	1090.080.9010.220	VOIP Telephone System	R	\$ 15,972	\$ 15,972			Replace States Attorney Building phone system installed 4/2009 with Voice over internet Protocol. Will save monthly telephone expenses for current phone system
	10)	1090.0709010.040	IT Equipment	R	\$ 235,000	\$ -	2014		replace the Stratus server for EMS that holds the CAD system for Public Safety at the end of its useful life.
17	Sheriff's Office								
	11)	1101.030.9010.010	4x4 Full Size PPV Tahoe	R	\$ 38,376	\$ -	2010	213,550	replace Crown Vic with engine & transmission repairs of \$15,000 for Patrol use
	12)	1101.030.9010.010	4x4 Full Size PPV Tahoe	R	\$ 38,376	\$ -	2008	202,304	replace Crown Vic with engine annual estimated repairs of \$10,000, used by Patrol
	13)	1101.030.9010.010	Expedition SSV SUV	N	\$ 40,000	\$ -	2011	203,000	replace Ford Expedition for prisoner transport. Current vehicle needs engine & engine computer repairs of \$18,000 and the Expedition will go to Investigator
	14)	1101.030.9010.010	4x4 Full Size PPV Tahoe	R	\$ 38,376	\$ -	2008	242,000	replace Crown Vic with body and interior needs, annual estimated repairs of \$8,000, used by Patrol
	15)	1101.030.9010.010	4x4 Full Size PPV Tahoe	R	\$ 38,376	\$ -	2009	224,000	replace Crown Vic with engine & suspension repair needs, estimated at \$8,000, used by Patrol
	16)	1101.030.9010.010	4x4 Full Size PPV Tahoe	R	\$ 38,376	\$ -	2010	202,524	replace Crown Vic with transmission and interior repair needs, estimated at \$10,000, used by Patrol
	17)	1101.030.9010.010	Malibu SSV Sedan	R	\$ 23,000	\$ -	2009	200,000	replace Crown Vic with frequent vehicle repairs, estimated at \$10,000, used by Admin/paper service
	18)	1101.030.9010.010	4x4 Full Size PPV Tahoe	N	\$ 115,128	\$ -			3 new patrol vehicles at cost of \$38,376 for new positions
	19)	1101.030.9010.010	4x4 Full Size PPV Tahoe	N	\$ 115,128	\$ -			3 new patrol vehicles at cost of \$38,376 for new positions

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FY2021 Capital by Department								4/14/2020	
Page #	Dept.	Acct. Number		Replace/ New	\$ Request	\$ Committee	Model Yr to Replace	Estimated Miles 6/30/20	Comments
20	Emergency Services								
	20)	1102.044.9010.010	4x4 Pickup Truck	N	\$ 34,000	\$ -			new vehicle for Electronic Services Manager
	21)	1102.044.9010.020	Pulse Point Emergency Notification System	N	\$ 18,000	\$ -			Pulse Point System will aid EMS with cardiac arrest cases
	22)	1102.044.9010.020	Service Monitor - Subscriber alignment tool	N	\$ 70,000	\$ -			Alignment toll for radio installers & techs for radio equipment
	23)	1102.044.6110.017	AED Units	R	\$ 128,000	\$ 64,000			Request replace 80 AED Units, 10 years past usable life / Purchase 40 @ \$1600 total of \$64,000 Homeland Security Grant
	24)	1102.044.6110.325	Fire & EMS mobiles	N	\$ 20,000	\$ 20,000			Qty 5 @ \$4,000
	25)	1102.044.6110.325	Fire & EM5 portables	N	\$ 36,000	\$ 15,000			Request Qty 12 @ \$3,000 / purchase 7 @ \$3000 Total \$21k - Homeland Security Grant
	26)	1102.044.6110.325	Non public safety radios	N	\$ 26,000	\$ 26,000			Qty 10 @ \$2,600
	27)	1102.044.6110.325	Non public safety portables	N	\$ 30,000	\$ 30,000			Qty 20 @ \$1,500
	28)	1102.044.6110.325	Sheriff's office Mobiles	N	\$ 19,000	\$ 19,000			Qty 5 @ \$3,800
	29)	1102.044.6110.325	Sheriff's office Portables	N	\$ 20,000	\$ 20,000			Qty 5 @ \$4,000
22	Jail								
	30)	1103.9010.050	Galaxy 3500 UPS 3 phase unit	R	\$ 26,500	\$ -			Galaxy 3500 UPS for 3 phase power protection to include new batteries and software
	31)	1103.9010.100	Double Stack Oven	R	\$ 10,000	\$ -			existing unit at end of service life, repairs costly & parts limited for unit 12 years old.
	32)	1103.9010.100	Stand alone 4 burner cooktop	R	\$ 7,500	\$ -			existing unit at end of service life, repairs costly & parts limited to replace a 2 burner cook top
	33)	1103.9010.220	VOIP phone system	R	\$ 18,302	\$ 18,302			upgrade phone system to VOIP that will reduce the cost of the current monthly telephone expense
26	Fire Training Center								
	34)	1105.197.6110.150	Gas flaring kit	R	\$ 1,800	\$ 1,800			gas flaring kit
	35)	1105.197.6550.010	AV replacement	N	\$ 800	\$ 800			thermal imaging camera
	36)	1105.197.9010.050	Fire Safety trailer carport	N	\$ 6,000	\$ 6,000			carport to protect trailers & truck from weather exposure
	37)	1105.197.9010.100	Washer & Dryer	R	\$ 15,000	\$ 15,000			health & Safety- reapiice with Fire Service Grade for cleaning gear to reduce risk of carcinogenics
27	Public Works - Maintenance Division								
	38)	1201.6550.010	DPW building improvement	R	\$ 5,295	\$ -			construct pole building mezzanine storage area in existing building
	39)	1201.6550.010	DPW building improvement	R	\$ 4,042	\$ -			replacement existing VCT flooring in the Public Works Administration offices
	40)	1201.6550.010	DPW building improvement	R	\$ 1,705	\$ -			installation of a cell extender
	41)	1201.9010.010	3/4 Ton truck w/utility body	N	\$ 36,795	\$ -			FY20 mid-year hire without a vehicle
	42)	1201.9010.010	3/4 Ton truck w/utility body	N	\$ 36,795	\$ -			FY21 position request for Journeyman Plumber/Gas Fitter
	43)	1201.9010.050	pave DPW compound parking lot	N	\$ 35,075	\$ -			eliminate Fleet and Maintenance Division personnel work in dirt and muddy parking area

FY2021 Capital by Department								4/14/2020	
Page #	Dept.	Acct. Number		Replace/ New	\$ Request	\$ Committee	Model Yr to Replace	Estimated Miles 6/30/20	Comments
29	Public Works - Roads Division								
	44)	1202.6140.010	Blacktop	R	\$ 1,500,000	\$ 1,000,000			blacktop overlay
	45)	1202.9010.010	Tandem Axle Tractor/Truck 4700	R	\$ 135,000	\$ -	1991	107,000	Used to haul heavy equipment, MVA recommend discontinue use as DOT training. DOT inspections difficult due to age
	46)	1202.9010.050	Upgrade Mechanic Shop doors	R	\$ 17,880	\$ -			replace 4- 33 year old shop doors to accommodate vehicle lifts. Doors to low and rusty
	47)	1202.9010.070	Mechanic Shop Mobile Vehicle lifts	R	\$ 134,275	\$ -	1970's		Installed in '70's the vehicle lift is no longer functional & does not meet current safety requirements per Safety Coordinator
	48)	1202.9010.070	Front End Loader 621G	R	\$ 154,000	\$ -	1973		replace a 1973 Allis Chalmers loader due to obsolete parts, not dependable and safety concerns due to constant mechanical
31	Public Works - Admin/Maintenance								
	49)	1203.200.9010.010	Mid-size SUV	R/N	\$ 32,000	\$ -	2014	121,000	Public Works Director Explorer has high mileage and extensive daily use in the County. Will be used as pool vehicle to replace Malibu pool car with reliability issues
	50)	1203.9010.010	4x4 truck	N	\$ 22,000	\$ -			new truck for Senior Project Manager
x	Boat Landings								
	51)	1204.6550.010	bulkhead replacement	R	\$ 175,000	\$ -			replace bulkhead at South Point Boat Ramp
x	Public Works - Homeowner Convenience Center								
	52)	1205.9010.060	rebuild bulkhead	R	\$ 20,000	\$ -			Snow Hill HCC bulkhead is 35 years old and has rotting wood.
	53)	1205.9010.060	3 compactors	R	\$ 90,000	\$ -			replace 20 year old compactors at end of useful life
34	Public Works - Recycling Division								
	54)	1206.9010.060	Forklift	N	\$ 46,800	\$ -			to load outgoing materials
	55)	1206.9010.060	40 yard recycling containers	R	\$ 51,000	\$ -			4-containers for cardboard, old containers are rusting and unrepairable
	56)	1206.9010.060	20 yard recycling containers	R	\$ 34,800	\$ -			6 containers for all other recyclable products, old containers are rusting & unrepairable
x	Mosquito Control								
	57)	1302.9010.010	1/2T full-size 4x4 pickup truck	R	\$ 34,425	\$ -	2005	171,526	replace State truck used by Foreman for supervision and nighttime response for emergency issues for State drivers
40	Board of Education								
	58)	Capital	Additional HVAC Units	R	\$ 200,000	\$ -			FY19 fund balance various schools
	59)	Capital	Central Office Improvements	R	\$ 150,000	\$ -			FY19 fund balance
	60)	Capital	SDMS Schematic Design Fees	N	\$ 283,000	\$ -			
	61)	Capital	Minor Construction Projects	R	\$ 267,000	\$ -			SHMS intercom, PHS gym floor, SHES fence, WTHS electric capacity
x	Recreation Department								
	62)	1601.9010.010	Mid-size SUV	N	\$ 32,000	\$ -			new vehicle for Director position due to restructure of departments mid-year FY20
	63)	1601.9010.010	Enclosed Cargo Trailer	N	\$ 7,500	\$ -			enclosed cargo trailer to store, transport for operation of the ice skating rink
	64)	1601.9010.060	Batting cage	N	\$ 21,050	\$ -			retractable batting cage for the Recreation Center

3

FY2021 Capital by Department								4/14/2020	
Page #	Dept.	Acct. Number		Replace/ New	\$ Request	\$ Committee	Model Yr to Replace	Estimated Miles 6/30/20	Comments
43	Parks Department								
	65)	1602.6130.100	Turf Tank - lease	N	\$ 11,000	\$ -			Turf Tank Plus - field lining robot with accessory/warranty
	66)	1602.9010.010	Regular Cab truck w/ long bed	R	\$ 23,320	\$ -	2004	150,150	Recommended by Fleet due to high mileage of current vehicle
	67)	1602.9010.010	Regular Cab truck w/ long bed	R	\$ 23,320	\$ -	2006	137,900	Recommended by Fleet due to high mileage of current vehicle
	68)	1602.9010.070	Toro 72" Z-master 6000 mower	R	\$ 11,000	\$ -			replace a Kubota mower with age & repair costs, need a more efficient mower to cut Bermudagrass at athletic fields
	69)	1602.9010.070	Aerifier	R	\$ 3,200	\$ -			tractor 3 point hitch ground driven aerifier to replace current unit with frame problems
	70)	1602.9010.070	Turbine Blower - pull along	N	\$ 8,350	\$ -			Multipurpose use; remove clumped clippings, fall leaves, clean paved parking areas
	71)	1602.9010.070	Utility Cart	N	\$ 7,000	\$ -			needed to pull the Turbine Blower around each park without damaging the fields
45	Libraries								
	72)	1603.200.9010.050	Security Camera upgrade Ocean City	R	\$ 7,500	\$ -			upgrade to digital Watchdog system with indoor & outdoor cameras
	73)	1603.200.9010.050	Security Camera upgrade Pocomoke	R	\$ 7,500	\$ -			upgrade to digital Watchdog system with indoor & outdoor cameras
	74)	1603.200.9010.010	Dodge Ram Pro master city van	R	\$ 25,000	\$ -	2007	201,628	Replace Ford Edge for Youth Services with storage to carry program supplies to 5 branches and deliver outreach services to schools and childcare centers
x	Economic Development								
	75)	1801.9010.010	Malibu	N	\$ 17,498	\$ -			new vehicle for Deputy Director hired FY20 mid-year
			Total General Fund		\$ 5,077,235	\$ 1,251,874			

Vehicle Rating Summary

Department	Year	Make	Model	Rating
HR	2005	CHEVROLET	SILVERADO 1500	10
DRP	2005	CHEVROLET	SILVERADO 1500	9
DRP	2005	DODGE	STRATUS	sold 19
DRP	2005	CHEVROLET	SILVERADO 1500	8
EP	2005	CHEVROLET	TRAILBLAZER	6
EP	2005	CHEVROLET	SILVERADO 1500	5
EP	2006	CHEVROLET	SILVERADO 1500	9
EP	2005	DODGE	STRATUS	9
SHERIFF	2010	FORD	CROWN VICTORIA	
SHERIFF	2008	FORD	CROWN VICTORIA	6
SHERIFF	2011	FORD	EXPEDITION	8
SHERIFF	2008	FORD	CROWN VICTORIA	
SHERIFF	2009	FORD	CROWN VICTORIA	10
SHERIFF	2010	FORD	CROWN VICTORIA	10
SHERIFF	2009	FORD	CROWN VICTORIA	8
ROADS	1991	INT	2674 TRACTOR	N/A
PARKS	2004	CHEVROLET	SILVERADO 1500	5
PARKS	2006	CHEVROLET	SILVERADO 1500	6
LIBRARY	2007	FORD	EDGE	6
SOLID WASTE	1998	CHEVROLET	SILVERADO	4
WWW	2009	FORD	F150	9
WWW	2005	CHEVROLET	2500 UTILITY BODY	5
WWW	2007	DODGE	RAM 1500	6
WWW	2006	CHEVROLET	SILVERADO 1500	5
WWW	2005	FORD	F150	8
MOSQUITO CONTROL	2005	CHEVROLET	SILVERADO 2500	5

Rating is of out 20

BOARD OF EDUCATION OF WORCESTER COUNTY

11
Committee
Revised
COVID-19

REVENUES

REVENUE SOURCE	APPROVED FY 20	REQUESTED FY 21	
UNRESTRICTED REVENUES			
COUNTY			
Appropriation - Current Expense - MOE	\$90,728,422	\$96,660,234	93,692,139
STATE (Thornton Funding) *			
Foundation Program	6,925,988	7,060,853	7,060,853
Special Education	1,691,616	1,681,440	1,681,440
Transportation	3,348,939	3,404,374	3,404,374
Compensatory Education	7,444,750	7,558,634	7,558,634
Limited English Proficiency	398,763	429,674	429,674
OTHER			
Tuition	70,000	70,000	70,000
Other	80,000	80,000	80,000
Prior Year's Fund Balance**	567,011	567,011	567,011
Restricted Programs Reimbursements	75,452	75,452	75,452
TOTAL UNRESTRICTED REVENUE	\$111,330,941	\$117,587,672	114,619,577
OTHER REQUESTS - COUNTY			
RECURRING			
Appropriation - Technology - MOE	\$200,000	\$200,000	200,000
Appropriation - Capital Outlay - MOE	100,000	100,000	100,000
NONRECURRING			
Appropriation - Technology	0	0	0
Appropriation - School Construction - not MOE	853,055	900,000	0 *
OTHER			
Appropriation - Retirement Expenses - not MOE	559,284	619,100	619,100
Appropriation - County Share of Teacher Pension	***	***	
TOTAL OTHER REQUESTS - COUNTY	\$1,712,339	\$1,819,100	919,100
TOTAL COUNTY APPROPRIATION	92,440,761	98,479,334	94,611,239
TOTAL BUDGET - ALL FUNDS	\$113,043,280	\$119,406,772	115,538,677

* State funding is based upon current law. Subject to final legislative action, these amounts could change.

Any decrease in State funding would result in an increased amount being requested from the County.

** A detailed summary of the utilization of the FY19 fund balance is included on page 3.

*** Effective for FY17, this amount is now included under the budget category of Fixed Charges.

* 200,000 HVAC (FY19 fund Balance)
 150,000 Central Office (FY19 Fund Balance)
350,000

BOARD OF EDUCATION OF WORCESTER COUNTY

FY21 TOTAL BUDGET SUMMARY BY CATEGORY AND OBJECT OF EXPENDITURE

	SALARY	CONTRACTED SERVICES	SUPPLIES AND MATERIALS	OTHER CHARGES	EQUIPMENT	TUITION TRANSFERS	FY21 PROPOSED BUDGET
Administration	1,491,053	177,242	30,382	45,710	1,102		\$1,745,489
Instructional Support Services	7,591,347	85,263	137,537	61,200	5,000		7,880,347
Instructional Salaries	46,011,547						46,011,547
Textbooks & Classroom Supplies			2,502,738				2,502,738
Other Instructional Costs		523,647		306,875	85,395	50,000	965,917
Special Education	10,446,870	403,000	185,000	40,011	22,000	128,000	11,224,881
Student Personnel Services	363,285	750	1,890	283			366,208
Health Services	990,454	252	8,118	750	1,000		1,000,574
Student Transportation	349,325	6,486,624	9,636	93,084			6,938,669
Operation of Plant	3,771,838	322,270	301,120	4,015,718	42,300		8,453,246
Maintenance of Plant	754,205	93,738	229,360	650	37,745		1,115,698
Fixed Charges				29,257,875			26,289,780
Capital Planning	122,175	450	1,552	306			124,483
Proposed FY21	\$71,892,099	\$8,093,236	\$3,407,333	\$33,822,462	\$194,542	\$178,000	\$117,587,672
				30,854,367			114,619,577
OTHER REQUESTS							
Technology Program							\$200,000
Capital Outlay							100,000
School Construction							900,000
County Share of Teacher Pension							*
Retirement Expenses							619,100
TOTAL OTHER REQUESTS							\$1,819,100
TOTAL							\$119,406,772
							115,538,677

*(Effective for FY17, this amount is now included in the category of Fixed Charges)

12 - FIXED CHARGES

ACCOUNT DESCRIPTION	EXPENDED FY19	APPROVED FY20	REQUESTED FY21
<u>OTHER CHARGES</u>			
TUITION & RECERTIFICATION EXPENSES	\$654,152	\$343,300	\$543,300
Reimbursement to employees for graduate courses at colleges and universities per the terms of the Negotiated Agreement and to meet State certification requirements.			
Requested Increase	\$200,000		
CRIMINAL BACKGROUND CHECKS	3,879	6,149	6,149
As required by State law, all new employees must be finger printed and have a criminal background check completed.			
INSURANCE - BLANKET	44,588	59,904	59,904
Includes the cost of general liability insurance as well as legal, cosmetology, and nurses' liability and fidelity bonds.			
INSURANCE - WORKER'S COMPENSATION	354,797	257,139	259,042
This account funds the cost of worker's compensation insurance required by law for school system employees.			
FY21 New Positions	\$1,903		
INSURANCE - LIFE	109,356	109,794	109,794
Life insurance for employees per negotiated agreement.			
RETIREMENT COSTS - LOCAL SHARE	225,702	202,529	202,529
Includes the State guidelines for positions such as adult education teachers and bus assistants, which are not eligible for State funding for the employer's share of pension costs. This includes increase for the new pension system administrative fee.			
SOCIAL SECURITY	4,841,661	5,018,881	5,228,949
Includes the costs of the employer's share of social security and Medicare tax for all locally funded school system employees.			
<i>Increased by an amount which correlates to the negotiated salary package.</i>			
FY21 New Positions	\$23,879		
FY21 Salary Increase	\$186,189		
MEDICAL INSURANCE	15,198,970	15,465,365	15,595,549
Current health plan based upon current enrollment.			
FY 21 Estimated Rate Increase: 0%			
FY21 New Positions	\$130,184		
UNEMPLOYMENT INSURANCE	36,122	15,500	15,500
Cost of unemployment insurance including hearings, appeals, and administration of claims.			
OTHER POST EMPLOYMENT BENEFITS (OPEB)	100,000	2,600,000	5,100,000
This funding will be remitted to Worcester County to assist in funding the OPEB liability.			
FY21 Increase from County	\$2,500,000		
LOCAL SHARE OF TEACHER PENSION	2,157,236	2,137,159	2,137,159
Effective in FY12, the state of Maryland decided to pass a portion of the cost of the teacher pensions back to local school systems. Prior to FY 12, teacher pensions had been funded completely by the state.			
TOTAL FIXED CHARGES	\$23,726,463	\$26,215,720	\$29,257,875
			26,289,780

**SCHOOL CONSTRUCTION PROJECTS
FY 2021**

	PROPOSED FY 21	
Additional HVAC Units (various schools)*	\$200,000	
Central Office Improvements*	150,000	
Schematic Design Fees (SDMS)	283,000	0
Additional School Requested Minor Construction Projects (Intercom replacement at Snow Hill Middle, resurfacing gym floor at Pocomoke High, a fence to enclose early childhood area at Snow Hill Elementary, increased electrical capacity at Worcester Technical High and various other requested school projects.)	267,000	0
<hr/> TOTAL:	\$900,000	
<i>*Included in Worcester County Commissioners FY19 Fund Balance</i>		350,000

Maintenance of Effort

Definition: *To receive the FY21 amount in State foundation and compensatory aid, a local government must appropriate at least as much funding per pupil to the local board of education as it appropriated in the previous year.*

Worcester County - Maintenance of Effort Level Estimated - FY2021

<u>Line #</u>		
1	FY 2020 Highest Appropriation	\$91,028,422
2	FTE Enrollment - FY2020:	6,374.00
3	Appropriation per Student - FY 2020:	\$14,281.21
	PLUS	
	Increase to Per Pupil Amount if Applicable	
	Increase in Local Wealth Per Pupil %	2.50% *
4	Additional Per Pupil Amount	\$357.03
5	Adjusted per Pupil Amount	\$14,638.24
6	FTE Enrollment - FY2021	6,421.00 **
	(Actual student enrollment = 6,882)	
7	FY 2021 Maintenance of Effort Funding Level (Est.):	\$93,992,139
	(6,421 FTE X \$14,281.21 FY20 per pupil funding + 2.5%)	
8	County FY20 Maintenance of Effort Funding Level	\$91,028,422
9	Change in FY21 Maintenance of Effort Level (Est.):	\$2,963,717

* (In the 2012 legislative session, the State amended the MOE requirements to include an Educational Effort component. Based on information received from the State, a 2.5% increase in local per pupil funding will be required in Maintenance of Effort funding for FY21.)

** (State funding formula excludes pre-kindergarten, part-time, and non-resident students from total FTE counts.)

TEL: 410-632-1194
FAX: 410-632-3131
E-MAIL: admin@co.worcester.md.us
WEB: www.co.worcester.md.us



12

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
ROSCOE R. LESLIE
COUNTY ATTORNEY

COMMISSIONERS
JOSEPH M. MITRECIC, PRESIDENT
THEODORE J. ELDER, VICE PRESIDENT
ANTHONY W. BERTINO, JR.
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DIANA PURNELL

OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103

SNOW HILL, MARYLAND

21863-1195

May 6, 2020

TO: Worcester County Commissioners
FROM: Harold L. Higgins, Chief Administrative Officer *AH*
SUBJECT: FY21 Salary Increase County Employees

Classified and Non-Classified Employees:

The Worcester County employees are our most valuable resources who collectively keep county government operations running smoothly. Your fiscal year 2021 (FY21) requested budget includes a one-step increase for eligible classified employees (2.5% increase), an equivalent 2.5% increase for non-classified employees, and longevity factor for eligible employees. A Cost of Living Adjustment (COLA) is included for 2.0% for classified and non-classified employees. The total cost of the requested salary package is \$ 1,266,278.

H:\FY21 Budget\FY21 May 12 Budget Work Session\FY21 salary increase County employees.docx

13

Fund Balance and Debt

Reserve Fund

Policy on Reserve Fund Resolution 04-45 attached.

Fiscal Year 2020 Expense Budget = \$201,285,552

10% required \$20,128,555

10% Actual \$20,288,161

Surplus \$ 159,606

Fiscal Year 2021 Expense budget (based on Revenue Estimate) \$205,688,131

10% required \$20,568,813

10% actual \$20,288,161

Transfer Due: \$ 208,652 from Assigned Fund Balance of \$1,000,000 (\$791,348 will remain)

Budget Stabilization

Estimated use of Budget Stabilization available for FY21 & beyond = \$15,277,008

RESOLUTION NO. 04 - 45

RESOLUTION AMENDING POLICY ON RESERVE FUND

WHEREAS, upon the advice and recommendation of certain bond rating agencies, the County Commissioners of Worcester County, Maryland adopted a resolution on October 20, 1992 establishing a "Reserve Fund" for contingency and emergency situations as determined by the County Commissioners; and

WHEREAS, the County Commissioners established certain policies guiding the maintenance of said Reserve Fund by Resolution No. 96-10 adopted on March 12, 1996; and

WHEREAS, upon further advice and recommendations of certain bond rating agencies, the County Commissioners have determined that it would be proper to amend said policies guiding the maintenance of the Reserve Fund.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland, that the policies regarding the maintenance of the County's Reserve Fund are hereby amended as follows:

- 1) The Reserve Fund balance shall be maintained at a minimum level equal to ten percent (10%) of budgeted General Fund expenditures.
- 2) In the event the Reserve Fund is drawn below a level of ten percent (10%) of budgeted General Fund expenditures, the fund should be replenished from revenues in the General Fund within two years to a level equal to ten percent (10%) of budgeted expenditures.
- 3) Conditions which shall be considered as emergency or contingency shall be at the sole discretion of the County Commissioners.

AND, BE IT FURTHER RESOLVED that this Resolution shall take effect upon its passage.

PASSED AND ADOPTED this 19th day of October, 2004.

ATTEST:

Kelly Shanahan
Gerald T. Mason Kelly Shanahan
Assistant Chief Administrative Officer

WORCESTER COUNTY COMMISSIONERS

John E. Bloxom
John E. Bloxom, President

James L. Purnell, Jr.
James L. Purnell, Jr., Vice President

Judith O. Boggs
Judith O. Boggs

Thomas A. Cetola
Thomas A. Cetola

James C. Church
James C. Church

Louise L. Gulyas
Louise L. Gulyas

Virgil L. Shockley
Virgil L. Shockley

DEBT SERVICE CURRENT AND ESTIMATED FUTURE

5/6/2020

Current Debt		FY19/20	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
2007 Bond WTHS	\$28,100,000								
2015 Refi Bond - WTHS		2,501,100	2,497,400	2,500,100	2,499,000	-	-	-	-
2008 Bond PHS	\$35,000,000	-	-	-	-	-	-	-	-
2015 Refi - PHS		2,989,600	3,101,100	3,106,000	3,166,100	3,121,200	-	-	-
2013 Refunding Bonds		1,188,300	-	-	-	-	-	-	-
2013 Cors Pension Bond	\$4,595,000	392,547	390,860	393,985	396,860	399,485	396,923	403,110	404,605
2004 MDE Water Quality Loan	\$3,807,468	252,576	252,576	29,471	-	-	-	-	-
2014 SHHS Add/Renovation Bond	\$43,000,000	3,851,181	3,797,681	3,770,431	3,742,931	3,719,931	3,715,931	3,714,681	3,781,281
2015 Bond - Radio Sys/Berlin Cap/Closure	\$8,760,000	806,684	797,352	795,120	795,627	798,670	796,134	799,462	808,631
2019 Bond	\$39,400,000	1,233,575	3,098,700	3,092,825	3,097,825	3,093,450	3,099,450	3,095,575	3,091,825
Total		13,215,563	13,935,669	13,687,932	13,698,343	11,132,736	8,008,438	8,012,828	8,086,342
Requested Bond Projects									
DEBT SERVICE		\$ 13,215,563	\$ 13,935,669	\$ 13,687,932	\$ 13,698,343	\$ 11,132,736	\$ 8,008,438	\$ 8,012,828	\$ 8,086,342

Total Debt Service Per Above	\$	13,215,563	\$	13,935,669	\$	13,687,932	\$	13,698,343	\$	11,132,736	\$	8,008,438	\$	8,012,828	\$	8,086,342
Less: Prior Year Debt Service		(11,628,225)		(13,215,563)		(13,935,669)		(13,687,932)		(13,698,343)		(11,132,736)		(8,008,438)		(8,012,828)
Net Change in Debt Service from Prior Year		1,587,338		720,106		(247,737)		10,411		(2,565,607)		(3,124,298)		4,390		73,514
Casino rev transfer in - Casino Fund (see below)		(2,501,100)		(2,497,400)		(2,500,100)		(2,499,000)		-		-		-		-
Net change in funding needed		1,322,438		723,806		(250,437)		11,511		(66,607)		(3,124,298)		4,390		73,514

Casino Fund		FY20	FY21	FY22	FY23	FY24	FY25	FY25	FY26							
Pr Year Beg Balance	\$	1,749,364	\$	1,019,047	\$	1,181,837	\$	1,481,965	\$	1,926,819	\$	5,023,428	\$	8,319,871	\$	11,826,815
Casino Revenue FY**		2,320,000		2,650,000		2,782,500		2,921,625		3,067,706		3,221,092		3,382,146		3,551,253
Interest		17,494		10,190		17,728		22,229		28,902		75,351		124,798		177,402
Capital PS expenditures		(566,711)														
WTHS Debt Pmt***		(2,501,100)		(2,497,400)		(2,500,100)		(2,499,000)		-		-		-		-
Year End Balance	\$	1,019,047	\$	1,181,837	\$	1,481,965	\$	1,926,819	\$	5,023,428	\$	8,319,871	\$	11,826,815	\$	15,555,471

** Casino revenue reduced for FY20 includes reduced revenue in March and June with no revenue anticipated in April and May. Future Casino revenue reflects a long term recovery with projected growth of 5% annually. Original estimate for FY20 Casino revenue prior to Covid-19 closure was \$3M.

***Final year of WTHS debt service is FY22/23

Public Comment at Budget Hearing on Zoom - May 5, 2020

Proposed Real Property Tax Rate

page 2 - Kirby Brewington - of Snow Hill - (Kelly to read written comments)

FYI

Roads Division

- Maximillian Coschignano - of Ocean City - (Registered Speaker) - DECLINED

Social Services Groups

- Jack Ferry - Worcester County Development al Center - (Registered Speaker)
- 3 - Jeffrey Bacon - Furnace Town - (Kelly to read written comments)
- 4 - Denny Mecham - Furnace Town - (Kelly to read written comments)
- 5 - Ron Geesey - Furnace Town - (Kelly to read written comments)
- 6 - Jessica Evans - Furnace Town - (Kelly to read written comments)

Board of Education

- Lou Taylor - Superintendent of Schools - (Registered Speaker)

Recreation and Culture

- Stacey Weisner - Delmarva Discovery Center - (Registered Speaker)

Grants to Towns

7 - J. Franklin Wright - of Ocean City - (Kelly to read written comments)

Additional Comments Received By 12:00 Noon on May 6, 2020

- 8 - Martha B. Roe - Recreation and Culture - Delmarva Discovery Center
- 9 - Lois Outten - Recreation and Culture - Delmarva Discovery Center
- 10 - Bill Kerbin - Recreation and Culture - Delmarva Discovery Center
- 11 - Rachelle Daigneault - Recreation and Culture - Delmarva Discovery Center
- 12 - Russell W. Blake - Recreation and Culture - Delmarva Discovery Center
- 13 - Kathleen McLain - Recreation and Culture - Delmarva Discovery Center

May 4, 2020

To the Worcester County Commissioner:

Growing up in Worcester County; I always knew I would want to start my family here, build my forever home on my Grandparent's farm, and raise my children here. I have started my family here and after a lot of challenges in the process to build my home; I now have my forever home. Challenges is definitely the key part to that.

The process to build a home in Worcester County is difficult and then after we finally get through that process; my property taxes were so much higher than anticipated; my mortgage increased by almost \$300.00 per month within the first year of living in the home. We attempted the appeal process in 2019 with no luck or help from the assessment office even after providing a pre-construction appraisal showing our home and land was valued at \$315,000.00 and then providing comparable properties; our assessed value stayed at \$375,700.00 though our cost to build was over \$100,000.00 less.

We find ourselves in the same predicament this year and have appealed them once again and are awaiting the results of the appeal process as our assessment has increased to \$389,500.00. The process has been upsetting because I find myself wondering; am I going to be able to continue to afford my forever home because of the increase the property taxes have done to my mortgage and with them continually increasing.

Just a year into owning our home; I am already in the process of refinancing to try to bring my mortgage back down to what it was before to compensate for the high property taxes. I should be refinancing to lower my mortgage rate due to the current market.

With the proposal of increasing the county taxes; I am not sure how young families trying to live in Worcester County and raise their families here will be able to do that. I feel I am to the point where I cannot get help through the Assessment Office and within a year of appealing it and going in front the Board for the appeal; my taxes have increased again. I was told last year; the assessments for the county were going to increase and I was already in that, but now they are increasing again over \$13,000.00 in one year. Where will we be in 5 years? Will I not be able to afford my home that was built on my Grandparent's farm? Will I not be able to watch my daughter be raised here? These are all questions that go on in my mind all of the time given what I have experienced the last few years from the building process to the tax assessment issues. I strongly discourage any increase on the property tax rates.

I appreciate your time and if anyone could provide any assistance in this matter it would be greatly appreciated.

Sincerely,

Kirby Brewington
4720 Nassawango Road
Snow Hill, MD 21863

April 20, 2020

Worcester County Board of Commissioners
Worcester County Government Center
One West Market Street
Snow Hill, Md 21863

Dear Commissioners,

In 2019 I had the privilege of speaking to you in person at the budget hearing held at Stephen Decatur High School. I'm much better at speaking in person than composing letters on the computer. That being said, I will try my best!

At present, we are experiencing a world with which we have no prior experience, but we must continue to be resolute in our faith that things will improve and we will come out of this stronger than ever. Which brings me to my point. Please preserve the funding for Furnace Town in this year's budget, as without it all of the good that we have accomplished in the last forty years will be lost. Furnace Town is important to our County for so many reasons, including economic, educational and its historic significance. I know that you care about preserving our history, because I saw it firsthand in your faces when I spoke to you last year.

The grant request that was submitted several weeks ago documents the strides that were made in the past year due to your continued support. Please understand that it is not just Furnace Town that needs your help, but all worthy non-profits in Worcester County.

Thank you for reading this and please don't hesitate to contact me if you have need for any additional information.

Sincerely,

Jeffrey Bacon
3777 Sand Rd.
Snow Hill, MD 21863
410-632-1881

April 8, 2020

Worcester County Board of Commissioners
Worcester County Government Center
One West Market Street
Snow Hill, MD 21863

Dear Commissioners:

As a Furnace Town Foundation board member, I want to thank you for your generous and critically important past support. Clearly, current events now find us all in difficult and unknown territory. Nonetheless, I hope that as things return to whatever our new normal is, support for Furnace Town as Worcester County's most significant historic site will continue.

As chair of Furnace Town's Building and Grounds committee, I would like to report our 2019 successes:

- a. **The Atkinson Election District Voting House**, circa 1880 and home to our weaving program, was repaired and painted with grant funding. The building was donated by the Worcester County Commissioners and relocated to Furnace Town in 1980.
- b. **The Wood Shop**, circa 1860, was donated by Lester Shockley and moved to our site in 1998. Repairs and painting were funded by the 2019 Furnace Town Board of Directors and the Worcester County Historical Society.
- c. Our oldest structure with sections predating 1750, the **Harrison House** was donated by John and Hale Harrison and relocated to our site from the Berlin area in 1996. Repairs and painting were grant funded.
- d. Our ten new **Native Plant Pollinator Garden Beds** were successfully planted, supported by grant funding and volunteer efforts.
- e. **Furnace Town Trails Map**, our most recent project, is to more successfully utilize the natural resources of Worcester County for use by our community by partnering with Maryland State Forest and The Nature Conservancy to create a trail map for public use which indicates all trails accessed from the Furnace Town parking area. The map and additional information will be shared on each organization website. This project was made possible by both staff and volunteers.

Furnace Town wants to continue to successfully serve the Worcester County community. We once again seek your funding support.

Thank you for your time in reviewing this request.

Sincerely,
Denny Mecham

Vice President, Board of Directors
Furnace Town Foundation
dennymecham@outlook.com
228-229-3382

Kelly Shannahan

From: RONALD GEESEY <rongeesey@comcast.net>
Sent: Monday, May 4, 2020 12:44 PM
To: commissiioners@co.worcester.md.us; WC Hearing
Subject: Support for Furnace Town

Last year as past President of the Furnace Town board I had the privilege of putting the case for an increased subsidy for our unique historical site and program in this County. You granted us \$40,000 and we are asking again for a contribution in the same amount as the Covid19 situation has all but eliminated our normal Spring revenue from school visits. In 2019 we served 3,284 children through on site education programs.

Having managed with budget responsibility 3 subs of Citigroup, I know what it is like to cut expenses when there is a revenue problem. But there will come a normal world again which you must also plan for. When facing cuts, it is necessary to ensure that the smaller functions which we want to survive are not cut and reduced to a financial situation which they cannot live through. Survival is an issue for us.

We know that this county is not rich in cultural activities. The non profits to which the county has given subsidies represents the core of museums and art organizations. These organizations need your financial support.

Finally, one of your commissioner colleagues a year or so ago said that Worcester did not need to make such payments to the non-profits since Wicomico did not do this. This comment seems not to realize that the arts in that county have a "big Daddy" in the form of a State University that provides free of charge a rich cultural program in the Arts, museums, and even Music.

Thank you for the opportunity to write to you.

Ron Geesey



Commissioners:

During our 2019 season, the critical support and operational funding provided by Worcester County enabled the Furnace Town Foundation to offer high-quality, impactful education programs to area students, continue work to preserve the historically significant Nassawango Iron Furnace, steward the collection of historic structures under the organization's care, and promote partner sites to drive tourism within the county.

With prudent fiscal management and planning, the organization paid existing operational debt and showed positive returns at the conclusion of the operating season. In addition to support from Worcester County, over \$25,000 in funding was administered through grant programs, private foundations and private donors.

In the 2019 operational season, with funds provided in part by Worcester County, Furnace Town Historic Site provided the following programming and services:

- 3,284 children served through on-site education programs
- 382 children served through off-site outreach programs and community partnerships
- 11 community partner and non-profit organizations served, including: Lower Shore Enterprises, Local #27 Hospitality Workers Union, Snow Hill Elementary School, Salisbury University Ecology Studies, Federal Emergency Management Agency, etc.

Further, funds provided for continued site enhancements, rehabilitation and repairs. Those undertaken in the previous year include:

Broom House – Exterior refurbishment
Furnace Town Historic Grounds - 3 tons of waste and debris removal
Corduroy Road – Completion, and accessibility repairs
Archeology Site(s) and Iron Furnace – Marking and access
Native & Pollinator Gardens – Installation and upkeep
Harrison House – Exterior refurbishment
Woodworking Shop – Exterior refurbishment
Weaving Shop – Exterior refurbishment and ADA accessibility repairs
Caretaking Trailer – Removal and site reclamation
Nassawango Iron Furnace – Organic growth removal and preventative treatment

As we seek out support opportunities to continue our mission within the county and beyond, during this unprecedented and uncertain time, we look to our local government's leaders to recommend continued, essential support. With the critical operational funding requested by the Foundation, in the form of the FY21 non-profit grant, curriculum-based programming can continue as we support students and our educators – now learning and teaching online. We can continue to move forward, offering our historic collections and sharing the stories of Worcester County, virtually. Together, we can keep history lit!

The support of the county is vital to Furnace Town, and we appreciate the continued backing of the Commissioners. Thank you.

Jessica Evans, Director
Furnace Town Foundation/Furnace Town Historic Site
director@furnacetown.org

Kelly Shannahan

From: Frank <knightdds@comcast.net>
Sent: Sunday, May 3, 2020 7:22 PM
To: WC Hearing
Subject: Budget, Ocean Pines Grant

Mr President , and Commissioners:

As the Ocean Pines Association, OPA, has received a PPP grant in the amount of \$1.143million, I would hope that this amount is deducted from any grant being considered by the Commissioners for the OPA.

The OPA is selfishly retaining these funds to the detriment of many local businesses that have a far greater need. OPA has only pushed their cash flow out 60 days, and will still receive HOA dues.

J Franklin Knight
Ocean City, MD

Sent from my iPhone

Kelly Shannahan

From: Martha Roe <mfbjroe@gmail.com>
Sent: Tuesday, May 5, 2020 8:29 PM
To: WC Hearing
Cc: Stacey Weisner
Subject: Upcoming budget year request

I am writing to urge you to support the Delmarva Discovery Museum and the Sturgis One-Room School Museum with \$30,000 for the upcoming year.

DDM has been asked to take on the One-Room School. However, we will be unable to do so without your assistance.

We are also requesting your assistance to be able to expand the 2nd floor of the Steamship Exhibit and to keep developing quality educational programs. As you know, because of the Covid-19 virus and having to be closed, the Museum's revenue is down drastically.

We are asking for your assistance in order to keep these valuable county tourism resources of the One-Room School and the Delmarva Discovery Museum open and able to serve Worcester County.

Thank you for your consideration in this matter.

Martha B. Roe
Volunteer and Board Member
Delmarva Discovery Museum

Kelly Shannahan

From: Lois Outten <Lois.Outten@hotmail.com>
Sent: Tuesday, May 5, 2020 9:26 PM
To: WC Hearing
Cc: Stacey Weisner
Subject: Funding request for Delmarva Discovery Museum

Dear Worcester County Commissioners,

I understand that Stacey Weisner participated in your virtual budget meeting this evening and requested funding for the Delmarva Discovery Museum. I am a big advocate of the museum, both as a member and as a volunteer, and totally support Stacey's request for financial aid to the museum. The Delmarva Discovery Museum is an Eastern Shore treasure. It serves to educate people of all ages on the unique ecosystem of this area as well as the history of Delmarva. I have witnessed the obvious joy of school children when they see the playful antics of Mac and Tuck or when they interact with sea creatures in the touch pool.

As a volunteer, I have been working with Stacey on improving the financial reports that are presented to the Board of Directors each month. We have developed some reports that expand upon the numbers and help tell the story about the financial state of the museum. Because of this work, I have firsthand knowledge of how difficult it has been to manage the budget. Yet, Stacey perseveres, the work gets done, and the doors stay open. Unfortunately, the pandemic situation has stopped all visits to the museum and that source of funding has come to an end, at least for a while.

I know Stacey has several projects that need attention but will have to wait until funding is secured: 1) there is a lot of interest in taking over the Sturgis One-Room School which would fit in nicely with the Delmarva history mission of the museum; 2) expansion of the second floor of the Steamship Exhibit needs to be completed; and 3) development of quality educational programs is an ongoing challenge. Quite simply, the museum needs to continuously update and expand the exhibits and programs in order to keep people interested in coming back. The work is never finished!

As you review all of the submissions for financial assistance, I ask for your heartfelt consideration of the request for the Delmarva Discovery Museum. The need is real and the community will be well served by the improvements that will be realized. I am confident that all funds received will be used as intended.

Sincerely,
Lois Outten
phone: 678-492-0838

Kelly Shannahan

From: WILLIAM KERBIN <billkerbin@comcast.net>
Sent: Wednesday, May 6, 2020 12:30 AM
To: WC Hearing
Subject: Worcester County budget request

I understand that Stacey Weisner made a request tonight at the budget hearing to help with the Delmarva Discovery Museum's funding during the coming fiscal year. This funding is very important to the operation of the museum, especially during this time. One area in which the museum has an impact is for the education of Worcester County children. During the school year hundreds of children tour the museum to learn about the lower shore area. We have had a number of compliments following their tours. Another reason for the museum's impact is that it brings thousands of out-of-town visitors to Pocomoke City, thus helping the town's economy. Finally, the museum has been requested to take over the Sturgis One-Room School, for which we will need additional funding. This school, a former African-American school, is also an important non-profit entity for the Pocomoke City area.

Thank you for your consideration,
Bill. Kerbin
Secretary, Board of Directors
Pocomoke City resident

Kelly Shannahan

From: Rachelle Daigneault <rachelle_daigneault@yahoo.com>
Sent: Wednesday, May 6, 2020 9:55 AM
To: WC Hearing
Cc: stacey@delmarvadiscoverycenter.org
Subject: Budget request for the Delmarva Discovery Museum

Dear Worcester County Commissioners,

Please accept the following endorsement for the Delmarva Discovery Museum (DDM) for the budget request of \$30,000. As both a member of the board of directors and more importantly, a volunteer, I can speak to the daily operations of the Museum.

The DDM fulfills a special role providing thousands of local students with the cultural and natural history of the Delmarva Peninsula. An education team made up of staff, volunteers, and subject matter experts creates curriculum based programs using national standards. The Sturgis School House is an key part of the Delmarva story and the DDM hopes to play a role in keeping this African American landmark part of the curriculum that reaches students in 3 states.

The DDM has become an tourism destination for Worcester County. It includes the first wheelchair accessible touch pool in Maryland, and perhaps the country. The Museum will become fully wheelchair accessible once the second floor of the Steamship is completed. Accessibility enables us to reach students and visitors with special needs.

Volunteers are essential to the efficient operation of this facility. We assist in all areas of daily functions of the museum. Volunteers plan and present programs, assist with animal husbandry, plan and assist with all events and so much more. The effective use of volunteers ensures that funds are used productively.

Thank you for your consideration of this budgetary proposal.

Rachelle Daigneault
DDM Board of Directors
Chair of Education Committee
Volunteer

Rachelle

7 Winter Quarters Drive

Pocomoke City, Md. 21851

May 6, 2020

Worcester County Commissioners

Room 1103 Government Center

One West Market Street

Snow Hill, Maryland 21863

Sent to: wchearing@co.worcester.md.us

Dear Commissioners:

I am writing this morning as a member of the Board of Directors of the Delmarva Discovery Center and Museum to support our request for grant assistances in the County's F.Y. 2021 budget.

The D.D.C. is a very important historical, cultural, and educational resource in downtown Pocomoke City, which serves thousands of students and others in our region each year. It is also a tourist attraction for our county. With the current shutdown of the D.D.C. and public schools, we have lost a great deal of revenue due to cancelled school field trips and other events. Recently, the D.D.C. has been asked to take over operation of the historic Sturgis African-American One Room School in downtown Pocomoke City, which will otherwise be closed. We will need additional financial support to be able to undertake this project. In addition, we plan to continue to improve our live-animal educational exhibits and our historic river steamship exhibit.

We have requested \$30,000 to help ensure continued operation of this important Worcester County attraction. Your continued support of the Delmarva Discovery Center, the MarVa Theater, and the Sturgis Museum in downtown Pocomoke City is very important and greatly appreciated.

Sincerely,

Russell W. Blake

Board Member

cc: Stacey Weisner, CEO, D.D.C.

Kelly Shannahan

From: kmclain2@verizon.net
Sent: Wednesday, May 6, 2020 11:58 AM
To: WC Hearing
Cc: 'stacey Weisner'
Subject: Delmarva Discovery Museum

Good morning.

I want to take a moment to thank you for your past support of the Delmarva Discovery Museum and ask you to enhance that support this year per the request of our CEO Stacey Weisner last night.

The Delmarva Discovery Museum is a true gem for our area and, through no fault of our own, has missed out on the normal revenue stream of class tours. This is a wonderful facility and I love taking my grandkids there where they can learn to love and respect the special nature that is Delmarva's through the quality educational efforts offered. It is very exciting that the Museum is willing to take on the responsibility and work preserving the special history of Sturgis.

That being said, the Museum needs your funding assistance. I thank you for your consideration and look forward to hearing your decision.

Kathleen McLain, Retired GM of WMDT-TV47
And Current Board Member



15

HAROLD L. HIGGINS, CPA
CHIEF ADMINISTRATIVE OFFICER
ROSCOE R. LESLIE
COUNTY ATTORNEY

COMMISSIONERS
JOSEPH M. MITRECIC, PRESIDENT
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DIANA PURNELL

OFFICE OF THE
COUNTY COMMISSIONERS

Worcester County

GOVERNMENT CENTER
ONE WEST MARKET STREET • ROOM 1103

SNOW HILL, MARYLAND

21863-1195

May 7, 2020

TO: Worcester County Commissioners
FROM: Kelly Shannahan, Assistant Chief Administrative Officer *KL*
Weston Young, Assistant Chief Administrative Officer *WSY*
On Behalf of Worcester County Finance Team
SUBJECT: Proposed CARES Act Recovery Funding Plan

As you are aware, Congress recently passed the \$2 Trillion Coronavirus Aid, Relief, and Economic Security (CARES) Act which is broken down into several categories of funding. Weston Young has provided the attached overview of CARES Act funding and our understanding, at this time, of how that funding may assist Worcester County government, public health and hospitals and small businesses. p. 3

\$339.8 Billion of the CARES Act funding is allocated for State and Local Governments. Worcester County's share of the Coronavirus Relief Fund established under the CARES Act is estimated to be \$9,121,759.00. We will initially receive a 50% allocation. The focus for the first half is expenditures directly related to addressing the COVID-19 pandemic (the Response Phase). We understand that this could include things like additional staffing or staffing hours, cleaning or disinfection supplies, medical supplies like masks and personal protective equipment (PPE) and testing. The funding period is from March 1st-December 31st. As required, the Health Department submitted a plan to the state by the May 1, 2020 deadline to specify how the county proposes to use its share of the Response Funds. Just prior to the May 1 deadline, the state advised that the Recovery Funding plan was to be submitted by each County Administrative Office preferably by May 8, 2020. The additional 50% funding for the Recovery Phase is not limited to health related expenditures and may include business assistance programs. p. 5

The following proposal was drafted by the County Government Finance Team and submitted to the Health Department as a suggested approach to the distribution of Recovery Funding prior to learning that these funds were to be managed by County Administration.

CARES Act Recovery Phase Funding

- 50% of total funding = \$4,560,880
- divided among the County/Towns and Business community as follows:
 - 50% (\$2,280,440) for County/Towns, divided as follows:
 - 50% for County Recovery Services (which also includes recovery expenses for the Health Department, Board of Education and other County agencies) - \$1,140,220
 - 50% for Town Recovery Services divided generally in the same fashion as our current "Grants to Towns" in the County Operating Budget as follows:
 - 60% to the Town of Ocean City - (\$684,132)
 - 10% to each of the remaining Towns (Berlin, Snow Hill and Pocomoke City) and the Ocean Pines Association - (\$114,022 each = \$456,088)
 - 50% (\$2,280,440) for Business Community Grants/Loans to be administered by Worcester County Economic Development Department

I have also attached a very preliminary draft for the Business Community Grants/Loans program prepared by the Economic Development Division. Further details will need to be developed with input from the Commissioners in the near future before this program is made available to local small businesses.

p. 9

At this time, we are asking for your review and approval of the above approach for the use of CARES Act Recovery Funding in Worcester County.

Weston and I look forward to discussing this matter with you further at your Budget Work Session on May 12, 2020.

Memo

To: Kelly Shannahan

From: Weston Young

RE: CARES Act Breakdown

The \$2 Trillion CARES Act is broken down in the following categories:

Individual Payments - \$560 billion

Big Corporations - \$500 billion

Small Businesses - \$377 billion

State and Local Governments - \$339.8 billion

Public Health and Hospitals - \$153.5 billion

Education - \$43.7 billion

Federal Safety Net - \$26 billion

For our purposes, we will focus on the Small Businesses, State and Local Governments, and Public Health and Hospitals.

Small Businesses

The \$377 billion for Small Businesses is a combination of the following programs:

- Emergency grants - \$10 billion for grants up to \$10 thousand for immediate operating costs
- Forgivable loans - \$350 billion for loans up to \$10 million, with conditions for forgiveness
- Relief for existing loans - \$17 billion to cover six months of payments for existing SBA loans

State and Local Governments

The \$339.8 billion for State and Local Governments has the following approximate breakdown:

- \$274 billion goes towards specific COVID-19 response efforts with \$150 billion of that in direct aid for states and local governments hardest hit.
- \$14 billion for higher education
- \$13 billion for K-12 schools
- \$5.3 billion for programs for children and families, including child care centers
- \$5 billion for Community Development Block Grants

Because our County is under 500,000 in population, we will receive our share through the state. Eligible expenditures are those made between March 1, 2020 and December 30, 2020 and must not have been accounted for in the most recently approved budget. Worcester County is estimated to receive \$9,121,759 and it will be delivered in two equal sums. The first half is for the Response Phase of addressing the County's response to the pandemic. The second half is for the Recovery Phase and it includes the ability to provide assistance to local businesses.

Within the \$274 billion, a \$45 billion Disaster Relief Fund was established under FEMA. Allowable expenses include medical response, PPE, National Guard deployment, coordination of logistics, and other safety measures. There is no specific allocation of funds to Worcester County and they are allocated based on a reimbursable basis. Our Department of Emergency Services will apply directly to

FEMA for these expenses. It is my understanding that eligible Fire and EMS expenses should go through this fund. This fund will remain available until expended.

There is an \$850 million Byrne-JAG program for law enforcement and jails. This allows covers the purchase of PPE and other medical items, and to support overtime for officers on the front lines. The Department of Justice has a grant application with a deadline of Friday, May 29th.

Of the \$13 billion for K-12 schools, Worcester County Public Schools is set to receive \$2,050,667. This funding will assist with COVID-19 response activities, such as planning and coordinating during long-term school closures and purchasing educational technology to support online learning.

Public Health and Hospitals

The \$153.5 billion for Public Health and Hospitals has several allocations for various health-related functions, such as telehealth and veteran's health care. Of importance to our county, \$100 billion of this amount is for hospitals responding to the coronavirus through the Public Health and Social Services Emergency Fund (PHSSEF). This money is to cover non-reimbursable expenses. Examples of uses that apply to the PHSSEF include building temporary structures, leasing of properties, purchasing medical/testing/PPE supplies, increasing staffing/training, and retrofitting ICUs.

Hospitals must apply to the U.S. Department of Health & Human Services.

Kelly Shannahan

Subject: FW: 20-Worcester-F903N-CA019CRF
Attachments: UFD-F903N-CRF.xlsx; FY20-Worcester-F903N- CA019CRF.xls

----- Forwarded message -----

From: David Beach -MDH- <davidm.beach@maryland.gov>

Date: Fri, May 1, 2020 at 3:34 PM

Subject: 20-Worcester-F903N-CA019CRF

To: Jordan Butler -MDH- <jordan.butler1@maryland.gov>, Joyce Wilkerson -MDH- <joyce.wilkerson@maryland.gov>

Cc: Rebecca Jones -MDH- <rjones@maryland.gov>, Heather Barton -MDH- <heather.barton@maryland.gov>,

Debra Stevens -MDH- <debra.stevens@maryland.gov>, Kelly Shannahan <kellys@co.worcester.md.us>,

Harold Higgins <hhiggins@co.worcester.md.us>, <pthompson@co.worcester.md.us>, Kathy Whited

<kwhited@co.worcester.md.us>, <weston.young@co.worcester.md.us>

Good Afternoon,

Attached is Worcester County Health Department's initial public health response 4542 budget for the 50% allocation Coronavirus Relief Fund (CRF) award. I have also attached the UFD- county allocation award excel document as well. Please let me know if you have any questions or need additional information. Worcester County Government is working on the 50% Recovery Phase and should be available by the end of the next week.

Thanks and be safe,

--

David M. Beach II
Accountant Supervisor
Worcester County Health Department
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Snow Hill, MD 21863
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**MARYLAND DEPARTMENT OF HEALTH
LOCAL HEALTH DEPARTMENT BUDGET PACKAGE
PROGRAM BUDGET (4542A)**

FUNDING ADMINISTRATION: MDH
LOCAL HEALTH DEPT: Worcester
ADDRESS: P.O. Box 249
CITY, STATE, ZIPCODE: Snow Hill, Md 21863
TELEPHONE #: 410 632-1100
PROJECT TITLE: CARES Act
AWARD NUMBER: CA019CRF
CONTACT PERSON: Rebecca Jones
FEDERAL I.D. #: 52-1835864
INDEX: 20023
AWARD PERIOD: 3/01/2020 - 12/30/2020
FISCAL YEAR: 20-21
COUNTY PCA: F903N
FILE NAME: (see instructions) 20-Worcester- F903N-CA019CRF
(FY-County-CountyPCA-Grant#-)

DATE SUBMITTED: 5/1/2020
ORIGINAL BUDG. (Y/N): Y
MODIFICATION: #
SUPPLEMENT: #
REDUCTION: #

	<u>Current Budget</u>
Direct Costs Net of Collections	4,262,505.00
Indirect Costs	298,375.00
Total Costs Net of Collections	<u>4,560,880.00</u>
MDH Funding	4,560,880.00
Local Funding	
All Other Funding	

MDH Program Approval/Comments

DGLHA Approval/Comments
< DGLHA Log In ID

(1) LINE ITEM NO.	(2) LINE ITEM DESCRIPTION	(3) MDH FUNDING REQUEST	(4) OTHER DIRECT FUNDING			(6) TOTAL OTHER FUNDING (COL 4 + COL 5)	(7) TOTAL PROGRAM BUDGET (COL 3 + COL 6 + COL 11)
			LOCAL FUNDING	ALL OTHER FUNDING			
1	0111 Salaries	664,702			0	664,702	
2	0121 FICA	48,390			0	48,390	
3	0131 Retirement	134,802			0	134,802	
4	0139 Def Compensation				0	0	
5	0141 Health Insurance	128,748			0	128,748	
6	0142 Retiree Health Insurance	74,671			0	74,671	
7	0161 Unemployment Insurance	1,861			0	1,861	
8	0162 Workmen's Compensation	6,647			0	6,647	
9	0171 Overtime Earnings				0	0	
10	0181 Additional Assistance				0	0	
11	0182 Adjustments				0	0	
12	0201 Consultants				0	0	
13	0280 Special Payments Payroll	8,979			0	8,979	
14	0291 FICA	687			0	687	
15	0292 Unemployment Insurance	25			0	25	
16	0299 Contractual Ser-Salaries & Fringe				0	0	
17	0301 Postage				0	0	
18	0305 Telephone	48,555			0	48,555	
19	0405 In-state Travel				0	0	
20	0409 Out-of-State Travel				0	0	
21	0415 Training				0	0	
22	0420 Stipend/Tuition				0	0	
23	0604 Electricity				0	0	
24	0613 Water				0	0	
25	0615 Utilities - Combined				0	0	
26	0701 Gas and Oil				0	0	
27	0703 Insurance & Title				0	0	
28	0711 Vehicle- Additional (Trailer)				0	0	
29	0801 Advertising	15,000			0	15,000	
30	0803 Client Transportation				0	0	
31	0812 Personnel Investigations				0	0	

32	0816	Language				0	0
33	0833	Repair & Maintenance				0	0
34	0834	Photocopy Rental				0	0
35	0835	Equipment Service				0	0
36	0838	Software	24,350			0	24,350
37	0839	Software Maintenance				0	0
38	0853	Maintenance				0	0
39	0854	Housekeeping				0	0
40	0856	Indirect Cost	298,375			0	298,375
41	0860	Laboratory Services				0	0
42	0869	Photography (Commercial)				0	0
43	0873	Printing				0	0
44	0881	Purchase of Care	2,483,588			0	2,483,588
45	0885	Trash Disposal				0	0
46	0896	Human Service Contracts				0	0
47	0899	Special Projects-Client Transport				0	0
48	0909	Cleaning Supplies	3,500			0	3,500
49	0919	Educational Supplies				0	0
50	0924	Food				0	0
51	0953	Medicine, Drugs & Chemicals				0	0
52	0957	Medical Supplies				0	0
53	0965	Office Supplies				0	0
54	0986	Other Supplies	1,500			0	1,500
55	1060	Computer Equipment	306,500			0	306,500
56	1073	Office Equipment	225,000			0	225,000
57	1180	Personal Computer Equipment				0	0
58	1192	Medical Equipment	85,000			0	85,000
59	1193	Office Equipment				0	0
60	1331	Dues & Memberships				0	0
61	1332	Insurance				0	0
62	1334	Rent				0	0
63	1336	Subscriptions				0	0
64	1600	Interest Income				0	0
65	1602	Bad Debt Collections				0	0
66	1603	Self-Pay Collections				0	0
67	1606	Medicaid Collections				0	0
68	1607	Medicare Collections				0	0
69	1608	Other Collections				0	0
70	1612	County Contribution				0	0
71						0	0
72						0	0
73						0	0
74						0	0
75						0	0

County	Grant Number	Base Award
Allegany	CA001CRF	6,143,525
Calvert	CA002CRF	8,072,450
Caroline	CA003CRF	2,914,545
Carroll	CA004CRF	14,696,352
Cecil	CA005CRF	8,973,702
Charles	CA006CRF	14,243,544
Dorchester	CA007CRF	2,785,682
Frederick	CA008CRF	22,644,475
Garrett	CA009CRF	2,531,360
Harford	CA010CRF	22,286,243
Howard	CA011CRF	28,415,197
Kent	CA012CRF	1,694,495
Queen Anne's	CA013CRF	4,395,548
St. Mary's	CA014CRF	9,903,310
Somerset	CA015CRF	2,234,897
Talbot	CA016CRF	3,243,899
Washington	CA017CRF	13,178,443
Wicomico	CA018CRF	9,039,486
Worcester	CA019CRF	4,560,880
TOTAL		<u>181,958,029</u>

DRAFT

“Worcester Works”

OVERVIEW FOR COVID-19 LOANS

PURPOSE

To provide loans to small businesses in Worcester County that have realized a significant financial hardship as a result of the COVID-19 outbreak. Small business for definition of this loan proposal would be 1-25 employees. Alternative option is no limitation on employee count.

LOAN TERMS

Amount \$2,500-\$15,000

Loans may be made in amounts as low as \$2,500 up to a maximum of \$15,000, however, loan requests ranging from \$2,500 to \$10,000 are encouraged at this time. We would suggest a maximum of \$10,000 in order to be able to serve a larger number of applicants.

USES

Loans may be used for working capital to support payroll expenses, rent/mortgage payments, materials, utility expenses, or other similar expenses that occur in the ordinary course of business. We would not limit the terms under which loan funds may be allocated by the business owner to offer flexibility.

INTEREST RATE

Fixed at 3% for the term of repayment with interest only payments during year one. Propose a 3-year loan term for repayment.

50% of loan is forgiven after 3 years with good business standing guidelines met. At the discretion of the Loan Review Committee.

COLLATERAL AND GUARANTEE

Loans of \$15,000 or less will be unsecured. All loans will require the personal guaranty of the applicant business' principal(s)/owner(s).

FEES

\$100 application fee non-refundable and due with application online.

UNDERWRITING CRITERIA

Loans may be required to be reviewed by the Loan Review Committee. Loan Review Committee could be EDAB or staff in Economic Development and Finance. All applicants are required to demonstrate credit worthiness as well as an acceptable debt to income ratio that demonstrates the ability to repay the loan. Application with appropriate questions and supporting documentation.

TO APPLY

Download fillable application at (online in preferred department) and submit completed application along with all applicable supplemental materials via email to (preferred email). Applications will be accepted on a continuous basis although the Loan Review Committee may establish a weekly deadline and/or cap.

LOAN REVIEW COMMITTEE

The Loan Review Committee will meet virtually on a weekly basis, as needed.