

AGENDA

WORCESTER COUNTY COMMISSIONERS

Worcester County Government Center, Room 1101, One West Market Street, Snow Hill, Maryland 21863

Budget Work Session

The public is invited to view this meeting live online at – <https://worcestercountymd.swagit.com/live>
Meeting attendees are required to wear face coverings and practice social distancing.

May 14, 2024

9:00 AM -Budget Work Session - General Discussion on FY25 Requested Budget

- 1 - Budget Summary
- 2 - Additional Requests and Information
- 3 - Revenue
- 4 - Expenditures by Department excluding Capital and Personnel
- 5 - Capital Request
- 6 - Personnel Request

11:00 AM- Vote to Meet in Closed Session

- Closed Session: Discussion regarding individual personnel matters for FY25 Budget

12:00 PM - Recess Budget Work Session for Lunch

1:00 - Reconvene in Budget Work Session - General Discussion on FY25 Requested Budget

Questions from the Press; County Commissioner's remarks

4:00 PM -Adjourn

Reconvene in Budget Work Session on Tuesday, May 21, 2024 at 1:00 pm

AGENDAS ARE SUBJECT TO CHANGE UNTIL THE TIME OF CONVENING

Hearing Assistance Units Available – see County Administration

Please be thoughtful and considerate of others.

Turn off your cell phones & pagers during the meeting!



MEMORANDUM

TO: Worcester County Commissioners
 FROM: Kim Reynolds, Budget Officer
 DATE: May 3, 2024
 SUBJECT: Budget Work Session May 14, 2024

Committee Reviewed and recommended budget worksheets for revenue and expenditures are designed to assist you in making decisions on the FY2025 Requested Budget. Committee Reviewed revenues are an increase of \$1,840,739 and total \$261,917,617. Committee Reviewed expenditures are a decrease of \$4,010,234 and total \$266,182,818. The Committee Reviewed shortfall is \$4,265,201. A summary of the Committee Review recommendations for revenues and expenditures are attached.

	2025 Committee Review	Committee Adjustment	2025 Department Requested
Revenues	261,917,617	1,840,739	260,076,878
Expenditures	235,346,826	(2,735,066)	238,161,719
Expenditures - Benefits	30,835,992	(1,275,168)	32,031,333
Surplus/(Deficit)	(4,265,201)		(10,116,174)

In addition, you will find attached a comparison of the FY2025 Committee Review versus the FY2024 Adopted Benefits and Insurance. Beginning in FY2025 benefits and insurance will be allocated at the department level. Budgeting the benefits and insurance at the department level will align with the Annual Comprehensive Financial Report and provide a more accurate cost estimate for each department.

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

Attachments:

- Committee Reviewed Revenues – Page 2
- Committee Reviewed Expenditures – Pages 3-11
- FY25 vs FY24 Benefits and Insurance – Page 12
- FY25 Disbursement of Benefits – Page 13

Worcester County		Revenue Budget Worksheet Report				
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments	
REVENUES						
4000	Full Year Real Property Taxes	169,574,541	257,505	169,317,036	Per March SDAT Updated Report for FY25	
4010	Personal Property Taxes	301,031	14,401	286,630	Per March SDAT Updated FY25 Report	
4020	Corporation Property Taxes	3,712,719	177,625	3,535,094	Per March SDAT Updated FY25 Report	
4030	Railroad & Utility Property Tax	5,032,714	290,278	4,742,436	Per March SDAT Updated FY25 Report	
4035	Railroad Real Property	2,256	(85)	2,341	Per March SDAT Updated FY25 Report	
4080	Tax Credits For Assessment I	(4,818,663)	21,843	(4,840,506)	Per March SDAT Updated FY25 Report	
4260.020	Rents/State Revenue County Administration	61,332	(13,668)	75,000	Reduction in rent property sale in FY24	
5511	Casino/Local Impact Grant Funds	2,265,375	1,061,000	1,204,375	Public Safety Vehicles/Capital	
5767	Medication Opioid Disorder Grant	131,840	31,840	100,000	Increased grant amount to cover 100% of expenditures.	
			1,840,739			

Worcester County			Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments	
EXPENSES						
Department: 1001 - County Commissioners						
6900.030	Advertising Legislative Advertisements	16,000	(5,000)	21,000	Reduction in advertising based on year to date actuals.	
Total: 1001 - County Commissioners		16,000	(5,000)	21,000		
Department: 1004 - State's Attorney						
6000.100	Personnel Services Salaries	3,372,232	(37,715)	3,409,947	Savings from requested conversion of position.	
Total: 1004 - State's Attorney		3,372,232	(37,715)	3,409,947		
Department: 1005 - Treasurer's Office						
Location: 010 - Treasurer's Office						
6000.100	Personnel Services Salaries	1,178,672	(134,321)	1,312,993	Reduction due to Interfund allocation of 2 additional positions.	
Total: 010 - Treasurer's Office		1,178,672	(134,321)	1,312,993		
Location: 020 - Information Technology						
6000.100	Personnel Services Salaries	-	(391,158)	391,158	Moved to 1011 - IT	
6100.100	Administrative Expense Dues, Licenses & Subscriptions	-	(80)	80	Moved to 1011 - IT	
6110.090	Supplies & Equipment Computers & Printers	-	(800)	800	Moved to 1011 - IT	
6110.290	Supplies & Equipment Other Office Equipment	-	(200)	200	Moved to 1011 - IT	
Total: 020 - Information Technology		-	(392,238)	392,238		
Total: 1005 - Treasurer's Office		1,178,672	(526,559)	1,705,231		
Department: 1007 - Human Resources						
Location: 090 - Human Resources						
6900.040	Advertising Personnel Advertisements	14,000	(11,000)	25,000	Reduction of digital advertising & promotional items.	
Total: 090 - Human Resources		14,000	(11,000)	25,000		
Location: 095 - Volunteer Services						
6100.150	Administrative Expense Incentives & Events	5,150	(700)	5,850	Level fund employee events & incentives	
Total: 095 - Volunteer Services		5,150	(700)	5,850		
Total: 1007 - Human Resources		19,150	(11,700)	30,850		

Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
Department: 1008 - Development, Review & Permits					
6000.100	Personnel Services Salaries	1,839,032	2,380	1,836,652	Correction of requested salary in position budgeting.
Total: 1008 - Development, Review & Permits		1,839,032	2,380	1,836,652	
Department: 1010 - Environmental Programs					
6000.100	Personnel Services Salaries	1,479,047	(3,671)	1,482,718	Correction of requested salary in position budgeting.
Total: 1010 - Environmental Programs		1,479,047	(3,671)	1,482,718	
Department: 1011 - Information Technology					
6000.100	Personnel Services Salaries	1,121,442	392,157	729,285	MIS Dept moved from Treasurer to IT
6100.100	Administrative Expense Dues, Licenses & Subscriptions	80	80	-	MIS budget
6110.090	Supplies & Equipment Computers & Printers	4,560	800	3,760	Added MIS budget
6110.280	Supplies & Equipment Office Furniture	1,200	200	1,000	MIS budget added
Total: 1011 - Information Technology		1,127,282	393,237	734,045	
Department: 1090 - Other General Government					
Location: 070 - Government Center					
6100.230	Administrative Expense Postage & Freight	145,000	6,000	139,000	Increase due to postage rate is increasing 5 cents on July 1, 2024.
6510.070	Legal Services Judgements & Lawsuits	10,000	10,000	-	Moved from 100.1950.6510.070 to Other General Government
6530.040	Consulting Services Consulting Services	81,500	7,500	74,000	Moved Time to Care Act Consulting out of 1950 Benefits Dept
7040.010	Tri-County Council Shore Transit MTA Local Match	415,814	(167,008)	582,822	Amended request for Shore Transit Local Operating Grant Match
Total: 070 - Government Center		652,314	(143,508)	795,822	
Location: 075 - Other Government Buildings					
6550.070	Building Site Expenses Elevator Testing	-	(3,108)	3,108	Removed from budget, old Tourism space expense. No elevator in new space.
6550.090	Building Site Expenses General Maintenance Repairs	5,000	(5,000)	10,000	2 spaces currently being leased. Less maintenance/repairs.
6550.110	Building Site Expenses Heating Fuel Oil	-	(2,500)	2,500	Leased new space for Tourism no fuel cost. This line was previously used for old Tourism space.
Total: 075 - Other Government Buildings		5,000	(10,608)	15,608	
Total: 1090 - Other General Government		657,314	(154,116)	811,430	

ITEM 1

Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
Department: 1101 - Sheriff's Office					
Location: 030 - Sheriff					
6000.100	Personnel Services Salaries	8,113,994	78,923	8,035,071	Increase personnel reclassifications approved 2/20/24 Commissioners Meeting.
6110.190	Supplies & Equipment Law Enforcement Equipment	170,000	(15,000)	185,000	Sheriff decrease \$15,000 in Law Enforcement Equipment
7000.060	Travel, Training & Expense Educational Training	90,000	(10,000)	100,000	Sheriff reduction in training expenses
Total: 030 - Sheriff		8,373,994	53,923	8,320,071	
Total: 1101 - Sheriff's Office		8,373,994	53,923	8,320,071	
Department: 1102 - Emergency Services					
Location: 044 - Operations Center					
6000.100	Personnel Services Salaries	2,168,051	(134,103)	2,302,154	Savings due to reorganization.
Total: 044 - Operations Center		2,168,051	(134,103)	2,302,154	
Total: 1102 - Emergency Services		2,168,051	(134,103)	2,302,154	
Department: 1103 - Jail					
6000.100	Personnel Services Salaries	7,244,202	(47,356)	7,291,558	Correction of request from vacant LT to CO Trainee position.
Total: 1103 - Jail		7,244,202	(47,356)	7,291,558	
Department: 1104 - Fire Marshal					
6000.100	Personnel Services Salaries	710,722	88,937	621,785	Previously approved promotion & addition of 1 position.
6530.080	Consulting Services Physicals, Shots & Drug Testing	6,000	(5,250)	11,250	Reduction based on previous & current year expenses.
Total: 1104 - Fire Marshal		716,722	83,687	633,035	
Department: 1105 - Volunteer Fire Departments					
Location: 105 - Pocomoke VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	Fire Grant increase per March 2024 Updated Assessable Base
Total: 105 - Pocomoke VFD		266,650	693	265,957	
Location: 115 - Berlin VFD					

Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	Fire Grant increase per March 2024 Updated Assessable Base
Total: 115 - Berlin VFD		266,650	693	265,957	
Location: 125 - Snow Hill VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	Fire Grant increase per March 2024 Updated Assessable Base
Total: 125 - Snow Hill VFD		266,650	693	265,957	
Location: 135 - Ocean City VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	Fire Grant increase per March 2024 Updated Assessable Base
Total: 135 - Ocean City VFD		266,650	693	265,957	
Location: 145 - Girdletree VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	81,600	(4,500)	86,100	FY24 paid 1 FTE \$8k, FY25 paying 2 FTEs total \$16k instead of additional \$125 per call.
Total: 145 - Girdletree VFD		355,250	(6,807)	362,057	
Location: 155 - Stockton VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	85,800	(9,750)	95,550	FY24 paid 1 FTE \$8k, FY25 paying 2 FTEs total \$16k instead of additional \$125 per call.
Total: 155 - Stockton VFD		359,450	(12,057)	371,507	
Location: 165 - Newark VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
Total: 165 - Newark VFD		273,650	(2,307)	275,957	
Location: 175 - Bishopville VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
Total: 175 - Bishopville VFD		273,650	(2,307)	275,957	
Location: 185 - Showell VFD					

ITEM 1

Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
Total: 185 - Showell VFD		273,650	(2,307)	275,957	
Location: 195 - Ocean Pines VFD					
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	Fire Grant increase of \$653 per March 2024 Updated Assessable Base
Total: 195 - Ocean Pines VFD		266,650	693	265,957	
Location: 200 - Administration					
7080.070	Fire & Ambulance Fire	63,723	(13)	63,736	Updated Volunteer Fire Workers Comp Insurance Quote April 2024
Total: 200 - Administration		63,723	(13)	63,736	
Total: 1105 - Volunteer Fire Departments		2,932,623	(22,333)	2,954,956	
Department: 1202 - Roads					
6000.100	Personnel Services Salaries	1,919,035	12,375	1,906,660	Regular scheduled ladder promotions
9010.050	Capital Equipment Building Improvements	-	(162,100)	162,100	Brine maker/Brine Filling Station/Rep Well proposed to request as a small project in assigned funds this fall.
Total: 1202 - Roads		1,919,035	(149,725)	2,068,760	
Department: 1205 - Homeowner Convenience Cent					
6000.100	Personnel Services Salaries	385,950	(8,228)	394,178	Position budgeting correction
Total: 1205 - Homeowner Convenience Centers		385,950	(8,228)	394,178	
Department: 1206 - Recycling					
6000.100	Personnel Services Salaries	464,102	(10,286)	474,388	Position budgeting correction.
9010.060	Capital Equipment Other	-	(150,000)	150,000	Replace 3 Overhead doors proposed to request as a small project thru assigned funds
Total: 1206 - Recycling		464,102	(160,286)	624,388	
Department: 1301 - Health Department					
Location: 200 - Administration					
7120.050	Other Non-Matching Expenses Health Dept Ocean City Apartment	19,860	1,000	18,860	\$18,860 in rent and additional \$1,000 for cleaning costs
Total: 200 - Administration		19,860	1,000	18,860	

Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
Total: 1301 - Health Department		19,860	1,000	18,860	
Department: 1302 - Mosquito Control					
9010.050	Capital Equipment Building Improvements	-	(21,250)	21,250	Mosquito Control parking lot paving & drainage moved to Assigned Funds parking lot paving.
Total: 1302 - Mosquito Control		-	(21,250)	21,250	
Department: 1401 - Commission on Aging					
Location: 200 - Administration					
7170.010	Benefits & Insurance Allowance for COLA	79,830	(22,100)	101,930	Reduction in Health Insurance to 4.3%
Total: 200 - Administration		79,830	(22,100)	101,930	
Location: 350 - Direct Services - MAP					
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	4,400	(1,600)	6,000	Reduction per Commission on Aging
6540.030	Vehicle Operating Expenses Vehicle Maintenance	3,000	(1,000)	4,000	Reduction per Commission on Aging
Total: 350 - Direct Services - MAP		7,400	(2,600)	10,000	
Total: 1401 - Commission on Aging		87,230	(24,700)	111,930	
Department: 1402 - Other Social Services					
7100.017	County Grants Big Brothers/Big Sisters	1,000	(6,500)	7,500	Level fund to FY24 Adopted
7100.018	County Grants Chesap Down Syndrome Parent Grp	-	(7,500)	7,500	Level fund to FY24 Adopted
7100.077	County Grants Jesse Klump Memorial Fund, Inc.	1,000	(4,000)	5,000	Level fund to FY24 Adopted
7100.084	County Grants Snow Hill After School Academy	-	(1,050)	1,050	Level fund to FY24 Adopted
7100.085	County Grants Life Crisis Center	8,500	(63,500)	72,000	Level fund to FY24 Adopted
7100.091	County Grants Lower Show Autism Community	-	(1,000)	1,000	Level fund to FY24 Adopted
7100.100	County Grants Maryland Food Bank	10,000	(2,000)	12,000	Level fund to FY24 Adopted
7100.120	County Grants Oasis Ministries	-	-	-	
7100.160	County Grants Samaritan Shelter	20,000	(20,000)	40,000	Level fund to FY24 Adopted
7100.175	County Grants Social Services Pharmacy Grant	15,000	(25,000)	40,000	Level fund to FY24 Adopted
7100.197	County Grants Tri Community Mediation	-	(65,000)	65,000	Level fund to FY24 Adopted
Total: 1402 - Other Social Services		55,500	(195,550)	251,050	

Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
Department: 1505 - Board of Education					
Location: 200 - Administration					
7120.010	Other Non-Matching Expenses Appropriation for Board of Educ.	107,312,390	(1,440,959)	108,753,349	BOE adjustment for health insurance decrease from 12.6% to 4.3%
Total: 200 - Administration		107,312,390	(1,440,959)	108,753,349	
Total: 1505 - Board of Education		107,312,390	(1,440,959)	108,753,349	
Department: 1601 - Recreation Department					
Location: 400 - Admin					
6000.100	Personnel Services Salaries	1,365,060	(11,578)	1,376,638	Removed swim instructors for FY25. Shads Landing pool under construction this summer.
9010.010	Capital Equipment New Vehicles	-	(38,000)	38,000	Propose to use existing vehicles in Recreation & Parks Dept.
Total: 400 - Admin		1,365,060	(49,578)	1,414,638	
Total: 1601 - Recreation Department		1,365,060	(49,578)	1,414,638	
Department: 1602 - Parks Department					
Location: 500 - Admin					
6000.100	Personnel Services Salaries	552,583	(1,038)	553,621	Career ladder promotion in FY24 instead of FY25.
Total: 500 - Admin		552,583	(1,038)	553,621	
Total: 1602 - Parks Department		552,583	(1,038)	553,621	
Department: 1603 - Libraries					
Location: 200 - Administration					
6000.100	Personnel Services Salaries	2,357,836	42,182	2,315,654	Increase due to 1 position was missing from request in position budgeting.
Total: 200 - Administration		2,357,836	42,182	2,315,654	
Location: 325 - Ocean Pines Branch					
6550.090	Building Site Expenses General Maintenance Repairs	10,000	(3,000)	13,000	Decrease based on actuals.
9010.050	Capital Equipment Building Improvements	-	(25,000)	25,000	Ocean Pines Security Cameras moved to Assigned Funds Project IT Camera Upgrades
Total: 325 - Ocean Pines Branch		10,000	(28,000)	38,000	
Location: 335 - Ocean City 100th St. Branch					

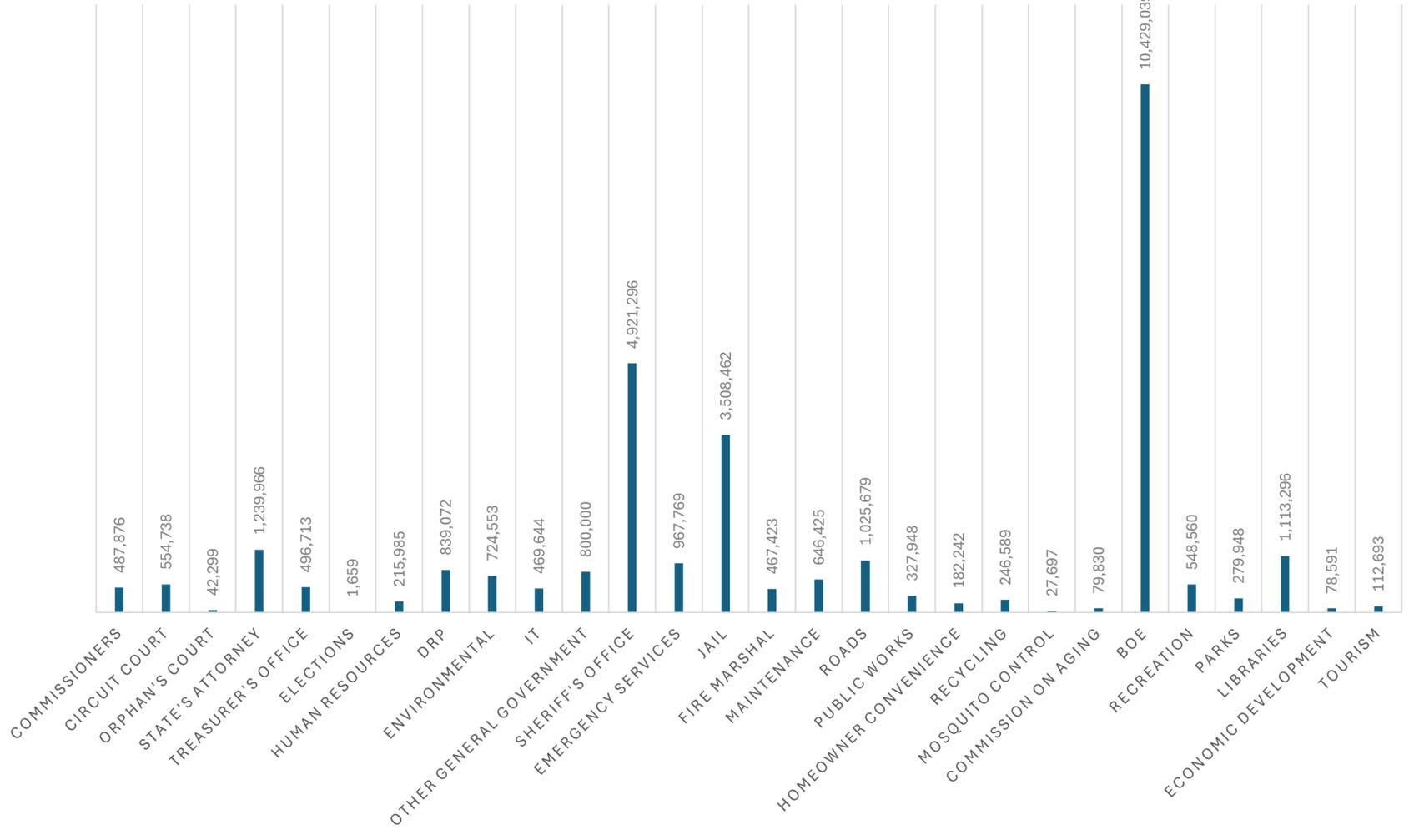
Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
6550.090	Building Site Expenses General Maintenance Repairs	10,000	(4,000)	14,000	Decrease based on actuals.
Total: 335 - Ocean City 100th St. Branch		10,000	(4,000)	14,000	
Total: 1603 - Libraries		2,377,836	10,182	2,367,654	
Department: 1604 - Other Recreation & Culture					
7100.095	County Grants MarVa Theatre Performing Arts Ct	15,000	(5,000)	20,000	Level funded to FY24 Adopted
7100.135	County Grants Delmarva Discovery Ctr/Poc Mktg	15,000	(15,000)	30,000	Level funded to FY24 Adopted
7100.145	County Grants Rackliffe House Trust	-	(1,500)	1,500	Level funded to FY24 Adopted
Total: 1604 - Other Recreation & Culture		30,000	(21,500)	51,500	
Department: 1803 - Tourism					
Location: 200 - Administration					
6000.100	Personnel Services Salaries	249,132	1,212	247,920	Staffing changes since budget requested.
Total: 200 - Administration		249,132	1,212	247,920	
Total: 1803 - Tourism		249,132	1,212	247,920	
Department: 1902 - Grants to Towns					
Location: 100 - Town of Pocomoke					
7100.193	County Grants Unrestricted to Town	548,317	(40,750)	589,067	Bring unrestricted grant to \$500k to match Snow Hill's unrestricted grant.
Total: 100 - Town of Pocomoke		548,317	(40,750)	589,067	
Location: 110 - Town of Berlin					
7100.192	County Grants Tourism to Town	-	(10,000)	10,000	Remove marketing promo request.
7100.193	County Grants Unrestricted to Town	500,000	(16,000)	516,000	Bring unrestricted grant to \$500k to match Snow Hill's unrestricted grant. Remove request for striping, & sidewalks.
Total: 110 - Town of Berlin		500,000	(26,000)	526,000	
Location: 120 - Town of Snow Hill					
7100.193	County Grants Unrestricted to Town	798,317	(163,742)	962,059	Removed request for basketball courts & stormwater plan at Byrd Park.
Total: 120 - Town of Snow Hill		798,317	(163,742)	962,059	
Location: 130 - Town of Ocean City					

Worcester County		Expense Budget Worksheet Report			
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	Committee Review Comments
7100.193	County Grants Unrestricted to Town	3,485,994	(131,391)	3,617,385	Decreased unrestricted request from 7.4% to 2.5% increase based on historical increases
Total: 130 - Town of Ocean City		3,485,994	(131,391)	3,617,385	
Location: 190 - Ocean Pines Association					
6160.043	Grant Programs Other Grants	-	(150,000)	150,000	Removed Road & Bridge Request. OPA already receives County Street Grant in Roads Dept budget per agreement based on SHA estimates.
7100.028	County Grants OPA Recreation Conditional Grant	20,000	(20,000)	40,000	Reduced request to 50% increase. Historical, FY23 was a \$10k grant approved.
Total: 190 - Ocean Pines Association		20,000	(170,000)	190,000	
Total: 1902 - Grants to Towns		5,352,628	(531,883)	5,884,511	
Department: 1950 - Benefits & Insurance					
6510.070	Legal Services Judgements & Lawsuits	-	(10,000)	10,000	Moved to Account#100.1090.070.6510.070 to match the audit
7170.030	Benefits & Insurance Hospitalization Insurance	-	(2,000,000)	2,000,000	Moved to Interfund Acct#1985.8100.010 Transfer to Other Funds Health Ins Rate Stabilization Reserve Fund approved 3/19/24
7170.160	Benefits & Insurance Time to Care Act Insurance	-	(7,500)	7,500	Moved to 1090 Consulting
Total: 1950 - Benefits & Insurance		-	(2,017,500)	2,017,500	
Department: 1985 - Interfund					
8100.010	Transfers Out Transfers to Other Funds	7,961,507	3,461,507	4,500,000	Transfer out Health Insurance Rate Stabilization Fund, Riddle Farm Bypass Interconnect & Riddle Farm Upgrade
8100.080	Transfers Out Transfer to Reserve Fund	2,709,883	(1,177,442)	3,887,325	Designated reserve to meet the 15% requirement (Dept Requested expenditures decreased in Committee Review)
Department Total: 1985 - Interfund		10,671,390	2,284,065	8,387,325	
Committee Adjustment Total			(2,735,066)		

FY25 Committee Review versus FY24 Adopted
Benefits & Insurance

	FY25			FY24
	Committee Review	\$ Variance	% Variance	Adopted
Benefits Contingency	17,551	(2,449)	-12%	20,000
Benefits Deferred Comp Match	266,000	(34,000)	-11%	300,000
Benefits Hospitalization Insurance	6,422,762	296,957	5%	6,125,805
Benefits Retirement	6,648,746	1,702,231	34%	4,946,515
Benefits Social Security Taxes	3,026,759	196,259	7%	2,830,500
Benefits Unemployment Insurance	17,552	(2,448)	-12%	20,000
Benefits Workmans Compensation Ins	609,554	(313,638)	-34%	923,192
Benefits Long Term Disability	65,814	(6,186)	-9%	72,000
Benefits Life Insurance	74,589	3,217	5%	71,372
Benefits FSA & PSA Admin and EAP Program	80,732	(10,164)	-11%	90,896
Benefits Retirement Administration Fee	84,244	15,324	22%	68,920
Benefits OPEB contribution	12,639,659	2,253,841	22%	10,385,818
Benefits & Insurance Allowance for COLA	79,830	79,830		
Benefits & Insurance Property & Liability Insurance	802,200	30,000	4%	772,200
Total	30,835,992	4,208,774	16%	26,627,218

TOTAL FY25 BENEFITS & INSURANCE \$30,835,992





Worcester County Administration

One West Market St. Room 1103 | Snow Hill MD 21863 | (410) 632-1194 | www.co.worcester.md.us

TO: Worcester County Commissioners
FROM: Kim Reynolds, Budget Officer
DATE: May 2, 2024
RE: Additional Information and Requests

There have been several request changes since the departments and towns have presented their budgets and one additional Board of Education item.

- Board of Education FY25 revised request after benefit changes.
- Revised FY25 Ocean Pines Association, Inc. funding request letter.
- Revised FY25 Diakonia, Inc. non-profit funding request letter.
- Revised FY25 Tri-County Council funding request letter.
- Town of Berlin encumbrance request for the Berlin Bikeway project.
- Request from the State's Attorney Office which will be discussed in open session general fund personnel requests.

The personnel adjustments are shown on the Expenditure Report as Committee Review adjustments.

Board of Education			
	FY2025 Requested Budget	FY2024 Adopted Budget	Dollar Variance +/- FY2024
UNRESTRICTED BUDGET			
County Funding			
Major State Aid Programs (Blueprint) Local Share:			
Foundation Program (Base)	58,579,596	57,234,086	1,345,510
College & Career Ready (CCR)	207,245	348,392	(141,147)
Compensatory Education	20,104,954	19,704,029	400,925
Concentration of Poverty	403,717	87,352	316,365
English Learners	1,160,049	948,497	211,552
Special Education	5,349,861	4,652,751	697,110
Transitional Supplemental Instruction (TSI)	204,138	383,103	(178,965)
Pre-kindergarten	4,226,036	3,577,806	648,230
Career Ladder for Educators (NBC Teacher Salary)	60,733	53,017	7,716
Additional Funding to meet Maintenance of Effort (MOE)	9,205,090	13,017,607	(3,812,517)
MINIMUM COUNTY APPROPRIATION	99,501,419	100,006,640	(505,221)
Additional Funding Requested Above MOE	7,810,971	-	7,810,971
TOTAL UNRESTRICTED COUNTY APPROPRIATION	107,312,390	100,006,640	7,305,750
County Appropriation Retirement for Non-Teachers	818,722	758,679	60,043
County Appropriation School Construction	60,000	815,000	(755,000)
TOTAL COUNTY APPROPRIATION	108,191,112	101,580,319	6,610,793
State & Other Funding Sources			
Major State Aid Programs (Blueprint) State Share:			
Foundation Program (Base)	8,374,379	8,276,124	98,255
Compensatory Education	10,168,367	9,988,240	180,127
English Learners	598,862	490,866	107,996
Special Education	2,746,036	2,391,661	354,375
Transportation	4,062,401	4,000,397	62,004
Other	992,011	792,463	199,548
TOTAL STATE & OTHER FUNDING	26,942,056	25,939,751	1,002,305
TOTAL UNRESTRICTED BUDGET	135,133,168	127,520,070	7,613,098
<i>*Document created by County Administration</i>			

BOARD OF EDUCATION OF WORCESTER COUNTY

REVENUES

REVENUE SOURCE	ACTUAL FY 21	ACTUAL FY 22	ACTUAL FY 23	APPROVED FY 24	REVISED REQUESTED FY 25
UNRESTRICTED REVENUES					
COUNTY					
Appropriation - Current Expense	\$93,792,139	\$96,341,968	\$100,085,947	\$99,706,640	\$107,012,390
	0	0	0		
STATE (Thornton Funding) *					
Foundation Program	7,060,853	7,019,022	7,989,804	8,276,124	8,374,379
Special Education	1,681,440	1,671,021	2,166,970	2,391,661	2,746,036
Transportation	3,404,374	3,392,268	3,697,479	4,000,397	4,062,401
Compensatory Education	7,558,634	7,827,456	7,980,405	9,988,240	10,168,367
Limited English Proficiency	429,674	409,696	448,740	490,866	598,862
OTHER					
Tuition	100,804	106,305	151,473	70,000	130,000
Other	154,721	98,184	159,692	10,000	70,000
Prior Year's Fund Balance	567,011	567,011	567,011	567,011	567,011
Interest	2,226	2,087	133,950	70,000	200,000
FY23 One Time - Sale of IPads for New Lease			1,348,387		
Restricted Programs Reimbursements	22,956	25,629	26,672	75,452	25,000
TOTAL UNRESTRICTED REVENUE	\$114,774,832	\$117,460,647	\$124,756,530	\$125,646,391	\$133,954,446
OTHER REQUESTS - COUNTY					
RECURRING					
Appropriation - Technology	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Appropriation - Capital Outlay	100,000	100,000	100,000	100,000	100,000
NONRECURRING					
Appropriation - Technology	0	0	0	0	0
Appropriation - School Construction	633,000	295,800	205,000	815,000	60,000
OTHER					
Appropriation - Retirement Expenses	624,039	648,942	689,670	758,679	818,722
Appropriation - County Share of Teacher Pension	***	***	***	***	***
TOTAL OTHER REQUESTS - COUNTY	\$1,557,039	\$1,244,742	\$1,194,670	\$1,873,679	\$1,178,722
TOTAL COUNTY APPROPRIATION	95,349,178	97,586,710	101,280,617	101,580,319	108,191,112
TOTAL BUDGET - ALL FUNDS	\$116,331,871	\$118,705,389	\$125,951,200	\$127,520,070	\$135,133,168

* 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.

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

Board of Education			
RESTRICTED BUDGET	FY2025 Requested Budget	FY2024 Adopted Budget	Dollar Variance +/- FY2024
Restricted Major State Aid Programs (Blueprint) State Share:			
Pre-kindergarten	1,043,395	885,884	157,511
Concentration of Poverty	1,730,573	1,110,118	620,455
College & Career Ready (CCR)	65,875	108,043	(42,168)
Transitional Supplemental Instruction	54,774	103,777	(49,003)
National Board Certified	19,267	16,983	2,284
Restricted Federal Funds	10,794,247	13,951,065	(3,156,818)
Restricted State Funding Early Childcare & Education	990,000	990,000	-
Restricted State Funding Adult Education	172,075	172,075	-
Restricted State Funding PreK Expansion	316,000	451,340	(135,340)
Restricted State Funding Teachers Retirement/Pension	8,533,000	6,931,771	1,601,229
Restricted State Funding Safety Grants	317,857	377,857	(60,000)
Restricted State Funding Ready for Kindergarten	80,000	134,325	(54,325)
Restricted State Funding Educational Support Prof Bonus	-	215,454	(215,454)
Restricted Programs Local: Pocomoke Middle Grant	85,049	85,049	-
Restricted Programs Local: Donnie Williams Grant	150,000	100,000	50,000
TOTAL RESTRICTED BUDGET	24,352,112	25,633,741	(1,281,629)
<i>*Document created by County Administration</i>			

RESTRICTED PROGRAMS - LOCAL, STATE AND FEDERAL

Restricted funds listed below can only be spent as authorized by the administering agency (State and Federal government). The level of funding indicated for each program is an estimate. Projects may be discontinued or reduced in scope depending upon funds allocated by the funding source.

	TOTAL ANTICIPATED RESTRICTED FUNDING	
	\$24,352,112	
	ACTUAL FY 24	ESTIMATED FY 25
<u>FEDERAL FUNDS</u>		
Title I Educationally Disadvantaged	\$2,193,127	\$2,193,127
Title III Language Acquisition	18,033	18,033
Special Education	2,100,000	2,100,000
JR ROTC Program	128,000	128,000
Title IIA, Systems of Support for Excellent Teaching & Leading	274,299	274,299
Career & Technology Education	100,000	100,000
Adult Education	79,495	79,495
Title IV Student Support and Academic Enrichment	174,507	174,507
ESSER I	0	0 *
ESSER II Grant	211,569	0 *
ESSER III Grant	3,750,000	2,000,000 *
Student Tutoring, Summer School, Trauma/Behavior	170,000	10,000
21st Century After School Elementary (STAR)	400,000	400,000 **
21st Century After School Secondary (STAR)	400,000	400,000 **
Stronger Connections Grant	849,024	879,807 ***
McKinney Vento & Supplemental Grants	95,831	36,980
LEADs	2,205,292	2,000,000
MD Rebuilds	730,216	0
Vocational Rehabilitation - Pre ETS	71,672	TBD

STATE FUNDS

Judy Hoyer Early Childcare And Education	990,000	990,000
Adult Education	172,075	172,075
PreK Expansion	451,340	316,000
Blueprint for Maryland's Future		
Pre-Kindergarten	885,884	1,043,395
Concentration of Poverty	1,110,118	1,730,573
College & Career Ready (CCR)	108,043	65,875
Transitional Supplemental Instruction	103,777	54,774
National Board Certified	16,983	19,267
Teachers Retirement & Pension	6,931,771	8,533,000
Safety Grants	377,857	317,857
Ready for Kindergarten	134,325	80,000
Educational Support Professionals Bonus	215,454	0

LOCAL FUNDS

Pocomoke Middle School Grant	85,049	85,049
Donnie Williams Grant	100,000	150,000
TOTAL RESTRICTED REVENUE	\$25,633,741	\$24,352,112

*CARES/ESSER funding was awarded to assist with additional expenses related to the COVID pandemic. Round 1 expired September 30, 2022, Round 2 expired September 30, 2023 and Round 3 expires September 30, 2024.

** The 21st Century grants are approved on a three year cycle, but the amount is not guaranteed to be the same for each year.

*** This is a 3 year grant that totals \$2,639,421.87.



OCEAN PINES ASSOCIATION, INC.

239 Ocean Parkway • Ocean Pines, Maryland 21811
Telephone: 410-641-7717 • Fax: 410-641-5581

March 6, 2024

Ms. Kim Reynolds, Budget Officer
Worcester County Government Center
One West Market Street
Snow Hill, Maryland 21863

Dear Ms. Reynolds:

This request is being submitted as an addendum to the letter dated February 16, 2024 regarding Ocean Pines Association funding requests to assist with developing the Worcester County Budget for the coming fiscal year.

As noted at the Commissioner's Meeting on March 5, 2024, Ocean Pines is requesting an additional \$175,000 for Public Safety, bringing the total request for funding for Public Safety to \$725,000. This grant increase is for support of the Ocean Pines Police Department and the increasing demands on our police force, to include recruitment, training, and time.

Over the last year, Ocean Pines Police Department has undergone changes, including the hire of our new Police Chief, Tim Robinson. He has undergone tremendous efforts in bringing the department up to standards by initiating the body cameras and adopting policies (Lexipol) within the department. As Ocean Pines is not a municipality, we cannot participate in the Law Enforcement Officers Pension System (LEOPS). This has been extremely challenging, as we have adopted an enhanced pension plan equivalent 401K program, which we started this program due to the disadvantage by not having LEOPS. This additional funding will assist in not only providing support to the officers of the department but also in keeping Ocean Pines the safest city to live in Maryland.

The requested funding of \$150,000 for Roads Maintenance and \$40,000 for Parks & Recreation will remain the same.

Thank you for your consideration in this addendum to the funding request.

Respectfully submitted,

Richard Farr (on behalf of the Ocean Pines Board of Directors)
President, Ocean Pines Association, Inc.

Visit Us Online at www.oceanpines.org



PO Box 613,
12747 Old Bridge Rd.
Ocean City, Maryland 21842
(410) 213.0923 (p) (410) 390-3961 (f)
info@diakoniaOC.org

April 11, 2024

Worcester County Office of the County Commissioners, Government Center
Attention: Lynn Wright
1 West Market Street, Room 1103
Snow Hill, MD 21863-1195

RE: Request for FY25 Non-Profit Grant Revision

Dear County Commissioners,

Enclosed is Diakonia's FY2025 grant application for non-profit funding in Worcester County that was submitted on January 11, 2024. On behalf of the Board of Directors, our Staff, and those we serve; thank you for your ongoing support.

The purpose of this request is for a revision of our grant application to include funds to cover costs related to EDUs for the capital project on 611, in the amount of an additional \$45,000 for a total request of \$95,000. Additionally attached to this request is the Worcester County – Department of Public Works, Sewer Service Application for Mystic Harbour which includes our payment of \$41,138, with an expectation of approximately \$14,000 in additional future use costs.

Diakonia is respectfully asking for special consideration, above and beyond the grant submitted in January of this year, in that Diakonia provides significant relief for residents of Worcester County and are trying to work with the county to negotiate a fair resolution to the rejection of the affordable housing project in which targeted state and federal funds are no longer accessible. While we genuinely appreciate Worcester County's approval of the project with a lower footprint, it is exceedingly more difficult to procure matching capital funds for an office, food pantry, and thrift store building, as it doesn't directly resolve the affordable housing crisis in our area for which we had funding budgeted.

Diakonia has become an integral piece of the Worcester County Homeless Outreach Team, providing Rapid Response Outreach support, and collaboration in Worcester County's response to the Maryland Opioid Overdose Prevention Program. Diakonia is now a local certified Overdose Response Provider as part of the County's Mobile Support Plan.

As part of our continued mission, we are here to support those in Worcester County who have little to no options, and we look forward to even greater things in the future with your partnership.

Thank you.

Ken Argot, Executive Director, Diakonia, Inc.

For more information go to: www.diakoniaOC.org

Thrift Store and Donation Center – 12507 Sunset Avenue, Ocean City, Maryland 21842 - (410) 213.0243
(Open 10am-3pm M-F, 10am-1pm Saturday) Donation Center closed Saturdays

Admin/Veteran's Assistance Office – 9748 Stephen Decatur Hwy, Suite 100, Ocean City, Maryland 21842

Worcester County - Department of Public Works - Water and Wastewater Division
Mystic Harbour Sewer Service Application- FY24

Name: Diakonia Inc Date: 4.1.2024

Mailing address: 12747 Old Bridge Rd Ocean City MD 21842

Address of service location: 9601 Stephen Decatur

Property identification (acct # & map/parcel): 10011736 Map 26 Parcel 0365

Type of project (circle one below):

Single Family Minor Site Plan Major Site Plan Residential Planned Community

Type of service requested (circle one): Residential Commercial

If commercial, list type of business, square footage and number of seats in restaurant (if applicable):

EDU's/gallons assigned to property: 0 EDU's to be purchased: 4

If developer new construction, will you be providing the meter (circle one): Yes No N/A

Name & license number of licensed plumber providing connection from meter to building:
N/A

Name & phone number of person to contact with regards to this application/account:
MIKE DIFFENDAL 410.726.7016

Signature: [Signature], VICE CHAIRMAN Date: 4.1.2024

Attachments required to be submitted with application:

- Single Family- Copy of permit application.
- Minor Site Plans- Copy of TRC report or documentation of administrative waiver.
- Major Site Plans- Copy of TRC report.
- Residential Planned Community- Copy of Planning Commission's findings/recommendation for Step 1.

NOTICE: Please review attached Resolution No. 17-19 which details the EDU allocation process and the time frame in which the EDUs must be utilized or returned to the County for future allocation and utilization. If mains are to be installed by applicant a separate "Small Sewer and Water Project Agreement" will be required. **FULL POLICY ATTACHED AND INCORPORATED**

OFFICE USE ONLY:

Date received: _____ By: _____

Environmental Programs approval: _____ Date: _____

Treasurer's Office approval: _____ Date: _____

Public Work's approval: _____ Date: _____

FEEES PAID:

Deposit \$1,000 per EDU X	(EDU's) - \$	
Remaining Balance (\$9,284-\$1,000)	\$8,284 per EDU X	<u>4</u> (EDU's) = \$ <u>37,136.00</u>
Future Capital Improvement Charge	\$1,000 per EDU X	<u>4</u> (EDU's) = \$ <u>4,000.00</u>
Total Fees \$ <u>41,136.00</u>		

RETURN TO:

Worcester County Treasurer's Office
Attn: Barbara Hitch
P.O. Box 349
Snow Hill MD 21863

WORCESTER COUNTY PLANNING COMMISSION AGENDA
Thursday September 1, 2022

Worcester County Government Center, Room 1102, One West Market Street,
 Snow Hill, Maryland 21863

Thursday, September 1, 2022

- I. Call to Order (1:00 p.m.)**
- II. Administrative Matters (1:00 p.m. est.)**
- A. Review and Approval of Minutes – August 4, 2022
 - B. Board of Zoning Appeals Agenda – September 8, 2022
 - C. Technical Review Committee Agenda – September 14, 2022
- III. Site Plan Review - §ZS 1-325 (1:05 p.m. est.)**
- A. **Diakonia – Major site plan / land development plan review**
 Proposed retail, office, storage, and conference space in addition to 48 one-bedroom housing units. Located at 9601 Stephen Decatur Highway, Ocean City, MD, Tax Map 26, Parcels 292 & 365, Tax District 10, C-2 General Commercial District, Diakonia, Inc., owner / Carpenter Engineering, LLC, engineer.
 - B. **Sea Oaks Village – Major site plan review (1:15 p.m. est.)**
 Step II review of Phase 2 of Sea Oaks Village RPC, consisting of 76 townhome units and ‘active recreation courts’. Located on the west side of MD Route 611 (Stephen Decatur Highway) on Sea Oaks Lane, Tax Map 26, Parcel 274, Lot 3A, Tax District 10, R-3 Multi-Family Residential, Sea Oaks Village, LLC, owner / Carpenter Engineering, Inc., engineer.
 - C. **Salt Life Park – Major site plan/land development plan review (1:25 p.m. est.)**
 Proposed expansion of a manufactured home park including 34 lots and associated open space, located on the southerly side of Old Bridge Road (MD Route 707), approximately 435 feet east of Greenridge Lane Road, Tax Map 26, Parcels 191 and 193, District 10, R-4 General Residential District
- IV. Text Amendment (1:35 p.m. est.)**
 Application to amend the text of the Zoning Ordinance to allow “Food Waste Composting Facilities” by Special Exception in the A-1 and A-2 Agricultural Districts, the I-1 Light Industrial District, and the I-2 Heavy Industrial District - Affected sections include §ZS 1-103(b) Definitions; §ZS 1-201(c) Special Exceptions in the A-1 District; §ZS 1-202(c) Special Exceptions in the A-2 District; §ZS 1-212(c) Special Exceptions in the I-1 District; §ZS 1-213(c) Special Exceptions in the I-2 District; and §ZS 1-329 Solid Waste Disposal Sites – Garvey Heiderman, Applicant)
- V. Proposed County Project (1:45 est.)**
 Lewis Road Pumping Station



31901 TRI-COUNTY WAY
SUITE 203
SALISBURY, MARYLAND 21804
PHONE: 410-341-8989
FAX: 410-341-8988
WWW.LOWERSHORE.ORG

3/7/2024

Anthony Bertino, President
Worcester County Commissioners
One West Market Street, Room 1103
Snow Hill, Maryland 21863-1195
cbertino@co.worcester.md.us

Re: Addendum: Tri-County Council/Shore Transit FY25 Request for Funding

Dear Commissioner Bertino,

Please accept this amendment to the February 27, 2024 Tri-County Council request for public transit local match funding from your county.

Based on the latest information from the MDOT MTA Office of Local Transit Support, Shore Transit will not be able to utilize the full amount of federal and state Operating Grant funds until we build our workforce to a level able to support the additional service.

By not applying for the full amount available, we not only keep federal operating funds available to other Maryland LOTS that can utilize them this year, but we do not ask you to encumber funds that we cannot utilize.

This amendment only affects the Shore Transit Local Operating Grant Match amounts; TCC Economic Development and other Shore Transit Grants local match requests remain the same.



Serving Somerset, Wicomico and Worcester Counties





31901 TRI-COUNTY WAY
 SUITE 203
 SALISBURY, MARYLAND 21804
 PHONE: 410-341-8989
 FAX: 410-341-8988
 WWW.LOWERSHORE.ORG

The details are in the attached document entitled Tri-County Council – County Funding Request for FY25 Revised 3/7/2024. An overview is included below:

Match Funding Request Summary	Local Total	Somerset	Wicomico	Worcester
TCC Economic Development	30,000	10,000	10,000	10,000
Shore Transit Local Grant Match - Operating	1,663,255	415,814	831,627	415,814
Shore Transit Local Grant Match - Capital	122,079	30,520	61,039	30,520
Shore Transit County Senior & Disabled Grant Match (SSTAP)	48,833	-	48,833	-
TCC Funding Request Total	1,864,167	456,334	951,499	456,334

Thank you for your support of the Tri-County Council and its Shore Transit, Lower Shore Workforce Alliance divisions. If you need more information, please feel free to contact me at 410-341-8989 or gpadgham@tcclesmd.org.

Sincerely,

Gregory Padgham
 Executive Director

Enclosure

CC

Weston Young Weston.Young@co.worcester.md.us

Candace Savage csavage@co.worcester.md.us



Serving Somerset, Wicomico and Worcester Counties



Current Grant Allocations and Required Match

TCC Economic Development

	Total	Somerset	Wicomico	Worcester
Economic Development	30,000	10,000	10,000	10,000

TCC Shore Transit

Operating Grants Funding	Total	Federal	State	Required			
				Local Match	Federal	State	Local
5307 - Urban	3,934,962	1,967,481	515,072	1,452,409	50.00%	13.09%	36.91%
5311 - Rural	702,820	351,410	140,564	210,846	50.00%	20.00%	30.00%
SSTAP Wicomico - Seniors and Disabled	195,333		146,500	48,833	0.00%	75.00%	25.00%
Total:	4,833,115	2,318,891	802,136	1,712,088			
	3,827,168	1,005,947.41	0.26				

Capital Projects Grants Funding	Total	Federal	State	Required			
				Local Match	Federal	State	Local
Capital Projects	1,087,663	942,130	117,766	27,767	80.00%	10.00%	10.00%
Preventive Maintenance	800,000	640,000	80,000	80,000	80.00%	10.00%	10.00%
Mobility Management	143,120	114,496	14,312	14,312	80.00%	10.00%	10.00%
				-			
				-			
				-			
				-			
Total:	2,030,783	1,696,626	212,078	122,079			

Required Local Match County Allocation (from state & federal funding sources above)

Operating Grants	25%				50%				25%			
	Local	Somerset	Wicomico	Worcester	Local	Somerset	Wicomico	Worcester	Local	Somerset	Wicomico	Worcester
5307	1,452,409	363,102	726,204	363,102								
5311	210,846	52,712	105,423	52,712								
SSTAP Wicomico	48,833	-	48,833	-								
Total:	1,712,088	415,814	880,460	415,814								

Capital Grants	25%				50%				25%			
	Local	Somerset	Wicomico	Worcester	Local	Somerset	Wicomico	Worcester	Local	Somerset	Wicomico	Worcester
Capital Projects	27,767	6,942	13,883	6,942								
Preventive Maintenance	80,000	20,000	40,000	20,000								
Mobility Management	14,312	3,578	7,156	3,578								
	-	-	-	-								
	-	-	-	-								
	-	-	-	-								
Total:	122,079	30,520	61,039	30,520								

Match Funding Request Summary	Local Total	Somerset	Wicomico	Worcester
TCC Economic Development	30,000	10,000	10,000	10,000
Shore Transit Local Grant Match - Operating	1,663,255	415,814	831,627	415,814
Shore Transit Local Grant Match - Capital	122,079	30,520	61,039	30,520
Shore Tranist County Senior & Disabled Grant Match (SSTAP)	48,833	-	48,833	-
TCC Funding Request Total	1,864,167	456,334	951,499	456,334



Mayor & Council of Berlin

10 William Street, Berlin, Maryland 21811

Phone 410-641-2770 Fax 410-641-2316

www.berlinmd.gov

April 18, 2024

Mayor

Zack Tyndall

Vice President

Dean Burrell

Council Members

Steve Green

Jay Knerr

Shaneka Nichols

Jack Orris

Town Attorney

David Gaskill

Town Administrator

Mary Bohlen



Hon. Anthony "Chip" Bertino, President
Worcester County Commissioners
1 Market Street, Room 1103
Snow Hill, Maryland 21863

President Bertino,

I am writing on behalf of the Mayor and Council, citizens, and business community within the Town of Berlin. We respectfully ask the Worcester County Commissioners to consider carrying forward the Town of Berlin's Rails and Trails (Berlin Bikeway) funding into FY2025.

The Berlin Bikeway project has been a community-driven initiative for many years, aiming to address the needs of our residents and visitors by providing safe pedestrian and bicycle pathways. In FY24, the Worcester County Commissioners generously carried forward a portion of the funding as a match toward the Town of Berlin's grant application through the Maryland Department of Transportation (MDOT). Although our grant application with MDOT was unsuccessful, we were fortunate to secure \$240,000 in funding through the Reconnection Communities federal grant specifically allocated for the Berlin Bikeway project.

Given our success with the federal grant, the Town of Berlin intends to re-apply for the MDOT grant in FY25. We kindly request that the Worcester County Commissioners carry forward \$113,671 in funding to support the match for this grant application.

In March 2023, the Town of Berlin proactively allocated an additional \$42,000 in Town funds to update the project's design work, positioning ourselves for a stronger application. We have also provided Worcester County with an email containing the Berlin Bikeway Phase I and II design details alongside this request.

We sincerely appreciate the Worcester County Commissioners' partnership on this vital project and respectfully ask for your continued support by carrying forward the funding in your FY25 budget.

Thank you for your consideration, and we look forward to enhancing our community's connectivity through the Berlin Bikeway.

Respectfully,

Zack Tyndall MBA, NRP
Mayor, Town of Berlin

OFFICE OF THE STATE'S ATTORNEY FOR WORCESTER COUNTY

Kristin Heiser
State's Attorney



106 Franklin Street
Snow Hill, MD 21863

Circuit Court Division (410) 632-2166
Fax (410) 632-3250
www.worcestersao.com

District Court Division (410) 632-2177
Fax (410) 632-2175
sao@co.worcester.md.us

March 12, 2024

Worcester County Commissioners
1 West Market Street
Snow Hill, Maryland 21863

Dear Commissioners:

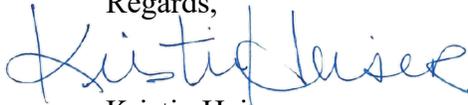
Please accept this amended personnel budget request for fiscal year 2025. I recently learned that one of my full-time prosecutors would like to transition to part-time work beginning on June 1, 2024. I am fully supportive of this request, and currently have a vacant part-time attorney position which you approved in fall of 2023. Since my initial FY 25 personnel memorandum requested the conversion of a part-time attorney position to a Digital Forensics Examiner position, I am withdrawing that request at this time.

Beginning on June 1, 2024, my office will have 3 vacant full-time attorney positions. In light of that change, I am now requesting instead that you authorize the conversion of 1 full-time Assistant State's Attorney position to the position of Special Investigator, and the conversion of a second full-time Assistant State's Attorney position to the position of Digital Forensics Examiner. This would leave the office with 1 vacant full-time Assistant State's Attorney position.

I still believe that hiring 1 more attorney is necessary for the stability of the office, adequate caseload management and court coverage, but being able to retain our current support staff that have demonstrated such excellence and skill is more critical to our mission than hiring 3 more attorneys, especially when we have the opportunity to hire these employees at cost-savings to the county taxpayers.

No other amendments are required to the personnel budget request that I initially submitted on January 19, 2024.

Thank you in advance for your consideration.

Regards,

Kristin Heiser

Worcester County		Revenue Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Request vs FY24	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
REVENUES									
4000	Full Year Real Property Taxes	169,574,541.00	257,505.00	169,317,036.00	17,173,375.00	152,143,661.00	144,384,399.41		March 2024 SDAT Updated Report
4010	Personal Property Taxes	301,031.00	14,401.00	286,630.00	(103,126.00)	389,756.00	243,471.77		March 2024 SDAT Updated Report
4020	Corporation Property Taxes	3,712,719.00	177,625.00	3,535,094.00	(1,271,900.00)	4,806,994.00	5,779,961.76		March 2024 SDAT Updated Report
4030	Railroad & Utility Property Tax	5,032,714.00	290,278.00	4,742,436.00	(65,910.00)	4,808,346.00	4,690,809.65		March 2024 SDAT Updated Report
4035	Railroad Real Property	2,256.00	(85.00)	2,341.00	(101.00)	2,442.00	0.00		March 2024 SDAT Updated Report
4040	Half Year Real Property Taxes	190,125.00	0.00	190,125.00	63,375.00	126,750.00	298,387.67		March 2024 SDAT Updated Report
4050	Tax Additions & Abatements	(208,200.00)	0.00	(208,200.00)	0.00	(208,200.00)	(209,632.71)		
4060	Interest on Delinquent Taxes	750,000.00	0.00	750,000.00	(50,000.00)	800,000.00	719,439.98		
4070	Discounts Allowed on Taxes	(500,000.00)	0.00	(500,000.00)	0.00	(500,000.00)	(494,306.26)		
4080	Tax Credits For Assessment I	(4,818,663.00)	21,843.00	(4,840,506.00)	(1,891,617.00)	(2,948,889.00)	(1,719,520.13)		March 2024 SDAT Updated Report
4100	Income Tax	47,000,000.00	0.00	47,000,000.00	7,000,000.00	40,000,000.00	46,962,275.93		
4200	Admission & Amusement Taxes	700,000.00	0.00	700,000.00	0.00	700,000.00	809,564.71		
4210	Recordation Taxes	8,725,000.00	0.00	8,725,000.00	1,725,000.00	7,000,000.00	9,551,422.70		
4221	Cannabis Tax	100,000.00	0.00	100,000.00	100,000.00	0.00	0.00		
4240	Food Tax	110,000.00	0.00	110,000.00	0.00	110,000.00	112,531.19		
4250	Room Tax	275,000.00	0.00	275,000.00	10,000.00	265,000.00	274,036.79		
4250.040	Room Tax Due to Unincorporated Areas	1,500,000.00	0.00	1,500,000.00	0.00	1,500,000.00	1,684,697.46		
4340	Transfer Tax	5,500,000.00	0.00	5,500,000.00	1,500,000.00	4,000,000.00	6,195,584.01		
4300	Highway Users Taxes	1,783,847.00	0.00	1,783,847.00	313,678.00	1,470,169.00	1,251,319.51		
4310	911 Fees	1,787,308.00	0.00	1,787,308.00	387,308.00	1,400,000.00	1,468,203.68		
4400	Franchise Fees	22,690.00	0.00	22,690.00	184.00	22,506.00	22,690.00		
4600	Sale Of Fixed Assets	125,000.00	0.00	125,000.00	0.00	125,000.00	309,458.86		
4900	Liquor Licenses	950,000.00	0.00	950,000.00	0.00	950,000.00	965,037.50		
4905	Vending Machine Licenses	65,000.00	0.00	65,000.00	0.00	65,000.00	80,670.00		
4910	Traders Licenses	80,000.00	0.00	80,000.00	0.00	80,000.00	88,630.74		
4915	Occupational Licenses	7,000.00	0.00	7,000.00	(23,000.00)	30,000.00	6,940.00		
4920	Bingo Permits	13,000.00	0.00	13,000.00	1,000.00	12,000.00	13,356.16		
4927	Rental License Fee	210,000.00	0.00	210,000.00	15,000.00	195,000.00	194,905.00		
4930	Building Permits	315,000.00	0.00	315,000.00	0.00	315,000.00	317,050.69		
4932	Electrical Permits	21,000.00	0.00	21,000.00	3,000.00	18,000.00	21,625.00		

Worcester County		Revenue Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Request vs FY24	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
4933	Commercial Plumbing Plan Review	2,500.00	0.00	2,500.00	0.00	2,500.00	1,500.00		
4935	Marriage Licenses	20,000.00	0.00	20,000.00	0.00	20,000.00	23,070.00		
4936	Civil Ceremony	1,200.00	0.00	1,200.00	200.00	1,000.00	1,540.00		
4941	Shoreline Construction Permit	20,000.00	0.00	20,000.00	0.00	20,000.00	17,500.00		
4942	Timber Harvest Permit	3,000.00	0.00	3,000.00	0.00	3,000.00	4,100.00		
4943	SEC/SWM Permit	39,000.00	0.00	39,000.00	10,000.00	29,000.00	39,420.15		
4945.010	Environmental Permits Burn Permit	600.00	0.00	600.00	0.00	600.00	400.00		
4945.020	Environmental Permits Campground Permit	3,325.00	0.00	3,325.00	0.00	3,325.00	3,575.00		
4945.030	Environmental Permits Septic Permit	29,000.00	0.00	29,000.00	5,000.00	24,000.00	32,390.00		
4945.040	Environmental Permits Waste Hauler Permit	3,000.00	0.00	3,000.00	0.00	3,000.00	3,450.00		
4945.050	Environmental Permits Well Permit	16,800.00	0.00	16,800.00	0.00	16,800.00	24,320.00		
4945.060	Environmental Permits Other	300.00	0.00	300.00	0.00	300.00	1,735.00		
4945.070	Environmental Permits Review Fee	60,000.00	0.00	60,000.00	20,000.00	40,000.00	69,991.44		
4950	Health Permits	426,915.00	0.00	426,915.00	0.00	426,915.00	415,916.25		
4955	Raffle Permits	1,500.00	0.00	1,500.00	0.00	1,500.00	1,724.00		
4960	Plumbing Permits	75,000.00	0.00	75,000.00	10,000.00	65,000.00	80,225.00		
4965	Gas Permits	20,000.00	0.00	20,000.00	0.00	20,000.00	17,750.00		
4970	Forestry Conservation Review Fees	6,000.00	0.00	6,000.00	0.00	6,000.00	9,680.25		
4980	Landfill Permits-Household	320,000.00	0.00	320,000.00	0.00	320,000.00	322,700.00		
4982	PAYT Tags - Household	7,500.00	0.00	7,500.00	0.00	7,500.00	7,440.00		
5060.100	Licenses and Permits Board of Zoning Appeal Fee	25,000.00	0.00	25,000.00	1,000.00	24,000.00	29,875.00		
5060.300	Licenses and Permits Site Plan Review	11,000.00	0.00	11,000.00	0.00	11,000.00	14,107.55		
5060.400	Licenses and Permits Rezoning Fee	2,000.00	0.00	2,000.00	(2,000.00)	4,000.00	3,962.13		
5060.500	Licenses and Permits Subdivision Review Fee	12,000.00	0.00	12,000.00	0.00	12,000.00	12,445.00		
5060.600	Licenses and Permits Text Amendment Application Fee	1,200.00	0.00	1,200.00	(400.00)	1,600.00	1,200.00		
5060.700	Licenses and Permits Nat Resources Text Amendment	350.00	0.00	350.00	0.00	350.00	0.00		
4850.010	Credit Card Fees Environmental Programs	6,000.00	0.00	6,000.00	0.00	6,000.00	4,292.19		
4850.020	Credit Card Fees DRP	2,000.00	0.00	2,000.00	(6,000.00)	8,000.00	4,977.46		
4850.030	Credit Card Fees States Attorney	1,100.00	0.00	1,100.00	(1,000.00)	2,100.00	0.00		

Worcester County		Revenue Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Request vs FY24	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
4850.050	Credit Card Fees Recreation	1,100.00	0.00	1,100.00	(400.00)	1,500.00	963.84		
4940	Shoreline Construction Application Fee	31,000.00	0.00	31,000.00	6,000.00	25,000.00	31,600.00		
5045	EDU Transfer/Application Fee	0.00	0.00	0.00	0.00	0.00	1,000.00		
5047	Stormwater Management Review Fee	95,000.00	0.00	95,000.00	0.00	95,000.00	78,616.24		
5065.100	Sheriff Fees Sheriff Fees - Paper Service	25,000.00	0.00	25,000.00	(5,000.00)	30,000.00	30,677.45		
5065.200	Sheriff Fees Sheriff Fees - Peddler's License	200.00	0.00	200.00	200.00	0.00	387.00		
5065.300	Sheriff Fees Sheriff Fees - Parking Fines	75.00	0.00	75.00	(25.00)	100.00	25.00		
5065.400	Sheriff Fees Animal Control Fees	1,500.00	0.00	1,500.00	(3,500.00)	5,000.00	1,140.00		
5065.500	Sheriff Fees Animal Shelter Revenue	2,500.00	0.00	2,500.00	2,500.00	0.00	3,845.00		
5065.600	Sheriff Fees Sheriff's Sale	0.00	0.00	0.00	0.00	0.00	270.05		
5065.700	Sheriff Fees Contractual Services	94,500.00	0.00	94,500.00	14,500.00	80,000.00	134,680.20		
5065.800	Sheriff Fees Body Worn Camera	100.00	0.00	100.00	100.00	0.00	130.50		
5065.990	Sheriff Fees Other	1,500.00	0.00	1,500.00	1,500.00	0.00	5,312.75		
5070.100	Sale of Publications & Copies Commissioners	350.00	0.00	350.00	0.00	350.00	345.87		
5070.200	Sale of Publications & Copies Treasurer's Office	0.00	0.00	0.00	0.00	0.00	229.98		
5070.300	Sale of Publications & Copies Dev. Review & Permitting	50.00	0.00	50.00	(6,150.00)	6,200.00	4,923.75		
5070.400	Sale of Publications & Copies 911 Recordings	0.00	0.00	0.00	0.00	0.00	100.00		
5070.600	Sale of Publications & Copies Elections	400.00	0.00	400.00	200.00	200.00	1,155.71		
5070.700	Sale of Publications & Copies Circuit Court	250.00	0.00	250.00	0.00	250.00	913.14		
5075	Library Use Charges	12,000.00	0.00	12,000.00	2,000.00	10,000.00	20,971.00		
5076	Library Erate Reimbursement	850.00	0.00	850.00	0.00	850.00	985.68		
5080	County Share Vehicle Tag Fee	1,000.00	0.00	1,000.00	0.00	1,000.00	430.57		
5085	Liquor Advertising Fees	1,200.00	0.00	1,200.00	0.00	1,200.00	2,520.00		
5090	Firearms Training Center Fee	7,500.00	0.00	7,500.00	(500.00)	8,000.00	14,162.50		
5095.100	Payments For Jail Use Work Release	2,500.00	0.00	2,500.00	2,500.00	0.00	0.00		
5095.400	Payments For Jail Use State Housing	81,630.00	0.00	81,630.00	57,210.00	24,420.00	131,760.00		
5095.500	Payments For Jail Use Weekenders	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00		
5095.600	Payments For Jail Use Social Security	2,500.00	0.00	2,500.00	(3,500.00)	6,000.00	4,600.00		

Worcester County		Revenue Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Request vs FY24	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
5095.700	Payments For Jail Use State Mental Health Reimb.	20,000.00	0.00	20,000.00	0.00	20,000.00	15,109.40		
5095.800	Payments For Jail Use Pretrial Fees	5,000.00	0.00	5,000.00	0.00	5,000.00	7,140.61		
5100.100	Fire Inspection Fees Plan Review Fee	120,000.00	0.00	120,000.00	20,000.00	100,000.00	123,021.96		
5100.200	Fire Inspection Fees Fire Safety Fee	25,000.00	0.00	25,000.00	0.00	25,000.00	22,515.00		
5100.300	Fire Inspection Fees Fire Reports	0.00	0.00	0.00	0.00	0.00	200.00		
5100.600	Fire Inspection Fees Fire Inspections QAP	25,000.00	0.00	25,000.00	0.00	25,000.00	18,667.60		
5105	Public Works Revenues	0.00	0.00	0.00	0.00	0.00	64.81		
5105.100	Public Works Revenues Pipe Sales	50,000.00	0.00	50,000.00	10,000.00	40,000.00	35,976.50		
5107	Roads Department Fees	2,500.00	0.00	2,500.00	0.00	2,500.00	1,241.68		
5110	Recreation Fees	388,158.00	0.00	388,158.00	80,813.00	307,345.00	260,645.94		
5111	Ice Vending Machine Fee	20,000.00	0.00	20,000.00	20,000.00	0.00	0.00		
5115	Mosquito Control Charges	45,000.00	0.00	45,000.00	(5,000.00)	50,000.00	41,044.39		
5120	Circuit Court Bar Library	5,000.00	0.00	5,000.00	0.00	5,000.00	256.62		
5127	Recreation Center Rental Fees	24,900.00	0.00	24,900.00	(1,700.00)	26,600.00	1,455.00		
5128	Recreation Sponsorships	13,900.00	0.00	13,900.00	0.00	13,900.00	1,400.00		
5130	Tourism Programs and Events	1,500.00	0.00	1,500.00	1,500.00	0.00	1,331.65		
5142	Election Filing Fee	125.00	0.00	125.00	125.00	0.00	0.00		
5150.100	Housing Program Fees Program Income	0.00	0.00	0.00	0.00	0.00	4,425.00		
5155	CommunityService Fees	70,000.00	0.00	70,000.00	0.00	70,000.00	61,134.70		
5160	Family Services Legal Fees Other	500.00	0.00	500.00	0.00	500.00	400.00		
5161	Casino Security	8,500.00	0.00	8,500.00	8,500.00	0.00	20,225.00		
5162	Seacrets Security	90,000.00	0.00	90,000.00	40,000.00	50,000.00	115,856.25		
5163	Purnell Properties Security	0.00	0.00	0.00	0.00	0.00	25,125.00		
5165	Critical Area Review Fees	8,000.00	0.00	8,000.00	0.00	8,000.00	10,950.40		
5167	Water/Sewer Plan Amendment Fee	2,000.00	0.00	2,000.00	0.00	2,000.00	500.00		
5175.200	Donations Sponsorship Program Recreation	6,000.00	0.00	6,000.00	(17,500.00)	23,500.00	7,614.78		
5175.205	Donations Sponsorship Program Youth Scholarship Donations	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00		
5181	First Offender Program Fees	5,000.00	0.00	5,000.00	0.00	5,000.00	2,000.00		
5185	Recycling Revenue	180,500.00	0.00	180,500.00	22,800.00	157,700.00	214,153.31	Estimated increase in Recycle Revenue-historical	

Worcester County		Revenue Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Request vs FY24	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
5186	Metal Recycling Revenue	35,000.00	0.00	35,000.00	5,000.00	30,000.00	10,442.33	Increase in Metal received	
5195	Tire Revenue	35,000.00	0.00	35,000.00	0.00	35,000.00	30,816.00		
5215	Motor Coach Fees	15,000.00	0.00	15,000.00	0.00	15,000.00	9,000.00		
5220.010	Park Fees Field Rental	15,000.00	0.00	15,000.00	0.00	15,000.00	16,086.50		
5220.020	Park Fees Pavilion Rental	5,700.00	0.00	5,700.00	450.00	5,250.00	5,671.79		
5220.030	Park Fees Tree of Life	2,400.00	0.00	2,400.00	1,600.00	800.00	400.00		
5220.035	Park Fees Tournament Rental	55,000.00	0.00	55,000.00	15,000.00	40,000.00	47,312.50		
5220.040	Park Fees User Fees	8,500.00	0.00	8,500.00	8,500.00	0.00	0.00		
5221	Parking Fees - Boat Landing	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00		
5224	SPEC EVENTS - SPONSORSHIP	76,000.00	0.00	76,000.00	76,000.00	0.00	0.00		
5225	Concession Stand Fees	100,000.00	0.00	100,000.00	15,000.00	85,000.00	66,801.22		
5226	Special Events Fees	33,090.00	0.00	33,090.00	(81,860.00)	114,950.00	40,024.23		
5227	Tournament Fees	7,500.00	0.00	7,500.00	(7,500.00)	15,000.00	5,805.00		
5230.010	Environmental Fees Perk Test Fee	16,000.00	0.00	16,000.00	2,500.00	13,500.00	24,500.00		
5230.020	Environmental Fees Plat Review Fee	6,000.00	0.00	6,000.00	0.00	6,000.00	7,715.00		
5230.030	Environmental Fees Water Sample Fee	400.00	0.00	400.00	0.00	400.00	350.00		
5240	Shared Facility/Service Area Fee	500.00	0.00	500.00	0.00	500.00	0.00		
5245	Solar Renewable Energy Credits	1,000.00	0.00	1,000.00	0.00	1,000.00	4,720.06		
5435	BRF Admin Fee	22,500.00	0.00	22,500.00	0.00	22,500.00	23,635.38		
4700	Interest On Investments	6,000,000.00	0.00	6,000,000.00	1,000,000.00	5,000,000.00	4,163,857.80		
5300	Court Fines	25,000.00	0.00	25,000.00	0.00	25,000.00	35,980.12		
5310	Civil Infraction Fines	6,000.00	0.00	6,000.00	3,235.00	2,765.00	5,790.00		
4260.010	Rents/State Revenue Boat Landings	79,972.00	0.00	79,972.00	(2,028.00)	82,000.00	82,659.29		
4260.020	Rents/State Revenue County Administration	61,332.00	(13,668.00)	75,000.00	3,143.00	71,857.00	99,461.80		Reduction in rent property sale in FY24
4260.030	Rents/State Revenue Elections	14,229.00	0.00	14,229.00	0.00	14,229.00	14,229.48		
4270	Rents-Tower Site/Contrib & Donat	27,500.00	0.00	27,500.00	4,200.00	23,300.00	27,878.95		
4800	Other Miscellaneous Revenue	200,000.00	0.00	200,000.00	0.00	200,000.00	457,273.36		
4875	Tax Sale Revenue	13,500.00	0.00	13,500.00	13,500.00	0.00	0.00		
5420	Retiree Drug Subsidy	60,000.00	0.00	60,000.00	0.00	60,000.00	230,683.72		
5541	Traffic Safety SHA	1,500.00	0.00	1,500.00	0.00	1,500.00	3,185.77		
5600	Federal Payments In Lieu of Taxe	22,000.00	0.00	22,000.00	1,695.00	20,305.00	23,092.00		

Worcester County		Revenue Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Request vs FY24	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
5622	CDBG Federal Grant	0.00	0.00	0.00	0.00	0.00	105,621.74		
5625	CDBG Housing Rehab Grant	150,000.00	0.00	150,000.00	0.00	150,000.00	208,941.70		
5664.020	US Fish and Wildlife Service Other General Government	6,750.00	0.00	6,750.00	(250.00)	7,000.00	6,781.00		
5675	Child Support Enforcement Grant	10,000.00	0.00	10,000.00	1,000.00	9,000.00	4,903.11		
5745.300	Homeland Security Grant SHSGP	96,477.00	0.00	96,477.00	9,010.00	87,467.00	76,746.37		
5745.600	Homeland Security Grant EMPG	76,317.00	0.00	76,317.00	1,441.00	74,876.00	74,876.33		
5748.10	American Rescue Plan Act 2021	0.00	0.00	0.00	0.00	0.00	3,015,952.82		
5748.12	American Rescue Plan Act 2021 DHCD ERAP	0.00	0.00	0.00	0.00	0.00	813,246.71		
5749	Local Assistance & Tribal Grant	50,000.00	0.00	50,000.00	0.00	50,000.00	0.00		
5761	Jail - US Marshals Grant	415,000.00	0.00	415,000.00	415,000.00	0.00	0.00		
5770	Bulletproof Vest Program	7,500.00	0.00	7,500.00	7,500.00	0.00	11,705.00		
5774	Grant Programs - St Atty Federal	494,294.00	0.00	494,294.00	32,404.00	461,890.00	266,143.63		
5776	BJAG - Sheriff Grants	0.00	0.00	0.00	0.00	0.00	16,456.00		
5785	MDE Beach Monitoring Grant	3,261.00	0.00	3,261.00	0.00	3,261.00	3,261.08		
5900	Library Federal Grants	0.00	0.00	0.00	0.00	0.00	40,215.00		
5515	DHCD Housing Administration Fee	7,000.00	0.00	7,000.00	0.00	7,000.00	0.00		
5517	Other Housing Rehab Income	0.00	0.00	0.00	(4,000.00)	4,000.00	0.00		
5525	Conservation Easement Administrative Fee	25,000.00	0.00	25,000.00	0.00	25,000.00	31,733.00		
5530	Eastern Shore Library Grant	80,000.00	0.00	80,000.00	0.00	80,000.00	80,000.00		
5543	Dental Program Reimbursement	16,721.00	0.00	16,721.00	0.00	16,721.00	37,170.50		
5624	DHCD State Grant	0.00	0.00	0.00	0.00	0.00	1,500,000.00		
5627	Grant for Economic Devel	0.00	0.00	0.00	0.00	0.00	167,655.13		
5630	Water System Monitoring Grant	48,750.00	0.00	48,750.00	31,190.00	17,560.00	24,900.00		
5635	Police Protection Grant	200,000.00	0.00	200,000.00	(44,113.00)	244,113.00	241,080.00		
5640	State Library Aid	197,150.00	0.00	197,150.00	13,540.00	183,610.00	183,610.00		
5645	Share of State Park Receipts	625,000.00	0.00	625,000.00	0.00	625,000.00	630,994.50		
5650	State Aid for Fire Companies	370,000.00	0.00	370,000.00	0.00	370,000.00	371,283.00		
5655	Program Open Space Grant - Parks	1,247,376.00	0.00	1,247,376.00	(124,019.00)	1,371,395.00	13,383.22		
5660	Waterway Improvement Grants	12,776.00	0.00	12,776.00	(267,224.00)	280,000.00	13,716.00		
5662	BRF Operations & Maintenance Grant	42,000.00	0.00	42,000.00	7,000.00	35,000.00	38,000.00		
5663	Share of State Forest Land	73,000.00	0.00	73,000.00	3,000.00	70,000.00	144,446.56		

Worcester County		Revenue Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Request vs FY24	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
5680	State Grant for Critical Areas	9,000.00	0.00	9,000.00	0.00	9,000.00	9,000.00		
5688	MD Dept of Aging Grant	46,000.00	0.00	46,000.00	973.00	45,027.00	47,527.00		
5690	SSTAP Grant	126,975.00	0.00	126,975.00	0.00	126,975.00	126,975.25		
5700	911 ENSB Grant	0.00	0.00	0.00	(153,595.00)	153,595.00	2,220,148.75		
5704	MD AOC Security Grant	110,716.00	0.00	110,716.00	26,503.00	84,213.00	53,668.67		
5705	State Grant for Tourism	160,000.00	0.00	160,000.00	0.00	160,000.00	1,139,008.00		
5712	GOCCP Grant	106,700.00	0.00	106,700.00	56,700.00	50,000.00	50,000.00		
5713	GOCCP - Sheriff Grants	425,000.00	0.00	425,000.00	425,000.00	0.00	527,238.19		
5715	Coastal Zone Grant	0.00	0.00	0.00	(1,508,500.00)	1,508,500.00	820,169.75		
5725	Family Support Grant	418,334.00	0.00	418,334.00	(21,430.00)	439,764.00	367,535.37		
5730	Septic System BRF Grant Program	260,000.00	0.00	260,000.00	20,000.00	240,000.00	275,258.79		
5732	Conservation Easements Reimbursements	50,000.00	0.00	50,000.00	0.00	50,000.00	19,025.00		
5735.015	Other Grants Economic Development	0.00	0.00	0.00	0.00	0.00	100,000.00		
5735.020	Other Grants Tourism	104,160.00	0.00	104,160.00	104,160.00	0.00	0.00	Welcome Center Grant	
5735.025	Other Grants General Government	0.00	0.00	0.00	0.00	0.00	300.00		
5735.030	Other Grants Human Resources	0.00	0.00	0.00	0.00	0.00	327.76		
5735.050	Other Grants Recreation	18,500.00	0.00	18,500.00	8,000.00	10,500.00	0.00		
5735.055	Other Grants Environmental Programs	96,000.00	0.00	96,000.00	0.00	96,000.00	0.00		
5735.060	Other Grants Library	0.00	0.00	0.00	0.00	0.00	9,592.81		
5757	Trial Jury Reimbursement	54,000.00	0.00	54,000.00	0.00	54,000.00	78,960.00		
5760	Drug Court Grant	224,076.00	0.00	224,076.00	(630.00)	224,706.00	213,189.67		
5762	Heroin Coordinator Grant	52,000.00	0.00	52,000.00	1,385.00	50,615.00	50,615.00		
5767	Medication Opioid Disorder Grant	131,840.00	31,840.00	100,000.00	100,000.00	0.00	42,298.38		Increased grant amount to cover 100% of expenditures.
5905	Sheriff-Sex Offender Grant	8,000.00	0.00	8,000.00	(2,000.00)	10,000.00	44,136.00		
5910	Sher-Health Tobacco Enforcement	7,500.00	0.00	7,500.00	4,500.00	3,000.00	11,200.00		
5912	Sher-Health Underage Drinking	5,000.00	0.00	5,000.00	1,000.00	4,000.00	12,009.90		
5925	MALPF Admin Fee	12,000.00	0.00	12,000.00	0.00	12,000.00	17,263.78		
5940	Intern Program Grant	100,000.00	0.00	100,000.00	0.00	100,000.00	0.00		
5511	Casino/Local Impact Grant Funds	2,265,375.00	1,061,000.00	1,204,375.00	(1,188,568.00)	2,392,943.00	3,113,852.00		
REVENUES Total		\$261,917,617.00	\$1,840,739.00	\$260,076,878.00	\$24,186,651.00	\$235,890,227.00	\$249,545,994.09		

Worcester County								
Expense Annual Budget by Organization Report Summary								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Expenditures								
100.1001 - General Fund,County Commissioners	\$1,860,303.00	\$204,469.01	\$624,071.00	50%	\$1,655,833.99	\$1,236,232.00	\$1,081,465.38	\$1,089,404.65
100.1002 - General Fund,Circuit Court	\$2,269,477.00	\$244,065.70	\$644,767.00	40%	\$2,025,411.30	\$1,624,710.00	\$1,493,817.05	\$1,349,486.09
100.1003 - General Fund,Orphan's Court	\$80,400.00	\$13,808.08	\$43,500.00	118%	\$66,591.92	\$36,900.00	\$32,586.11	\$26,112.25
100.1004 - General Fund,State's Attorney	\$4,752,244.00	\$600,040.40	\$1,440,511.00	43%	\$4,152,203.60	\$3,311,733.00	\$2,760,694.99	\$1,812,892.98
100.1005 - General Fund,Treasurer's Office	\$1,881,990.00	(\$371,930.29)	\$450,631.00	31%	\$2,253,920.29	\$1,431,359.00	\$1,343,378.24	\$1,210,844.25
100.1006 - General Fund,Elections Office	\$1,498,980.00	\$392.92	\$68,023.00	5%	\$1,498,587.08	\$1,430,957.00	\$1,104,800.85	\$857,595.95
100.1007 - General Fund,Human Resources	\$785,171.00	\$84,036.72	\$273,007.00	53%	\$701,134.28	\$512,164.00	\$510,682.11	\$474,464.77
100.1008 - General Fund,Development, Review & Permits	\$3,142,136.00	\$373,829.24	\$939,048.00	43%	\$2,768,306.76	\$2,203,088.00	\$1,984,321.65	\$1,756,693.76
100.1009 - General Fund,Comprehensive Planning	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
100.1010 - General Fund,Environmental Programs	\$2,779,362.00	\$277,660.85	(\$522,328.00)	-16%	\$2,501,701.15	\$3,301,690.00	\$2,398,376.57	\$2,017,402.35
100.1011 - General Fund,Information Technology	\$1,625,806.00	\$700,695.16	\$937,694.00	136%	\$925,110.84	\$688,112.00	\$609,697.29	\$567,459.95
100.1090 - General Fund,Other General Government	\$4,543,099.00	\$645,884.00	\$801,467.00	21%	\$3,897,215.00	\$3,741,632.00	\$8,248,291.11	\$7,827,798.51
100.1101 - General Fund,Sheriff's Office	\$17,280,861.00	\$3,117,041.35	\$5,778,635.00	50%	\$14,163,819.65	\$11,502,226.00	\$9,713,287.93	\$8,369,781.22
100.1102 - General Fund,Emergency Services	\$4,540,819.00	\$298,489.97	\$1,266,745.00	39%	\$4,242,329.03	\$3,274,074.00	\$5,002,670.89	\$3,618,695.85
100.1103 - General Fund,Jail	\$14,240,567.00	\$1,586,973.52	\$3,864,392.00	37%	\$12,653,593.48	\$10,376,175.00	\$9,284,384.05	\$8,929,538.29
100.1104 - General Fund,Fire Marshal	\$1,503,575.00	\$390,958.62	\$782,247.00	108%	\$1,112,616.38	\$721,328.00	\$630,344.97	\$588,945.84
100.1105 - General Fund,Volunteer Fire Departments	\$12,189,916.00	(\$22,333.00)	\$1,711,821.00	16%	\$12,212,249.00	\$10,478,095.00	\$9,726,807.62	\$9,371,800.34
100.1201 - General Fund,Maintenance	\$2,415,452.00	\$283,228.20	\$777,679.00	47%	\$2,132,223.80	\$1,637,773.00	\$1,408,652.63	\$1,208,944.16
100.1202 - General Fund,Roads	\$5,836,193.00	\$250,810.87	\$1,323,058.00	29%	\$5,585,382.13	\$4,513,135.00	\$3,564,615.57	\$3,431,576.21
100.1203 - General Fund,Public Works	\$1,310,018.00	\$126,960.67	\$473,597.00	57%	\$1,183,057.33	\$836,421.00	\$545,552.85	\$677,613.13
100.1204 - General Fund,Boat Landings	\$54,438.00	\$0.00	(\$271,700.00)	-83%	\$54,438.00	\$326,138.00	\$40,581.34	\$43,815.74
100.1205 - General Fund,Homeowner Convenience Centers	\$972,413.00	\$76,137.52	\$218,154.00	29%	\$896,275.48	\$754,259.00	\$661,980.50	\$649,802.79
100.1206 - General Fund,Recycling	\$1,212,221.00	(\$67,273.90)	\$288,197.00	31%	\$1,279,494.90	\$924,024.00	\$955,382.60	\$874,824.83
100.1301 - General Fund,Health Department	\$11,716,307.00	\$1,000.00	\$5,857,711.00	100%	\$11,715,307.00	\$5,858,596.00	\$5,436,393.92	\$5,470,321.46

Worcester County								
Expense Annual Budget by Organization Report Summary								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
100.1302 - General Fund,Mosquito Control	\$227,579.00	(\$6,847.33)	\$27,081.00	14%	\$234,426.33	\$200,498.00	\$147,344.76	\$145,084.83
100.1401 - General Fund,Commission on Aging	\$1,776,305.00	(\$24,700.00)	\$141,003.00	9%	\$1,801,005.00	\$1,635,302.00	\$1,526,916.24	\$1,589,421.68
100.1402 - General Fund,Other Social Services	\$658,868.00	(\$195,550.00)	\$128,500.00	24%	\$854,418.00	\$530,368.00	\$832,282.63	\$806,618.92
100.1502 - General Fund,WOR-WIC Community College	\$2,618,000.00	\$0.00	\$87,758.00	3%	\$2,618,000.00	\$2,530,242.00	\$2,530,242.00	\$2,530,242.00
100.1505 - General Fund,Board of Education	\$118,560,151.00	\$8,988,080.00	\$17,794,832.00	18%	\$109,572,071.00	\$100,765,319.00	\$101,007,365.53	\$97,019,148.29
100.1601 - General Fund,Recreation Department	\$2,833,906.00	\$209,300.37	\$847,985.00	43%	\$2,624,605.63	\$1,985,921.00	\$1,616,079.40	\$1,382,258.30
100.1602 - General Fund,Parks Department	\$2,524,326.00	\$116,452.75	\$190,663.00	8%	\$2,407,873.25	\$2,333,663.00	\$1,272,090.21	\$1,695,234.90
100.1603 - General Fund,Libraries	\$4,286,414.00	\$540,150.44	\$1,270,787.00	42%	\$3,746,263.56	\$3,015,627.00	\$2,800,616.79	\$2,758,804.36
100.1604 - General Fund,Other Recreation & Culture	\$80,000.00	(\$21,500.00)	\$0.00	0%	\$101,500.00	\$80,000.00	\$80,000.00	\$70,000.00
100.1701 - General Fund,Extension Service	\$267,494.00	\$0.00	\$11,869.00	5%	\$267,494.00	\$255,625.00	\$239,727.25	\$203,927.73
100.1702 - General Fund,Other Natural Resources	\$625,935.00	\$0.00	\$0.00	0%	\$625,935.00	\$625,935.00	\$533,639.71	\$534,791.61
100.1801 - General Fund,Economic Development	\$592,448.00	\$30,839.78	\$134,423.00	29%	\$561,608.22	\$458,025.00	\$591,378.26	\$483,810.70
100.1802 - General Fund,Tourism - ENDS FY 2010	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
100.1803 - General Fund,Tourism	\$1,643,058.00	\$55,266.26	\$257,789.00	19%	\$1,587,791.74	\$1,385,269.00	\$2,191,973.92	\$1,274,042.23
100.1901 - General Fund,Taxes Shared with Towns	\$3,630,114.00	\$0.00	\$509,157.00	16%	\$3,630,114.00	\$3,120,957.00	\$3,638,844.34	\$2,322,665.80
100.1902 - General Fund,Grants to Towns	\$6,617,628.00	(\$531,883.00)	\$200,253.00	3%	\$7,149,511.00	\$6,417,375.00	\$6,440,060.00	\$6,241,601.00
100.1950 - General Fund,Benefits & Insurance	\$0.00	(\$24,268,854.00)	(\$26,630,018.00)	-100%	\$24,268,854.00	\$26,630,018.00	\$23,086,448.68	\$20,800,859.92
100.1975 - General Fund,Debt Service	\$10,077,454.00	\$0.00	(\$3,121,808.00)	-24%	\$10,077,454.00	\$13,199,262.00	\$13,651,583.82	\$13,691,172.96
100.1985 - General Fund,Interfund	\$10,671,390.00	\$2,284,065.00	\$10,671,390.00		\$8,387,325.00	\$0.00	\$8,733,934.40	\$14,245,216.56
Expenditure Grand Totals:	\$266,182,818.00	(\$4,010,234.12)	\$30,292,591.00	13%	\$270,193,052.12	\$235,890,227.00	\$239,459,294.16	\$230,020,717.16

WORCESTER COUNTY FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1001 County Commissioners								
PERS SVCS - Personnel Services	\$1,690,632.00	\$209,469.01	\$518,356.00	44%	\$1,481,162.99	\$1,172,276.00	\$1,059,850.41	\$1,025,765.79
SUPP & MAT - Supplies & Materials	\$59,829.00	\$0.00	\$4,568.00	8%	\$59,829.00	\$55,261.00	\$42,743.25	\$36,543.43
MAINT & SVCS - Maintenance & Services	\$45,125.00	-\$5,000.00	-\$4,285.00	-9%	\$50,125.00	\$49,410.00	\$40,213.90	\$64,324.32
OTHR CHGS - Other Charges	\$64,717.00	\$0.00	\$1,581.00	3%	\$64,717.00	\$63,136.00	\$37,821.82	\$44,000.31
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$103,851.00	-100%	\$0.00	(\$103,851.00)	(\$99,164.00)	(\$81,229.20)
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: County Commissioners	\$1,860,303.00	\$204,469.01	\$624,071.00	50%	\$1,655,833.99	\$1,236,232.00	\$1,081,465.38	\$1,089,404.65

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
EXPENSES									
Department: 1001 - County Commissioners									
6000.100	Personnel Services Salaries	1,202,756	0	1,202,756	30,480	1,172,276	1,059,850		
6010.020	Benefits Contingency	526	526	0	526	0	0		
6010.025	Benefits Deferred Comp Match	9,000	9,000	0	9,000	0	0		
6010.030	Benefits Hospitalization Insurance	180,705	(8,204)	188,909	180,705	0	0		
6010.050	Benefits Retirement	143,970	143,970	0	143,970	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	89,498	0	89,498	89,498	0	0		
6010.070	Benefits Unemployment Insurance	526	526	0	526	0	0		
6010.090	Benefits Workmans Compensation Ins	18,282	18,282	0	18,282	0	0		
6010.120	Benefits Long Term Disability	1,974	1,974	0	1,974	0	0		
6010.130	Benefits Life Insurance	2,237	2,237	0	2,237	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	2,421	2,421	0	2,421	0	0		
6010.150	Benefits Retirement Administration Fee	2,527	2,527	0	2,527	0	0		
6010.900	Benefits OPEB contribution	36,210	36,210	0	36,210	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	3,467	0	3,467	0	3,467	1,115		
6100.060	Administrative Expense Books and Publications	500	0	500	0	500	159		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	6,852	0	6,852	1,196	5,656	3,811		
6100.165	Administrative Expense Meeting Expense	950	0	950	250	700	528		
6100.190	Administrative Expense Office Supplies	7,000	0	7,000	0	7,000	5,397		
6100.210	Administrative Expense Paper	3,000	0	3,000	(300)	3,300	1,805		
6100.230	Administrative Expense Postage & Freight	500	0	500	0	500	299		
6110.080	Supplies & Equipment Computer Repairs & Supplies	500	0	500	0	500	0		
6110.090	Supplies & Equipment Computers & Printers	3,100	0	3,100	(550)	3,650	2,560		
6110.245	Supplies & Equipment Mobile Phones	14,508	0	14,508	0	14,508	12,448		
6110.280	Supplies & Equipment Office Furniture	6,400	0	6,400	3,900	2,500	2,037	Replacement of desk, bookcases, and chairs wear/tear	
6130.010	Equipment Maintenance Copier Lease	12,052	0	12,052	72	11,980	11,745		
6150.050	Uniforms & Personal Equipment Uniforms	1,000	0	1,000	0	1,000	840		
6510.020	Legal Services County Attorney Expenses	6,965	0	6,965	355	6,610	6,145		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6510.035	Legal Services County Code Expenses	11,500	0	11,500	2,000	9,500	11,022	County Code expense increase based on actual costs	
6510.050	Legal Services Court Reporters	600	0	600	240	360	345		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	3,000	0	3,000	0	3,000	2,126		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	1,000	0	1,000	0	1,000	782		
6550.270	Building Site Expenses Telephone	1,560	0	1,560	120	1,440	1,260		
6900.010	Advertising Budget Advertisements	4,500	0	4,500	0	4,500	3,440		
6900.030	Advertising Legislative Advertisements	16,000	(5,000)	21,000	(7,000)	23,000	15,095	Reduction based on previous years actual spending.	Reduction in advertising based on year to date actuals.
7000.020	Travel, Training & Expense Board Member Allowance	21,000	0	21,000	0	21,000	21,000		
7000.040	Travel, Training & Expense Continuing Education/Certificati	3,850	0	3,850	0	3,850	198		
7000.100	Travel, Training & Expense Meetinas/Conferences/Shows	38,667	0	38,667	981	37,686	15,744		
7000.115	Travel, Training & Expense Mileage	1,200	0	1,200	600	600	880		
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	81,452	(81,452)	(77,776)		
8010.120	Interfund Landfill Enterprise Charges	0	0	0	22,399	(22,399)	(21,388)		
Total: 1001 - County Commissioners		1,860,303	204,469	1,655,834	624,071	1,236,232	1,081,465		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1002 Circuit Court								
PERS SVCS - Personnel Services	\$1,784,334.00	\$244,065.70	\$612,181.00	52%	\$1,540,268.30	\$1,172,153.00	\$1,170,858.71	\$1,070,414.52
SUPP & MAT - Supplies & Materials	\$364,278.00	\$0.00	\$29,418.00	9%	\$364,278.00	\$334,860.00	\$183,708.21	\$193,771.52
MAINT & SVCS - Maintenance & Services	\$110,465.00	\$0.00	\$1,700.00	2%	\$110,465.00	\$108,765.00	\$131,747.48	\$78,098.53
OTHR CHGS - Other Charges	\$10,400.00	\$0.00	\$1,468.00	16%	\$10,400.00	\$8,932.00	\$7,502.65	\$7,201.52
Department Total: Circuit Court	\$2,269,477.00	\$244,065.70	\$644,767.00	40%	\$2,025,411.30	\$1,624,710.00	\$1,493,817.05	\$1,349,486.09

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1002 - Circuit Court									
6000.100	Personnel Services Salaries	1,229,596	0	1,229,596	57,443	1,172,153	1,170,859		
6010.020	Benefits Contingency	538	538	0	538	0	0		
6010.025	Benefits Deferred Comp Match	8,000	8,000	0	8,000	0	0		
6010.030	Benefits Hospitalization Insurance	207,239	(9,408)	216,647	207,239	0	0		
6010.050	Benefits Retirement	147,183	147,183	0	147,183	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	94,026	0	94,026	94,026	0	0		
6010.070	Benefits Unemployment Insurance	538	538	0	538	0	0		
6010.090	Benefits Workmans Compensation Ins	18,690	18,690	0	18,690	0	0		
6010.120	Benefits Long Term Disability	2,018	2,018	0	2,018	0	0		
6010.130	Benefits Life Insurance	2,287	2,287	0	2,287	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	2,475	2,475	0	2,475	0	0		
6010.150	Benefits Retirement Administration Fee	2,583	2,583	0	2,583	0	0		
6010.900	Benefits OPEB contribution	69,161	69,161	0	69,161	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	2,000	0	2,000	0	2,000	432		
6100.060	Administrative Expense Books and Publications	2,000	0	2,000	0	2,000	482		
6100.080	Administrative Expense Copier Supplies	180	0	180	0	180	0		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	4,734	0	4,734	0	4,734	2,613	Judges/court admin/court reporter annual memberships, legal liability insurance, subscriptions	
6100.110	Administrative Expense Envelopes	1,500	0	1,500	0	1,500	1,138		
6100.150	Administrative Expense Incentives & Events	1,515	0	1,515	0	1,515	0		
6100.190	Administrative Expense Office Supplies	7,500	0	7,500	680	6,820	12,298		
6100.210	Administrative Expense Paper	2,500	0	2,500	0	2,500	1,709		
6110.120	Supplies & Equipment Equipment Rental	1,000	0	1,000	(200)	1,200	2,763	Water Cooler replacement fee and monthly fee.	
6110.170	Supplies & Equipment Jury Expenses	3,700	0	3,700	200	3,500	3,793		
6110.245	Supplies & Equipment Mobile Phones	516	0	516	516	0	511		
6110.270	Supplies & Equipment Office Equipment Repairs	300	0	300	0	300	97		
6110.280	Supplies & Equipment Office Furniture	5,590	0	5,590	1,500	4,090	2,145	Replacement furniture for chambers	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.290	Supplies & Equipment Other Office Equipment	810	0	810	0	810	0		
6130.010	Equipment Maintenance Copier Lease	8,080	0	8,080	220	7,860	8,080	Increase based on actual costs	
6130.070	Equipment Maintenance Software Maintenance Agreements	17,626	0	17,626	0	17,626	12,015		
6150.050	Uniforms & Personal Equipment Uniforms	500	0	500	0	500	582		
6160.040	Grant Programs Court Security Grant	110,716	0	110,716	26,502	84,214	16,693	Requested increase in grant funding for the Court Security	
6160.060	Grant Programs Drug Treatment Court	67,396	0	67,396	0	67,396	22,341		
6160.070	Grant Programs Family Support Services	126,115	0	126,115	0	126,115	96,015		
6510.030	Legal Services Court Appointed Attorneys	8,000	0	8,000	0	8,000	9,462		
6510.040	Legal Services Court Library Levy	2,000	0	2,000	0	2,000	0		
6510.050	Legal Services Court Reporters	5,000	0	5,000	0	5,000	5,296		
6510.055	Legal Services Family Support Service - Other	0	0	0	0	0	600		
6510.080	Legal Services Jury Per Diem	92,000	0	92,000	0	92,000	112,340		
6550.028	Building Site Expenses Cable	265	0	265	0	265	280		
6550.270	Building Site Expenses Telephone	3,200	0	3,200	1,700	1,500	3,203	Increase based on actual FY23 costs	
6900.025	Advertising Legal Advertisements	0	0	0	0	0	566		
7000.040	Travel, Training & Expense Continuing Education/Certificati	1,400	0	1,400	1,000	400	2,294	Based on planned FY25 Trainings & Educational Exp	
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	7,500	0	7,500	1,538	5,962	5,043	Increase based on FY25 planned travel & additional \$1,500 for magistrate training.	
7000.115	Travel, Training & Expense Mileage	1,500	0	1,500	(1,070)	2,570	165	Based on planned FY25 travel expenses.	
7180	Encumbrance Expense	0	0	0	0	0	5,763		
Total: 1002 - Circuit Court		2,269,477	244,066	2,025,411	644,767	1,624,710	1,499,580		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1003 Orphan's Court								
PERS SVCS - Personnel Services	\$70,800.00	\$13,808.08	\$42,300.00	148%	\$56,991.92	\$28,500.00	\$25,154.01	\$20,999.94
SUPP & MAT - Supplies & Materials	\$2,800.00	\$0.00	\$1,200.00	74%	\$2,800.00	\$1,600.00	\$2,632.10	\$312.31
OTHR CHGS - Other Charges	\$6,800.00	\$0.00	\$0.00	0%	\$6,800.00	\$6,800.00	\$4,800.00	\$4,800.00
Department Total: Orphan's Court	\$80,400.00	\$13,808.08	\$43,500.00	118%	\$66,591.92	\$36,900.00	\$32,586.11	\$26,112.25

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1003 - Orphan's Court									
6000.100	Personnel Services Salaries	28,501	1	28,500	1	28,500	25,154		
6010.020	Benefits Contingency	12	12	0	12	0	0		
6010.030	Benefits Hospitalization Insurance	25,169	(1,142)	26,311	25,169	0	0		
6010.050	Benefits Retirement	3,412	3,412	0	3,412	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	2,181	1	2,180	2,181	0	0		
6010.070	Benefits Unemployment Insurance	12	12	0	12	0	0		
6010.090	Benefits Workmans Compensation Ins	433	433	0	433	0	0		
6010.120	Benefits Long Term Disability	47	47	0	47	0	0		
6010.130	Benefits Life Insurance	53	53	0	53	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	57	57	0	57	0	0		
6010.150	Benefits Retirement Administration Fee	60	60	0	60	0	0		
6010.900	Benefits OPEB contribution	10,863	10,863	0	10,863	0	0		OPEB Allocation at department level
6100.060	Administrative Expense Books and Publications	2,700	0	2,700	1,200	1,500	2,632	Increase based on previous year actual expenses	
6100.190	Administrative Expense Office Supplies	100	0	100	0	100	0		
7000.020	Travel, Training & Expense Board Member Allowance	4,800	0	4,800	0	4,800	4,800		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	2,000	0	2,000	0	2,000	0		
Total: 1003 - Orphan's Court		80,400	13,808	66,592	43,500	36,900	32,586		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1004 State's Attorney								
PERS SVCS - Personnel Services	\$4,612,198.00	\$600,040.40	\$1,490,837.00	48%	\$ 4,012,157.60	\$3,121,361.00	\$2,402,893.08	\$1,648,276.15
SUPP & MAT - Supplies & Materials	\$91,446.00	\$0.00	(\$13,326.00)	-13%	\$91,446.00	\$104,772.00	\$316,276.46	\$84,966.18
MAINT & SVCS - Maintenance & Services	\$24,250.00	\$0.00	\$6,100.00	34%	\$24,250.00	\$18,150.00	\$19,848.00	\$29,580.87
OTHR CHGS - Other Charges	\$24,350.00	\$0.00	(\$100.00)	0%	\$24,350.00	\$24,450.00	\$21,677.45	\$14,063.78
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
CAP EQ - Capital Equipment	\$0.00	\$0.00	(\$43,000.00)	-100%	\$0.00	\$43,000.00	\$0.00	\$36,006.00
Department Total: State's Attorney	\$4,752,244.00	\$600,040.40	\$1,440,511.00	43%	\$ 4,152,203.60	\$3,311,733.00	\$2,760,694.99	\$1,812,892.98

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1004 - State's Attorney									
6000.100	Personnel Services Salaries	3,372,232	(37,715)	3,409,947	250,871	3,121,361	2,392,094		
6000.400	Personnel Services Overtime Pay	0	0	0	0	0	10,799		
6010.020	Benefits Contingency	1,476	1,476	0	1,476	0	0		
6010.025	Benefits Deferred Comp Match	20,000	20,000	0	20,000	0	0		
6010.030	Benefits Hospitalization Insurance	348,332	(22,229)	370,561	348,332	0	0		
6010.050	Benefits Retirement	403,656	403,656	0	403,656	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	228,765	(2,885)	231,650	228,765	0	0		
6010.070	Benefits Unemployment Insurance	1,476	1,476	0	1,476	0	0		
6010.090	Benefits Workmans Compensation Ins	51,258	51,258	0	51,258	0	0		
6010.120	Benefits Long Term Disability	5,534	5,534	0	5,534	0	0		
6010.130	Benefits Life Insurance	6,272	6,272	0	6,272	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	6,789	6,789	0	6,789	0	0		
6010.150	Benefits Retirement Administration Fee	7,084	7,084	0	7,084	0	0		
6010.900	Benefits OPEB contribution	159,324	159,324	0	159,324	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	4,000	0	4,000	0	4,000	2,959		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	9,049	0	9,049	(10,521)	19,570	60,348	no additional licenses needed because funded by grant	
6100.160	Administrative Expense Legal Books & Publications	3,065	0	3,065	(295)	3,360	5,249		
6100.190	Administrative Expense Office Supplies	9,000	0	9,000	0	9,000	9,242		
6110.090	Supplies & Equipment Computers & Printers	4,100	0	4,100	1,650	2,450	8,732		
6110.245	Supplies & Equipment Mobile Phones	12,480	0	12,480	(90)	12,570	10,818		
6110.280	Supplies & Equipment Office Furniture	2,000	0	2,000	(1,125)	3,125	1,819	decrease due to lack of additional office space	
6110.290	Supplies & Equipment Other Office Equipment	2,000	0	2,000	0	2,000	2,211		
6110.390	Supplies & Equipment Small Equipment	2,000	0	2,000	0	2,000	215		
6130.010	Equipment Maintenance Copier Lease	10,020	0	10,020	(1,980)	12,000	12,958	decrease due to trends	
6130.040	Equipment Maintenance MILES Computer Chg/MDT User Fees	0	0	0	0	0	1,113		
6130.070	Equipment Maintenance Software Maintenance Agreements	31,970	0	31,970	(900)	32,870	30,137		
6150.050	Uniforms & Personal Equipment Uniforms	1,762	0	1,762	(65)	1,827	1,794		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6160.075	Grant Programs Federal Funds	0	0	0	0	0	168,682		
6510.060	Legal Services Investigation Expenses	0	0	0	0	0	1,285		
6510.090	Legal Services Prosecution Expenses	2,500	0	2,500	0	2,500	750		
6510.105	Legal Services Appeal Expenses	2,700	0	2,700	1,700	1,000	1,181	increased due to appellate court trends	
6510.110	Legal Services Transcripts	5,000	0	5,000	0	5,000	3,236		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	8,000	0	8,000	3,000	5,000	7,930	increased due to addition of vehicles	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	3,000	0	3,000	1,500	1,500	1,774		
6540.040	Vehicle Operating Expenses Vehicle Registration	0	0	0	(100)	100	0		
6550.028	Building Site Expenses Cable	1,550	0	1,550	0	1,550	1,472		
6550.270	Building Site Expenses Telephone	1,500	0	1,500	0	1,500	2,220		
7000.080	Travel, Training & Expense Extradition Expense	14,000	0	14,000	0	14,000	15,096		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	10,350	0	10,350	(100)	10,450	5,867		
7000.130	Travel, Training & Expense Witness Expenses	0	0	0	0	0	714		
9010.010	Capital Equipment New Vehicles	0	0	0	(43,000)	43,000	0		
Total: 1004 - State's Attorney		4,752,244	600,040	4,152,204	1,440,511	3,311,733	2,760,695		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1005 Treasurer's Office								
PERS SVCS - Personnel Services	\$1,677,385.00	(\$370,850.29)	\$153,682.00	10%	\$ 2,048,235.29	\$ 1,523,703.00	\$ 1,436,241.15	\$ 1,284,152.26
SUPP & MAT - Supplies & Materials	\$184,155.00	(\$1,080.00)	\$11,245.00	7%	\$ 185,235.00	\$ 172,910.00	\$ 164,107.83	\$ 160,596.87
MAINT & SVCS - Maintenance & Services	\$2,900.00	\$0.00	\$400.00	16%	\$ 2,900.00	\$ 2,500.00	\$ 1,342.91	\$ 6,109.06
OTHR CHGS - Other Charges	\$17,550.00	\$0.00	\$8,290.00	89%	\$ 17,550.00	\$ 9,260.00	\$ 3,391.85	\$ 2,474.96
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$277,014.00	-100%	\$ -	\$ (277,014.00)	\$ (261,705.50)	\$ (242,488.90)
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$ -	\$ -	\$ -	\$ -
Department Total: Treasurer's Office	\$1,881,990.00	(\$371,930.29)	\$450,631.00	31%	\$ 2,253,920.29	\$ 1,431,359.00	\$ 1,343,378.24	\$ 1,210,844.25

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1005 - Treasurer's Office									
Location: 010 - Treasurer's Office									
6000.100	Personnel Services Salaries	1,178,672	(134,321)	1,312,993	28,231	1,150,441	1,083,944		Reduction due to Interfund allocation of 2 additional positions.
6000.400	Personnel Services Overtime Pay	2,000	0	2,000	0	2,000	13		
6010.020	Benefits Contingency	516	516	0	516	0	0		
6010.025	Benefits Deferred Comp Match	10,000	10,000	0	10,000	0	0		
6010.030	Benefits Hospitalization Insurance	160,185	(1,654)	161,839	160,185	0	0		
6010.050	Benefits Retirement	141,087	141,087	0	141,087	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	87,995	(10,274)	98,269	87,995	0	0		
6010.070	Benefits Unemployment Insurance	516	516	0	516	0	0		
6010.090	Benefits Workmans Compensation Ins	17,916	17,916	0	17,916	0	0		
6010.120	Benefits Long Term Disability	1,934	1,934	0	1,934	0	0		
6010.130	Benefits Life Insurance	2,192	2,192	0	2,192	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	2,373	2,373	0	2,373	0	0		
6010.150	Benefits Retirement Administration Fee	2,476	2,476	0	2,476	0	0		
6010.900	Benefits OPEB contribution	69,523	69,523	0	69,523	0	0		OPEB Allocation at department level
6100.055	Administrative Expense Bond	3,000	0	3,000	0	3,000	2,750		
6100.060	Administrative Expense Books and Publications	2,000	0	2,000	0	2,000	1,035		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	3,925	0	3,925	555	3,370	2,558		
6100.110	Administrative Expense Envelopes	3,500	0	3,500	0	3,500	0		
6100.130	Administrative Expense Food Tax Bills & Envelopes	400	0	400	0	400	0		
6100.190	Administrative Expense Office Supplies	9,400	0	9,400	(2,850)	12,250	13,123	Less printer toner	
6100.210	Administrative Expense Paper	2,500	0	2,500	500	2,000	1,972		
6100.220	Administrative Expense Payroll Checks & Forms	3,500	0	3,500	(250)	3,750	3,892		
6100.230	Administrative Expense Postage & Freight	100	0	100	0	100	69		
6100.250	Administrative Expense Room Tax Bills & Envelopes	1,000	0	1,000	0	1,000	351		
6100.260	Administrative Expense Tax Bills & Envelopes	21,000	0	21,000	2,000	19,000	18,727	The cost of tax bills and envelopes has gone up in recent years	
6110.090	Supplies & Equipment Computers & Printers	6,640	0	6,640	940	5,700	13,387		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.245	Supplies & Equipment Mobile Phones	3,600	0	3,600	900	2,700	2,252		
6110.270	Supplies & Equipment Office Equipment Repairs	300	0	300	0	300	0		
6110.280	Supplies & Equipment Office Furniture	2,600	0	2,600	2,600	0	0	Replace office chairs- leather is neeling off	
6110.290	Supplies & Equipment Other Office Furniture	1,000	0	1,000	(500)	1,500	1,097		
6130.010	Equipment Maintenance Copier Lease	3,240	0	3,240	540	2,700	2,525		
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	115,050	0	115,050	7,550	107,500	100,370	Estimated 7% increase in Munis Software Maint	
6150.050	Uniforms & Personal Equipment Uniforms	1,400	0	1,400	1,400	0	0	Maryland's Coast Shirts for Staff	
6530.110	Consulting Services Programming	1,500	0	1,500	300	1,200	0		
6550.270	Building Site Expenses Telephone	1,400	0	1,400	100	1,300	1,343		
7000.040	Travel, Training & Expense Continuing Education/Certificati	7,000	0	7,000	2,000	5,000	963	Continuing education for additional CPA on staff	
7000.060	Travel, Training & Expense Educational Training	4,200	0	4,200	4,200	0	0	GFOA Certified Public Finance Officer Program and Staff Office Training	
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	4,350	0	4,350	1,690	2,660	1,957	Conference fees for Enterprise Fund Controller	
7000.115	Travel, Training & Expense Mileage	2,000	0	2,000	400	1,600	472		
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	223,632	(223,632)	(211,509)		
8010.120	Interfund Landfill Enterprise Charges	0	0	0	41,242	(41,242)	(38,586)		
Total: 010 - Treasurer's Office		1,881,990	102,284	1,779,706	811,893	1,070,097	1,002,705		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 020 - Information Technology									
6000.100	Personnel Services Salaries	0	(391,158)	391,158	(371,262)	371,262	352,284		
6010.030	Benefits Hospitalization Insurance	0	(52,053)	52,053	0	0	0		
6010.060	Benefits Social Security Taxes	0	(29,924)	29,924	0	0	0		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	0	(80)	80	(40)	40	0		
6110.090	Supplies & Equipment Computers & Printers	0	(800)	800	(2,100)	2,100	0		
6110.290	Supplies & Equipment Other Office Equipment	0	(200)	200	0	0	0		
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	7,832	(7,832)	(7,491)		
8010.120	Interfund Landfill Enterprise Charges	0	0	0	4,308	(4,308)	(4,120)		
Total: 020 - Information Technology		0	(474,214)	474,214	(361,262)	361,262	340,673		
Total: 1005 - Treasurer's Office		1,881,990	(371,930)	2,253,920	450,631	1,431,359	1,343,378		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1006 Elections Office								
PERS SVCS - Personnel Services	\$660,851.00	\$392.92	\$20,174.00	3%	\$660,458.08	\$640,677.00	\$576,011.94	\$523,757.88
SUPP & MAT - Supplies & Materials	\$670,011.00	\$0.00	\$53,639.00	9%	\$670,011.00	\$616,372.00	\$349,804.02	\$217,643.14
MAINT & SVCS - Maintenance & Services	\$152,887.00	\$0.00	(\$943.00)	-1%	\$152,887.00	\$153,830.00	\$168,517.30	\$111,825.93
OTHR CHGS - Other Charges	\$15,231.00	\$0.00	(\$4,847.00)	-24%	\$15,231.00	\$20,078.00	\$10,467.59	\$4,369.00
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Elections Office	\$ 1,498,980.00	\$ 392.92	\$68,023.00	5%	\$1,498,587.08	\$1,430,957.00	\$1,104,800.85	\$857,595.95

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1006 - Elections Office									
6000.100	Personnel Services Salaries	16,550	0	16,550	1,550	15,000	15,185	Includes a 3% COLA and 2 STEPS	
6000.500	Personnel Services State Employee Salary & Benefit	642,642	0	642,642	16,965	625,677	560,827		Includes 2 Steps and a 3% COLA allocation of state employees to the correct personnel line
6010.020	Benefits Contingency	7	7	0	7	0	0		
6010.060	Benefits Social Security Taxes	1,267	1	1,266	1,267	0	0		
6010.070	Benefits Unemployment Insurance	7	7	0	7	0	0		
6010.090	Benefits Workmans Compensation Ins	252	252	0	252	0	0		
6010.120	Benefits Long Term Disability	27	27	0	27	0	0		
6010.130	Benefits Life Insurance	31	31	0	31	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	33	33	0	33	0	0		
6010.150	Benefits Retirement Administration Fee	35	35	0	35	0	0		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	630	0	630	0	630	275		
6100.110	Administrative Expense Envelopes	1,200	0	1,200	200	1,000	0		
6100.180	Administrative Expense National Voter Regis Postcards	764	0	764	62	702	1,093		
6100.190	Administrative Expense Office Supplies	11,000	0	11,000	1,000	10,000	8,217	Redistricting and general presidential election	
6100.210	Administrative Expense Paper	1,500	0	1,500	300	1,200	172		
6110.090	Supplies & Equipment Computers & Printers	6,457	0	6,457	0	6,457	9,191		
6110.245	Supplies & Equipment Mobile Phones	2,000	0	2,000	0	2,000	1,775		
6110.280	Supplies & Equipment Office Furniture	9,000	0	9,000	9,000	0	0	Replacement of old desks and chairs	
6110.440	Supplies & Equipment Voting Machines	327,845	0	327,845	37,317	290,528	138,211	Increase based on billing costs provided by the state	
6120.010	Voting Machine & Poll Expenses Absentee Ballot Expenses	43,400	0	43,400	0	43,400	2,125		
6120.020	Voting Machine & Poll Expenses Ballot Expenses	750	0	750	150	600	300		
6120.040	Voting Machine & Poll Expenses Election Board Member Mileage	3,800	0	3,800	0	3,800	805		
6120.050	Voting Machine & Poll Expenses Election Cell Phone	1,500	0	1,500	0	1,500	1,750		
6120.060	Voting Machine & Poll Expenses Election Judge Expense	176,750	0	176,750	3,000	173,750	115,713	General Presidential Election	
6120.070	Voting Machine & Poll Expenses Election Judge Training Material	10,000	0	10,000	0	10,000	1,058		
6120.080	Voting Machine & Poll Expenses Poll Rent & School Expense	2,800	0	2,800	0	2,800	2,450		
6120.090	Voting Machine & Poll Expenses Specimen Ballot Expense	24,000	0	24,000	0	24,000	30,607		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6120.095	Voting Machine & Poll Expenses State Allocation County Share	27,159	0	27,159	310	26,849	10,859		
6120.110	Voting Machine & Poll Expenses Voter Notification Cards	3,500	0	3,500	1,500	2,000	1,790	General Presidential Election	
6120.120	Voting Machine & Poll Expenses Voting Machine Supplies	9,800	0	9,800	800	9,000	18,214		
6130.010	Equipment Maintenance Copier Lease	1,627	0	1,627	0	1,627	1,411		
6130.070	Equipment Maintenance Software Maintenance Agreements	2,760	0	2,760	0	2,760	2,341		
6130.100	Equipment Maintenance Other Equipment Lease	1,769	0	1,769	0	1,769	1,447		
6530.150	Consulting Services Temporary Clerical Staff	47,520	0	47,520	(7,920)	55,440	82,891	Presidential election increased workload cannot be handled by 5 employees	
6550.040	Building Site Expenses Cleaning Contract	2,912	0	2,912	(2,288)	5,200	2,955	Decrease based on cleaning contract	
6550.050	Building Site Expenses Custodial Supplies	650	0	650	0	650	234		
6550.060	Building Site Expenses Electricity	8,750	0	8,750	0	8,750	8,750		
6550.080	Building Site Expenses Fire Alarm Testing	0	0	0	0	0	324		
6550.081	Building Site Expenses Fire Extinguishers	100	0	100	0	100	0		
6550.090	Building Site Expenses General Maintenance Repairs	0	0	0	0	0	222		
6550.170	Building Site Expenses Office Rent/Lease	84,265	0	84,265	9,265	75,000	67,467	New lease for 1,400 square ft of additional space	
6550.180	Building Site Expenses Pest Control/Termite Insp	1,100	0	1,100	0	1,100	0		
6550.220	Building Site Expenses Security Alarm Monitoring	750	0	750	0	750	204		
6550.270	Building Site Expenses Telephone	6,840	0	6,840	0	6,840	5,471		
7000.020	Travel, Training & Expense Board Member Allowance	2,489	0	2,489	98	2,391	1,000		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	8,742	0	8,742	(4,945)	13,687	3,921	Decrease based on some training being Bi-Annual	
7000.115	Travel, Training & Expense Mileage	4,000	0	4,000	0	4,000	5,547		
7180	Encumbrance Expense	0	0	0	0	0	106,297		
Total: 1006 - Elections Office		1,498,980	393	1,498,587	68,023	1,430,957	1,211,097		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1007 Human Resources								
PERS SVCS - Personnel Services	\$714,931.00	\$95,736.72	\$182,531.00	34%	\$619,194.28	\$532,400.00	\$538,326.64	\$497,109.26
SUPP & MAT - Supplies & Materials	\$27,940.00	(\$700.00)	\$5,000.00	22%	\$28,640.00	\$22,940.00	\$22,340.45	\$19,383.30
MAINT & SVCS - Maintenance & Services	\$37,100.00	(\$11,000.00)	\$7,600.00	26%	\$48,100.00	\$29,500.00	\$26,822.04	\$25,037.86
OTHR CHGS - Other Charges	\$5,200.00	\$0.00	\$700.00	16%	\$5,200.00	\$4,500.00	\$2,443.58	\$3,276.31
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$77,176.00	-100%	\$0.00	(\$77,176.00)	(\$79,250.60)	(\$70,341.96)
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Human Resources	\$785,171.00	\$84,036.72	\$273,007.00	53%	\$701,134.28	\$512,164.00	\$510,682.11	\$474,464.77

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1007 - Human Resources									
Location: 090 - Human Resources									
6000.100	Personnel Services Salaries	435,621	0	435,621	(26,656)	462,277	472,308		
6000.400	Personnel Services Overtime Pay	4,000	0	4,000	0	4,000	2,766		
6010.020	Benefits Contingency	191	191	0	191	0	0		
6010.025	Benefits Deferred Comp Match	3,000	3,000	0	3,000	0	0		
6010.030	Benefits Hospitalization Insurance	59,563	(2,705)	62,268	59,563	0	0		
6010.050	Benefits Retirement	52,144	52,144	0	52,144	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	33,269	0	33,269	33,269	0	0		
6010.070	Benefits Unemployment Insurance	191	191	0	191	0	0		
6010.090	Benefits Workmans Compensation Ins	6,621	6,621	0	6,621	0	0		
6010.120	Benefits Long Term Disability	715	715	0	715	0	0		
6010.130	Benefits Life Insurance	810	810	0	810	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	877	877	0	877	0	0		
6010.150	Benefits Retirement Administration Fee	915	915	0	915	0	0		
6010.900	Benefits OPEB contribution	21,726	21,726	0	21,726	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	540	0	540	0	540	360	Water Cooler Expense - \$135 per quarter	
6100.040	Administrative Expense Alcohol and Drug Testing Supplie	100	0	100	(150)	250	265	Reduced amount. This is for the alcohol testing supplies, drug testing supplies, and forms.	
6100.050	Administrative Expense Background Checks	6,000	0	6,000	5,600	400	375	Federal Motor Carrier Background Checks for employees with CDL licenses and new for FY 25 background checks by a 3rd party	
6100.060	Administrative Expense Books and Publications	500	0	500	0	500	500	Required annual labor law posters ordered in May after Legislative Session	
6100.100	Administrative Expense Dues, Licenses & Subscriptions	528	0	528	28	500	317	SHRM (Society for HR Management) Dues For HR Director and Deputy Director	
6100.110	Administrative Expense Envelopes	400	0	400	0	400	116	Printed envelopes with return address and brown mailing envelopes	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6100.150	Administrative Expense Incentives & Events	1,250	0	1,250	250	1,000	619	Wellness seminars, programs, fitness classes, and incentives for programs. Increased amount by \$250	
6100.190	Administrative Expense Office Supplies	2,400	0	2,400	0	2,400	2,279	Office supplies - pens, pencils, calendars, folders, notebooks, stickie notes, paper clips, staples, paper products, etc.	
6100.210	Administrative Expense Paper	1,272	0	1,272	(128)	1,400	1,349	Letterhead and copy paper. Reduced due to less paper in open enrollment and new hire orientation packets	
6110.090	Supplies & Equipment Computers & Printers	4,000	0	4,000	0	4,000	7,379	2 replacement PCs and 1 new Surface tablet	
6110.245	Supplies & Equipment Mobile Phones	2,040	0	2,040	90	1,950	1,356	Cell phone for 4 employees	
6110.290	Supplies & Equipment Other Office Equipment	510	0	510	(90)	600	956	Reduced amount to cover phone increase, chair replacements, and new monitor	
6130.010	Equipment Maintenance Copier Lease	2,400	0	2,400	0	2,400	2,509	County wide lease	
6150.050	Uniforms & Personal Equipment Uniforms	850	0	850	0	850	838	Shirts for staff and wellness committee, boots for Risk Manager	
6530.040	Consulting Services Consulting Services	0	0	0	(600)	600	0	Removed for FY 25 as needed monies for increases to fitness for duty and physicals/drug tests	
6530.050	Consulting Services Crisis/Fitness for Duty	1,700	0	1,700	200	1,500	0	Cost increase at Peninsula Mental Health and Addiction Services	
6530.080	Consulting Services Physicals, Shots & Drug Testing	16,000	0	16,000	1,000	15,000	16,714	increase - \$110 DOT physical, \$110 pre-placement physical, \$55 drug screen for Your Doc's In	
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	3,500	0	3,500	0	3,500	2,362	Fuel for 3 vehicles	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	1,500	0	1,500	0	1,500	2,439	Vehicle maintenance for 3 vehicles	
6550.270	Building Site Expenses Telephone	400	0	400	0	400	339	Department Phone charges	
6900.040	Advertising Personnel Advertisements	14,000	(11,000)	25,000	7,000	7,000	4,968	Increase from \$7K to \$25K for digital marketing, social media ads, google ads, WBOC/Del Tech job fair, \$2750, radio ads, promotional items for new hires and for events \$3300. and events.	Reduction of digital advertising & promotional items.
7000.040	Travel, Training & Expense Continuing Education/Certificati	2,800	0	2,800	800	2,000	675	Training & Continuing Ed for staff. Adding \$800 for SHRM learning system for SHRM certification.	
7000.060	Travel, Training & Expense Educational Training	800	0	800	0	800	260	Winter MACO for 2 employees	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	1,400	0	1,400	200	1,200	1,056	Summer MACO for 2 employees, Chamber or SHRM meetings, professional development	
7000.115	Travel, Training & Expense Mileage	200	0	200	(200)	400	368	Mileage if county vehicle not available and working lunch during random drug testing every quarter	
7180	Encumbrance Expense	0	0	0	0	0	2,881		
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	58,430	(58,430)	(60,000)	Interfund is allocated to personnel line starting FY25	
8010.120	Interfund Landfill Enterprise Charges	0	0	0	18,746	(18,746)	(19,250)	Interfund is allocated in personnel line starting FY25	
Total: 090 - Human Resources		684,733	73,485	611,248	244,542	440,191	447,103		
Location: 095 - Volunteer Services									
6000.100	Personnel Services Salaries	59,325	0	59,325	(6,798)	66,123	63,253		
6010.020	Benefits Contingency	26	26	0	26	0	0		
6010.030	Benefits Hospitalization Insurance	19,293	(875)	20,168	19,293	0	0		
6010.050	Benefits Retirement	7,101	7,101	0	7,101	0	0		
6010.060	Benefits Social Security Taxes	4,543	0	4,543	4,543	0	0		Retirement allocation to department level
6010.070	Benefits Unemployment Insurance	26	26	0	26	0	0		
6010.090	Benefits Workmans Compensation Ins	902	902	0	902	0	0		
6010.120	Benefits Long Term Disability	97	97	0	97	0	0		
6010.130	Benefits Life Insurance	110	110	0	110	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	119	119	0	119	0	0		
6010.150	Benefits Retirement Administration Fee	125	125	0	125	0	0		
6010.900	Benefits OPEB contribution	3,621	3,621	0	3,621	0	0		OPEB Allocation at department level
6100.150	Administrative Expense Incentives & Events	5,150	(700)	5,850	0	5,150	2,626	\$2850 for employee events (holiday social, summer social, walk events, incentives, decorations) Recognition Program \$3K. Moved \$600 from office supplies , \$100 from training & mileage into this category	reduction of fund employee events & incentives
6100.190	Administrative Expense Office Supplies	0	0	0	(600)	600	498	Moved \$600 to incentives & events	
7000.115	Travel, Training & Expense Mileage	0	0	0	(100)	100	83	Moved \$100 to Incentives and Events	
Total: 095 - Volunteer Services		100,438	10,552	89,886	28,465	71,973	66,460		
Total: 1007 - Human Resources		785,171	84,037	701,134	273,007	512,164	513,563		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1008 Development, Review & Permits								
PERS SVCS - Personnel Services	\$2,681,104.00	\$373,829.24	\$852,156.00	47%	\$2,307,274.76	\$1,828,948.00	\$1,642,675.72	\$1,502,606.91
SUPP & MAT - Supplies & Materials	\$303,075.00	\$0.00	\$57,453.00	23%	\$303,075.00	\$245,622.00	\$295,018.82	\$215,747.11
MAINT & SVCS - Maintenance & Services	\$104,961.00	\$0.00	(\$81,949.00)	-44%	\$104,961.00	\$186,910.00	\$87,631.13	\$60,721.04
OTHR CHGS - Other Charges	\$52,996.00	\$0.00	\$11,013.00	26%	\$52,996.00	\$41,983.00	\$21,975.18	\$20,725.50
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$100,375.00	-100%	\$0.00	(\$100,375.00)	(\$93,148.20)	(\$87,384.80)
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$30,169.00	\$44,278.00
Department Total: Development, Review & Permits	\$3,142,136.00	\$373,829.24	\$939,048.00	43%	\$2,768,306.76	\$2,203,088.00	\$1,984,321.65	\$1,756,693.76

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department:	1008 - Development, Review & Permits								
6000.100	Personnel Services Salaries	1,839,032	2,380	1,836,652	13,084	1,825,948	1,627,729		
6000.400	Personnel Services Overtime Pay	3,000	0	3,000	0	3,000	14,947		
6010.020	Benefits Contingency	805	805	0	805	0	0		
6010.025	Benefits Deferred Comp Match	15,000	15,000	0	15,000	0	0		
6010.030	Benefits Hospitalization Insurance	313,980	(14,254)	328,234	313,980	0	0		
6010.050	Benefits Retirement	220,132	220,132	0	220,132	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	139,572	184	139,388	139,572	0	0		
6010.070	Benefits Unemployment Insurance	805	805	0	805	0	0		
6010.090	Benefits Workmans Compensation Ins	27,954	27,954	0	27,954	0	0		
6010.120	Benefits Long Term Disability	3,018	3,018	0	3,018	0	0		
6010.130	Benefits Life Insurance	3,421	3,421	0	3,421	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	3,702	3,702	0	3,702	0	0		
6010.150	Benefits Retirement Administration Fee	3,863	3,863	0	3,863	0	0		
6010.900	Benefits OPEB contribution	106,820	106,820	0	106,820	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	900	0	900	900	0	5,857		
6100.052	Administrative Expense Bank Fees	2,000	0	2,000	(6,000)	8,000	0	Reduction in CC fees anticipated - online pymts to be accepted	
6100.060	Administrative Expense Books and Publications	1,915	0	1,915	0	1,915	3,592		
6100.070	Administrative Expense International Bldg Code Supplies	500	0	500	0	500	742		
6100.080	Administrative Expense Copier Supplies	75	0	75	0	75	0		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	2,927	0	2,927	(240)	3,167	2,155		
6100.110	Administrative Expense Envelopes	1,500	0	1,500	0	1,500	935		
6100.190	Administrative Expense Office Supplies	3,000	0	3,000	500	2,500	2,097		
6100.210	Administrative Expense Paper	2,000	0	2,000	0	2,000	1,796		
6100.230	Administrative Expense Postage & Freight	3,000	0	3,000	150	2,850	1,617		
6100.240	Administrative Expense Printing Expense	2,500	0	2,500	(4,700)	7,200	7,026	Reduced by elimination of ID Check Guide purchase	
6110.080	Supplies & Equipment Computer Repairs & Supplies	750	0	750	0	750	51		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.090	Supplies & Equipment Computers & Printers	22,030	0	22,030	22,030	0	3,590	Per IT schedule and New Tablets for boards. staff for workflow	
6110.140	Supplies & Equipment GIS Mapping Supplies	4,900	0	4,900	0	4,900	4,679		
6110.245	Supplies & Equipment Mobile Phones	6,820	0	6,820	1,083	5,737	4,356	Add to lines for existing staff	
6110.270	Supplies & Equipment Office Equipment Repairs	300	0	300	0	300	0		
6110.280	Supplies & Equipment Office Furniture	4,450	0	4,450	3,950	500	20	Replacement furniture	
6110.340	Supplies & Equipment Safety Program Equipment	150	0	150	0	150	0		
6110.390	Supplies & Equipment Small Equipment	500	0	500	0	500	336		
6130.010	Equipment Maintenance Copier Lease	2,978	0	2,978	0	2,978	2,977		
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	1,100	0	1,100	0	1,100	1,100		
6130.060	Equipment Maintenance Software Licensing	34,580	0	34,580	34,580	0	0	New 1 yr contract for Short term rental ID and compliance: 3 DW	
6130.070	Equipment Maintenance Software Maintenance Agreements	7,500	0	7,500	0	7,500	1,857		
6130.075	Equipment Maintenance Software Upgrades	5,000	0	5,000	5,000	0	0	potential plan review software	
6150.040	Uniforms & Personal Equipment Uniform Allowance	3,500	0	3,500	3,500	0	0	Shirts with County seal for office staff. inspectors	
6180.010	Housing Rehabilitation Program CDBG Advertising	700	0	700	(3,300)	4,000	338	Reduced by new procurement process	
6180.020	Housing Rehabilitation Program CDBG Appraisals & Credit Reports	1,500	0	1,500	0	1,500	1,339		
6180.040	Housing Rehabilitation Program CDBG Housing Rehab Grant	150,000	0	150,000	0	150,000	218,117		
6180.050	Housing Rehabilitation Program Housing Rental & Disability Cons	6,000	0	6,000	0	6,000	0		
6180.060	Housing Rehabilitation Program Lead Paint Contract Inspections	23,000	0	23,000	0	23,000	15,814		
6180.070	Housing Rehabilitation Program Program Income Expense	0	0	0	0	0	4,425		
6180.080	Housing Rehabilitation Program Special Loan Fee Expense	7,000	0	7,000	0	7,000	10,202		
6510.010	Legal Services Board/Commission Attorney	32,000	0	32,000	7,000	25,000	26,370	Increased due to hourly pay rate modification Sept 2023	
6510.050	Legal Services Court Reporters	4,000	0	4,000	500	3,500	3,905		
6530.040	Consulting Services Consulting Services	31,551	0	31,551	(93,449)	125,000	15,264	Reduction; funds for FY24 approved overexpenditure for Comp	
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	13,000	0	13,000	1,000	12,000	12,360	Fuel price increases; reflects annual trending costs	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	5,000	0	5,000	1,000	4,000	2,779	Increased to cover car washes for DRP fleet (9 vehicles)	
6540.040	Vehicle Operating Expenses Vehicle Registration	0	0	0	0	0	100		
6540.045	Vehicle Operating Expenses Vehicle Repairs Outside	0	0	0	0	0	9,218		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.081	Building Site Expenses Fire Extinguishers	150	0	150	0	150	32		
6550.270	Building Site Expenses Telephone	1,260	0	1,260	0	1,260	1,247		
6900.025	Advertising Legal Advertisements	18,000	0	18,000	2,000	16,000	16,357	Increase in legal advertisement expenses per trend	
7000.020	Travel, Training & Expense Board Member Allowance	26,400	0	26,400	0	26,400	19,514		
7000.040	Travel, Training & Expense Continuing Education/Certificati	2,215	0	2,215	(458)	2,673	660		
7000.060	Travel, Training & Expense Educational Training	3,000	0	3,000	0	3,000	480		
7000.100	Travel, Training & Expense Meetinas/Conferences/Shows	21,381	0	21,381	11,471	9,910	1,321	Additional conference opportunities	
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	21,669	(21,669)	(17,867)	Interfund charges are allocated in personnel line starting FY25	
8010.200	Interfund DRP Chargeback - Engr Svcs	0	0	0	78,706	(78,706)	(75,281)	Interfund charges are allocated in the personnel line starting FY25	
9010.010	Capital Equipment New Vehicles	0	0	0	0	0	30,169		
Total: 1008 - Development, Review & Permits		3,142,136	373,829	2,768,307	939,048	2,203,088	1,984,322		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1010 Environmental Programs								
PERS SVCS - Personnel Services	\$2,205,100.00	\$277,660.85	\$863,125.00	64%	\$1,927,439.15	\$1,341,975.00	\$1,199,400.95	\$1,145,133.48
SUPP & MAT - Supplies & Materials	\$396,393.00	\$0.00	(\$1,488,018.00)	-79%	\$396,393.00	\$1,884,411.00	\$1,126,597.06	\$687,898.07
MAINT & SVCS - Maintenance & Services	\$121,705.00	\$0.00	\$19,660.00	19%	\$121,705.00	\$102,045.00	\$98,707.88	\$133,456.30
OTHR CHGS - Other Charges	\$6,164.00	\$0.00	\$864.00	16%	\$6,164.00	\$5,300.00	\$4,317.66	\$686.00
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$32,041.00	-100%	\$0.00	(\$32,041.00)	(\$30,646.98)	(\$28,749.50)
CAP EQ - Capital Equipment	\$50,000.00	\$0.00	\$50,000.00		\$50,000.00	\$0.00	\$0.00	\$78,978.00
Department Total: Environmental Programs	\$2,779,362.00	\$277,660.85	(\$522,328.00)	-16%	\$2,501,701.15	\$3,301,690.00	\$2,398,376.57	\$2,017,402.35

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1010 - Environmental Programs									
6000.100	Personnel Services Salaries	1,479,047	(3,671)	1,482,718	138,572	1,340,475	1,199,401		
6000.400	Personnel Services Overtime Pay	1,500	0	1,500	0	1,500	0		
6010.020	Benefits Contingency	647	647	0	647	0	0		
6010.025	Benefits Deferred Comp Match	10,000	10,000	0	10,000	0	0		
6010.030	Benefits Hospitalization Insurance	315,800	(14,336)	330,136	315,800	0	0		
6010.050	Benefits Retirement	177,042	177,042	0	177,042	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	112,804	(280)	113,084	112,804	0	0		
6010.070	Benefits Unemployment Insurance	647	647	0	647	0	0		
6010.090	Benefits Workmans Compensation Ins	22,482	22,482	0	22,482	0	0		
6010.120	Benefits Long Term Disability	2,427	2,427	0	2,427	0	0		
6010.130	Benefits Life Insurance	2,751	2,751	0	2,751	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	2,978	2,978	0	2,978	0	0		
6010.150	Benefits Retirement Administration Fee	3,107	3,107	0	3,107	0	0		
6010.900	Benefits OPEB contribution	73,868	73,868	0	73,868	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	0	0	0	0	0	5,707	Current year charged to 6100.052 so will put requests here.	
6100.030	Administrative Expense Alcohol and Drug Testing	100	0	100	0	100	0		
6100.052	Administrative Expense Bank Fees	7,000	0	7,000	0	7,000	0		
6100.060	Administrative Expense Books and Publications	691	0	691	(155)	846	846		
6100.080	Administrative Expense Copier Supplies	172	0	172	142	30	0		
6100.090	Administrative Expense Database/Shared Computer costs	1,350	0	1,350	450	900	0	These figures were quoted by our Docuware team in Finance. This is to finish programming services for dashboards, inspections by phone and permitting Docuware improvements.	
6100.100	Administrative Expense Dues, Licenses & Subscriptions	3,270	0	3,270	415	2,855	449		
6100.190	Administrative Expense Office Supplies	5,000	0	5,000	0	5,000	4,590		
6100.210	Administrative Expense Paper	600	0	600	100	500	681		
6100.230	Administrative Expense Postage & Freight	150	0	150	0	150	127		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6100.240	Administrative Expense Printing Expense	400	0	400	0	400	0		
6110.050	Supplies & Equipment Camera Equipment	100	0	100	100	0	0		
6110.080	Supplies & Equipment Computer Repairs & Supplies	2,700	0	2,700	340	2,360	21	Three(3) tablets, 2 for field use in EP and NR Divisions, and one for office staff in Snow Hill for meetings. Needed for Docuware access in the field/meetings for maps, site plans, notes, misc. information.	
6110.090	Supplies & Equipment Computers & Printers	1,820	0	1,820	(280)	2,100	7,186		
6110.140	Supplies & Equipment GIS Mapping Supplies	400	0	400	(1,700)	2,100	966	We went with a larger printer scanner and the xerox color printer	
6110.245	Supplies & Equipment Mobile Phones	7,420	0	7,420	0	7,420	5,208		
6110.270	Supplies & Equipment Office Equipment Repairs	175	0	175	25	150	0		
6110.290	Supplies & Equipment Other Office Equipment	245	0	245	245	0	0		
6110.295	Supplies & Equipment Program Supplies and Equipment	2,000	0	2,000	(1,300)	3,300	2,537	We have most of what we need thru prior purchases. So the past amount will not be needed this year.	
6110.340	Supplies & Equipment Safety Program Equipment	2,280	0	2,280	2,030	250	45	Needed safety supplies for repellants and work boots and clothes for staff primarily in the field (\$200 per person)	
6110.390	Supplies & Equipment Small Equipment	520	0	520	(330)	850	284		
6130.010	Equipment Maintenance Copier Lease	4,000	0	4,000	400	3,600	1,989		
6160.011	Grant Programs DNR Coastal Projects	0	0	0	(1,508,500)	1,508,500	820,170	Grant was completed	
6160.135	Grant Programs Other Environmental Grants	96,000	0	96,000	0	96,000	0	Will be done in FY 25 vs FY 24 due to state staff and support shortages	
6160.140	Grant Programs Septic Upgrade Grant	260,000	0	260,000	20,000	240,000	275,793	Increased use of the fund so budget increased.	
6530.040	Consulting Services Consulting Services	10,000	0	10,000	10,000	0	0	We anticipate two wastewater projects for sewer to septic and two resiliency flood and storm protection projects we can apply to the state for funding. We need assistance from private consultants for these like DPW has done.	
6530.140	Consulting Services Stormwater Management Review	74,100	0	74,100	0	74,100	73,973		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	20,000	0	20,000	2,000	18,000	18,368	Fuel use increasing with more use by field staff and costs trending upward.	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	4,500	0	4,500	(900)	5,400	4,320	Trended down a bit we have newer cars in fleet	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6540.040	Vehicle Operating Expenses Vehicle Registration	300	0	300	0	300	100	Registration if truck replaced	
6550.040	Building Site Expenses Cleaning Contract	5,000	0	5,000	5,000	0	0	New charges we need to shoulder for the Berlin office until other departments share this building.	
6550.140	Building Site Expenses Internet Access	3,060	0	3,060	3,060	0	0	New charges we will incur for the Berlin office until other departments share this building.	
6550.270	Building Site Expenses Telephone	1,045	0	1,045	0	1,045	514		
6900.025	Advertising Legal Advertisements	1,200	0	1,200	0	1,200	1,101		
6900.030	Advertising Legislative Advertisements	500	0	500	500	0	26		
6900.060	Advertising Water & Sewer Plan Amendments	2,000	0	2,000	0	2,000	307		
7000.020	Travel, Training & Expense Board Member Allowance	300	0	300	0	300	950		
7000.040	Travel, Training & Expense Continuing Education/Certificati	635	0	635	0	635	1,327	We were not able to complete this during this past year.	
7000.060	Travel, Training & Expense Educational Training	5,115	0	5,115	1,040	4,075	570	Not able to attend virtual conference and they didnt have wetland conference this past year that fit schedule	
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	114	0	114	(176)	290	1,471		
7180	Encumbrance Expense	0	0	0	0	0	28,805		
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	32,041	(32,041)	(30,647)	Interfund is allocated in personnel starting FY25	
9010.010	Capital Equipment New Vehicles	50,000	0	50,000	50,000	0	0	Replacement Truck for Truck graded 4/20	
Total: 1010 - Environmental Programs		2,779,362	277,661	2,501,701	(522,328)	3,301,690	2,427,182		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1011 Information Technology								
PERS SVCS - Personnel Services	\$1,594,086.00	\$699,615.16	\$905,446.00	131%	\$894,470.84	\$688,640.00	\$619,320.04	\$581,810.64
SUPP & MAT - Supplies & Materials	\$21,280.00	\$1,080.00	(\$2,620.00)	-11%	\$20,200.00	\$23,900.00	\$16,841.97	\$13,444.97
MAINT & SVCS - Maintenance & Services	\$2,840.00	\$0.00	\$0.00	0%	\$2,840.00	\$2,840.00	\$2,663.41	\$2,140.66
OTHR CHGS - Other Charges	\$7,600.00	\$0.00	\$0.00	0%	\$7,600.00	\$7,600.00	\$4,220.25	\$1,350.00
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$34,868.00	-100%	\$0.00	(\$34,868.00)	(\$33,348.38)	(\$31,286.32)
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Information Technology	\$1,625,806.00	\$700,695.16	\$937,694.00	136%	\$925,110.84	\$688,112.00	\$609,697.29	\$567,459.95

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1011 - Information Technology									
6000.100	Personnel Services Salaries	1,121,442	392,157	729,285	435,802	685,640	619,320		MIS Dept moved from Treasurer to IT
6000.400	Personnel Services Overtime Pay	3,000	0	3,000	0	3,000	0		
6010.020	Benefits Contingency	491	491	0	491	0	0		
6010.025	Benefits Deferred Comp Match	10,000	10,000	0	10,000	0	0		
6010.030	Benefits Hospitalization Insurance	151,630	45,168	106,462	151,630	0	0		
6010.050	Benefits Retirement	134,237	134,237	0	134,237	0	0		Allocation of retirement to department level IT & MIS
6010.060	Benefits Social Security Taxes	85,652	29,929	55,723	85,652	0	0		
6010.070	Benefits Unemployment Insurance	491	491	0	491	0	0		
6010.090	Benefits Workmans Compensation Ins	17,046	17,046	0	17,046	0	0		
6010.120	Benefits Long Term Disability	1,840	1,840	0	1,840	0	0		
6010.130	Benefits Life Insurance	2,086	2,086	0	2,086	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	2,258	2,258	0	2,258	0	0		
6010.150	Benefits Retirement Administration Fee	2,356	2,356	0	2,356	0	0		
6010.900	Benefits OPEB contribution	61,557	61,557	0	61,557	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	500	0	500	0	500	686		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	80	80	0	80	0	0		MIS budget
6100.190	Administrative Expense Office Supplies	500	0	500	0	500	793		
6100.210	Administrative Expense Paper	200	0	200	0	200	0		
6110.090	Supplies & Equipment Computers & Printers	4,560	800	3,760	(1,740)	6,300	3,036		Added MIS budget
6110.245	Supplies & Equipment Mobile Phones	13,740	0	13,740	540	13,200	11,829		
6110.280	Supplies & Equipment Office Furniture	1,200	200	1,000	(1,500)	2,700	0	Lowering budget, most of the furniture has been replaced in FY24	MIS budget added
6150.050	Uniforms & Personal Equipment Uniforms	500	0	500	0	500	498		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	1,800	0	1,800	0	1,800	1,742		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	1,000	0	1,000	0	1,000	921		
6550.081	Building Site Expenses Fire Extinguishers	40	0	40	0	40	0		
7000.040	Travel, Training & Expense Continuing Education/Certificati	5,000	0	5,000	0	5,000	2,344		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7000.100	Travel, Training & Expense Meetinas/Conferences/Shows	2,400	0	2,400	0	2,400	1,674		
7000.115	Travel, Training & Expense Mileage	200	0	200	0	200	203		
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	24,293	(24,293)	(23,234)	Included in salary line starting FY25	
8010.120	Interfund Landfill Enterprise Charges	0	0	0	10,575	(10,575)	(10,114)	Included in salary line starting FY25	
Total: 1011 - Information Technology		1,625,806	700,695	925,111	937,694	688,112	609,697		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1090 Other General Government								
SUPP & MAT - Supplies & Materials	\$1,405,979.00	\$6,000.00	\$137,095.00	11%	\$1,399,979.00	\$1,268,884.00	\$6,294,874.47	\$5,501,476.66
MAINT & SVCS - Maintenance & Services	\$993,754.00	\$6,892.00	\$38,660.00	4%	\$986,862.00	\$955,094.00	\$838,061.37	\$1,032,186.60
OTHR CHGS - Other Charges	\$2,143,366.00	\$632,992.00	\$775,712.00	57%	\$1,510,374.00	\$1,367,654.00	\$1,115,355.27	\$1,150,232.09
CAP EQ - Capital Equipment	\$0.00	\$0.00	(\$150,000.00)	-100%	\$0.00	\$150,000.00	\$0.00	\$143,903.16
Department Total: Other General Government	\$4,543,099.00	\$645,884.00	\$801,467.00	21%	\$3,897,215.00	\$3,741,632.00	\$8,248,291.11	\$7,827,798.51

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1090 - Other General Government									
Location: 020 - Information Technology									
6100.100	Administrative Expense Dues, Licenses & Subscriptions	4,852	0	4,852	0	4,852	1,869	No increases for GoDaddy and Zoom expected	
6100.190	Administrative Expense Office Supplies	8,000	0	8,000	0	8,000	3,374	No increases this line item	
6110.080	Supplies & Equipment Computer Repairs & Supplies	10,000	0	10,000	0	10,000	9,939	No increases expected	
6110.090	Supplies & Equipment Computers & Printers	20,000	0	20,000	0	20,000	16,941	No increases expected.	
6110.165	Supplies & Equipment IT	4,500	0	4,500	500	4,000	100	Increases in supply costs expected	
6110.270	Supplies & Equipment Office Equipment Repairs	0	0	0	(500)	500	0	Consolidated to 6110.270	
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	152,000	0	152,000	7,800	144,200	115,620	Increase of maintenance costs from Skyline expected. This line item contains internet services for Public Safety and the schools.	
6130.025	Equipment Maintenance Equipment Upgrades & Replacement	0	0	0	0	0	50,000		
6130.042	Equipment Maintenance Network	205,000	0	205,000	(9,000)	214,000	89,948	UPS Maintenance has been cut in half. We have installed both UPS in FY22 and FY23.	
6130.060	Equipment Maintenance Software Licensing	120,665	0	120,665	52,665	68,000	78,587	Increase for number of Adobe, Dropbox and Docuware licenses. Docuware software needs for EP & DRP. This is also used county wide.	
6130.070	Equipment Maintenance Software Maintenance Agreements	179,850	0	179,850	41,000	138,850	151,624	Increase Cybersecurity - Darktrace & auditing software. Decrease cost of Antivirus & increase storage costs with Nutanix & Cohesity for backups. Increased needs for storage space. Added Granicus to convert meeting topics to text to assist PIO with transcribing.	
6130.075	Equipment Maintenance Software Upgrades	134,750	0	134,750	2,222	132,528	16,762	Microsoft 365 licensing.	
6160.043	Grant Programs Other Grants	100,000	0	100,000	0	100,000	0	No increases expected.	
6160.403	Grant Programs DHCD Broadband Grants	0	0	0	0	0	1,572,000		
6500.090	Systems Maintenance Wireless Network Upgrades	500	0	500	0	500	0	If needed to replace an AP's in FY25 it will come from computer supplies. Reducing line to 0.	
6530.110	Consulting Services Programming	17,000	0	17,000	0	17,000	14,163	No increases, we plan to add more departments with electronic locks next year.	
6550.305	Building Site Expenses Utility Locator	500	0	500	0	500	239	No increases requested	
6700.250	Other Maint. & Svcs Internet Service	5,000	0	5,000	200	4,800	4,498	No increases announced from Comcast	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7000.060	Travel, Training & Expense Educational Training	8,000	0	8,000	0	8,000	0	No increases expected.	
9010.040	Capital Equipment IT Equipment	0	0	0	(150,000)	150,000	0		
Total: 020 - Information Technology		970,617	0	970,617	(55,113)	1,025,730	2,125,666		
Location: 025 - Management Information Systems									
6110.270	Supplies & Equipment Office Equipment Repairs	1,000	0	1,000	0	1,000	654		
6110.350	Supplies & Equipment Scanners	10,000	0	10,000	0	10,000	6,685		
6130.070	Equipment Maintenance Software Maintenance Agreements	154,200	0	154,200	15,600	138,600	128,529	7% estimated increase in maintenance agreements and requisition and ebenefit modules	
7000.060	Travel, Training & Expense Educational Training	5,000	0	5,000	2,000	3,000	0	Additional technology training for Applications Manager	
Total: 025 - Management Information Systems		170,200	0	170,200	17,600	152,600	135,868		
Location: 050 - Courthouse									
6550.030	Building Site Expenses Carpet/VCT Cleaning	5,000	0	5,000	0	5,000	0		
6550.050	Building Site Expenses Custodial Supplies	13,260	0	13,260	2,460	10,800	9,200	Increase based on actual costs	
6550.060	Building Site Expenses Electricity	93,000	0	93,000	0	93,000	89,637		
6550.070	Building Site Expenses Elevator Testing	10,000	0	10,000	0	10,000	9,887		
6550.080	Building Site Expenses Fire Alarm Testing	2,030	0	2,030	0	2,030	1,524		
6550.081	Building Site Expenses Fire Extinguishers	225	0	225	0	225	118		
6550.090	Building Site Expenses General Maintenance Repairs	50,000	0	50,000	0	50,000	25,008		
6550.100	Building Site Expenses Generator Services & Repairs	2,500	0	2,500	0	2,500	338		
6550.110	Building Site Expenses Heating Fuel Oil	28,000	0	28,000	3,000	25,000	27,571	Increase based on actual costs increase.	
6550.124	Building Site Expenses HVAC Loop Water Treatment	700	0	700	0	700	652		
6550.180	Building Site Expenses Pest Control/Termite Insp	684	0	684	204	480	462		
6550.230	Building Site Expenses Security System Expenses	2,000	0	2,000	0	2,000	577		
6550.250	Building Site Expenses Sprinkler Testing	920	0	920	10	910	910		
6550.270	Building Site Expenses Telephone	14,600	0	14,600	0	14,600	14,071		
6550.280	Building Site Expenses Tipping Fees	600	0	600	0	600	493		
6550.300	Building Site Expenses Trash Removal	2,500	0	2,500	0	2,500	1,927		
6550.310	Building Site Expenses Water & Sewer	2,400	0	2,400	900	1,500	1,506	Increase based on Town of Snow Hill Water/Sewer rate increases	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Total: 050 - Courthouse		228,419	0	228,419	6,574	221,845	183,881		
Location: 055 - Public Safety Storage									
6550.015	Building Site Expenses Building Supplies	5,000	0	5,000	5,000	0	0	Estimates for Public Safety Storage Facility	
6550.020	Building Site Expenses Buildings & Grounds Maintenance	1,000	0	1,000	1,000	0	0	Estimates for Public Safety Storage Facility	
6550.040	Building Site Expenses Cleaning Contract	2,200	0	2,200	2,200	0	0	Estimates for Public Safety Storage Facility	
6550.050	Building Site Expenses Custodial Supplies	200	0	200	200	0	0	Estimates for Public Safety Storage Facility	
6550.060	Building Site Expenses Electricity	5,000	0	5,000	5,000	0	0	Estimates for Public Safety Storage Facility	
6550.080	Building Site Expenses Fire Alarm Testing	3,000	0	3,000	3,000	0	0	Estimates for Public Safety Storage Facility	
6550.081	Building Site Expenses Fire Extinguishers	400	0	400	400	0	0	Estimates for Public Safety Storage Facility	
6550.090	Building Site Expenses General Maintenance Repairs	5,000	0	5,000	0	5,000	4,477		
6550.120	Building Site Expenses Heating Propane	2,000	0	2,000	2,000	0	0	Estimates for Public Safety Storage Facility	
6550.140	Building Site Expenses Internet Access	1,500	0	1,500	1,500	0	0	Estimates for Public Safety Storage Facility	
6550.180	Building Site Expenses Pest Control/Termite Insp	300	0	300	300	0	0	Estimates for Public Safety Storage Facility	
6550.220	Building Site Expenses Security Alarm Monitoring	1,200	0	1,200	1,200	0	0	Estimates for Public Safety Storage Facility	
6550.300	Building Site Expenses Trash Removal	500	0	500	500	0	0	Estimates for Public Safety Storage Facility	
6550.310	Building Site Expenses Water & Sewer	800	0	800	800	0	0	Estimates for Public Safety Storage Facility	
Total: 055 - Public Safety Storage		28,100	0	28,100	23,100	5,000	4,477		
Location: 060 - Isle of Wight									
6550.030	Building Site Expenses Carpet/VCT Cleaning	500	0	500	0	500	0		
6550.040	Building Site Expenses Cleaning Contract	6,600	0	6,600	(2,700)	9,300	6,655	Based on cleaning contract	
6550.050	Building Site Expenses Custodial Supplies	1,000	0	1,000	0	1,000	771		
6550.060	Building Site Expenses Electricity	7,000	0	7,000	0	7,000	6,522		
6550.080	Building Site Expenses Fire Alarm Testing	310	0	310	0	310	349		
6550.081	Building Site Expenses Fire Extinguishers	50	0	50	0	50	32		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.090	Building Site Expenses General Maintenance Repairs	4,000	0	4,000	0	4,000	3,082		
6550.120	Building Site Expenses Heating Propane	2,500	0	2,500	0	2,500	1,627		
6550.180	Building Site Expenses Pest Control/Termite Insp	340	0	340	0	340	284		
6550.220	Building Site Expenses Security Alarm Monitoring	1,000	0	1,000	0	1,000	564		
6550.240	Building Site Expenses Sewer Pump/Septic Tank Maint	400	0	400	0	400	0		
6550.280	Building Site Expenses Tipping Fees	100	0	100	0	100	7		
6550.300	Building Site Expenses Trash Removal	1,100	0	1,100	0	1,100	1,056		
6550.320	Building Site Expenses Water Treatment	6,000	0	6,000	4,000	2,000	5,902	Water Treatment expenses are based on FY23 Actuals	
Total: 060 - Isle of Wight		30,900	0	30,900	1,300	29,600	26,849		
Location: 065 - Snow Hill Warehouse									
6550.060	Building Site Expenses Electricity	0	0	0	0	0	5,489		
6550.081	Building Site Expenses Fire Extinguishers	0	0	0	0	0	7		
6550.090	Building Site Expenses General Maintenance Repairs	0	0	0	0	0	201		
6550.220	Building Site Expenses Security Alarm Monitoring	0	0	0	0	0	847		
6550.270	Building Site Expenses Telephone	0	0	0	0	0	702		
7200.010	Bond & Interest Expense Interest Expense	0	0	0	0	0	32,837		
Total: 065 - Snow Hill Warehouse		0	0	0	0	0	40,085		
Location: 070 - Government Center									
6100.100	Administrative Expense Dues, Licenses & Subscriptions	18,322	0	18,322	0	18,322	17,086		
6100.165	Administrative Expense Meeting Expense	3,480	0	3,480	2,180	1,300	3,255	Based on FY23 Actual costs of Countywide Zoom Subscriptions	
6100.190	Administrative Expense Office Supplies	5,000	0	5,000	0	5,000	1,736		
6100.230	Administrative Expense Postage & Freight	145,000	6,000	139,000	8,000	137,000	138,618	Based on FY23 actuals increasing	Increase due to postage rate is increasing 5 cents on July 1, 2024.
6110.090	Supplies & Equipment Computers & Printers	3,000	0	3,000	0	3,000	2,800		
6110.110	Supplies & Equipment Disaster Preparedness Materials	3,000	0	3,000	0	3,000	0		
6110.370	Supplies & Equipment Sign Materials	5,000	0	5,000	0	5,000	0		
6130.070	Equipment Maintenance Software Maintenance Agreements	109,000	0	109,000	16,600	92,400	50,220	Projected annual cost increases	
6130.100	Equipment Maintenance Other Equipment Lease	9,360	0	9,360	28	9,332	9,328		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6160.400	Grant Programs American Rescue Plan Act 2021	0	0	0	0	0	3,015,953		
6160.402	Grant Programs ARPA DHCD ERAP	0	0	0	0	0	813,247		
6510.070	Legal Services Judgements & Lawsuits	10,000	10,000	0	10,000	0	0		Moved from 100.1950.6510.070 to Other General Government
6530.010	Consulting Services Annual Audit Fees	53,000	0	53,000	0	53,000	47,500		
6530.040	Consulting Services Consulting Services	81,500	7,500	74,000	7,500	74,000	26,400		Moved Time to Care Act Consulting out of 1950 Benefits Dept
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	25,000	0	25,000	0	25,000	0		Contingency Account if fuel prices rise significantly.
6545	Energy	15,000	0	15,000	0	15,000	0		Contingency Acct for potential heating cost increases.
6550.030	Building Site Expenses Carpet/VCT Cleaning	5,000	0	5,000	0	5,000	268	Based on cleaning contract costs	
6550.040	Building Site Expenses Cleaning Contract	68,000	0	68,000	(17,000)	85,000	61,491		
6550.050	Building Site Expenses Custodial Supplies	12,000	0	12,000	0	12,000	10,363		
6550.060	Building Site Expenses Electricity	100,000	0	100,000	0	100,000	89,637		
6550.070	Building Site Expenses Elevator Testing	3,800	0	3,800	800	3,000	3,598		
6550.080	Building Site Expenses Fire Alarm Testing	1,650	0	1,650	150	1,500	1,524		
6550.081	Building Site Expenses Fire Extinguishers	175	0	175	0	175	157		
6550.085	Building Site Expenses Generator Fuel Oil	800	0	800	0	800	0		
6550.090	Building Site Expenses General Maintenance Repairs	70,000	0	70,000	0	70,000	51,194		
6550.100	Building Site Expenses Generator Services & Repairs	6,000	0	6,000	0	6,000	113		
6550.120	Building Site Expenses Heating Propane	14,000	0	14,000	0	14,000	9,973		
6550.124	Building Site Expenses HVAC Loop Water Treatment	3,500	0	3,500	0	3,500	1,957		
6550.170	Building Site Expenses Office Rent/Lease	2,760	0	2,760	0	2,760	4,762		
6550.180	Building Site Expenses Pest Control/Termite Insp	350	0	350	50	300	312		
6550.220	Building Site Expenses Security Alarm Monitoring	250	0	250	46	204	204		
6550.230	Building Site Expenses Security System Expenses	6,000	0	6,000	0	6,000	2,581		
6550.250	Building Site Expenses Sprinkler Testing	1,250	0	1,250	190	1,060	1,060		
6550.260	Building Site Expenses Taxes	500	0	500	0	500	368		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.270	Building Site Expenses Telephone	47,000	0	47,000	0	47,000	44,067		
6550.280	Building Site Expenses Tipping Fees	1,000	0	1,000	0	1,000	601		
6550.300	Building Site Expenses Trash Removal	3,000	0	3,000	0	3,000	2,791		
6550.310	Building Site Expenses Water & Sewer	17,500	0	17,500	8,500	9,000	8,741	Increase based on town water/sewer rate increase.	
7000.020	Travel, Training & Expense Board Member Allowance	33,800	0	33,800	0	33,800	10,451		
7000.050	Travel, Training & Expense Courier Service	1,500	0	1,500	0	1,500	1,128		
7000.060	Travel, Training & Expense Educational Training	700	0	700	0	700	200		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	24,635	0	24,635	315	24,320	12,773		
7000.115	Travel, Training & Expense Mileage	0	0	0	0	0	90		
7040.010	Tri-County Council Shore Transit MTA Local Match	415,814	(167,008)	582,822	(65,255)	481,069	327,858	Required Local Match Increase based on a new formula approved by MDOT & MTA to support the public transportation system.	Amended request for Shore Transit Local Operating Grant Match
7040.020	Tri-County Council Shore Transit Capital Match	30,520	0	30,520	(22,500)	53,020	42,242		
7040.030	Tri-County Council Tri-County Council	10,000	0	10,000	0	10,000	10,000		
7120.110	Other Non-Matching Expenses Briddletown Service Area Appro.	31,500	0	31,500	0	31,500	31,500		
7120.130	Other Non-Matching Expenses SDAT Expense	685,000	0	685,000	51,152	633,848	590,318	Increase based on state step/cola and trend estimates	
7170.100	Benefits & Insurance Property & Liability Insurance	800,000	800,000	0	800,000	0	0		Moved from 100.1950.7170.100
7500	Other Expenses	96,897	0	96,897	10,000	86,897	55,959	Increase for employee picnic & holiday gift card increase from \$75 to \$100 per employee	
Total: 070 - Government Center		2,980,563	656,492	2,324,071	810,756	2,169,807	5,504,422		
Location: 075 - Other Government Buildings									
6550.028	Building Site Expenses Cable	132	0	132	12	120	112		
6550.030	Building Site Expenses Carpet/VCT Cleaning	200	0	200	0	200	0		
6550.040	Building Site Expenses Cleaning Contract	4,600	0	4,600	670	3,930	3,001		
6550.050	Building Site Expenses Custodial Supplies	900	0	900	0	900	483		
6550.060	Building Site Expenses Electricity	18,750	0	18,750	750	18,000	18,112		
6550.070	Building Site Expenses Elevator Testing	0	(3,108)	3,108	(3,108)	3,108	2,779		Removed from budget, old Tourism space expense. No elevator in new space.
6550.080	Building Site Expenses Fire Alarm Testing	900	0	900	145	755	872		
6550.081	Building Site Expenses Fire Extinguishers	130	0	130	0	130	28		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.090	Building Site Expenses General Maintenance Repairs	5,000	(5,000)	10,000	(5,000)	10,000	4,037		2 spaces currently being leased. Less maintenance/repairs.
6550.110	Building Site Expenses Heating Fuel Oil	0	(2,500)	2,500	(2,000)	2,000	2,214		Leased new space for Tourism no fuel cost. This line was previously used for old Tourism space.
6550.120	Building Site Expenses Heating Propane	300	0	300	300	0	0		
6550.124	Building Site Expenses HVAC Loop Water Treatment	520	0	520	0	520	391		
6550.140	Building Site Expenses Internet Access	4,092	0	4,092	0	4,092	3,923		
6550.180	Building Site Expenses Pest Control/Termite Insp	672	0	672	0	672	596		
6550.220	Building Site Expenses Security Alarm Monitoring	1,560	0	1,560	360	1,200	1,488		
6550.270	Building Site Expenses Telephone	900	0	900	0	900	859		
6550.280	Building Site Expenses Tipping Fees	400	0	400	0	400	181		
6550.310	Building Site Expenses Water & Sewer	7,614	0	7,614	3,714	3,900	4,774	increase based on Snow Hill rates increasing	
Total: 075 - Other Government Buildings		46,670	(10,608)	57,278	(4,157)	50,827	43,851		
Location: 080 - State's Attorney Building									
6550.030	Building Site Expenses Carpet/VCT Cleaning	800	0	800	0	800	0		
6550.040	Building Site Expenses Cleaning Contract	10,500	0	10,500	(2,500)	13,000	10,164	Based on cleaning contract	
6550.050	Building Site Expenses Custodial Supplies	1,800	0	1,800	850	950	1,293		
6550.060	Building Site Expenses Electricity	40,000	0	40,000	2,000	38,000	38,577	Increase based on trend	
6550.070	Building Site Expenses Elevator Testing	3,500	0	3,500	392	3,108	3,323		
6550.080	Building Site Expenses Fire Alarm Testing	553	0	553	0	553	349		
6550.081	Building Site Expenses Fire Extinguishers	40	0	40	0	40	21		
6550.090	Building Site Expenses General Maintenance Repairs	5,000	0	5,000	0	5,000	1,897		
6550.180	Building Site Expenses Pest Control/Termite Insp	500	0	500	0	500	387		
6550.220	Building Site Expenses Security Alarm Monitoring	408	0	408	0	408	408		
6550.230	Building Site Expenses Security System Expenses	1,000	0	1,000	250	750	3,438		
6550.250	Building Site Expenses Sprinkler Testing	760	0	760	0	760	760		
6550.270	Building Site Expenses Telephone	3,240	0	3,240	0	3,240	2,391		
6550.280	Building Site Expenses Tipping Fees	120	0	120	0	120	10		
6550.310	Building Site Expenses Water & Sewer	1,000	0	1,000	300	700	850		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Total: 080 - State's Attorney Building		69,221	0	69,221	1,292	67,929	63,867		
Location: 085 - Bank Street Building									
6550.030	Building Site Expenses Carpet/VCT Cleaning	450	0	450	0	450	0		
6550.040	Building Site Expenses Cleaning Contract	3,125	0	3,125	5	3,120	3,040		
6550.050	Building Site Expenses Custodial Supplies	450	0	450	50	400	414		
6550.060	Building Site Expenses Electricity	4,000	0	4,000	0	4,000	3,406		
6550.080	Building Site Expenses Fire Alarm Testing	320	0	320	0	320	349		
6550.081	Building Site Expenses Fire Extinguishers	35	0	35	0	35	18		
6550.090	Building Site Expenses General Maintenance Repairs	3,000	0	3,000	0	3,000	1,977		
6550.120	Building Site Expenses Heating Propane	4,100	0	4,100	0	4,100	1,651		
6550.180	Building Site Expenses Pest Control/Termite Insp	325	0	325	0	325	312		
6550.220	Building Site Expenses Security Alarm Monitoring	204	0	204	0	204	204		
6550.270	Building Site Expenses Telephone	1,200	0	1,200	0	1,200	1,188		
6550.280	Building Site Expenses Tipping Fees	50	0	50	0	50	36		
6550.300	Building Site Expenses Trash Removal	550	0	550	60	490	528		
6550.310	Building Site Expenses Water & Sewer	600	0	600	0	600	523		
Total: 085 - Bank Street Building		18,409	0	18,409	115	18,294	13,647		
Location: 608 - 16th Street									
6550.170	Building Site Expenses Office Rent/Lease	0	0	0	0	0	105,678		
Total: 608 - 16th Street		0	0	0	0	0	105,678		
Total: 1090 - Other General Government		4,543,099	645,884	3,897,215	801,467	3,741,632	8,248,291		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1101 Sheriff's Office								
PERS SVCS - Personnel Services	\$13,905,411.00	\$3,142,041.35	\$5,682,828.00	69%	\$10,763,369.65	\$8,222,583.00	\$7,220,476.64	\$6,482,307.22
SUPP & MAT - Supplies & Materials	\$1,532,028.00	(\$15,000.00)	\$2,306.00	0%	\$1,547,028.00	\$1,529,722.00	\$1,528,274.27	\$759,140.63
MAINT & SVCS - Maintenance & Services	\$846,922.00	\$0.00	\$146,355.00	21%	\$846,922.00	\$700,567.00	\$688,936.53	\$697,707.26
OTHR CHGS - Other Charges	\$206,500.00	(\$10,000.00)	\$71,130.00	53%	\$216,500.00	\$135,370.00	\$99,609.07	\$80,336.28
CAP EQ - Capital Equipment	\$790,000.00	\$0.00	(\$123,984.00)	-14%	\$790,000.00	\$913,984.00	\$175,991.42	\$350,289.83
Department Total: Sheriff's Office	\$17,280,861.00	\$3,117,041.35	\$5,778,635.00	50%	\$14,163,819.65	\$11,502,226.00	\$9,713,287.93	\$8,369,781.22

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1101 - Sheriff's Office									
Location: 030 - Sheriff									
6000.100	Personnel Services Salaries	8,113,994	78,923	8,035,071	693,052	7,420,942	6,298,942		Increase personnel reclassifications approved 2/20/24 Commissioners Meeting.
6000.400	Personnel Services Overtime Pay	409,500	0	409,500	12,950	396,550	468,601		
6000.410	Personnel Services Overtime Grants/Reimbursements	105,500	0	105,500	41,018	64,482	215,134		
6000.450	Personnel Services Overtime Pay - Kennel	88,317	0	88,317	0	88,317	37,601		
6010.020	Benefits Contingency	3,513	3,513	0	3,513	0	0		
6010.025	Benefits Deferred Comp Match	50,000	50,000	0	50,000	0	0		
6010.030	Benefits Hospitalization Insurance	1,096,592	(49,782)	1,146,374	1,096,592	0	0		
6010.050	Benefits Retirement	2,430,260	2,430,260	0	2,430,260	0	0		LEOPS & Employee Retirement
6010.060	Benefits Social Security Taxes	620,111	(18,117)	638,228	620,111	0	0		
6010.070	Benefits Unemployment Insurance	3,513	3,513	0	3,513	0	0		
6010.090	Benefits Workmans Compensation Ins	122,013	122,013	0	122,013	0	0		
6010.120	Benefits Long Term Disability	13,174	13,174	0	13,174	0	0		
6010.130	Benefits Life Insurance	14,931	14,931	0	14,931	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	16,160	16,160	0	16,160	0	0		
6010.150	Benefits Retirement Administration Fee	16,863	16,863	0	16,863	0	0		
6010.900	Benefits OPEB contribution	409,173	409,173	0	409,173	0	0		OPEB Allocation at department level
6100.030	Administrative Expense Alcohol and Drug Testing	600	0	600	0	600	0		
6100.050	Administrative Expense Background Checks	2,000	0	2,000	400	1,600	1,557		
6100.055	Administrative Expense Bond	500	0	500	(250)	750	340		
6100.060	Administrative Expense Books and Publications	10,000	0	10,000	2,000	8,000	8,592	Inc due to additional requests and past years expenses	
6100.080	Administrative Expense Copier Supplies	240	0	240	0	240	0		
6100.090	Administrative Expense Database/Shared Computer costs	0	0	0	0	0	(1,465)		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	12,000	0	12,000	5,682	6,318	4,743	Inc to cover large number of additional requests	
6100.110	Administrative Expense Envelopes	1,000	0	1,000	0	1,000	1,184		
6100.190	Administrative Expense Office Supplies	26,000	0	26,000	0	26,000	20,064		

Worcester County		Expense Budget Worksheet Report							
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6100.210	Administrative Expense Paper	5,000	0	5,000	(56)	5,056	2,104		
6100.230	Administrative Expense Postage & Freight	100	0	100	34	66	14		
6100.240	Administrative Expense Printing Expense	4,000	0	4,000	0	4,000	3,449		
6110.030	Supplies & Equipment Bike Patrol Equipment	6,000	0	6,000	0	6,000	768		
6110.035	Supplies & Equipment STAR Team Supplies & Equipment	30,000	0	30,000	7,869	22,131	22,166	Inc to bring current all expired non-lethal munitions and expired medical supplies, in addition to routine needs	
6110.050	Supplies & Equipment Camera Equipment	420,000	0	420,000	0	420,000	494,332		
6110.080	Supplies & Equipment Computer Repairs & Supplies	3,000	0	3,000	0	3,000	1,589		
6110.090	Supplies & Equipment Computers & Printers	58,500	0	58,500	(10,000)	68,500	83,176	Dec based on IT's replacement estimate	
6110.125	Supplies & Equipment Equipment Maintenance & Repair	4,500	0	4,500	0	4,500	3,565		
6110.160	Supplies & Equipment Investigation Supplies	5,000	0	5,000	0	5,000	5,276		
6110.180	Supplies & Equipment K9 Expense	42,000	0	42,000	0	42,000	6,406		
6110.190	Supplies & Equipment Law Enforcement Equipment	170,000	(15,000)	185,000	0	170,000	100,679	Inc to replace broken/dated drone (req 15,000 inc, drone ~25,000)	Sheriff decrease \$15,000 in Law Enforcement Equipment
6110.245	Supplies & Equipment Mobile Phones	50,000	0	50,000	6,800	43,200	48,109	Inc due to higher number of phones/replacements and past years expenses	
6110.270	Supplies & Equipment Office Equipment Repairs	600	0	600	0	600	0		
6110.280	Supplies & Equipment Office Furniture	8,400	0	8,400	0	8,400	12,234		
6110.290	Supplies & Equipment Other Office Equipment	4,500	0	4,500	551	3,949	3,806		
6110.295	Supplies & Equipment Program Supplies and Equipment	0	0	0	(600)	600	0		
6110.297	Supplies & Equipment Community Policing Supplies	5,000	0	5,000	0	5,000	11,148		
6110.320	Supplies & Equipment Radio Supplies	2,000	0	2,000	0	2,000	0		
6130.010	Equipment Maintenance Copier Lease	5,500	0	5,500	0	5,500	4,088		
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	6,000	0	6,000	0	6,000	0		
6130.040	Equipment Maintenance MILES Computer Chg/MDT User Fees	48,000	0	48,000	3,000	45,000	45,608	Inc due to higher number of MDTs and past years expenses	
6130.060	Equipment Maintenance Software Licensing	25,000	0	25,000	(42,150)	67,150	105,655	Dec due to reduction of software licensing requested for FY25	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6130.070	Equipment Maintenance Software Maintenance Agreements	200,000	0	200,000	42,906	157,094	78,673	Inc due to software purchased in FY24 that is now in maintenance status	
6150.010	Uniforms & Personal Equipment Bullet Proof Vests	49,000	0	49,000	0	49,000	38,865		
6150.040	Uniforms & Personal Equipment Uniform Allowance	80,750	0	80,750	(3,400)	84,150	64,515	Dec due to error in FY24 calculations	
6150.050	Uniforms & Personal Equipment Uniforms	100,000	0	100,000	(11,000)	111,000	113,066	Dec due to less funds needed in this category for FY25	
6150.060	Uniforms & Personal Equipment Ammunition	84,585	0	84,585	0	84,585	63,695		
6160.055	Grant Programs GOCCP Grants	0	0	0	0	0	154,318		
6510.085	Legal Services Other Legal Expenses	15,000	0	15,000	0	15,000	2,176		
6530.050	Consulting Services Crisis/Fitness for Duty	6,500	0	6,500	0	6,500	152		
6530.080	Consulting Services Physicals, Shots & Drug Testing	0	0	0	(600)	600	45		
6530.090	Consulting Services Pre-Employment Physicals	7,000	0	7,000	0	7,000	7,635		
6530.100	Consulting Services Professional Fees	4,500	0	4,500	0	4,500	0		
6530.115	Consulting Services Psychological Services	66,400	0	66,400	0	66,400	27,900		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	348,000	0	348,000	75,000	273,000	350,840	Inc based on current and past years expenses	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	175,000	0	175,000	35,000	140,000	173,204	Inc based on current and past years expenses	
6540.040	Vehicle Operating Expenses Vehicle Registration	1,000	0	1,000	(700)	1,700	900		
6540.045	Vehicle Operating Expenses Vehicle Repairs Outside	40,000	0	40,000	20,000	20,000	24,302	Inc to replace peeling graphics on ~20 vehicles	
6540.050	Vehicle Operating Expenses Vehicle Use/Other Areas	48,000	0	48,000	14,400	33,600	7,025	Increase based on 10 new vehicles x 4,800 cost to upfit	
6550.028	Building Site Expenses Cable	1,020	0	1,020	0	1,020	825		
6550.060	Building Site Expenses Electricity	1,000	0	1,000	(750)	1,750	556		
6550.081	Building Site Expenses Fire Extinguishers	1,557	0	1,557	0	1,557	352		
6550.090	Building Site Expenses General Maintenance Repairs	7,000	0	7,000	5,000	2,000	6,350	Inc based on prior years expenses	
6550.170	Building Site Expenses Office Rent/Lease	3,000	0	3,000	500	2,500	2,404		
6550.270	Building Site Expenses Telephone	7,980	0	7,980	0	7,980	3,470		
6900.040	Advertising Personnel Advertisements	3,500	0	3,500	500	3,000	3,276		
7000.030	Travel, Training & Expense Canine Training	7,000	0	7,000	3,375	3,625	6,152	Inc to cover 2 new handlers	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7000.040	Travel, Training & Expense Continuing Education/Certificati	75,500	0	75,500	17,900	57,600	36,237	Inc due to significantly more interest in certification training in job-related areas, in addition to required trainings when promotions are earned and the annual required continuing education for sworn personnel	
7000.060	Travel, Training & Expense Educational Training	90,000	(10,000)	100,000	43,875	46,125	35,735	Inc due to significantly more interest in professional development and education training in job-related areas for both sworn and civilian.	Sheriff reduction in training expenses
7000.090	Travel, Training & Expense Firearms Training	10,000	0	10,000	2,980	7,020	8,205	Inc due to more range officers, which requires certification for each	
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	8,000	0	8,000	3,000	5,000	5,133	Inc requested due to cohost fee for OC's 1st Responders Conference and increased number of meetings and conferences attended by Sheriff, Chief Deputy, and 5 LTs	
7000.125	Travel, Training & Expense Transport Expenses	6,000	0	6,000	0	6,000	4,952		
7180	Encumbrance Expense	0	0	0	0	0	835,513		
9010.010	Capital Equipment New Vehicles	560,000	0	560,000	(150,000)	710,000	0	Dec requested due to order of 10 vehicles as noted in transactions. Effort is being made to get into an annual standard of 10 vehicles.	
9010.020	Capital Equipment Public Safety Equipment	230,000	0	230,000	74,816	155,184	175,991	Inc is requested for 10 new vehicles as shown in transactions.	
Total: 030 - Sheriff		16,706,346	3,065,624	13,640,722	5,689,405	11,016,941	10,241,927		
Location: 035 - Firearms Training Center									
6550.020	Building Site Expenses Buildings & Grounds Maintenance	3,000	0	3,000	0	3,000	1,912		
6550.028	Building Site Expenses Cable	1,500	0	1,500	1,500	0	0	New expense-cable being run in vicinity	
6550.060	Building Site Expenses Electricity	3,000	0	3,000	(500)	3,500	2,524		
6550.081	Building Site Expenses Fire Extinguishers	125	0	125	0	125	18		
6550.090	Building Site Expenses General Maintenance Repairs	7,620	0	7,620	(660)	8,280	1,301		
6550.200	Building Site Expenses Portalets	1,020	0	1,020	360	660	851		
6550.300	Building Site Expenses Trash Removal	2,100	0	2,100	800	1,300	1,836		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Total: 035 - Firearms Training Center		18,365	0	18,365	1,500	16,865	8,441		
Location: 040 - Animal Control									
6000.100	Personnel Services Salaries	250,304	0	250,304	14,512	235,792	183,920		
6000.400	Personnel Services Overtime Pay	16,500	0	16,500	0	16,500	16,279		
6010.020	Benefits Contingency	109	109	0	109	0	0		
6010.025	Benefits Deferred Comp Match	1,000	1,000	0	1,000	0	0		
6010.030	Benefits Hospitalization Insurance	50,857	(2,307)	53,164	50,857	0	0		
6010.050	Benefits Retirement	29,961	29,961	0	29,961	0	0		Employee Retirement
6010.060	Benefits Social Security Taxes	19,150	(1,261)	20,411	19,150	0	0		
6010.070	Benefits Unemployment Insurance	109	109	0	109	0	0		
6010.090	Benefits Workmans Compensation Ins	3,799	3,799	0	3,799	0	0		
6010.120	Benefits Long Term Disability	410	410	0	410	0	0		
6010.130	Benefits Life Insurance	465	465	0	465	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	503	503	0	503	0	0		
6010.150	Benefits Retirement Administration Fee	525	525	0	525	0	0		
6010.900	Benefits OPEB contribution	18,105	18,105	0	18,105	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	100	0	100	0	100	0		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	1,500	0	1,500	350	1,150	850		
6100.190	Administrative Expense Office Supplies	1,250	0	1,250	(1,830)	3,080	676	Dec based on avg prior years exps	
6110.020	Supplies & Equipment Animal Food	8,000	0	8,000	3,000	5,000	915	Inc based on decreased donations and increased need	
6110.025	Supplies & Equipment Animal Transport Containers	600	0	600	0	600	0		
6110.070	Supplies & Equipment CO2 for Chambers	17,000	0	17,000	2,000	15,000	15,378	Inc due to 20% vendor increase eff 10/1/2023	
6110.135	Supplies & Equipment Fuel for Incinerator	6,000	0	6,000	0	6,000	1,672		
6110.290	Supplies & Equipment Other Office Equipment	200	0	200	0	200	0		
6110.315	Supplies & Equipment Rabies Clinic Supplies	5,000	0	5,000	0	5,000	2,154		
6110.395	Supplies & Equipment Spay and Neuter Supplies	7,500	0	7,500	(3,500)	11,000	0	Dec due to currently not having vet to perform service, may have to increase FY26.	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.430	Supplies & Equipment Traps	2,953	0	2,953	0	2,953	0		
6130.010	Equipment Maintenance Copier Lease	900	0	900	500	400	633		
6150.040	Uniforms & Personal Equipment Uniform Allowance	4,250	0	4,250	0	4,250	3,500		
6150.050	Uniforms & Personal Equipment Uniforms	7,000	0	7,000	0	7,000	178		
6530.120	Consulting Services Rabies Clinic	1,000	0	1,000	0	1,000	600		
6530.160	Consulting Services Veterinary Services	18,000	0	18,000	3,000	15,000	10,880	Inc due to increased number/severity of cruelty cases and addition of services to get	
6530.165	Consulting Services Vet Services - Spay & Neuter	6,000	0	6,000	0	6,000	0		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	17,000	0	17,000	1,114	15,886	13,528	Inc based on current year avg costs	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	10,000	0	10,000	400	9,600	7,388		
6550.020	Building Site Expenses Buildings & Grounds Maintenance	5,000	0	5,000	2,983	2,017	5,647	Inc based on avg prior years exps	
6550.028	Building Site Expenses Cable	1,440	0	1,440	340	1,100	1,189		
6550.030	Building Site Expenses Carpet/VCT Cleaning	1,200	0	1,200	0	1,200	0		
6550.040	Building Site Expenses Cleaning Contract	3,000	0	3,000	(900)	3,900	2,365		
6550.050	Building Site Expenses Custodial Supplies	600	0	600	23	577	471		
6550.060	Building Site Expenses Electricity	7,200	0	7,200	(4,350)	11,550	6,123	Dec due to prior years exps	
6550.080	Building Site Expenses Fire Alarm Testing	360	0	360	0	360	349		
6550.081	Building Site Expenses Fire Extinguishers	300	0	300	0	300	28		
6550.090	Building Site Expenses General Maintenance Repairs	8,500	0	8,500	2,725	5,775	15,177	Inc due to age of building and recent issues with water leaks	
6550.120	Building Site Expenses Heating Propane	5,000	0	5,000	0	5,000	2,048		
6550.130	Building Site Expenses Incinerator Expense	1,200	0	1,200	0	1,200	0		
6550.180	Building Site Expenses Pest Control/Termite Insp	300	0	300	0	300	284		
6550.220	Building Site Expenses Security Alarm Monitoring	230	0	230	50	180	204		
6550.240	Building Site Expenses Sewer Pump/Septic Tank Maint	1,400	0	1,400	550	850	0		
6550.242	Building Site Expenses Sewage Pump Monitoring	200	0	200	0	200	187		
6550.270	Building Site Expenses Telephone	2,700	0	2,700	(10,000)	12,700	1,449	Dec due to removal of phone recording system (\$10,000). Lt Larmore working with IT and 911 for alternate options. May need to revisit in FY26.	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.280	Building Site Expenses Tipping Fees	150	0	150	150	0	109		
6550.300	Building Site Expenses Trash Removal	1,320	0	1,320	420	900	1,056		
7000.060	Travel, Training & Expense Educational Training	10,000	0	10,000	0	10,000	3,196		
9010.060	Capital Equipment Other	0	0	0	(48,800)	48,800	0		
Total: 040 - Animal Control		556,150	51,418	504,732	87,730	468,420	298,433		
Total: 1101 - Sheriff's Office		17,280,861	3,117,041	14,163,820	5,778,635	11,502,226	10,548,801		

WORCESTER COUNTY FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1102 Emergency Services								
PERS SVCS - Personnel Services	\$3,316,338.00	\$298,489.97	\$1,220,271.00	58%	\$3,017,848.03	\$2,096,067.00	\$1,771,388.39	\$1,573,437.09
SUPP & MAT - Supplies & Materials	\$879,109.00	\$0.00	(\$91,988.00)	-9%	\$879,109.00	\$971,097.00	\$2,929,328.95	\$1,872,562.07
MAINT & SVCS - Maintenance & Services	\$226,572.00	\$0.00	\$44,562.00	24%	\$226,572.00	\$182,010.00	\$202,652.06	\$156,500.09
OTHR CHGS - Other Charges	\$23,800.00	\$0.00	(\$1,100.00)	-4%	\$23,800.00	\$24,900.00	\$33,145.66	\$16,196.60
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
CAP EQ - Capital Equipment	\$95,000.00	\$0.00	\$95,000.00		\$95,000.00	\$0.00	\$66,155.83	\$0.00
Department Total: Emergency Services	\$4,540,819.00	\$298,489.97	\$1,266,745.00	39%	\$4,242,329.03	\$3,274,074.00	\$5,002,670.89	\$3,618,695.85

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1102 - Emergency Services									
Location: 044 - Operations Center									
6000.100	Personnel Services Salaries	2,168,051	(134,103)	2,302,154	264,022	1,904,029	1,564,556	OT reduction of \$11,520 from previous FY	Savings due to reorganization.
6000.400	Personnel Services Overtime Pay	180,518	0	180,518	(11,520)	192,038	206,832		
6010.020	Benefits Contingency	949	949	0	949	0	0		
6010.025	Benefits Deferred Comp Match	12,000	12,000	0	12,000	0	0		
6010.030	Benefits Hospitalization Insurance	346,838	(1,455)	348,293	346,838	0	0		
6010.050	Benefits Retirement	259,516	259,516	0	259,516	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	164,075	(22,807)	186,882	164,075	0	0		
6010.070	Benefits Unemployment Insurance	949	949	0	949	0	0		
6010.090	Benefits Workmans Compensation Ins	32,955	32,955	0	32,955	0	0		
6010.120	Benefits Long Term Disability	3,558	3,558	0	3,558	0	0		
6010.130	Benefits Life Insurance	4,033	4,033	0	4,033	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	4,365	4,365	0	4,365	0	0		
6010.150	Benefits Retirement Administration Fee	4,554	4,554	0	4,554	0	0		
6010.900	Benefits OPEB contribution	133,977	133,977	0	133,977	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	4,500	0	4,500	0	4,500	2,109		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	4,625	0	4,625	200	4,425	1,869		
6100.190	Administrative Expense Office Supplies	1,500	0	1,500	(1,000)	2,500	3,353		
6100.210	Administrative Expense Paper	1,000	0	1,000	0	1,000	505		
6110.017	Supplies & Equipment AED Units	30,500	0	30,500	23,000	7,500	1,127	New CPR & First Aid Training equipment, and funding to get staff AED, CPR, and 1st aid certified.	
6110.090	Supplies & Equipment Computers & Printers	0	0	0	(11,160)	11,160	5,761		
6110.110	Supplies & Equipment Disaster Preparedness Materials	1,900	0	1,900	900	1,000	49		
6110.120	Supplies & Equipment Equipment Rental	10,000	0	10,000	0	10,000	0		
6110.125	Supplies & Equipment Equipment Maintenance & Repair	8,000	0	8,000	0	8,000	4,909		
6110.140	Supplies & Equipment GIS Mapping Supplies	1,000	0	1,000	(400)	1,400	0		
6110.245	Supplies & Equipment Mobile Phones	15,170	0	15,170	370	14,800	16,586		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.280	Supplies & Equipment Office Furniture	4,500	0	4,500	4,500	0	0	3 new offices in EOC Furniture needs	
6110.320	Supplies & Equipment Radio Supplies	42,450	0	42,450	10,950	31,500	20,267	10k is for parts for new installs and upfit for county vehicles.	
6110.325	Supplies & Equipment Radio Equipment	60,000	0	60,000	0	60,000	67,513		
6110.340	Supplies & Equipment Safety Program Equipment	10,000	0	10,000	0	10,000	17,936		
6130.010	Equipment Maintenance Copier Lease	2,988	0	2,988	(60)	3,048	2,304		
6130.040	Equipment Maintenance MILES Computer Cha/MDT User Fees	2,400	0	2,400	0	2,400	1,995		
6130.050	Equipment Maintenance Radio Maintenance Contract	319,668	0	319,668	9,542	310,126	215,998	Maintenance Contract for new radio site at Snow Hill water tank.	
6130.060	Equipment Maintenance Software Licensing	19,500	0	19,500	0	19,500	18,084		
6130.070	Equipment Maintenance Software Maintenance Agreements	158,306	0	158,306	3,410	154,896	156,099	increase was due to 5% to Central Square.	
6130.090	Equipment Maintenance Weather Service Subscription	2,400	0	2,400	0	2,400	2,424		
6150.040	Uniforms & Personal Equipment Uniform Allowance	2,500	0	2,500	0	2,500	2,694		
6150.050	Uniforms & Personal Equipment Uniforms	7,225	0	7,225	0	7,225	5,124		
6160.080	Grant Programs Homeland Security Grant	96,477	0	96,477	9,010	87,467	76,841	Increase in grant amount.	
6160.083	Grant Programs 911 Board	0	0	0	(141,250)	141,250	2,260,232	Direct bills now	
6160.602	Grant Programs Homeland Security - HMEP	35,000	0	35,000	0	35,000	0		
6500.085	Systems Maintenance Sirens	0	0	0	0	0	902		
6530.040	Consulting Services Consulting Services	35,000	0	35,000	35,000	0	0	5 year renewal hazard mitigation plan. Applied for FEMA BRIC grant and hope to use only 10-25% of	
6530.095	Consulting Services Pre-Employment Testing	0	0	0	0	0	5,328		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	17,200	0	17,200	2,200	15,000	15,931	Increase in fuel prices based on actuals	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	8,650	0	8,650	0	8,650	13,800		
6540.040	Vehicle Operating Expenses Vehicle Registration	200	0	200	0	200	0		
6540.045	Vehicle Operating Expenses Vehicle Repairs Outside	4,200	0	4,200	0	4,200	2,095		
6550.028	Building Site Expenses Cable	1,800	0	1,800	360	1,440	1,087		
6550.060	Building Site Expenses Electricity	5,100	0	5,100	0	5,100	3,402		
6550.170	Building Site Expenses Office Rent/Lease	38,472	0	38,472	2	38,470	38,470		
6550.270	Building Site Expenses Telephone	28,000	0	28,000	0	28,000	47,444		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6900.025	Advertising Legal Advertisements	0	0	0	0	0	58		
7000.035	Travel, Training & Expense Citizen Core Emergency Response	0	0	0	0	0	104		
7000.040	Travel, Training & Expense Continuing Education/Certificati	8,500	0	8,500	0	8,500	23,648		
7000.060	Travel, Training & Expense Educational Training	3,500	0	3,500	(2,000)	5,500	1,851		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	11,800	0	11,800	900	10,900	7,543		
7180	Encumbrance Expense	0	0	0	0	0	160,577		
9010.010	Capital Equipment New Vehicles	77,000	0	77,000	77,000	0	0	New Vehicle request	
9010.020	Capital Equipment Public Safety Equipment	18,000	0	18,000	18,000	0	66,156	New vehicle request upfit. (Striping, lights, siren, electronics, racks, cap ect.)	
Total: 044 - Operations Center		4,415,369	298,490	4,116,879	1,259,745	3,155,624	5,043,559		
Location: 045 - Transmitter Site									
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	37,500	0	37,500	0	37,500	45,553		
6550.060	Building Site Expenses Electricity	70,000	0	70,000	10,000	60,000	64,238	Slight increase based on 5 year trend	
6550.080	Building Site Expenses Fire Alarm Testing	1,250	0	1,250	0	1,250	1,493		
6550.081	Building Site Expenses Fire Extinguishers	200	0	200	0	200	42		
6550.086	Building Site Expenses Generator Fuel Propane	2,000	0	2,000	0	2,000	884		
6550.090	Building Site Expenses General Maintenance Repairs	0	0	0	0	0	1,313		
6550.100	Building Site Expenses Generator Services & Repairs	10,000	0	10,000	0	10,000	4,319		
6550.180	Building Site Expenses Pest Control/Termite Insp	500	0	500	0	500	1,846		
6550.290	Building Site Expenses Transmitter Site Expenses	4,000	0	4,000	(3,000)	7,000	1	Savings from onetime expense last year to driveway.	
Total: 045 - Transmitter Site		125,450	0	125,450	7,000	118,450	119,688		
Total: 1102 - Emergency Services		4,540,819	298,490	4,242,329	1,266,745	3,274,074	5,163,247		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1103 Jail								
PERS SVCS - Personnel Services	\$10,827,664.00	\$1,586,973.52	\$3,847,237.00	55%	\$9,240,690.48	\$6,980,427.00	\$6,089,049.90	\$6,004,089.20
SUPP & MAT - Supplies & Materials	\$969,139.00	\$0.00	\$137,831.00	17%	\$969,139.00	\$831,308.00	\$1,024,969.21	\$876,614.85
MAINT & SVCS - Maintenance & Services	\$2,419,813.00	\$0.00	\$196,429.00	9%	\$2,419,813.00	\$2,223,384.00	\$2,159,416.98	\$2,037,932.22
OTHR CHGS - Other Charges	\$10,056.00	\$0.00	(\$6,000.00)	-37%	\$10,056.00	\$16,056.00	\$10,947.96	\$10,902.02
CAP EQ - Capital Equipment	\$13,895.00	\$0.00	(\$311,105.00)	-96%	\$13,895.00	\$325,000.00	\$0.00	\$0.00
Department Total: Jail	\$14,240,567.00	\$1,586,973.52	\$3,864,392.00	37%	\$12,653,593.48	\$10,376,175.00	\$9,284,384.05	\$8,929,538.29

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1103 - Jail									
6000.100	Personnel Services Salaries	7,244,202	(47,356)	7,291,558	313,775	6,930,427	5,950,440		
6000.400	Personnel Services Overtime Pay	75,000	0	75,000	25,000	50,000	138,610		
6010.020	Benefits Contingency	3,187	3,187	0	3,187	0	0		
6010.025	Benefits Deferred Comp Match	50,000	50,000	0	50,000	0	0		
6010.030	Benefits Hospitalization Insurance	1,268,511	(43,295)	1,311,806	1,268,511	0	0		
6010.050	Benefits Retirement	1,109,633	1,109,633	0	1,109,633	0	0		CORS & Employee Retirement
6010.060	Benefits Social Security Taxes	552,968	(9,358)	562,326	552,968	0	0		
6010.070	Benefits Unemployment Insurance	3,187	3,187	0	3,187	0	0		
6010.090	Benefits Workmans Compensation Ins	110,672	110,672	0	110,672	0	0		
6010.120	Benefits Long Term Disability	11,950	11,950	0	11,950	0	0		
6010.130	Benefits Life Insurance	13,543	13,543	0	13,543	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	14,658	14,658	0	14,658	0	0		
6010.150	Benefits Retirement Administration Fee	15,295	15,295	0	15,295	0	0		
6010.900	Benefits OPEB contribution	354,858	354,858	0	354,858	0	0		OPEB Allocation at department level
6100.050	Administrative Expense Background Checks	500	0	500	500	0	425	Increase of \$500. Sheriff's Account Shared.	
6100.100	Administrative Expense Dues, Licenses & Subscriptions	175	0	175	0	175	175		
6100.110	Administrative Expense Envelopes	0	0	0	0	0	(327)		
6100.190	Administrative Expense Office Supplies	6,750	0	6,750	0	6,750	7,167		
6110.080	Supplies & Equipment Computer Repairs & Supplies	0	0	0	0	0	683		
6110.090	Supplies & Equipment Computers & Printers	5,300	0	5,300	3,260	2,040	4,155	Increase based on IT requested replacement of computers	
6110.190	Supplies & Equipment Law Enforcement Equipment	1,500	0	1,500	0	1,500	644		
6110.245	Supplies & Equipment Mobile Phones	1,500	0	1,500	0	1,500	1,549		
6110.280	Supplies & Equipment Office Furniture	0	0	0	0	0	1,319		
6110.320	Supplies & Equipment Radio Supplies	5,000	0	5,000	0	5,000	4,995		
6130.010	Equipment Maintenance Copier Lease	6,700	0	6,700	0	6,700	6,686		
6130.040	Equipment Maintenance MILES Computer Cha/MDT User Fees	588	0	588	0	588	483		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6130.070	Equipment Maintenance Software Maintenance Agreements	25,136	0	25,136	2,231	22,905	22,895	Contract increase JMS.	
6150.040	Uniforms & Personal Equipment Uniform Allowance	57,400	0	57,400	0	57,400	57,400		
6150.050	Uniforms & Personal Equipment Uniforms	12,250	0	12,250	0	12,250	12,896		
6160.064	Grant Programs Inmate Opiod Medication	131,840	0	131,840	131,840	0	42,432	MOUD Government mandated Grant offset by revenue	
6190.010	Inmate Expenses Food Services	450,000	0	450,000	0	450,000	540,410		
6190.020	Inmate Expenses Hospital & Physicians Charges	95,000	0	95,000	0	95,000	120,907		
6190.030	Inmate Expenses Inmate Supplies & Services	15,000	0	15,000	0	15,000	14,741		
6190.040	Inmate Expenses Jail Dentist	15,000	0	15,000	0	15,000	12,053		
6190.070	Inmate Expenses Kitchen Supplies	6,000	0	6,000	0	6,000	6,684		
6190.075	Inmate Expenses Medical Contract	1,542,013	0	1,542,013	73,429	1,468,584	1,329,859	Increase based on 5% estimate	
6190.080	Inmate Expenses Medical Supplies	25,000	0	25,000	0	25,000	33,358		
6190.090	Inmate Expenses Pharmaceutical	100,000	0	100,000	0	100,000	122,750		
6190.100	Inmate Expenses Processing Supplies	8,500	0	8,500	0	8,500	10,492		
6530.050	Consulting Services Crisis/Fitness for Duty	1,000	0	1,000	0	1,000	0		
6530.080	Consulting Services Physicals, Shots & Drug Testing	500	0	500	0	500	(45)		
6530.115	Consulting Services Psychological Services	6,500	0	6,500	4,000	2,500	4,050	Contract Increases and New Hires	
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	6,000	0	6,000	0	6,000	5,526		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	2,500	0	2,500	0	2,500	5,603		
6540.045	Vehicle Operating Expenses Vehicle Repairs Outside	300	0	300	0	300	0		
6550.050	Building Site Expenses Custodial Supplies	60,000	0	60,000	0	60,000	61,807		
6550.060	Building Site Expenses Electricity	250,000	0	250,000	50,000	200,000	247,937	Increase based on prior year actuals	
6550.080	Building Site Expenses Fire Alarm Testing	5,000	0	5,000	0	5,000	0		
6550.081	Building Site Expenses Fire Extinguishers	1,550	0	1,550	0	1,550	343		
6550.090	Building Site Expenses General Maintenance Repairs	75,000	0	75,000	0	75,000	80,943		
6550.100	Building Site Expenses Generator Services & Repairs	5,000	0	5,000	0	5,000	4,646		
6550.110	Building Site Expenses Heating Fuel Oil	260,000	0	260,000	60,000	200,000	259,128	Increase based on prior year actuals	
6550.125	Building Site Expenses HVAC Repairs/Replacement	10,000	0	10,000	0	10,000	4,474		
6550.180	Building Site Expenses Pest Control/Termite Insp	500	0	500	0	500	312		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.240	Building Site Expenses Sewer Pump/Septic Tank Maint	10,000	0	10,000	0	10,000	10,131		
6550.250	Building Site Expenses Sprinkler Testing	1,700	0	1,700	0	1,700	4,460		
6550.270	Building Site Expenses Telephone	25,000	0	25,000	9,000	16,000	24,350	Increase based on prior year actuals	
6550.300	Building Site Expenses Trash Removal	4,600	0	4,600	0	4,600	7,584		
6550.310	Building Site Expenses Water & Sewer	140,000	0	140,000	0	140,000	98,954		
6700.050	Other Maint. & Svcs Phone Service	650	0	650	0	650	0		
6700.700	Other Maint. & Svcs Prison Labor	12,000	0	12,000	0	12,000	9,355		
7000.060	Travel, Training & Expense Educational Training	4,000	0	4,000	(6,000)	10,000	5,527		
7000.090	Travel, Training & Expense Firearms Training	3,850	0	3,850	0	3,850	3,203		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	2,206	0	2,206	0	2,206	2,218		
7180	Encumbrance Expense	0	0	0	0	0	25,195		
9010.060	Capital Equipment Other	13,895	0	13,895	(311,105)	325,000	0	Replace a 2002 Toro mower with 1,783 hours. Purchase Gravely zero turn Lawn tractor.	
Total: 1103 - Jail		14,240,567	1,586,974	12,653,593	3,864,392	10,376,175	9,309,579		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1104 Fire Marshal								
PERS SVCS - Personnel Services	\$1,198,145.00	\$396,208.62	\$604,050.00	102%	\$801,936.38	\$594,095.00	\$521,437.17	\$505,979.94
SUPP & MAT - Supplies & Materials	\$68,755.00	\$0.00	\$1,392.00	2%	\$68,755.00	\$67,363.00	\$56,610.76	\$33,667.51
MAINT & SVCS - Maintenance & Services	\$49,110.00	(\$5,250.00)	(\$1,250.00)	-2%	\$54,360.00	\$50,360.00	\$43,477.72	\$36,552.23
OTHR CHGS - Other Charges	\$11,565.00	\$0.00	\$2,055.00	22%	\$11,565.00	\$9,510.00	\$8,819.32	\$2,977.89
CAP EQ - Capital Equipment	\$176,000.00	\$0.00	\$176,000.00		\$176,000.00	\$0.00	\$0.00	\$9,768.27
Department Total: Fire Marshal	\$1,503,575.00	\$390,958.62	\$782,247.00	108%	\$1,112,616.38	\$721,328.00	\$630,344.97	\$588,945.84

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1104 - Fire Marshal									
6000.100	Personnel Services Salaries	710,722	88,937	621,785	136,627	574,095	511,801		
6000.400	Personnel Services Overtime Pay	20,000	0	20,000	0	20,000	9,636		
6010.020	Benefits Contingency	309	309	0	309	0	0		
6010.025	Benefits Deferred Comp Match	5,000	5,000	0	5,000	0	0		
6010.030	Benefits Hospitalization Insurance	116,076	1,748	114,328	116,076	0	0		
6010.050	Benefits Retirement	248,495	248,495	0	248,495	0	0		LEOPS & Employee Retirements
6010.060	Benefits Social Security Taxes	52,130	6,307	45,823	52,130	0	0		
6010.070	Benefits Unemployment Insurance	310	310	0	310	0	0		
6010.090	Benefits Workmans Compensation Ins	10,749	10,749	0	10,749	0	0		
6010.120	Benefits Long Term Disability	1,161	1,161	0	1,161	0	0		
6010.130	Benefits Life Insurance	1,315	1,315	0	1,315	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	1,424	1,424	0	1,424	0	0		
6010.150	Benefits Retirement Administration Fee	1,486	1,486	0	1,486	0	0		
6010.900	Benefits OPEB contribution	28,968	28,968	0	28,968	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	0	0	0	0	0	477		
6100.060	Administrative Expense Books and Publications	500	0	500	150	350	308		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	6,285	0	6,285	840	5,445	1,541		
6100.110	Administrative Expense Envelopes	200	0	200	0	200	0		
6100.190	Administrative Expense Office Supplies	1,000	0	1,000	500	500	393		
6100.210	Administrative Expense Paper	400	0	400	200	200	0		
6100.240	Administrative Expense Printing Expense	425	0	425	0	425	315		
6110.050	Supplies & Equipment Camera Equipment	1,000	0	1,000	200	800	797		
6110.090	Supplies & Equipment Computers & Printers	2,100	0	2,100	(2,100)	4,200	7,239	FY25 we are replacing one laptop and last year we had to replace two laptops.	
6110.130	Supplies & Equipment Fire Investigation Equipment	2,000	0	2,000	400	1,600	1,507		
6110.150	Supplies & Equipment Hazmat Supplies & Equipment	16,050	0	16,050	1,494	14,556	16,394	Increase cost in hazmat equipment calibration and supplies.	
6110.160	Supplies & Equipment Investigation Supplies	2,000	0	2,000	400	1,600	1,520		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.190	Supplies & Equipment Law Enforcement Equipment	4,000	0	4,000	(4,000)	8,000	7,267	Savings from one time purchase in FY24.	
6110.245	Supplies & Equipment Mobile Phones	3,900	0	3,900	0	3,900	3,521		
6110.280	Supplies & Equipment Office Furniture	1,200	0	1,200	200	1,000	1,200		
6110.320	Supplies & Equipment Radio Supplies	2,500	0	2,500	0	2,500	2,189		
6110.450	Supplies & Equipment Fire Prevention	1,200	0	1,200	300	900	678		
6130.010	Equipment Maintenance Copier Lease	1,600	0	1,600	295	1,305	1,304		
6130.040	Equipment Maintenance MILES Computer Chg/MDT User Fees	3,000	0	3,000	120	2,880	3,232		
6130.070	Equipment Maintenance Software Maintenance Agreements	3,695	0	3,695	393	3,302	1,932		
6150.020	Uniforms & Personal Equipment Fire Investigator Gear	7,400	0	7,400	500	6,900	0		
6150.040	Uniforms & Personal Equipment Uniform Allowance	5,100	0	5,100	1,500	3,600	3,444	Requested increase in annual uniform and boot allowance.	
6150.050	Uniforms & Personal Equipment Uniforms	3,200	0	3,200	0	3,200	1,353		
6530.050	Consulting Services Crisis/Fitness for Duty	3,750	0	3,750	0	3,750	0		
6530.080	Consulting Services Physicals, Shots & Drug Testing	6,000	(5,250)	11,250	(5,250)	11,250	0		Reduction based on previous & current year expenses.
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	27,000	0	27,000	2,000	25,000	30,959	Increase cost of fuel	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	12,000	0	12,000	2,000	10,000	12,163	Increase maintenance cost for aging vehicles	
6550.270	Building Site Expenses Telephone	360	0	360	0	360	356		
7000.010	Travel, Training & Expense Bio-Terrorism/Hazmat Team Trng	0	0	0	0	0	3,535		
7000.040	Travel, Training & Expense Continuing Education/Certificati	2,520	0	2,520	420	2,100	1,697		
7000.060	Travel, Training & Expense Educational Training	3,625	0	3,625	675	2,950	1,556		
7000.090	Travel, Training & Expense Firearms Training	1,500	0	1,500	0	1,500	1,228		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	3,920	0	3,920	960	2,960	804	Out of State Travel Requested for training in Chesterfield, VA July 15-16, 2024.	
7180	Encumbrance Expense	0	0	0	0	0	37,370		
9010.010	Capital Equipment New Vehicles	144,000	0	144,000	144,000	0	0	Two Replacement Vehicles - 3/4-ton pickups.	
9010.020	Capital Equipment Public Safety Equipment	32,000	0	32,000	32,000	0	0	Emergency equipment for the two requested replacement vehicles	
Total: 1104 - Fire Marshal		1,503,575	390,959	1,112,616	782,247	721,328	667,715		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1105 Volunteer Fire Departments								
SUPP & MAT - Supplies & Materials	\$82,200.00	\$0.00	(\$800.00)	-1%	\$82,200.00	\$83,000.00	\$80,625.28	\$0.00
MAINT & SVCS - Maintenance & Services	\$23,072.00	\$0.00	\$1,524.00	7%	\$23,072.00	\$21,548.00	\$17,860.21	\$20,975.76
OTHR CHGS - Other Charges	\$12,084,644.00	(\$22,333.00)	\$1,711,097.00	16%	\$12,106,977.00	\$10,373,547.00	\$9,628,322.13	\$9,350,824.58
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Volunteer Fire Departments	\$12,189,916.00	(\$22,333.00)	\$1,711,821.00	16%	\$12,212,249.00	\$10,478,095.00	\$9,726,807.62	\$9,371,800.34

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1105 - Volunteer Fire Departments									
Location: 100 - Town of Pocomoke									
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	1,017,957	0	1,017,957	240,460	777,497	708,779		
7080.060	Fire & Ambulance State Grant for Fire Companies	617	0	617	(2,108)	2,725	2,725		
Total: 100 - Town of Pocomoke		1,018,574	0	1,018,574	238,352	780,222	711,504		
Location: 105 - Pocomoke VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	16,650	250,000	250,000		Fire Grant increase per March 2024 Updated Assessable Base
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 105 - Pocomoke VFD		298,735	693	298,042	16,660	282,075	282,075		
Location: 110 - Town of Berlin									
7080.060	Fire & Ambulance State Grant for Fire Companies	11,500	0	11,500	789	10,711	10,711		
Total: 110 - Town of Berlin		11,500	0	11,500	789	10,711	10,711		
Location: 115 - Berlin VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	16,650	250,000	250,000		Fire Grant increase per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	1,197,215	0	1,197,215	174,945	1,022,270	883,220		
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 115 - Berlin VFD		1,495,950	693	1,495,257	191,605	1,304,345	1,165,295		
Location: 120 - Town of Snow Hill									
7080.060	Fire & Ambulance State Grant for Fire Companies	2,200	0	2,200	(60)	2,260	2,260		
Total: 120 - Town of Snow Hill		2,200	0	2,200	(60)	2,260	2,260		
Location: 125 - Snow Hill VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	16,650	250,000	250,000		Fire Grant increase per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	903,312	0	903,312	29,536	873,776	756,799		
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 125 - Snow Hill VFD		1,202,047	693	1,201,354	46,196	1,155,851	1,038,874		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 130 - Town of Ocean City									
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	3,254,635	0	3,254,635	922,156	2,332,479	2,159,711		
7080.060	Fire & Ambulance State Grant for Fire Companies	34,833	0	34,833	0	34,833	34,833		
Total: 130 - Town of Ocean City		3,289,468	0	3,289,468	922,156	2,367,312	2,194,544		
Location: 135 - Ocean City VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	16,650	250,000	250,000		Fire Grant increase per March 2024 Updated Assessable Base
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 135 - Ocean City VFD		298,735	693	298,042	16,660	282,075	282,075		
Location: 145 - Girdletree VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	19,650	254,000	254,000		Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	81,600	(4,500)	86,100	6,600	75,000	76,800		FY24 paid 1 FTE \$8k, FY25 paying 2 FTEs total \$16k instead of additional \$125 per call.
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 145 - Girdletree VFD		387,335	(6,807)	394,142	26,260	361,075	362,875		
Location: 155 - Stockton VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	19,650	254,000	254,000		Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	85,800	(9,750)	95,550	10,800	75,000	78,000		FY24 paid 1 FTE \$8k, FY25 paying 2 FTEs total \$16k instead of additional \$125 per call.
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 155 - Stockton VFD		391,535	(12,057)	403,592	30,460	361,075	364,075		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 165 - Newark VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	19,650	254,000	254,000		Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	407,064	0	407,064	21,107	385,957	344,431		
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 165 - Newark VFD		712,799	(2,307)	715,106	40,767	672,032	630,506		
Location: 175 - Bishopville VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	19,650	254,000	254,000		Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	464,205	0	464,205	6,802	457,403	418,341		
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 175 - Bishopville VFD		769,940	(2,307)	772,247	26,462	743,478	704,416		
Location: 185 - Showell VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	273,650	(2,307)	275,957	19,650	254,000	254,000		Reduced Rural Fire Co. Additional Request from \$6k to \$3k. Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	441,243	0	441,243	0	441,243	418,173		
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 185 - Showell VFD		746,978	(2,307)	749,285	19,660	727,318	704,248		
Location: 195 - Ocean Pines VFD									
7080.010	Fire & Ambulance County Grant to Fire Companies	266,650	693	265,957	16,650	250,000	250,000		Fire Grant increase of \$653 per March 2024 Updated Assessable Base
7080.020	Fire & Ambulance County Grant to Ambulance Cos.	870,124	0	870,124	89,681	780,443	638,990		
7080.060	Fire & Ambulance State Grant for Fire Companies	32,085	0	32,085	10	32,075	32,075		
Total: 195 - Ocean Pines VFD		1,168,859	693	1,168,166	106,341	1,062,518	921,065		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 197 - County Fire Training Center									
6110.150	Supplies & Equipment Hazmat Supplies & Equipment	52,200	0	52,200	(800)	53,000	80,625		
6200.020	Other Supplies & Materials Materials	30,000	0	30,000	0	30,000	0	FY25 FIRE & EMS Requested 30 EV safety plugs - 3 per fire company.	
6550.010	Building Site Expenses Building/Property Improvement	1,200	0	1,200	200	1,000	127		
6550.030	Building Site Expenses Carpet/VCT Cleaning	1,200	0	1,200	200	1,000	1,068		
6550.040	Building Site Expenses Cleaning Contract	2,500	0	2,500	300	2,200	3,158		
6550.050	Building Site Expenses Custodial Supplies	200	0	200	0	200	83		
6550.060	Building Site Expenses Electricity	7,000	0	7,000	0	7,000	7,331		
6550.080	Building Site Expenses Fire Alarm Testing	472	0	472	0	472	349		
6550.081	Building Site Expenses Fire Extinguishers	200	0	200	0	200	141		
6550.085	Building Site Expenses Generator Fuel Oil	600	0	600	100	500	404		
6550.090	Building Site Expenses General Maintenance Repairs	3,000	0	3,000	0	3,000	1,494		
6550.100	Building Site Expenses Generator Services & Repairs	1,000	0	1,000	100	900	450		
6550.120	Building Site Expenses Heating Propane	2,000	0	2,000	0	2,000	578		
6550.180	Building Site Expenses Pest Control/Termite Insp	400	0	400	184	216	387		
6550.220	Building Site Expenses Security Alarm Monitoring	1,400	0	1,400	200	1,200	972		
6550.240	Building Site Expenses Sewer Pump/Septic Tank Maint	300	0	300	0	300	0		
6550.270	Building Site Expenses Telephone	600	0	600	100	500	485		
6550.280	Building Site Expenses Tipping Fees	100	0	100	90	10	29		
6550.300	Building Site Expenses Trash Removal	800	0	800	0	800	804		
6550.320	Building Site Expenses Water Treatment	100	0	100	50	50	0		
7000.125	Travel, Training & Expense Transport Expenses	3,000	0	3,000	0	3,000	0		
7080.030	Fire & Ambulance Firemens Training Center	10,000	0	10,000	0	10,000	4,373		
Total: 197 - County Fire Training Center		118,272	0	118,272	724	117,548	102,859		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 198 - LOSAP									
7080.040	Fire & Ambulance LOSAP Appropriation	205,266	0	205,266	19,066	186,200	196,200	Increase includes estimated \$2,500 bonuses	
7080.080	Fire & Ambulance EMT Paramedic Tuition Reimb Pam	8,000	0	8,000	0	8,000	4,000		
Total: 198 - LOSAP		213,266	0	213,266	19,066	194,200	200,200		
Location: 200 - Administration									
7080.070	Fire & Ambulance Fire	63,723	(13)	63,736	9,723	54,000	49,224	Estimated increase in workers comp policy	Updated Volunteer Fire Workers Comp Insurance Quote April 2024
Total: 200 - Administration		63,723	(13)	63,736	9,723	54,000	49,224		
Total: 1105 - Volunteer Fire Departments		12,189,916	(22,333)	12,212,249	1,711,821	10,478,095	9,726,808		

**The Estimated Taxable Assessable Base at the County Level
For the tax year beginning July 1, 2024
Base Estimate Date: March 2024
(figures expressed in thousands)**

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	20,067,993	15,000	267	20,083,261	570,256	3%	19,513,005	334	8,727	229,174	190,000	428,235	20,511,496
				20,083,261								428,235	20,511,496

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 2024 must be adjusted before being used for state aid purposes by substituting the following figures in (\$000) :

State Department of Assessments and Taxation

Account coding for General Ledger :	FY2025 Budget	FY2025 Code Based	FY25 Supplement Required	FY24 Additional Request from Fire Companies	FY25 Budget Request from Fire Companies
County Grant to Fire Companies					
Poc VFC	100.1105.105 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Berlin VFD	100.1105.115 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Snow Hill VFD	100.1105.125 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Ocean City VFD	100.1105.135 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Girdletree VFD	100.1105.145 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Stockton VFD	100.1105.155 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Newark VFD	100.1105.165 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Bishopville VFD	100.1105.175 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Showell VFD	100.1105.185 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
Ocean Pines VFD	100.1105.195 7080.010 \$ 250,000.00	\$ 266,649.45			\$ 266,649.45
TOTAL FY24	\$ 2,500,000.00	2,666,494	-	-	\$ 2,666,494.48

Fire Grant Calculations for Fire Depts:	
assessable base	20,511,496,000
divided by \$100	205,114,960
rate=.013	2,666,494
based on Code- each co. FY25	\$ 266,649
Budget - each VFC FY24	\$ 250,000
VARIANCE	\$ 16,649
FY25 Budget	\$ 2,659,566
FY25 County Request	2,666,494
FY24 County Approved Budget	2,500,000
Variance	166,494

§ 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.

**MEDICAL ASSIST COMPANIES
FY2025**

	CY 2023	Addl Request per call FY25 \$125 reduced to 0	per call	Base Amount	# FTE	Paid 2 FTE @ \$8k	Supplement	FY2025 Committee Review	FY2025 Requested	FY2024 Approved	FY25/FY24 Variance
	Medical Assists		\$100.00			\$8,000.00					
Stockton	78	\$0.00	\$7,800	\$9,000	2	\$16,000	\$53,000	\$85,800	\$95,550	\$75,000	\$20,550
Girdletree	36	\$0.00	\$3,600	\$9,000	2	\$16,000	\$53,000	\$81,600	\$86,100	\$75,000	\$11,100
TOTALS		\$0	\$11,400	\$18,000		\$32,000	\$106,000	\$167,400	\$181,650	\$150,000	\$31,650

21.10%

FY2025 Budget

-	11,400	18,000		32,000	106,000	167,400	181,650
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FY25 Budget Request 181,650

FY25 Committee Review 167,400 Increased FTE from 1 to 2, level funded \$100 per call

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:

		FY25 Requested
Stockton	100.1105.155.7080.020	\$95,550
Girdletree	100.1105.145.7080.020	\$86,100

	Rate History:	Base Amount	Per Call	Paid FTE
FY2023				
FY2022		\$9,000	\$100	\$8,000
FY2021		\$9,000	\$100	\$8,000
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 2025 Grant to Towns - for Fire Company for Out of Town Responses

Amount to be paid to TOWN

\$1,000.00 per call

	CY2023	FY2025 Budget	FY2024 Approved	FY25/FY24 Variance
Pocomoke	91	91,000	75,000	\$16,000
Snow Hill	75	75,000	97,000	-\$22,000
Berlin	221	221,000	223,000	-\$2,000
Ocean City	227	227,000	195,000	\$32,000
Ocean Pines	51	51,000	61,000	-\$10,000
Total	665	665,000	651,000	\$14,000

2.15% Increase

emergency call
for fire

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:

FY2022-FY2007 = \$1,000

FY2006-FY2005=\$250

FY2025 FY2024 FY25/24
Requested Approved Variance

1105.198.7080.040 LOSAP Contribution

Annual Contribution	\$ 203,466	\$ 184,400	\$ 19,066
Administrative Fee	\$ 1,800	\$ 1,800	\$ -
Total	\$ 205,266	\$ 186,200	\$ 19,066

*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	\$ 63,723	\$ 54,000	\$ 9,723
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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.

		FY2025 Budget	FY2024 Actual	\$ Inc/(Dec)	FY2023 Actual
100.1105.100.7080.060	Pocomoke City/Town	\$ 617	\$ 386	\$ 231	\$ 2,726
100.1105.110.7080.060	Berlin/Town	\$ 11,500	\$ 11,739	-239	\$ 10,712
100.1105.120.7080.060	Snow Hill/ Town	\$ 2,200	\$ 2,024	176	\$ 2,261
100.1105.130.7080.060	Ocean City/Town	\$ 34,833	\$ 33,419	1,414	\$ 34,834
100.1105.115.7080.060	Berlin	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.175.7080.060	Bishopville	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.145.7080.060	Girdletree	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.165.7080.060	Newark	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.135.7080.060	Ocean City	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.195.7080.060	Ocean Pines	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.105.7080.060	Pocomoke	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.185.7080.060	Showell	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.125.7080.060	Snow Hill	\$ 32,085	\$ 32,085	0	\$ 32,075
100.1105.155.7080.060	Stockton	\$ 32,085	\$ 32,085	0	\$ 32,075
		<u>\$ 370,000</u>	<u>\$ 368,418</u>	<u>\$ 1,582</u>	<u>\$ 371,283</u>

Note: FY25 budget \$370,000 uses FY24 & FY23 actual allocation & State budget aid report to compile budget

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1201 Maintenance								
PERS SVCS - Personnel Services	\$2,094,697.00	\$283,228.20	\$735,092.00	54%	\$1,811,468.80	\$1,359,605.00	\$1,234,279.60	\$1,070,178.42
SUPP & MAT - Supplies & Materials	\$98,547.00	\$0.00	\$10,393.00	12%	\$98,547.00	\$88,154.00	\$64,237.59	\$43,319.63
MAINT & SVCS - Maintenance & Services	\$100,908.00	\$0.00	\$1,344.00	1%	\$100,908.00	\$99,564.00	\$91,188.72	\$78,168.69
OTHR CHGS - Other Charges	\$17,550.00	\$0.00	\$6,550.00	60%	\$17,550.00	\$11,000.00	\$7,050.65	\$6,556.42
CAP EQ - Capital Equipment	\$103,750.00	\$0.00	\$24,300.00	31%	\$103,750.00	\$79,450.00	\$11,896.07	\$10,721.00
Department Total: Maintenance	\$2,415,452.00	\$283,228.20	\$777,679.00	47%	\$2,132,223.80	\$1,637,773.00	\$1,408,652.63	\$1,208,944.16

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1201 - Maintenance									
6000.100	Personnel Services Salaries	1,440,772	0	1,440,772	88,667	1,352,105	1,229,944		
6000.400	Personnel Services Overtime Pay	7,500	0	7,500	0	7,500	4,336		
6010.020	Benefits Contingency	631	631	0	631	0	0		
6010.025	Benefits Deferred Comp Match	8,000	8,000	0	8,000	0	0		
6010.030	Benefits Hospitalization Insurance	242,960	(11,030)	253,990	242,960	0	0		
6010.050	Benefits Retirement	172,460	172,460	0	172,460	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	109,208	1	109,207	109,208	0	0		
6010.070	Benefits Unemployment Insurance	631	631	0	631	0	0		
6010.090	Benefits Workmans Compensation Ins	21,900	21,900	0	21,900	0	0		
6010.120	Benefits Long Term Disability	2,365	2,365	0	2,365	0	0		
6010.130	Benefits Life Insurance	2,680	2,680	0	2,680	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	2,901	2,901	0	2,901	0	0		
6010.150	Benefits Retirement Administration Fee	3,027	3,027	0	3,027	0	0		
6010.900	Benefits OPEB contribution	79,662	79,662	0	79,662	0	0		OPEB Allocation at department level
6100.100	Administrative Expense Dues, Licenses & Subscriptions	9,945	0	9,945	1,515	8,430	214	RSMeans renewal cost & trade license renewals	
6100.190	Administrative Expense Office Supplies	1,000	0	1,000	0	1,000	563		
6110.090	Supplies & Equipment Computers & Printers	800	0	800	(10,000)	10,800	0	2 desktop computers identified by IT needing replacement	
6110.120	Supplies & Equipment Equipment Rental	0	0	0	(474)	474	455	eliminated contracted service for water cooler	
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	4,500	0	4,500	100	4,400	8,776		
6110.245	Supplies & Equipment Mobile Phones	14,952	0	14,952	552	14,400	13,698		
6110.320	Supplies & Equipment Radio Supplies	2,000	0	2,000	0	2,000	0		
6110.340	Supplies & Equipment Safety Program Equipment	3,500	0	3,500	0	3,500	3,194		
6110.420	Supplies & Equipment Tools & Supplies	26,000	0	26,000	18,500	7,500	8,345	Requesting new sewer pipe camera and snake drum machine	
6130.035	Equipment Maintenance Maintenance Management Service	24,450	0	24,450	600	23,850	17,838		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6150.050	Uniforms & Personal Equipment Uniforms	11,400	0	11,400	(400)	11,800	11,154		
6530.080	Consulting Services Physicals, Shots & Drug Testing	100	0	100	0	100	0		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	45,000	0	45,000	5,000	40,000	41,768	increased for inflationary costs	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	10,000	0	10,000	0	10,000	8,240		
6540.040	Vehicle Operating Expenses Vehicle Registration	100	0	100	100	0	100		
6540.060	Vehicle Operating Expenses Vehicle Equipment	7,500	0	7,500	(10,975)	18,475	21,714	requesting new lift gate, van shelving and safety lights	
6540.080	Vehicle Operating Expenses Heavy Equipment Maintenance	2,500	0	2,500	2,500	0	0	New account for fork lift and man lift(s) annual inspections and repairs	
6550.030	Building Site Expenses Carpet/VCT Cleaning	3,200	0	3,200	1,000	2,200	1,044		
6550.050	Building Site Expenses Custodial Supplies	1,200	0	1,200	0	1,200	1,226		
6550.060	Building Site Expenses Electricity	9,500	0	9,500	1,000	8,500	9,447	Increased due to historical expenditures	
6550.080	Building Site Expenses Fire Alarm Testing	325	0	325	25	300	324		
6550.081	Building Site Expenses Fire Extinguishers	400	0	400	0	400	241		
6550.085	Building Site Expenses Generator Fuel Oil	1,000	0	1,000	1,000	0	0	New account due to adding facility emergency generator	
6550.090	Building Site Expenses General Maintenance Repairs	5,500	0	5,500	0	5,500	5,082		
6550.100	Building Site Expenses Generator Services & Repairs	1,000	0	1,000	1,000	0	0	New account due to adding facility emergency generator	
6550.120	Building Site Expenses Heating Propane	5,000	0	5,000	0	5,000	2,922		
6550.180	Building Site Expenses Pest Control/Termite Insp	348	0	348	98	250	284		
6550.220	Building Site Expenses Security Alarm Monitoring	564	0	564	0	564	564		
6550.240	Building Site Expenses Sewer Pump/Septic Tank Maint	450	0	450	0	450	0		
6550.280	Building Site Expenses Tipping Fees	300	0	300	0	300	20		
6550.300	Building Site Expenses Trash Removal	1,421	0	1,421	596	825	754		
6800.010	Custodial Services Custodial Purchases	65,000	0	65,000	5,000	60,000	51,396	increase for inflationary expenses	
6800.020	Custodial Services Custodial Supply Billing	(60,000)	0	(60,000)	(5,000)	(55,000)	(54,200)	inflationary increase passed on to departments	
6900.005	Advertising Bid Advertising	500	0	500	0	500	262		
7000.040	Travel, Training & Expense Continuing Education/Certificati	8,500	0	8,500	0	8,500	6,946		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7000.060	Travel, Training & Expense Educational Training	2,500	0	2,500	0	2,500	105		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	6,550	0	6,550	6,550	0	0	New account-hurricane conference	
7180	Encumbrance Expense	0	0	0	0	0	130,809		
9010.010	Capital Equipment New Vehicles	60,000	0	60,000	40,500	19,500	11,896	Custodial work van replacement	
9010.070	Capital Equipment Heavy Equipment	43,750	0	43,750	(16,200)	59,950	0	New mini excavator and attachments for various projects such as digging, landscaping and trenching	
Total: 1201 - Maintenance		2,415,452	283,228	2,132,224	777,679	1,637,773	1,539,462		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1202 Roads								
PERS SVCS - Personnel Services	\$2,964,714.00	\$412,910.87	\$1,157,592.00	64%	\$2,551,803.13	\$1,807,122.00	\$1,519,962.20	\$1,453,301.43
SUPP & MAT - Supplies & Materials	\$1,439,398.00	\$0.00	\$62,296.00	5%	\$1,439,398.00	\$1,377,102.00	\$1,270,620.88	\$1,201,203.18
MAINT & SVCS - Maintenance & Services	\$851,868.00	\$0.00	\$47,903.00	6%	\$851,868.00	\$803,965.00	\$760,030.41	\$773,896.60
OTHR CHGS - Other Charges	\$10,113.00	\$0.00	(\$2,188.00)	-18%	\$10,113.00	\$12,301.00	\$14,002.08	\$3,175.00
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
CAP EQ - Capital Equipment	\$570,100.00	(\$162,100.00)	\$57,455.00	11%	\$732,200.00	\$512,645.00	\$0.00	\$0.00
Department Total: Roads	\$5,836,193.00	\$250,810.87	\$1,323,058.00	29%	\$5,585,382.13	\$4,513,135.00	\$3,564,615.57	\$3,431,576.21

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1202 - Roads									
6000.100	Personnel Services Salaries	1,919,035	12,375	1,906,660	131,913	1,787,122	1,519,394		Regular scheduled ladder promotions
6000.400	Personnel Services Overtime Pay	20,000	0	20,000	0	20,000	568		
6010.020	Benefits Contingency	840	840	0	840	0	0		
6010.025	Benefits Deferred Comp Match	14,000	14,000	0	14,000	0	0		
6010.030	Benefits Hospitalization Insurance	452,201	(27,542)	479,743	452,201	0	0		
6010.050	Benefits Retirement	229,708	229,708	0	229,708	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	146,348	947	145,401	146,348	0	0		
6010.070	Benefits Unemployment Insurance	840	840	0	840	0	0		
6010.090	Benefits Workmans Compensation Ins	29,170	29,170	0	29,170	0	0		
6010.120	Benefits Long Term Disability	3,149	3,149	0	3,149	0	0		
6010.130	Benefits Life Insurance	3,569	3,569	0	3,569	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	3,863	3,863	0	3,863	0	0		
6010.150	Benefits Retirement Administration Fee	4,031	4,031	0	4,031	0	0		
6010.900	Benefits OPEB contribution	137,960	137,960	0	137,960	0	0		OPEB Allocation at department level
6100.080	Administrative Expense Copier Supplies	400	0	400	0	400	177		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	773	0	773	(45)	818	136		
6100.110	Administrative Expense Envelopes	0	0	0	0	0	87		
6100.190	Administrative Expense Office Supplies	1,400	0	1,400	0	1,400	1,095		
6110.080	Supplies & Equipment Computer Repairs & Supplies	160	0	160	0	160	381		
6110.090	Supplies & Equipment Computers & Printers	7,180	0	7,180	7,180	0	3,049	Replacement computer per IT and 5 tablets for foreman	
6110.120	Supplies & Equipment Equipment Rental	456	0	456	0	456	455		
6110.125	Supplies & Equipment Equipment Maintenance & Repair	3,710	0	3,710	45	3,665	2,370		
6110.245	Supplies & Equipment Mobile Phones	6,864	0	6,864	3,516	3,348	3,754	Increase for tablet data access	
6110.340	Supplies & Equipment Safety Program Equipment	4,500	0	4,500	(1,500)	6,000	3,119		
6110.345	Supplies & Equipment Salt	8,350	0	8,350	0	8,350	0		
6110.365	Supplies & Equipment Shop Supplies	5,000	0	5,000	0	5,000	6,545		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.370	Supplies & Equipment Sign Materials	50,000	0	50,000	0	50,000	49,334		
6110.390	Supplies & Equipment Small Equipment	20,000	0	20,000	0	20,000	17,100		
6110.400	Supplies & Equipment Striping Paint & Supplies	70,000	0	70,000	35,000	35,000	31,573	Increase to allow for more striping retrace	
6110.420	Supplies & Equipment Tools & Supplies	15,000	0	15,000	0	15,000	3,353		
6130.010	Equipment Maintenance Copier Lease	1,305	0	1,305	0	1,305	1,304		
6130.055	Equipment Maintenance Roads Management System	12,700	0	12,700	10,900	1,800	1,883	Increase for Work Order computerized system	
6130.075	Equipment Maintenance Software Upgrades	2,400	0	2,400	0	2,400	0		
6140.010	Road Maintenance Materials Blacktop for Overlay	1,000,000	0	1,000,000	0	1,000,000	994,640		
6140.020	Road Maintenance Materials Patching Material	25,000	0	25,000	0	25,000	24,267		
6140.030	Road Maintenance Materials Stone	62,000	0	62,000	12,000	50,000	47,383	Increase to purchase fill dirt	
6140.040	Road Maintenance Materials Pipe	120,000	0	120,000	0	120,000	60,000		
6140.050	Road Maintenance Materials Bridge Material	2,500	0	2,500	(2,500)	5,000	1,474		
6140.060	Road Maintenance Materials Other	1,500	0	1,500	(1,500)	3,000	981		
6150.050	Uniforms & Personal Equipment Uniforms	18,200	0	18,200	(800)	19,000	16,161		
6530.080	Consulting Services Physicals, Shots & Drug Testing	150	0	150	0	150	0		
6540.010	Vehicle Operating Expenses Equipment/Vehicle Rental	5,000	0	5,000	0	5,000	1,970		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	220,000	0	220,000	0	220,000	207,402		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	133,500	0	133,500	0	133,500	159,537		
6540.040	Vehicle Operating Expenses Vehicle Registration	200	0	200	(200)	400	100		
6540.045	Vehicle Operating Expenses Vehicle Repairs Outside	50,000	0	50,000	0	50,000	42,541		
6540.060	Vehicle Operating Expenses Vehicle Equipment	5,160	0	5,160	0	5,160	4,604		
6550.030	Building Site Expenses Carpet/VCT Cleaning	1,000	0	1,000	200	800	931		
6550.040	Building Site Expenses Cleaning Contract	4,200	0	4,200	150	4,050	4,299		
6550.050	Building Site Expenses Custodial Supplies	1,300	0	1,300	0	1,300	1,073		
6550.060	Building Site Expenses Electricity	14,000	0	14,000	2,000	12,000	14,007	Increased based on actual	
6550.080	Building Site Expenses Fire Alarm Testing	900	0	900	0	900	723		
6550.081	Building Site Expenses Fire Extinguishers	1,250	0	1,250	0	1,250	376		
6550.085	Building Site Expenses Generator Fuel Oil	300	0	300	0	300	0		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.090	Building Site Expenses General Maintenance Repairs	5,000	0	5,000	0	5,000	19,455		
6550.100	Building Site Expenses Generator Services & Repairs	750	0	750	0	750	450		
6550.120	Building Site Expenses Heating Propane	5,500	0	5,500	0	5,500	3,078		
6550.140	Building Site Expenses Internet Access	2,640	0	2,640	2,640	0	567	Increase for internet access at Pocomoke Shop due to upgrades	
6550.180	Building Site Expenses Pest Control/Termite Insp	300	0	300	0	300	0		
6550.200	Building Site Expenses Portalets	0	0	0	0	0	240		
6550.220	Building Site Expenses Security Alarm Monitoring	2,072	0	2,072	972	1,100	745		
6550.240	Building Site Expenses Sewer Pump/Septic Tank Maint	780	0	780	0	780	780		
6550.270	Building Site Expenses Telephone	3,000	0	3,000	0	3,000	2,849		
6600.010	Road Maintenance Ocean Pines Per Agreement	195,866	0	195,866	34,441	161,425	137,482	Increase based on FY25 estimated HUR Revenue	
6600.015	Road Maintenance Paving and Re-paving	5,000	0	5,000	0	5,000	1,774		
6600.020	Road Maintenance Special Road Construction	15,000	0	15,000	0	15,000	1,764		
6600.025	Road Maintenance Contractual Services	50,000	0	50,000	0	50,000	24,996		
6600.040	Road Maintenance Street Lighting	125,000	0	125,000	10,000	115,000	124,667	Increased based on actual	
6600.055	Road Maintenance Tipping Fees - Litter	3,500	0	3,500	(1,500)	5,000	3,243		
6900.025	Advertising Legal Advertisements	500	0	500	(800)	1,300	377		
7000.060	Travel, Training & Expense Educational Training	9,613	0	9,613	(2,188)	11,801	13,984		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	500	0	500	0	500	18		
9010.010	Capital Equipment New Vehicles	486,592	0	486,592	56,592	430,000	0	Increase due to requested replacement vehicles	
9010.050	Capital Equipment Building Improvements	0	(162,100)	162,100	0	0	0	Increase due to upgrading well and salt brine operations	Brine maker/Brine Filling Station/Rep Well proposed to request as a small project in assigned funds this fall.
9010.070	Capital Equipment Heavy Equipment	83,508	0	83,508	863	82,645	0		
Total: 1202 - Roads		5,836,193	250,811	5,585,382	1,323,058	4,513,135	3,564,616		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1203 Public Works								
PERS SVCS - Personnel Services	\$965,382.00	\$126,960.67	\$269,883.00	39%	\$838,421.33	\$695,499.00	\$584,466.41	\$602,845.36
SUPP & MAT - Supplies & Materials	\$29,340.00	\$0.00	\$5,470.00	23%	\$29,340.00	\$23,870.00	\$22,123.67	\$23,288.11
MAINT & SVCS - Maintenance & Services	\$225,546.00	\$0.00	\$18,500.00	9%	\$225,546.00	\$207,046.00	\$25,253.74	\$188,341.72
OTHR CHGS - Other Charges	\$13,750.00	\$0.00	(\$1,340.00)	-9%	\$13,750.00	\$15,090.00	\$11,718.07	\$1,564.74
INTFND CHGS - Interfund Charges	\$0.00	\$0.00	\$105,084.00	-100%	\$0.00	(\$105,084.00)	(\$98,009.04)	(\$138,426.80)
CAP EQ - Capital Equipment	\$76,000.00	\$0.00	\$76,000.00		\$76,000.00	\$0.00	\$0.00	\$0.00
Department Total: Public Works	\$1,310,018.00	\$126,960.67	\$473,597.00	57%	\$1,183,057.33	\$836,421.00	\$545,552.85	\$677,613.13

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1203 - Public Works									
Location: 200 - Administration									
6000.100	Personnel Services Salaries	272,255	0	272,255	(59,353)	331,608	313,821	Include step/cola increase.	
6010.020	Benefits Contingency	119	119	0	119	0	0		
6010.025	Benefits Deferred Comp Match	3,000	3,000	0	3,000	0	0		
6010.030	Benefits Hospitalization Insurance	31,392	(1,425)	32,817	31,392	0	0		
6010.050	Benefits Retirement	32,589	32,589	0	32,589	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	19,841	0	19,841	19,841	0	0		
6010.070	Benefits Unemployment Insurance	119	119	0	119	0	0		
6010.090	Benefits Workmans Compensation Ins	4,138	4,138	0	4,138	0	0		
6010.120	Benefits Long Term Disability	447	447	0	447	0	0		
6010.130	Benefits Life Insurance	506	506	0	506	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	548	548	0	548	0	0		
6010.150	Benefits Retirement Administration Fee	572	572	0	572	0	0		
6010.900	Benefits OPEB contribution	10,863	10,863	0	10,863	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	120	0	120	0	120	86		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	700	0	700	(800)	1,500	587		
6100.190	Administrative Expense Office Supplies	2,000	0	2,000	0	2,000	1,136		
6110.080	Supplies & Equipment Computer Repairs & Supplies	0	0	0	(300)	300	0		
6110.090	Supplies & Equipment Computers & Printers	3,220	0	3,220	3,220	0	209	A Ward, Fleet Mechanic and C Hankins computer replacements per IT.	
6110.245	Supplies & Equipment Mobile Phones	1,700	0	1,700	200	1,500	1,472		
6130.010	Equipment Maintenance Copier Lease	2,500	0	2,500	500	2,000	1,944		
6150.050	Uniforms & Personal Equipment Uniforms	600	0	600	100	500	375		
6530.040	Consulting Services Consulting Services	10,000	0	10,000	(40,000)	50,000	0	Reduced based on historical use.	
6530.065	Consulting Services Gas Monitoring/Remediation	40,000	0	40,000	10,000	30,000	25,437	New methane monitoring required by MDE.	
6530.070	Consulting Services Ground Water Mon/Closed Landfill	80,000	0	80,000	20,000	60,000	41,197	New PFA's sampling required by MDE.	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6530.170	Consulting Services Water & Sewer Consulting	70,000	0	70,000	20,000	50,000	34,941	Increased grant writing expenses.	
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	3,000	0	3,000	(3,500)	6,500	1,941	Reduced based on historical.	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	2,000	0	2,000	175	1,825	272		
6550.043	Building Site Expenses Closed Landfills Maintenance	30,000	0	30,000	10,000	20,000	0	Methane flare repairs per new MDE regulations	
6550.270	Building Site Expenses Telephone	420	0	420	0	420	412		
6900.005	Advertising Bid Advertising	500	0	500	0	500	185		
6900.025	Advertising Legal Advertisements	0	0	0	0	0	926		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	12,250	0	12,250	(1,340)	13,590	11,702	Reduced number of Conferences attending.	
7000.115	Travel, Training & Expense Mileage	0	0	0	0	0	16		
8010.110	Interfund Water & Wastewater Enterprise Ch	0	0	0	145,984	(145,984)	(137,287)	Interfund charges are taken directly from salary line in FY25	
8010.120	Interfund Landfill Enterprise Charges	0	0	0	37,807	(37,807)	(36,004)	Interfund charges are taken directly from salary line in FY25	
8010.200	Interfund DRP Chargeback - Engr Svcs	0	0	0	(78,707)	78,707	75,281	Interfund charges are taken directly from salary line in FY25	
Total: 200 - Administration		635,399	51,476	583,923	168,120	467,279	338,649		
Location: 210 - Central Fuel Facility									
6550.090	Building Site Expenses General Maintenance Repairs	12,000	0	12,000	0	12,000	6,013		
6850.010	Central Fuel Facility Fuel Purchases	1,000,000	0	1,000,000	0	1,000,000	1,118,725		
6850.020	Central Fuel Facility Central Fuel Gas Billings	(1,000,000)	0	(1,000,000)	0	(1,000,000)	(1,166,923)		
Total: 210 - Central Fuel Facility		12,000	0	12,000	0	12,000	(42,184)		
Location: 220 - Fleet Management									
6000.100	Personnel Services Salaries	365,179	1	365,178	1,288	363,891	270,645	Include step/cola increase.	
6010.020	Benefits Contingency	160	160	0	160	0	0		
6010.025	Benefits Deferred Comp Match	3,000	3,000	0	3,000	0	0		
6010.030	Benefits Hospitalization Insurance	115,167	(5,227)	120,394	115,167	0	0		
6010.050	Benefits Retirement	43,712	43,712	0	43,712	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	27,937	1	27,936	27,937	0	0		
6010.070	Benefits Unemployment Insurance	160	160	0	160	0	0		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6010.090	Benefits Workmans Compensation Ins	5,551	5,551	0	5,551	0	0		
6010.120	Benefits Long Term Disability	599	599	0	599	0	0		
6010.130	Benefits Life Insurance	679	679	0	679	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	735	735	0	735	0	0		
6010.150	Benefits Retirement Administration Fee	767	767	0	767	0	0		
6010.900	Benefits OPEB contribution	25,347	25,347	0	25,347	0	0		OPEB Allocation at department level
6100.100	Administrative Expense Dues, Licenses & Subscriptions	200	0	200	50	150	136		
6110.340	Supplies & Equipment Safety Program Equipment	1,000	0	1,000	0	1,000	328		
6110.365	Supplies & Equipment Shop Supplies	2,000	0	2,000	0	2,000	1,786		
6110.420	Supplies & Equipment Tools & Supplies	6,000	0	6,000	1,000	5,000	5,590	Increase due to adding a new mechanic. Additional tools/equipment needed.	
6130.020	Equipment Maintenance Equipment Annual Maint Contr.	1,500	0	1,500	500	1,000	2,768		
6130.075	Equipment Maintenance Software Upgrades	4,800	0	4,800	0	4,800	3,741		
6150.050	Uniforms & Personal Equipment Uniforms	3,000	0	3,000	1,000	2,000	1,967	Funding needed for 6 Fleet employees needing uniforms.	
6530.080	Consulting Services Physicals, Shots & Drug Testing	150	0	150	0	150	0		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	3,000	0	3,000	800	2,200	3,297		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	2,500	0	2,500	825	1,675	2,075		
6550.300	Building Site Expenses Trash Removal	900	0	900	200	700	638		
6700.650	Other Maint. & Svcs Tipping Fees	1,700	0	1,700	0	1,700	1,739		
6750.010	Fleet Services Fleet Repairs	164,500	0	164,500	0	164,500	230,186		
6750.020	Fleet Services Repair Billings	(195,124)	0	(195,124)	0	(195,124)	(275,809)		
7000.040	Travel, Training & Expense Continuing Education/Certificati	1,500	0	1,500	0	1,500	0		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
9010.060	Capital Equipment Other	76,000	0	76,000	76,000	0	0	The Snap on vehicle diagnostic tool is 10 years old and no more updates are available. Tire mounting machine is 20 years old. Tire balance machine is 18 years old. Parts are becoming scarce and expensive to repair the current tire machines. The drive on lift is needed to service and repair the growing fleet of vehicles.	
Total: 220 - Fleet Management		662,619	75,484	587,135	305,477	357,142	249,088		
Total: 1203 - Public Works		1,310,018	126,961	1,183,057	473,597	836,421	545,553		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1204 Boat Landings								
SUPP & MAT - Supplies & Materials	\$5,000.00	\$0.00	(\$275,000.00)	-98%	\$5,000.00	\$280,000.00	\$10,122.50	\$5,932.78
MAINT & SVCS - Maintenance & Services	\$49,438.00	\$0.00	\$3,300.00	7%	\$49,438.00	\$46,138.00	\$30,458.84	\$37,882.96
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Boat Landings	\$54,438.00	\$0.00	(\$271,700.00)	-83%	\$54,438.00	\$326,138.00	\$40,581.34	\$43,815.74

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1204 - Boat Landings									
Location: 240 - For Non-Split Expenses									
6160.180	Grant Programs Boat Landing Site Expenses	5,000	0	5,000	0	5,000	0		
6160.181	Grant Programs DNR Waterway Improvement Funds	0	0	0	0	0	2,160		
Total: 240 - For Non-Split Expenses		5,000	0	5,000	0	5,000	2,160		
Location: 250 - Cedar Hall									
6550.060	Building Site Expenses Electricity	500	0	500	0	500	426		
6550.090	Building Site Expenses General Maintenance Repairs	100	0	100	0	100	0		
6550.200	Building Site Expenses Portalets	900	0	900	0	900	291		
Total: 250 - Cedar Hall		1,500	0	1,500	0	1,500	717		
Location: 255 - Gum Point									
6550.060	Building Site Expenses Electricity	400	0	400	0	400	337		
6550.090	Building Site Expenses General Maintenance Repairs	100	0	100	0	100	0		
6550.200	Building Site Expenses Portalets	900	0	900	0	900	558		
Total: 255 - Gum Point		1,400	0	1,400	0	1,400	895		
Location: 260 - George Island Landing									
6160.181	Grant Programs DNR Waterway Improvement Funds	0	0	0	(75,000)	75,000	0		
6550.090	Building Site Expenses General Maintenance Repairs	100	0	100	0	100	0		
6550.200	Building Site Expenses Portalets	900	0	900	0	900	558		
6900.005	Advertising Bid Advertising	200	0	200	0	200	0		
Total: 260 - George Island Landing		1,200	0	1,200	(75,000)	76,200	558		
Location: 265 - Public Landing									
6160.181	Grant Programs DNR Waterway Improvement Funds	0	0	0	(200,000)	200,000	0		
6550.050	Building Site Expenses Custodial Supplies	800	0	800	300	500	374		
6550.060	Building Site Expenses Electricity	3,300	0	3,300	0	3,300	3,466		
6550.090	Building Site Expenses General Maintenance Repairs	6,000	0	6,000	0	6,000	10,160		
6550.200	Building Site Expenses Portalets	2,838	0	2,838	0	2,838	2,132		
6900.005	Advertising Bid Advertising	0	0	0	(200)	200	0		
Total: 265 - Public Landing		12,938	0	12,938	(199,900)	212,838	16,133		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 270 - Taylor Landing									
6550.090	Building Site Expenses General Maintenance Repairs	100	0	100	0	100	0		
6550.200	Building Site Expenses Portalets	900	0	900	0	900	558		
Total: 270 - Taylor Landing		1,000	0	1,000	0	1,000	558		
Location: 275 - South Point									
6160.181	Grant Programs DNR Waterway Improvement Funds	0	0	0	0	0	7,963		
6550.090	Building Site Expenses General Maintenance Repairs	200	0	200	0	200	45		
6550.200	Building Site Expenses Portalets	900	0	900	0	900	558		
Total: 275 - South Point		1,100	0	1,100	0	1,100	8,565		
Location: 280 - West Ocean City									
6550.050	Building Site Expenses Custodial Supplies	2,000	0	2,000	500	1,500	1,214		
6550.060	Building Site Expenses Electricity	5,000	0	5,000	2,200	2,800	4,657	Electricity increase due to ice machine, will be offset by revenue.	
6550.090	Building Site Expenses General Maintenance Repairs	17,000	0	17,000	0	17,000	1,680		
6550.300	Building Site Expenses Trash Removal	2,000	0	2,000	0	2,000	888		
6550.310	Building Site Expenses Water & Sewer	2,000	0	2,000	500	1,500	1,081		
Location Total: 280 - West Ocean City		28,000	0	28,000	3,200	24,800	9,520		
Location: 285 - Mason Landing									
6550.060	Building Site Expenses Electricity	300	0	300	0	300	296		
6550.090	Building Site Expenses General Maintenance Repairs	100	0	100	0	100	0		
6550.200	Building Site Expenses Portalets	900	0	900	0	900	553		
Total: 285 - Mason Landing		1,300	0	1,300	0	1,300	849		
Location: 290 - Shell Mill									
6550.090	Building Site Expenses General Maintenance Repairs	100	0	100	0	100	54		
6550.200	Building Site Expenses Portalets	900	0	900	0	900	573		
Total: 290 - Shell Mill		1,000	0	1,000	0	1,000	627		
Total: 1204 - Boat Landings		54,438	0	54,438	(271,700)	326,138	40,581		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1205 Homeowner Convenience Centers								
PERS SVCS - Personnel Services	\$573,192.00	\$76,137.52	\$294,320.00	106%	\$497,054.48	\$278,872.00	\$221,831.20	\$200,712.09
SUPP & MAT - Supplies & Materials	\$12,200.00	\$0.00	\$1,500.00	14%	\$12,200.00	\$10,700.00	\$8,640.03	\$5,818.23
MAINT & SVCS - Maintenance & Services	\$315,560.00	\$0.00	\$50,824.00	19%	\$315,560.00	\$264,736.00	\$225,068.27	\$242,725.47
OTHR CHGS - Other Charges	\$1,000.00	\$0.00	\$0.00	0%	\$1,000.00	\$1,000.00	\$0.00	\$0.00
INTFND CHGS - Interfund Charges	\$70,461.00	\$0.00	(\$128,490.00)	-65%	\$70,461.00	\$198,951.00	\$206,441.00	\$200,547.00
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Homeowner Convenience Centers	\$972,413.00	\$76,137.52	\$218,154.00	29%	\$896,275.48	\$754,259.00	\$661,980.50	\$649,802.79

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1205 - Homeowner Convenience C									
6000.100	Personnel Services Salaries	385,950	(8,228)	394,178	112,078	273,872	218,426	FY24 included Interfund Allocation Position Budgeting	
6000.400	Personnel Services Overtime Pay	5,000	0	5,000	0	5,000	3,405	Included in Salaries-Position Budgeting	
6010.020	Benefits Contingency	169	169	0	169	0	0		
6010.025	Benefits Deferred Comp Match	1,000	1,000	0	1,000	0	0		
6010.030	Benefits Hospitalization Insurance	63,826	(3,935)	67,761	63,826	0	0	Position Budgeting-new process	
6010.050	Benefits Retirement	46,198	46,198	0	46,198	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	29,486	(629)	30,115	29,486	0	0	Position Budgeting-new process	
6010.070	Benefits Unemployment Insurance	169	169	0	169	0	0		
6010.090	Benefits Workmans Compensation Ins	5,866	5,866	0	5,866	0	0		
6010.120	Benefits Long Term Disability	633	633	0	633	0	0		
6010.130	Benefits Life Insurance	718	718	0	718	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	777	777	0	777	0	0		
6010.150	Benefits Retirement Administration Fee	811	811	0	811	0	0		
6010.900	Benefits OPEB contribution	32,589	32,589	0	32,589	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	7,700	0	7,700	1,700	6,000	5,810	Increase cost of decals and cost of mailing of applications	
6150.050	Uniforms & Personal Equipment Uniforms	4,500	0	4,500	(200)	4,700	2,831		
6530.010	Consulting Services Annual Audit Fees	0	0	0	(2,300)	2,300	2,100	Paid by Other General Government GL	
6550.020	Building Site Expenses Buildings & Grounds Maintenance	8,000	0	8,000	2,000	6,000	8,453	Bring to actual. Increase in cost of surface materials and upkeep	
6550.060	Building Site Expenses Electricity	3,000	0	3,000	500	2,500	3,033		
6550.200	Building Site Expenses Portalets	3,648	0	3,648	624	3,024	2,785		
6550.270	Building Site Expenses Telephone	912	0	912	0	912	938		
6550.280	Building Site Expenses Tipping Fees	300,000	0	300,000	50,000	250,000	207,760	Increase in rate	
7000.060	Travel, Training & Expense Educational Training	1,000	0	1,000	0	1,000	0		
7180	Encumbrance Expense	0	0	0	0	0	98,842		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
8010.120	Interfund Landfill Enterprise Charges	70,461	0	70,461	(128,490)	198,951	206,441	Moved Superintendent & Admin Salaries to position budgeting	
Total: 1205 - Homeowner Convenience Centers		972,413	76,138	896,275	218,154	754,259	760,823		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1206 Recycling								
PERS SVCS - Personnel Services	\$715,691.00	\$82,726.10	\$239,759.00	50%	\$632,964.90	\$475,932.00	\$489,267.55	\$472,254.48
SUPP & MAT - Supplies & Materials	\$19,590.00	\$0.00	\$0.00	0%	\$19,590.00	\$19,590.00	\$14,805.08	\$21,702.17
MAINT & SVCS - Maintenance & Services	\$271,410.00	\$0.00	\$44,953.00	20%	\$271,410.00	\$226,457.00	\$237,344.97	\$220,944.18
OTHR CHGS - Other Charges	\$1,000.00	\$0.00	\$0.00	0%	\$1,000.00	\$1,000.00	\$0.00	\$0.00
INTFND CHGS - Interfund Charges	\$154,530.00	\$0.00	(\$28,515.00)	-16%	\$154,530.00	\$183,045.00	\$167,041.00	\$159,924.00
CAP EQ - Capital Equipment	\$50,000.00	(\$150,000.00)	\$32,000.00	178%	\$200,000.00	\$18,000.00	\$46,924.00	\$0.00
Department Total: Recycling	\$1,212,221.00	(\$67,273.90)	\$288,197.00	31%	\$1,279,494.90	\$924,024.00	\$955,382.60	\$874,824.83

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1206 - Recycling									
6000.100	Personnel Services Salaries	464,102	(10,286)	474,388	(6,830)	470,932	488,399	1 Retirement, Position Budgeting incl Longevity	
6000.400	Personnel Services Overtime Pay	5,000	0	5,000	0	5,000	868	Position Budgeting-moved to Salaries	
6010.020	Benefits Contingency	203	203	0	203	0	0		
6010.025	Benefits Deferred Comp Match	1,000	1,000	0	1,000	0	0		
6010.030	Benefits Hospitalization Insurance	110,985	(6,337)	117,322	110,985	0	0	Position Budgeting	
6010.050	Benefits Retirement	55,553	55,553	0	55,553	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	35,468	(787)	36,255	35,468	0	0	Position Budgeting	
6010.070	Benefits Unemployment Insurance	203	203	0	203	0	0		
6010.090	Benefits Workmans Compensation Ins	7,054	7,054	0	7,054	0	0		
6010.120	Benefits Long Term Disability	762	762	0	762	0	0		
6010.130	Benefits Life Insurance	863	863	0	863	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	934	934	0	934	0	0		
6010.150	Benefits Retirement Administration Fee	975	975	0	975	0	0		
6010.900	Benefits OPEB contribution	32,589	32,589	0	32,589	0	0		OPEB Allocation at department level
6100.030	Administrative Expense Alcohol and Drug Testing	90	0	90	0	90	0		
6100.190	Administrative Expense Office Supplies	2,000	0	2,000	0	2,000	1,621		
6110.340	Supplies & Equipment Safety Program Equipment	1,500	0	1,500	0	1,500	1,694		
6110.420	Supplies & Equipment Tools & Supplies	11,500	0	11,500	0	11,500	7,569		
6150.050	Uniforms & Personal Equipment Uniforms	4,500	0	4,500	0	4,500	3,921		
6530.010	Consulting Services Annual Audit Fees	0	0	0	(2,825)	2,825	2,625	Paid by Other General Government GL	
6530.100	Consulting Services Professional Fees	10,000	0	10,000	0	10,000	3,000		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	60,000	0	60,000	10,000	50,000	61,080	Increase due to historical and cost	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	6,000	0	6,000	1,300	4,700	3,120	Increase in repairs	
6540.070	Vehicle Operating Expenses Off-road Fuel	15,000	0	15,000	5,000	10,000	15,554	Historical, increase cost	
6540.080	Vehicle Operating Expenses Heavy Equipment Maintenance	35,000	0	35,000	15,000	20,000	35,689	Historical	
6550.020	Building Site Expenses Buildings & Grounds Maintenance	30,000	0	30,000	0	30,000	26,760		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.040	Building Site Expenses Cleaning Contract	5,000	0	5,000	1,100	3,900	3,950	Increase in contract	
6550.050	Building Site Expenses Custodial Supplies	1,000	0	1,000	500	500	1,259		
6550.060	Building Site Expenses Electricity	35,000	0	35,000	5,000	30,000	33,832	Historical	
6550.081	Building Site Expenses Fire Extinguishers	50	0	50	(250)	300	39		
6550.180	Building Site Expenses Pest Control/Termite Insp	360	0	360	0	360	284		
6550.220	Building Site Expenses Security Alarm Monitoring	1,500	0	1,500	(192)	1,692	1,004		
6550.250	Building Site Expenses Sprinkler Testing	1,500	0	1,500	(100)	1,600	1,520		
6550.270	Building Site Expenses Telephone	1,000	0	1,000	(80)	1,080	870		
6550.280	Building Site Expenses Tipping Fees	3,000	0	3,000	1,000	2,000	1,474	Increase rate	
6700.620	Other Maint. & Svcs Tire Recycling	30,000	0	30,000	0	30,000	28,720		
6700.640	Other Maint. & Svcs Special Events	30,000	0	30,000	9,000	21,000	13,656	Increase in fees	
6700.660	Other Maint. & Svcs HHW Ads	7,000	0	7,000	1,000	6,000	2,610	Historical	
6900.025	Advertising Legal Advertisements	0	0	0	(500)	500	299		
7000.060	Travel, Training & Expense Educational Training	1,000	0	1,000	0	1,000	0		
8010.120	Interfund Landfill Enterprise Charges	154,530	0	154,530	(28,515)	183,045	167,041	Moved Superintendent & Admin Salaries to position budgeting	
9010.060	Capital Equipment Other	0	(150,000)	150,000	(18,000)	18,000	46,924	Current doors not functioning	Replace 3 Overhead doors proposed to request as a small project thru assigned funds
9010.070	Capital Equipment Heavy Equipment	50,000	0	50,000	50,000	0	0	New Forklift	
Total: 1206 - Recycling		1,212,221	(67,274)	1,279,495	288,197	924,024	955,383		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1301 Health Department								
SUPP & MAT - Supplies & Materials	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,960.82
MAINT & SVCS - Maintenance & Services	\$458,116.00	\$0.00	\$20,246.00	5%	\$458,116.00	\$437,870.00	\$384,532.16	\$373,194.72
OTHR CHGS - Other Charges	\$11,258,191.00	\$1,000.00	\$5,837,465.00	108%	\$11,257,191.00	\$5,420,726.00	\$5,051,861.76	\$5,095,165.92
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Health Department	\$11,716,307.00	\$1,000.00	\$5,857,711.00	100%	\$11,715,307.00	\$5,858,596.00	\$5,436,393.92	\$5,470,321.46

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1301 - Health Department									
Location: 200 - Administration									
6900.025	Advertising Legal Advertisements	2,500	0	2,500	0	2,500	238		
7120.050	Other Non-Matching Expenses Health Dept Ocean City Apartment	19,860	1,000	18,860	1,000	18,860	17,806		\$18,860 in rent and additional \$1,000 for cleaning costs
7120.060	Other Non-Matching Expenses Health Dept On Call	26,468	0	26,468	0	26,468	18,146		
7130.020	Matching Appropriation Health Department State Share	11,022,108	0	11,022,108	5,836,465	5,185,643	5,015,910	3% COLA, 1 STEP for all employees, one longevity step for employees with continuous service since 6/30/19. Additional CORE Funding potential State Mandate.	
Total: 200 - Administration		11,070,936	1,000	11,069,936	5,837,465	5,233,471	5,052,099		
Location: 300 - Snow Hill Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	3,240	0	3,240	0	3,240	0		
6550.040	Building Site Expenses Cleaning Contract	49,558	0	49,558	2,156	47,402	49,148	Cleaning contract price increased.	
6550.060	Building Site Expenses Electricity	70,000	0	70,000	0	70,000	62,578		
6550.070	Building Site Expenses Elevator Testing	2,800	0	2,800	0	2,800	3,323		
6550.080	Building Site Expenses Fire Alarm Testing	600	0	600	0	600	399		
6550.081	Building Site Expenses Fire Extinguishers	200	0	200	0	200	353		
6550.085	Building Site Expenses Generator Fuel Oil	450	0	450	0	450	0		
6550.090	Building Site Expenses General Maintenance Repairs	27,000	0	27,000	0	27,000	22,490		
6550.100	Building Site Expenses Generator Services & Repairs	1,500	0	1,500	0	1,500	450		
6550.120	Building Site Expenses Heating Propane	70,000	0	70,000	0	70,000	59,315		
6550.124	Building Site Expenses HVAC Loop Water Treatment	550	0	550	0	550	522		
6550.180	Building Site Expenses Pest Control/Termite Insp	500	0	500	0	500	537		
6550.220	Building Site Expenses Security Alarm Monitoring	450	0	450	0	450	306		
6550.242	Building Site Expenses Sewage Pump Monitoring	550	0	550	0	550	554		
6550.250	Building Site Expenses Sprinkler Testing	3,650	0	3,650	0	3,650	3,450		
6550.270	Building Site Expenses Telephone	24,500	0	24,500	2,500	22,000	23,880	Increase based on prior year actuals	
6550.280	Building Site Expenses Tipping Fees	400	0	400	0	400	174		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.300	Building Site Expenses Trash Removal	1,200	0	1,200	0	1,200	1,518		
6550.310	Building Site Expenses Water & Sewer	4,000	0	4,000	0	4,000	3,651		
6700.250	Other Maint. & Svcs Internet Service	1,800	0	1,800	1,800	0	0	County installed private internet provider necessary for HVAC Operations.	
Total: 300 - Snow Hill Branch		262,948	0	262,948	6,456	256,492	232,648		
Location: 310 - Pocomoke Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	1,000	0	1,000	0	1,000	0		
6550.040	Building Site Expenses Cleaning Contract	11,918	0	11,918	519	11,399	11,176	Cleaning Contract price increase.	
6550.050	Building Site Expenses Custodial Supplies	50	0	50	0	50	0		
6550.060	Building Site Expenses Electricity	15,079	0	15,079	0	15,079	14,711		
6550.080	Building Site Expenses Fire Alarm Testing	200	0	200	0	200	174		
6550.081	Building Site Expenses Fire Extinguishers	100	0	100	0	100	21		
6550.090	Building Site Expenses General Maintenance Repairs	4,800	0	4,800	0	4,800	4,794		
6550.110	Building Site Expenses Heating Fuel Oil	8,000	0	8,000	0	8,000	8,586		
6550.124	Building Site Expenses HVAC Loop Water Treatment	300	0	300	0	300	261		
6550.180	Building Site Expenses Pest Control/Termite Insp	200	0	200	0	200	344		
6550.220	Building Site Expenses Security Alarm Monitoring	225	0	225	0	225	204		
6550.270	Building Site Expenses Telephone	5,200	0	5,200	450	4,750	4,779	Vendor increased rates	
6550.280	Building Site Expenses Tipping Fees	50	0	50	0	50	46		
6550.300	Building Site Expenses Trash Removal	20	0	20	0	20	0		
6700.250	Other Maint. & Svcs Internet Service	2,100	0	2,100	2,100	0	0	County installed private internet provider necessary for HVAC Operations.	
Total: 310 - Pocomoke Branch		49,242	0	49,242	3,069	46,173	45,096		
Location: 320 - Berlin Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	3,300	0	3,300	0	3,300	0		
6550.040	Building Site Expenses Cleaning Contract	19,928	0	19,928	868	19,060	18,827	Cleaning contract price increased.	
6550.060	Building Site Expenses Electricity	26,000	0	26,000	0	26,000	22,742		
6550.080	Building Site Expenses Fire Alarm Testing	950	0	950	0	950	349		
6550.081	Building Site Expenses Fire Extinguishers	175	0	175	0	175	28		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.090	Building Site Expenses General Maintenance Repairs	20,000	0	20,000	0	20,000	7,115		
6550.100	Building Site Expenses Generator Services & Repairs	1,000	0	1,000	0	1,000	450		
6550.120	Building Site Expenses Heating Propane	7,000	0	7,000	0	7,000	7,752		
6550.124	Building Site Expenses HVAC Loop Water Treatment	650	0	650	0	650	626		
6550.180	Building Site Expenses Pest Control/Termite Insp	600	0	600	0	600	662		
6550.220	Building Site Expenses Security Alarm Monitoring	450	0	450	0	450	357		
6550.270	Building Site Expenses Telephone	10,680	0	10,680	1,680	9,000	9,970	Vendor rate increased.	
6550.280	Building Site Expenses Tipping Fees	300	0	300	0	300	52		
6550.300	Building Site Expenses Trash Removal	2,000	0	2,000	0	2,000	2,520		
6700.250	Other Maint. & Svcs Internet Service	2,880	0	2,880	2,880	0	0	County installed private internet provider necessary for HVAC operations.	
Total: 320 - Berlin Branch		95,913	0	95,913	5,428	90,485	71,451		
Location: 330 - Ocean City Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	200	0	200	0	200	0		
6550.040	Building Site Expenses Cleaning Contract	5,828	0	5,828	255	5,573	5,196	Cleaning contract price increased	
6550.060	Building Site Expenses Electricity	3,000	0	3,000	0	3,000	1,616		
6550.080	Building Site Expenses Fire Alarm Testing	300	0	300	0	300	324		
6550.081	Building Site Expenses Fire Extinguishers	250	0	250	0	250	14		
6550.090	Building Site Expenses General Maintenance Repairs	3,000	0	3,000	0	3,000	2,510		
6550.120	Building Site Expenses Heating Propane	1,550	0	1,550	0	1,550	1,636		
6550.180	Building Site Expenses Pest Control/Termite Insp	300	0	300	0	300	312		
6550.220	Building Site Expenses Security Alarm Monitoring	225	0	225	0	225	204		
6550.270	Building Site Expenses Telephone	2,900	0	2,900	700	2,200	2,751	Telephone rates increased	
6550.280	Building Site Expenses Tipping Fees	25	0	25	0	25	0		
6550.300	Building Site Expenses Trash Removal	40	0	40	0	40	0		
6550.310	Building Site Expenses Water & Sewer	2,000	0	2,000	0	2,000	1,088		
6700.250	Other Maint. & Svcs Internet Service	2,340	0	2,340	2,340	0	0	County installed private internet provider necessary for HVAC operations.	
Total: 330 - Ocean City Branch		21,958	0	21,958	3,295	18,663	15,651		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 345 - Berlin Dental Clinic									
6550.030	Building Site Expenses Carpet/VCT Cleaning	200	0	200	0	200	0		
6550.040	Building Site Expenses Cleaning Contract	4,555	0	4,555	198	4,357	4,471		
6550.060	Building Site Expenses Electricity	8,500	0	8,500	0	8,500	7,299		
6550.080	Building Site Expenses Fire Alarm Testing	285	0	285	0	285	324		
6550.081	Building Site Expenses Fire Extinguishers	20	0	20	0	20	26		
6550.090	Building Site Expenses General Maintenance Repairs	2,000	0	2,000	0	2,000	1,066		
6550.120	Building Site Expenses Heating Propane	4,600	0	4,600	0	4,600	2,948		
6550.180	Building Site Expenses Pest Control/Termite Insp.	250	0	250	0	250	312		
6550.220	Building Site Expenses Security Alarm Monitoring	225	0	225	0	225	204		
6550.255	Building Site Expenses Stormwater Utility Fee	100	0	100	0	100	133		
6550.270	Building Site Expenses Telephone	3,000	0	3,000	0	3,000	2,645		
6550.280	Building Site Expenses Tipping Fees	20	0	20	0	20	21		
6700.250	Other Maint. & Svcs Internet Service	1,800	0	1,800	1,800	0	0	County installed private internet provider necessary for HVAC Operations.	
Total: 345 - Berlin Dental Clinic		25,555	0	25,555	1,998	23,557	19,449		
Location: 700 - School Safety									
7120.350	Other Non-Matching Expenses School Safety	189,755	0	189,755	0	189,755	0		
Total: 700 - School Safety		189,755	0	189,755	0	189,755	0		
Total: 1301 - Health Department		11,716,307	1,000	11,715,307	5,857,711	5,858,596	5,436,394		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1302 Mosquito Control								
PERS SVCS - Personnel Services	\$99,304.00	\$14,402.67	\$32,056.00	48%	\$84,901.33	\$67,248.00	\$63,336.03	\$71,961.62
SUPP & MAT - Supplies & Materials	\$3,325.00	\$0.00	(\$225.00)	-6%	\$3,325.00	\$3,550.00	\$3,015.31	\$1,930.33
MAINT & SVCS - Maintenance & Services	\$29,750.00	\$0.00	\$2,500.00	9%	\$29,750.00	\$27,250.00	\$21,853.36	\$16,992.57
OTHR CHGS - Other Charges	\$95,200.00	\$0.00	\$25,000.00	36%	\$95,200.00	\$70,200.00	\$59,140.06	\$54,200.31
CAP EQ - Capital Equipment	\$0.00	(\$21,250.00)	(\$32,250.00)	-100%	\$21,250.00	\$32,250.00	\$0.00	\$0.00
Department Total: Mosquito Control	\$227,579.00	(\$6,847.33)	\$27,081.00	14%	\$234,426.33	\$200,498.00	\$147,344.76	\$145,084.83

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1302 - Mosquito Control									
6000.100	Personnel Services Salaries	70,607	0	70,607	4,359	66,248	63,336		
6000.400	Personnel Services Overtime Pay	1,000	0	1,000	0	1,000	0		
6010.020	Benefits Contingency	31	31	0	31	0	0		
6010.025	Benefits Deferred Comp Match	1,000	1,000	0	1,000	0	0		
6010.030	Benefits Hospitalization Insurance	7,550	(342)	7,892	7,550	0	0		
6010.050	Benefits Retirement	8,452	8,452	0	8,452	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	5,402	0	5,402	5,402	0	0		
6010.070	Benefits Unemployment Insurance	31	31	0	31	0	0		
6010.090	Benefits Workmans Compensation Ins	1,073	1,073	0	1,073	0	0		
6010.120	Benefits Long Term Disability	116	116	0	116	0	0		
6010.130	Benefits Life Insurance	131	131	0	131	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	142	142	0	142	0	0		
6010.150	Benefits Retirement Administration Fee	148	148	0	148	0	0		
6010.900	Benefits OPEB contribution	3,621	3,621	0	3,621	0	0		OPEB Allocation at department level
6100.080	Administrative Expense Copier Supplies	100	0	100	0	100	0		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	100	0	100	0	100	0		
6100.190	Administrative Expense Office Supplies	300	0	300	0	300	340		
6110.245	Supplies & Equipment Mobile Phones	525	0	525	25	500	508		
6110.340	Supplies & Equipment Safety Program Equipment	1,000	0	1,000	0	1,000	981		
6110.420	Supplies & Equipment Tools & Supplies	500	0	500	0	500	390		
6130.010	Equipment Maintenance Copier Lease	300	0	300	(250)	550	301		
6150.050	Uniforms & Personal Equipment Uniforms	500	0	500	0	500	496		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	12,500	0	12,500	0	12,500	10,254		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	4,000	0	4,000	0	4,000	3,427		
6540.045	Vehicle Operating Expenses Vehicle Repairs Outside	2,000	0	2,000	0	2,000	0		
6550.050	Building Site Expenses Custodial Supplies	200	0	200	0	200	146		
6550.060	Building Site Expenses Electricity	3,500	0	3,500	1,200	2,300	2,283	Increased due to moving into new facility	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.080	Building Site Expenses Fire Alarm Testing	325	0	325	325	0	0		
6550.081	Building Site Expenses Fire Extinguishers	150	0	150	0	150	28		
6550.090	Building Site Expenses General Maintenance Repairs	5,500	0	5,500	0	5,500	5,311		
6550.220	Building Site Expenses Security Alarm Monitoring	975	0	975	975	0	0		
6550.270	Building Site Expenses Telephone	500	0	500	0	500	405		
6550.280	Building Site Expenses Tipping Fees	100	0	100	0	100	0		
7000.040	Travel, Training & Expense Continuing Education/Certificati	200	0	200	0	200	75		
7120.030	Other Non-Matching Expenses Appropriation for Mosquito Cont.	95,000	0	95,000	25,000	70,000	59,065	Increased for inflationary costs of aerial applicators and program operation	
7180	Encumbrance Expense	0	0	0	0	0	31,945		
9010.010	Capital Equipment New Vehicles	0	0	0	(32,250)	32,250	0	No vehicles needed	
9010.050	Capital Equipment Building Improvements	0	(21,250)	21,250	0	0	0	Parking lot stabilization, paving and drainage improvements	Mosquito Control parking lot paving & drainage moved to Assigned Funds parking lot paving.
Total: 1302 - Mosquito Control		227,579	(6,847)	234,426	27,081	200,498	179,290		

<p align="center">WORCESTER COUNTY</p> <p align="center">FY2025 Budget Request</p>								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1401 Commission on Aging								
SUPP & MAT - Supplies & Materials	\$174,975.00	\$0.00	\$1,173.00	1%	\$174,975.00	\$173,802.00	\$176,302.00	\$183,487.00
MAINT & SVCS - Maintenance & Services	\$195,600.00	(\$2,600.00)	\$7,000.00	4%	\$198,200.00	\$188,600.00	\$200,614.24	\$221,127.68
OTHR CHGS - Other Charges	\$1,405,730.00	(\$22,100.00)	\$132,830.00	10%	\$1,427,830.00	\$1,272,900.00	\$1,150,000.00	\$1,181,600.00
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$3,207.00
Department Total: Commission on Aging	\$1,776,305.00	(\$24,700.00)	\$141,003.00	9%	\$1,801,005.00	\$1,635,302.00	\$1,526,916.24	\$1,589,421.68

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1401 - Commission on Aging									
Location: 200 - Administration									
6110.295	Supplies & Equipment Program Supplies and Equipment	2,000	0	2,000	200	1,800	1,800		
6160.065	Grant Programs Md Dept of Aging	46,000	0	46,000	973	45,027	47,527		
6160.142	Grant Programs SSTAP	126,975	0	126,975	0	126,975	126,975		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	0	0	0	(3,600)	3,600	2,600	Moved to location 350: Direct Services because of service location	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	0	0	0	(1,800)	1,800	1,000	Moved to location 350: Direct Services because of service location	
6550.140	Building Site Expenses Internet Access	0	0	0	(400)	400	400	Moved to location 300: Snow Hill Branch	
7000.070	Travel, Training & Expense Expense Allowance	7,000	0	7,000	0	7,000	7,000		
7140.010	Commission on Aging Appropriatio Aging Audit	8,400	0	8,400	7,400	1,000	1,000	Consolidation from all locations as indirect costs	
7140.020	Commission on Aging Appropriatio Aging Insurance	4,600	0	4,600	4,600	0	0	Consolidation from all locations as indirect costs	
7140.040	Commission on Aging Appropriatio County Share Salaries & Fringe	410,800	0	410,800	0	410,800	379,000		
7170.010	Benefits & Insurance Allowance for COLA	79,830	(22,100)	101,930	79,830	0	0	4% COLA; 2.5% step; 13% health insurance	Reduction in Health Insurance to 4.3%
Total: 200 - Administration		685,605	(22,100)	707,705	87,203	598,402	567,302		
Location: 300 - Snow Hill Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	7,000	0	7,000	0	7,000	3,772		
6550.040	Building Site Expenses Cleaning Contract	21,800	0	21,800	400	21,400	22,067		
6550.050	Building Site Expenses Custodial Supplies	2,000	0	2,000	200	1,800	2,480		
6550.060	Building Site Expenses Electricity	24,800	0	24,800	800	24,000	24,000	Cost increase based on actuals	
6550.080	Building Site Expenses Fire Alarm Testing	400	0	400	0	400	349		
6550.081	Building Site Expenses Fire Extinguishers	200	0	200	0	200	0		
6550.090	Building Site Expenses General Maintenance Repairs	8,000	0	8,000	0	8,000	7,977		
6550.100	Building Site Expenses Generator Services & Repairs	600	0	600	0	600	450		
6550.120	Building Site Expenses Heating Propane	20,000	0	20,000	0	20,000	20,000		
6550.140	Building Site Expenses Internet Access	3,400	0	3,400	2,200	1,200	1,200	Consolidation from all Snow Hill based locations	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.180	Building Site Expenses Pest Control/Termite Insp	200	0	200	0	200	434		
6550.220	Building Site Expenses Security Alarm Monitoring	200	0	200	0	200	408		
6550.250	Building Site Expenses Sprinkler Testing	2,000	0	2,000	0	2,000	2,070		
6550.270	Building Site Expenses Telephone	3,400	0	3,400	2,200	1,200	1,200	Consolidation from all Snow Hill based locations	
6550.280	Building Site Expenses Tipping Fees	0	0	0	0	0	184		
6550.300	Building Site Expenses Trash Removal	1,000	0	1,000	0	1,000	1,224		
6550.310	Building Site Expenses Water & Sewer	3,600	0	3,600	600	3,000	3,400		
7140.010	Commission on Aging Appropriatio Aging Audit	0	0	0	(600)	600	600	Moved to location 200: Administration as Indirect Costs	
7140.020	Commission on Aging Appropriatio Aging Insurance	0	0	0	(1,000)	1,000	600	Moved to location 200: Administration as Indirect Costs	
7140.035	Commission on Aging Appropriatio County Shr Kitchen Salary & Frng	0	0	0	(22,100)	22,100	20,000	Moved to location 350: Direct Services	
7140.040	Commission on Aging Appropriatio County Share Salaries & Fringe	96,900	0	96,900	0	96,900	76,000		
Total: 300 - Snow Hill Branch		195,500	0	195,500	(17,300)	212,800	188,415		
Location: 310 - Pocomoke Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	3,000	0	3,000	0	3,000	1,480		
6550.040	Building Site Expenses Cleaning Contract	3,600	0	3,600	0	3,600	3,647		
6550.050	Building Site Expenses Custodial Supplies	200	0	200	0	200	383		
6550.080	Building Site Expenses Fire Alarm Testing	200	0	200	0	200	174		
6550.081	Building Site Expenses Fire Extinguishers	0	0	0	0	0	4		
6550.090	Building Site Expenses General Maintenance Repairs	3,000	0	3,000	(600)	3,600	4,785		
6550.110	Building Site Expenses Heating Fuel Oil	4,400	0	4,400	(400)	4,800	8,586		
6550.124	Building Site Expenses HVAC Loop Water Treatment	200	0	200	0	200	261		
6550.140	Building Site Expenses Internet Access	1,800	0	1,800	600	1,200	1,200		
6550.180	Building Site Expenses Pest Control/Termite Insp	200	0	200	0	200	344		
6550.220	Building Site Expenses Security Alarm Monitoring	200	0	200	0	200	204		
6550.270	Building Site Expenses Telephone	800	0	800	200	600	600		
6550.280	Building Site Expenses Tipping Fees	0	0	0	0	0	41		
6550.310	Building Site Expenses Water & Sewer	800	0	800	(200)	1,000	1,000		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7140.010	Commission on Aging Appropriatio Aging Audit	0	0	0	(600)	600	600	Moved to location 200: Administration as Indirect Costs	
7140.020	Commission on Aging Appropriatio Aging Insurance	0	0	0	(600)	600	600	Moved to location 200: Administration as Indirect Costs	
7140.040	Commission on Aging Appropriatio County Share Salaries & Fringe	84,300	0	84,300	0	84,300	76,000		
Total: 310 - Pocomoke Branch		102,700	0	102,700	(1,600)	104,300	99,909		
Location: 320 - Berlin Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	2,400	0	2,400	0	2,400	2,449		
6550.040	Building Site Expenses Cleaning Contract	4,300	0	4,300	100	4,200	4,301		
6550.050	Building Site Expenses Custodial Supplies	600	0	600	0	600	508		
6550.060	Building Site Expenses Electricity	8,800	0	8,800	800	8,000	8,000		
6550.080	Building Site Expenses Fire Alarm Testing	400	0	400	0	400	324		
6550.081	Building Site Expenses Fire Extinguishers	200	0	200	0	200	143		
6550.090	Building Site Expenses General Maintenance Repairs	1,200	0	1,200	(800)	2,000	1,271		
6550.100	Building Site Expenses Generator Services & Repairs	600	0	600	0	600	450		
6550.120	Building Site Expenses Heating Propane	2,200	0	2,200	200	2,000	2,000		
6550.140	Building Site Expenses Internet Access	1,800	0	1,800	600	1,200	1,200		
6550.180	Building Site Expenses Pest Control/Termite Insp	200	0	200	0	200	359		
6550.220	Building Site Expenses Security Alarm Monitoring	600	0	600	0	600	564		
6550.270	Building Site Expenses Telephone	1,200	0	1,200	0	1,200	1,546		
6550.280	Building Site Expenses Tipping Fees	0	0	0	0	0	17		
6550.300	Building Site Expenses Trash Removal	1,000	0	1,000	0	1,000	1,056		
6550.310	Building Site Expenses Water & Sewer	1,600	0	1,600	200	1,400	1,811		
7140.010	Commission on Aging Appropriatio Aging Audit	0	0	0	(600)	600	600	Moved to location 200: Administration as Indirect Costs	
7140.020	Commission on Aging Appropriatio Aging Insurance	0	0	0	(600)	600	600	Moved to location 200: Administration as Indirect Costs	
7140.040	Commission on Aging Appropriatio County Share Salaries & Fringe	84,300	0	84,300	0	84,300	76,000		
Total: 320 - Berlin Branch		111,400	0	111,400	(100)	111,500	103,199		
Location: 330 - Ocean City Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	3,000	0	3,000	0	3,000	0		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.040	Building Site Expenses Cleaning Contract	6,200	0	6,200	0	6,200	6,170		
6550.050	Building Site Expenses Custodial Supplies	800	0	800	0	800	815		
6550.060	Building Site Expenses Electricity	6,800	0	6,800	800	6,000	6,000		
6550.080	Building Site Expenses Fire Alarm Testing	400	0	400	0	400	324		
6550.081	Building Site Expenses Fire Extinguishers	200	0	200	0	200	21		
6550.090	Building Site Expenses General Maintenance Repairs	6,000	0	6,000	0	6,000	20,087		
6550.120	Building Site Expenses Heating Propane	12,500	0	12,500	(1,500)	14,000	14,000	Cost reduction based on actuals	
6550.124	Building Site Expenses HVAC Loop Water Treatment	600	0	600	0	600	522		
6550.140	Building Site Expenses Internet Access	2,000	0	2,000	800	1,200	1,200		
6550.180	Building Site Expenses Pest Control/Termite Insp	200	0	200	0	200	312		
6550.220	Building Site Expenses Security Alarm Monitoring	400	0	400	0	400	408		
6550.250	Building Site Expenses Sprinkler Testing	800	0	800	0	800	810		
6550.270	Building Site Expenses Telephone	1,800	0	1,800	600	1,200	1,200		
6550.280	Building Site Expenses Tipping Fees	0	0	0	0	0	23		
6550.310	Building Site Expenses Water & Sewer	2,400	0	2,400	0	2,400	2,400		
7140.010	Commission on Aging Appropriatio Aging Audit	0	0	0	(600)	600	600	Moved to location 200: Administration as Indirect Costs	
7140.020	Commission on Aging Appropriatio Aging Insurance	0	0	0	(600)	600	600	Moved to location 200: Administration as Indirect Costs	
7140.040	Commission on Aging Appropriatio County Share Salaries & Fringe	84,300	0	84,300	0	84,300	76,000		
Total: 330 - Ocean City Branch		128,400	0	128,400	(500)	128,900	131,492		
Location: 340 - Worcester Adult Medical Day									
6550.140	Building Site Expenses Internet Access	0	0	0	(400)	400	400	Moved to location 300: Snow Hill Branch	
6550.270	Building Site Expenses Telephone	0	0	0	(600)	600	600	Moved to location 300: Snow Hill Branch	
7140.010	Commission on Aging Appropriatio Aging Audit	0	0	0	(2,800)	2,800	2,800	Moved to location 200	
7140.020	Commission on Aging Appropriatio Aging Insurance	0	0	0	(1,000)	1,000	1,000	Moved to location 200	
7140.040	Commission on Aging Appropriatio County Share Salaries & Fringe	170,700	0	170,700	0	170,700	158,000		
7140.090	Commission on Aging Appropriatio Senior Ride Service	21,000	0	21,000	1,000	20,000	20,000	Increase based on actuals	
Total: 340 - Worcester Adult Medical Day Svcs		191,700	0	191,700	(3,800)	195,500	182,800		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 350 - Direct Services - MAP									
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	4,400	(1,600)	6,000	4,400	0	0	Moved from location 200: Administration because of service location	
6540.030	Vehicle Operating Expenses Vehicle Maintenance	3,000	(1,000)	4,000	3,000	0	0	Moved from location 200: Administration because of service location	
6550.140	Building Site Expenses Internet Access	0	0	0	(400)	400	400	Moved to location 300: Snow Hill Branch	
6550.270	Building Site Expenses Telephone	0	0	0	(1,000)	1,000	1,000	Moved to location 300: Snow Hill Branch	
7140.010	Commission on Aging Appropriatio Aging Audit	0	0	0	(1,800)	1,800	1,800	Moved to location 200: Administration as Indirect Cost	
7140.020	Commission on Aging Appropriatio Aging Insurance	0	0	0	(600)	600	600	Moved to Location 200: Administration as Indirect Costs	
7140.030	Commission on Aging Appropriatio Aging Programs	12,800	0	12,800	800	12,000	12,000		
7140.035	Commission on Aging Appropriatio County Shr Kitchen Salary & Frng	22,100	0	22,100	22,100	0	0	Moved from location 300: Snow Hill because of service location	
7140.040	Commission on Aging Appropriatio County Share Salaries & Fringe	30,500	0	30,500	0	30,500	28,000		
7140.045	Commission on Aging Appropriatio Comm For Life Salaries & Fringe	65,300	0	65,300	0	65,300	58,000		
7140.055	Commission on Aging Appropriatio Co. Shr. MealOnWheel Salary & Fr	66,400	0	66,400	0	66,400	62,000		
7140.070	Commission on Aging Appropriatio Senior Meals	6,800	0	6,800	800	6,000	6,000	Increase in service costs	
7140.080	Commission on Aging Appropriatio Senior Ride Salary & Fringe	106,900	0	106,900	49,000	57,900	42,000	80% funding for one new full-time driver position	
7140.090	Commission on Aging Appropriatio Senior Ride Service	42,800	0	42,800	800	42,000	42,000	Increase in service costs	
Total: 350 - Direct Services - MAP		361,000	(2,600)	363,600	77,100	283,900	253,800		
Total: 1401 - Commission on Aging		1,776,305	(24,700)	1,801,005	141,003	1,635,302	1,526,916		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1402 Other Social Services								
PERS SVCS - Personnel Services	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
SUPP & MAT - Supplies & Materials	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$105,621.74	\$15,777.92
OTHR CHGS - Other Charges	\$658,868.00	(\$195,550.00)	\$128,500.00	24%	\$854,418.00	\$530,368.00	\$726,660.89	\$790,841.00
Department Total: Other Social Services	\$658,868.00	(\$195,550.00)	\$128,500.00	24%	\$854,418.00	\$530,368.00	\$832,282.63	\$806,618.92

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1402 - Other Social Services									
6160.025	Grant Programs CDBG COVID GRANT	0	0	0	0	0	105,622		
7100.010	County Grants Atlantic General Hospital	115,259	0	115,259	115,259	0	200,000		
7100.017	County Grants Big Brothers/Big Sisters	1,000	(6,500)	7,500	0	1,000	1,000		
7100.018	County Grants Chesap Down Syndrome Parent Grp	0	(7,500)	7,500	0	0	0		
7100.020	County Grants BRAVE Program	3,500	0	3,500	0	3,500	3,500		
7100.022	County Grants Coastal Hospice at the Ocean	10,000	0	10,000	0	10,000	10,000		
7100.023	County Grants The Cricket Center	35,000	0	35,000	10,000	25,000	25,000		
7100.030	County Grants Development Center	219,497	0	219,497	0	219,497	219,497		
7100.035	County Grants Diakonia	50,000	0	50,000	0	50,000	50,000		Diakonia revised their request in April to ask for additional \$45,000 to cover their cost of EDUS for 611 capital project. Proposed level funding at \$50,000.
7100.040	County Grants Drug & Alcohol Council	9,000	0	9,000	0	9,000	5,293		
7100.077	County Grants Jesse Klump Memorial Fund, Inc.	1,000	(4,000)	5,000	0	1,000	1,000		
7100.084	County Grants Snow Hill After School Academy	0	(1,050)	1,050	0	0	0		
7100.085	County Grants Life Crisis Center	8,500	(63,500)	72,000	0	8,500	8,500		
7100.091	County Grants Lower Show Autism Community	0	(1,000)	1,000	0	0	0		
7100.100	County Grants Maryland Food Bank	10,000	(2,000)	12,000	0	10,000	10,000		
7100.120	County Grants Oasis Ministries	0	0	0	(9,000)	9,000	9,000		
7100.160	County Grants Samaritan Shelter	20,000	(20,000)	40,000	0	20,000	20,000		
7100.175	County Grants Social Services Pharmacy Grant	15,000	(25,000)	40,000	0	15,000	15,000		
7100.197	County Grants Tri Community Mediation	0	(65,000)	65,000	0	0	0		
7100.202	County Grants Worcester County 4-H & FFA Fair	0	0	0	(10,000)	10,000	10,000		
7100.210	County Grants Worcester County GOLD	15,000	0	15,000	0	15,000	15,000		
7100.211	County Grants WCPS Career Internship Prgm	22,241	0	22,241	22,241	0	0		
7100.220	County Grants Youth & Family Counseling	95,000	0	95,000	0	95,000	95,000		
7130.005	Matching Appropriation DHMH Dev. Center Mandated Share	28,871	0	28,871	0	28,871	28,871		
Total: 1402 - Other Social Services		658,868	(195,550)	854,418	128,500	530,368	832,283		

Worcester County			FY25 Requested & 5 Year Summary of Non-Profit Funding				
Account Number	Account Description	2025 Department Requested	2024 Adopted Budget	2023 Adopted Budget	2022 Adopted Budget	2021 Adopted Budget	2020 Adopted Budget
Department: 1402 - Other Social Services							
<i>OTHR CHGS - Other Charges</i>							
7100.010	County Grants Atlantic General Hospital	115,259.00	0.00	200,000.00	100,000.00	100,000.00	175,000.00
7100.017	County Grants Big Brothers/Big Sisters	7,500.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
7100.018	County Grants Chesap Down Syndrome Parent Grp	7,500.00	0.00	0.00	0.00	0.00	0.00
7100.020	County Grants BRAVE Program	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
7100.022	County Grants Coastal Hospice at the Ocean	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
7100.023	County Grants The Cricket Center	35,000.00	25,000.00	25,000.00	200,000.00	10,000.00	10,000.00
7100.030	County Grants Development Center	219,497.00	219,497.00	219,497.00	219,497.00	219,497.00	219,497.00
7100.035	County Grants Diakonia	50,000.00	50,000.00	50,000.00	45,000.00	45,000.00	45,000.00
7100.040	County Grants Drug & Alcohol Council	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
7100.075	County Grants Hartley Hall	0.00	0.00	0.00	0.00	0.00	11,250.00
7100.077	County Grants Jesse Klump Memorial Fund, Inc.	5,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
7100.084	County Grants Snow Hill After School Academy	1,050.00	0.00	0.00	0.00	0.00	0.00
7100.085	County Grants Life Crisis Center	72,000.00	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00
7100.091	County Grants Lower Show Autism Community	1,000.00	0.00	0.00	0.00	0.00	0.00
7100.100	County Grants Maryland Food Bank	12,000.00	10,000.00	10,000.00	8,000.00	8,000.00	3,000.00
7100.120	County Grants Oasis Ministries	0.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
7100.160	County Grants Samaritan Shelter	40,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
7100.175	County Grants Social Services Pharmacy Grant	40,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00

Worcester County			FY25 Requested & 5 Year Summary of Non-Profit Funding					
Account Number	Account Description	2025 Department Requested	2024 Adopted Budget	2023 Adopted Budget	2022 Adopted Budget	2021 Adopted Budget	2020 Adopted Budget	
7100.197	County Grants Tri Community Mediation	65,000.00	0.00	0.00	0.00	0.00	0.00	
7100.202	County Grants Worcester County 4-H & FFA Fair	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
7100.210	County Grants Worcester County GOLD	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	
7100.211	County Grants WCPS Career Internship Pram	22,241.00	0.00	0.00	0.00	0.00	0.00	
7100.220	County Grants Youth & Family Counseling	95,000.00	95,000.00	95,000.00	91,710.00	91,710.00	91,710.00	
7130.005	Matching Appropriation DHMH Dev. Center Mandated Share	28,871.00	28,871.00	28,871.00	28,871.00	28,871.00	28,871.00	
<i>Account Classification Total: OTHR CHGS - Other Charges</i>		\$854,418.00	\$530,368.00	\$730,368.00	\$795,078.00	\$605,078.00	\$686,328.00	
Department Total: 1402 - Other Social Services		\$854,418.00	\$530,368.00	\$730,368.00	\$795,078.00	\$605,078.00	\$686,328.00	

WORCESTER COUNTY									
FY2025 Budget Request									
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount	
Department: 1502 WOR-WIC Community College									
OTHR CHGS - Other Charges	\$2,618,000.00	\$0.00	\$87,758.00	3%	\$2,618,000.00	\$2,530,242.00	\$2,530,242.00	\$2,530,242.00	
Department Total: WOR-WIC Community College	\$2,618,000.00	\$0.00	\$87,758.00	3%	\$2,618,000.00	\$2,530,242.00	\$2,530,242.00	\$2,530,242.00	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1502 - WOR-WIC Community College									
7120.040	Other Non-Matching Expenses Appropriation for Wor-Wic	2,618,000	0	2,618,000	87,758	2,530,242	2,530,242		
Total: 1502 - WOR-WIC Community College		2,618,000	0	2,618,000	87,758	2,530,242	2,530,242		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1505 Board of Education								
OTHR CHGS - Other Charges	\$118,560,151.00	\$8,988,080.00	\$17,794,832.00	18%	\$109,572,071.00	\$100,765,319.00	\$101,007,365.53	\$97,019,148.29
Department Total: Board of Education	\$118,560,151.00	\$8,988,080.00	\$17,794,832.00	18%	\$109,572,071.00	\$100,765,319.00	\$101,007,365.53	\$97,019,148.29

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1505 - Board of Education									
Location: 200 - Administration									
7120.010	Other Non-Matching Expenses Appropriation for Board of Educ.	107,312,390	(1,440,959)	108,753,349	7,605,750	99,706,640	99,985,947		BOE adjustment for health insurance decrease from 12.6% to 4.3%
7120.300	Other Non-Matching Expenses Board of Ed Employee Retirement	818,722	0	818,722	60,043	758,679	689,670	Retirement for Non-Teachers increase	
7120.310	Other Non-Matching Expenses Board of Ed School Building Impr	0	0	0	(100,000)	100,000	100,000	Request moved to 7120.010	
7120.330	Other Non-Matching Expenses Board of Ed Technology	0	0	0	(200,000)	200,000	200,000	Request moved to 7120.010	
7120.332	Other Non-Matching Expenses Board of Ed Restricted Programs	0	0	0	0	0	31,749		
7170.040	Benefits & Insurance Other Post-Employment Benefits	10,429,039	10,429,039	0	10,429,039	0	0		Moved BOE OPEB to Department level out of the 1950 Benefits Dept.
Total: 200 - Administration		118,560,151	8,988,080	109,572,071	17,794,832	100,765,319	101,007,366		
Total: 1505 - Board of Education		118,560,151	8,988,080	109,572,071	17,794,832	100,765,319	101,007,366		

Board of Education			
	FY2025 Requested Budget	FY2024 Adopted Budget	Dollar Variance +/- FY2024
UNRESTRICTED BUDGET			
County Funding			
Major State Aid Programs (Blueprint) Local Share:			
Foundation Program (Base)	58,579,596	57,234,086	1,345,510
College & Career Ready (CCR)	207,245	348,392	(141,147)
Compensatory Education	20,104,954	19,704,029	400,925
Concentration of Poverty	403,717	87,352	316,365
English Learners	1,160,049	948,497	211,552
Special Education	5,349,861	4,652,751	697,110
Transitional Supplemental Instruction (TSI)	204,138	383,103	(178,965)
Pre-kindergarten	4,226,036	3,577,806	648,230
Career Ladder for Educators (NBC Teacher Salary)	60,733	53,017	7,716
Additional Funding to meet Maintenance of Effort (MOE)	9,205,090	13,017,607	(3,812,517)
MINIMUM COUNTY APPROPRIATION	99,501,419	100,006,640	(505,221)
Additional Funding Requested Above MOE	7,810,971	-	7,810,971
TOTAL UNRESTRICTED COUNTY APPROPRIATION	107,312,390	100,006,640	7,305,750
County Appropriation Retirement for Non-Teachers	818,722	758,679	60,043
County Appropriation School Construction	60,000	815,000	(755,000)
TOTAL COUNTY APPROPRIATION	108,191,112	101,580,319	6,610,793
State & Other Funding Sources			
Major State Aid Programs (Blueprint) State Share:			
Foundation Program (Base)	8,374,379	8,276,124	98,255
Compensatory Education	10,168,367	9,988,240	180,127
English Learners	598,862	490,866	107,996
Special Education	2,746,036	2,391,661	354,375
Transportation	4,062,401	4,000,397	62,004
Other	992,011	792,463	199,548
TOTAL STATE & OTHER FUNDING	26,942,056	25,939,751	1,002,305
TOTAL UNRESTRICTED BUDGET	135,133,168	127,520,070	7,613,098
<i>*Document created by County Administration</i>			

BOARD OF EDUCATION OF WORCESTER COUNTY

REVENUES

REVENUE SOURCE	ACTUAL FY 21	ACTUAL FY 22	ACTUAL FY 23	APPROVED FY 24	REVISED REQUESTED FY 25
UNRESTRICTED REVENUES					
COUNTY					
Appropriation - Current Expense	\$93,792,139 0	\$96,341,968 0	\$100,085,947 0	\$99,706,640	\$107,012,390
STATE (Thornton Funding) *					
Foundation Program	7,060,853	7,019,022	7,989,804	8,276,124	8,374,379
Special Education	1,681,440	1,671,021	2,166,970	2,391,661	2,746,036
Transportation	3,404,374	3,392,268	3,697,479	4,000,397	4,062,401
Compensatory Education	7,558,634	7,827,456	7,980,405	9,988,240	10,168,367
Limited English Proficiency	429,674	409,696	448,740	490,866	598,862
OTHER					
Tuition	100,804	106,305	151,473	70,000	130,000
Other	154,721	98,184	159,692	10,000	70,000
Prior Year's Fund Balance	567,011	567,011	567,011	567,011	567,011
Interest	2,226	2,087	133,950	70,000	200,000
FY23 One Time - Sale of IPads for New Lease			1,348,387		
Restricted Programs Reimbursements	22,956	25,629	26,672	75,452	25,000
TOTAL UNRESTRICTED REVENUE	\$114,774,832	\$117,460,647	\$124,756,530	\$125,646,391	\$133,954,446
OTHER REQUESTS - COUNTY					
RECURRING					
Appropriation - Technology	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Appropriation - Capital Outlay	100,000	100,000	100,000	100,000	100,000
NONRECURRING					
Appropriation - Technology	0	0	0	0	0
Appropriation - School Construction	633,000	295,800	205,000	815,000	60,000
OTHER					
Appropriation - Retirement Expenses	624,039	648,942	689,670	758,679	818,722
Appropriation - County Share of Teacher Pension	***	***	***	***	***
TOTAL OTHER REQUESTS - COUNTY	\$1,557,039	\$1,244,742	\$1,194,670	\$1,873,679	\$1,178,722
TOTAL COUNTY APPROPRIATION	95,349,178	97,586,710	101,280,617	101,580,319	108,191,112
TOTAL BUDGET - ALL FUNDS	\$116,331,871	\$118,705,389	\$125,951,200	\$127,520,070	\$135,133,168

* 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.

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

Board of Education			
RESTRICTED BUDGET	FY2025 Requested Budget	FY2024 Adopted Budget	Dollar Variance +/- FY2024
Restricted Major State Aid Programs (Blueprint) State Share:			
Pre-kindergarten	1,043,395	885,884	157,511
Concentration of Poverty	1,730,573	1,110,118	620,455
College & Career Ready (CCR)	65,875	108,043	(42,168)
Transitional Supplemental Instruction	54,774	103,777	(49,003)
National Board Certified	19,267	16,983	2,284
Restricted Federal Funds	10,794,247	13,951,065	(3,156,818)
Restricted State Funding Early Childcare & Education	990,000	990,000	-
Restricted State Funding Adult Education	172,075	172,075	-
Restricted State Funding PreK Expansion	316,000	451,340	(135,340)
Restricted State Funding Teachers Retirement/Pension	8,533,000	6,931,771	1,601,229
Restricted State Funding Safety Grants	317,857	377,857	(60,000)
Restricted State Funding Ready for Kindergarten	80,000	134,325	(54,325)
Restricted State Funding Educational Support Prof Bonus	-	215,454	(215,454)
Restricted Programs Local: Pocomoke Middle Grant	85,049	85,049	-
Restricted Programs Local: Donnie Williams Grant	150,000	100,000	50,000
TOTAL RESTRICTED BUDGET	24,352,112	25,633,741	(1,281,629)
<i>*Document created by County Administration</i>			

RESTRICTED PROGRAMS - LOCAL, STATE AND FEDERAL

Restricted funds listed below can only be spent as authorized by the administering agency (State and Federal government). The level of funding indicated for each program is an estimate. Projects may be discontinued or reduced in scope depending upon funds allocated by the funding source.

	\$24,352,112	
	ACTUAL FY 24	ESTIMATED FY 25
TOTAL ANTICIPATED RESTRICTED FUNDING		
<u>FEDERAL FUNDS</u>		
Title I Educationally Disadvantaged	\$2,193,127	\$2,193,127
Title III Language Acquisition	18,033	18,033
Special Education	2,100,000	2,100,000
JR ROTC Program	128,000	128,000
Title IIA, Systems of Support for Excellent Teaching & Leading	274,299	274,299
Career & Technology Education	100,000	100,000
Adult Education	79,495	79,495
Title IV Student Support and Academic Enrichment	174,507	174,507
ESSER I	0	0 *
ESSER II Grant	211,569	0 *
ESSER III Grant	3,750,000	2,000,000 *
Student Tutoring, Summer School, Trauma/Behavior	170,000	10,000
21st Century After School Elementary (STAR)	400,000	400,000 **
21st Century After School Secondary (STAR)	400,000	400,000 **
Stronger Connections Grant	849,024	879,807 ***
McKinney Vento & Supplemental Grants	95,831	36,980
LEADs	2,205,292	2,000,000
MD Rebuilds	730,216	0
Vocational Rehabilitation - Pre ETS	71,672	TBD

STATE FUNDS

Judy Hoyer Early Childcare And Education	990,000	990,000
Adult Education	172,075	172,075
PreK Expansion	451,340	316,000
Blueprint for Maryland's Future		
Pre-Kindergarten	885,884	1,043,395
Concentration of Poverty	1,110,118	1,730,573
College & Career Ready (CCR)	108,043	65,875
Transitional Supplemental Instruction	103,777	54,774
National Board Certified	16,983	19,267
Teachers Retirement & Pension	6,931,771	8,533,000
Safety Grants	377,857	317,857
Ready for Kindergarten	134,325	80,000
Educational Support Professionals Bonus	215,454	0

LOCAL FUNDS

Pocomoke Middle School Grant	85,049	85,049
Donnie Williams Grant	100,000	150,000
TOTAL RESTRICTED REVENUE	\$25,633,741	\$24,352,112

*CARES/ESSER funding was awarded to assist with additional expenses related to the COVID pandemic. Round 1 expired September 30, 2022, Round 2 expired September 30, 2023 and Round 3 expires September 30, 2024.

** The 21st Century grants are approved on a three year cycle, but the amount is not guaranteed to be the same for each year.

*** This is a 3 year grant that totals \$2,639,421.87.

WORCESTER COUNTY FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1601 Recreation Department								
PERS SVCS - Personnel Services	\$1,915,120.00	\$247,300.37	\$753,484.00	65%	\$1,667,819.63	\$1,161,636.00	\$959,742.46	\$872,046.11
SUPP & MAT - Supplies & Materials	\$631,255.00	\$0.00	\$100,690.00	19%	\$631,255.00	\$530,565.00	\$419,011.20	\$349,543.02
MAINT & SVCS - Maintenance & Services	\$245,678.00	\$0.00	\$35,088.00	17%	\$245,678.00	\$210,590.00	\$195,844.91	\$137,329.64
OTHR CHGS - Other Charges	\$41,853.00	\$0.00	(\$3,777.00)	-8%	\$41,853.00	\$45,630.00	\$20,975.59	\$23,339.53
CAP EQ - Capital Equipment	\$0.00	(\$38,000.00)	(\$37,500.00)	-100%	\$38,000.00	\$37,500.00	\$20,505.24	\$0.00
Department Total: Recreation Department	\$2,833,906.00	\$209,300.37	\$847,985.00	43%	\$2,624,605.63	\$1,985,921.00	\$1,616,079.40	\$1,382,258.30

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1601 - Recreation Department									
Location: 400 - Admin									
6000.100	Personnel Services Salaries	1,365,060	(11,578)	1,376,638	204,924	1,160,136	958,001		Removed swim instructors for FY25. Shads Landing pool under construction this summer.
6000.400	Personnel Services Overtime Pay	1,500	0	1,500	0	1,500	1,742		
6010.020	Benefits Contingency	597	597	0	597	0	0		
6010.025	Benefits Deferred Comp Match	6,000	6,000	0	6,000	0	0		
6010.030	Benefits Hospitalization Insurance	169,733	(15,596)	185,329	169,733	0	0		
6010.050	Benefits Retirement	142,513	142,513	0	142,513	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	103,468	(884)	104,352	103,468	0	0		
6010.070	Benefits Unemployment Insurance	597	597	0	597	0	0		
6010.090	Benefits Workmans Compensation Ins	20,749	20,749	0	20,749	0	0		
6010.120	Benefits Long Term Disability	2,240	2,240	0	2,240	0	0		
6010.130	Benefits Life Insurance	2,539	2,539	0	2,539	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	2,748	2,748	0	2,748	0	0		
6010.150	Benefits Retirement Administration Fee	2,868	2,868	0	2,868	0	0		
6010.900	Benefits OPEB contribution	94,508	94,508	0	94,508	0	0		OPEB Allocation at department level
6100.050	Administrative Expense Background Checks	2,500	0	2,500	0	2,500	918		
6100.052	Administrative Expense Bank Fees	6,000	0	6,000	2,000	4,000	4,396	Increased based on actual credit card fees	
6100.100	Administrative Expense Dues, Licenses & Subscriptions	10,350	0	10,350	(690)	11,040	11,085		
6100.110	Administrative Expense Envelopes	200	0	200	50	150	59		
6100.165	Administrative Expense Meeting Expense	1,000	0	1,000	0	1,000	0		
6100.190	Administrative Expense Office Supplies	4,000	0	4,000	0	4,000	2,785		
6100.210	Administrative Expense Paper	1,800	0	1,800	300	1,500	1,235		
6100.240	Administrative Expense Printing Expense	1,500	0	1,500	500	1,000	474		
6100.270	Administrative Expense Tournament Fees	35,100	0	35,100	(21,500)	56,600	31,257	Not hosting USA Softball in FY25	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.090	Supplies & Equipment Computers & Printers	3,500	0	3,500	1,205	2,295	3,155	Increase due to replacement computer needed and adding laptop for admin assistant position	
6110.100	Supplies & Equipment Concession Stand	97,500	0	97,500	45,950	51,550	41,055	Increase due to added concession stand at NWAC. Increase of overall tournaments at Showell.	
6110.245	Supplies & Equipment Mobile Phones	2,500	0	2,500	600	1,900	1,077		
6110.280	Supplies & Equipment Office Furniture	2,600	0	2,600	875	1,725	1,462		
6110.310	Supplies & Equipment Promotional Materials	5,550	0	5,550	(950)	6,500	1,678		
6110.410	Supplies & Equipment Surveillance Equipment	1,200	0	1,200	0	1,200	0		
6110.420	Supplies & Equipment Tools & Supplies	1,000	0	1,000	0	1,000	969		
6130.010	Equipment Maintenance Copier Lease	2,400	0	2,400	(2,700)	5,100	3,235	Decrease with new lease	
6130.025	Equipment Maintenance Equipment Upgrades & Replacement	20,350	0	20,350	(3,900)	24,250	27,880		
6130.070	Equipment Maintenance Software Maintenance Agreements	8,440	0	8,440	785	7,655	6,591		
6130.075	Equipment Maintenance Software Upgrades	10,000	0	10,000	10,000	0	0	Active upgrade; new system to handle registration, fitness room, reservations, rentals, sign ins, etc.	
6150.050	Uniforms & Personal Equipment Uniforms	5,600	0	5,600	800	4,800	2,944		
6160.043	Grant Programs Other Grants	0	0	0	0	0	1,812		
6160.255	Grant Programs POS - Recreation Center	0	0	0	0	0	13,223		
6530.100	Consulting Services Professional Fees	0	0	0	(750)	750	0		
6530.180	Consulting Services Web Page	0	0	0	0	0	60		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	5,160	0	5,160	860	4,300	4,332		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	2,190	0	2,190	1,190	1,000	1,102	Increased based on actuals	
6540.040	Vehicle Operating Expenses Vehicle Registration	100	0	100	100	0	100		
6540.060	Vehicle Operating Expenses Vehicle Equipment	0	0	0	0	0	984		
6550.028	Building Site Expenses Cable	2,208	0	2,208	288	1,920	1,971		
6550.040	Building Site Expenses Cleaning Contract	20,760	0	20,760	8,760	12,000	2,950	Increase due to added contracting cleaning for facility, restrooms, hallways and offices	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.050	Building Site Expenses Custodial Supplies	15,000	0	15,000	4,500	10,500	9,454	Increase due to building and restrooms being utilized more and added restrooms at NWAC.	
6550.060	Building Site Expenses Electricity	72,000	0	72,000	7,000	65,000	67,913	Increased based on actuals, building open more.	
6550.080	Building Site Expenses Fire Alarm Testing	700	0	700	0	700	349		
6550.081	Building Site Expenses Fire Extinguishers	200	0	200	0	200	39		
6550.085	Building Site Expenses Generator Fuel Oil	700	0	700	0	700	0		
6550.090	Building Site Expenses General Maintenance Repairs	40,000	0	40,000	0	40,000	27,930		
6550.100	Building Site Expenses Generator Services & Repairs	1,200	0	1,200	0	1,200	450		
6550.120	Building Site Expenses Heating Propane	42,000	0	42,000	0	42,000	58,206		
6550.140	Building Site Expenses Internet Access	2,700	0	2,700	0	2,700	2,621		
6550.180	Building Site Expenses Pest Control/Termite Insp	50	0	50	0	50	0		
6550.220	Building Site Expenses Security Alarm Monitoring	408	0	408	0	408	408		
6550.242	Building Site Expenses Sewage Pump Monitoring	350	0	350	0	350	277		
6550.245	Building Site Expenses Solar Panel Maintenance	2,000	0	2,000	0	2,000	1,830		
6550.250	Building Site Expenses Sprinkler Testing	1,800	0	1,800	0	1,800	1,710		
6550.270	Building Site Expenses Telephone	720	0	720	0	720	774		
6550.280	Building Site Expenses Tipping Fees	50	0	50	0	50	0		
6550.300	Building Site Expenses Trash Removal	3,082	0	3,082	240	2,842	2,259		
6550.310	Building Site Expenses Water & Sewer	4,500	0	4,500	1,500	3,000	3,062	Increased based on actuals	
6700.700	Other Maint. & Svcs Prison Labor	500	0	500	400	100	0		
7000.020	Travel, Training & Expense Board Member Allowance	2,800	0	2,800	0	2,800	1,400		
7000.040	Travel, Training & Expense Continuing Education/Certificati	13,768	0	13,768	(4,637)	18,405	8,013		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	25,285	0	25,285	860	24,425	11,563		
7180	Encumbrance Expense	0	0	0	0	0	37,719		
9010.010	Capital Equipment New Vehicles	0	(38,000)	38,000	0	0	0	Increase due to added vehicle	Propose to use existing vehicles in Recreation & Parks Dept.
9010.060	Capital Equipment Other	0	0	0	(37,500)	37,500	20,505	Purchases were made in FY24	
Total: 400 - Admin		2,398,441	209,300	2,189,141	769,620	1,628,821	1,385,011		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Location: 410 - Recreation									
6175.010	Recreation Programs Adult Recreation Programs	38,225	0	38,225	5,175	33,050	15,836	Increase due to new kickball league/tournament. Adding refs to volleyball leagues.	
6175.020	Recreation Programs After School Programs	20,300	0	20,300	2,500	17,800	3,197	Increase due to as zone, cost of snacks and supplies rising and an increase in participants to the program. Overall costs of t-shirts increasing.	
6175.030	Recreation Programs Aquatics Programs	4,200	0	4,200	0	4,200	3,948		
6175.040	Recreation Programs MRPA Amusement Park Tickets	6,000	0	6,000	3,000	3,000	6,735	Increase due to actuals.	
6175.070	Recreation Programs Special Events	224,450	0	224,450	52,500	171,950	127,158	Overall increase due to adding County Fair, Bike Fest Event and additional Pickleball Tournament. Increase includes eliminating USA Softball.	
6175.080	Recreation Programs Summer Camps for Youth	30,000	0	30,000	2,150	27,850	19,802	Increase based on actuals and increasing number of participants.	
6175.090	Recreation Programs Youth Recreational Outdoor Pgms	46,650	0	46,650	1,800	44,850	17,705	Increase due to adding middle school sport opportunities.	
6175.201	Recreation Programs Adult Recreational Programs	0	0	0	0	0	3,014		
6175.203	Recreation Programs After School Programs	0	0	0	0	0	12,241		
6175.204	Recreation Programs Fitness Programs	18,140	0	18,140	(60)	18,200	16,005		
6175.205	Recreation Programs Public High School Track Meets	4,000	0	4,000	0	4,000	11,471		
6175.206	Recreation Programs Senior Adult Recreational Pgms	1,200	0	1,200	300	900	483		
6175.207	Recreation Programs Youth Recreational Rec Ctr Pgms	0	0	0	0	0	16,894		
6175.400	Recreation Programs Motor Coach Tours	15,000	0	15,000	0	15,000	7,234		
6900.050	Advertising Recreation Advertisements	27,300	0	27,300	11,000	16,300	7,064	Increase due to County Fair and advertisement for holiday events.	
Total: 410 - Recreation		435,465	0	435,465	78,365	357,100	268,787		
Total: 1601 - Recreation Department		2,833,906	209,300	2,624,606	847,985	1,985,921	1,653,798		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1602 Parks Department								
PERS SVCS - Personnel Services	\$835,031.00	\$116,452.75	\$308,108.00	58%	\$718,578.25	\$526,923.00	\$497,734.36	\$425,877.34
SUPP & MAT - Supplies & Materials	\$1,423,284.00	\$0.00	(\$130,041.00)	-8%	\$1,423,284.00	\$1,553,325.00	\$523,690.81	\$1,059,972.23
MAINT & SVCS - Maintenance & Services	\$148,766.00	\$0.00	\$8,951.00	6%	\$148,766.00	\$139,815.00	\$178,157.56	\$120,391.29
OTHR CHGS - Other Charges	\$11,245.00	\$0.00	(\$1,355.00)	-11%	\$11,245.00	\$12,600.00	\$11,278.01	\$4,164.46
CAP EQ - Capital Equipment	\$106,000.00	\$0.00	\$5,000.00	5%	\$106,000.00	\$101,000.00	\$61,229.47	\$84,829.58
Department Total: Parks Department	\$2,524,326.00	\$116,452.75	\$190,663.00	8%	\$2,407,873.25	\$2,333,663.00	\$1,272,090.21	\$1,695,234.90

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1602 - Parks Department									
Location: 500 - Admin									
6000.100	Personnel Services Salaries	552,583	(1,038)	553,621	27,660	524,923	497,227		
6000.400	Personnel Services Overtime Pay	2,500	0	2,500	500	2,000	507		
6010.020	Benefits Contingency	242	242	0	242	0	0		
6010.025	Benefits Deferred Comp Match	3,000	3,000	0	3,000	0	0		
6010.030	Benefits Hospitalization Insurance	115,000	(5,220)	120,220	115,000	0	0		
6010.050	Benefits Retirement	66,144	66,144	0	66,144	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	42,158	(79)	42,237	42,158	0	0		
6010.070	Benefits Unemployment Insurance	242	242	0	242	0	0		
6010.090	Benefits Workmans Compensation Ins	8,399	8,399	0	8,399	0	0		
6010.120	Benefits Long Term Disability	907	907	0	907	0	0		
6010.130	Benefits Life Insurance	1,028	1,028	0	1,028	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	1,112	1,112	0	1,112	0	0		
6010.150	Benefits Retirement Administration Fee	1,161	1,161	0	1,161	0	0		
6010.900	Benefits OPEB contribution	40,555	40,555	0	40,555	0	0		OPEB Allocation at department level
6100.080	Administrative Expense Copier Supplies	280	0	280	0	280	0		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	550	0	550	0	550	300		
6100.190	Administrative Expense Office Supplies	400	0	400	0	400	193		
6100.210	Administrative Expense Paper	25	0	25	0	25	0		
6110.090	Supplies & Equipment Computers & Printers	1,180	0	1,180	1,180	0	0	All staff computer for Parks Building	
6110.120	Supplies & Equipment Equipment Rental	1,100	0	1,100	0	1,100	741		
6110.125	Supplies & Equipment Equipment Maintenance & Repair	3,000	0	3,000	0	3,000	1,617		
6110.200	Supplies & Equipment Lawn Equipment & Maintenance	10,000	0	10,000	0	10,000	3,833		
6110.245	Supplies & Equipment Mobile Phones	1,800	0	1,800	600	1,200	1,046		
6110.280	Supplies & Equipment Office Furniture	1,500	0	1,500	1,500	0	0	Office furniture needed for Parks shop	
6110.340	Supplies & Equipment Safety Program Equipment	780	0	780	0	780	510		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.380	Supplies & Equipment Signage	2,000	0	2,000	0	2,000	884		
6110.390	Supplies & Equipment Small Equipment	3,500	0	3,500	0	3,500	2,144		
6110.420	Supplies & Equipment Tools & Supplies	4,000	0	4,000	(1,000)	5,000	4,626	Purchased needed tools in FY24	
6150.050	Uniforms & Personal Equipment Uniforms	4,240	0	4,240	1,000	3,240	3,219	Bulk uniform order included due to increase costs	
6160.225	Grant Programs POS - Future Park Land Acquis	311,844	0	311,844	(31,005)	342,849	5,800	Expected based on FY24 actuals	
6160.241	Grant Programs New Park Development	1,029,085	0	1,029,085	(102,316)	1,131,401	0	Based on FY24 actuals	
6200.020	Other Supplies & Materials Materials	48,000	0	48,000	0	48,000	47,194		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	35,000	0	35,000	0	35,000	32,346		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	7,000	0	7,000	0	7,000	7,424		
6540.040	Vehicle Operating Expenses Vehicle Registration	100	0	100	0	100	0		
6540.060	Vehicle Operating Expenses Vehicle Equipment	2,100	0	2,100	2,100	0	960	Decaling all Parks Vehicles	
6550.020	Building Site Expenses Buildings & Grounds Maintenance	3,000	0	3,000	0	3,000	7,639		
6550.050	Building Site Expenses Custodial Supplies	3,500	0	3,500	900	2,600	3,129		
6550.081	Building Site Expenses Fire Extinguishers	370	0	370	0	370	214		
6550.090	Building Site Expenses General Maintenance Repairs	32,000	0	32,000	0	32,000	25,107		
6550.120	Building Site Expenses Heating Propane	300	0	300	0	300	100		
6550.140	Building Site Expenses Internet Access	2,500	0	2,500	2,500	0	0	New internet access at concession stands	
6550.270	Building Site Expenses Telephone	300	0	300	0	300	234		
6700.640	Other Maint. & Svcs Special Events	4,000	0	4,000	0	4,000	3,382		
6900.005	Advertising Bid Advertising	500	0	500	0	500	80		
7000.040	Travel, Training & Expense Continuing Education/Certificati	3,070	0	3,070	(1,930)	5,000	7,547	1 less person going to NRPA Conference in FY25	
7000.060	Travel, Training & Expense Educational Training	950	0	950	0	950	827		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	6,825	0	6,825	575	6,250	2,665		
7000.115	Travel, Training & Expense Mileage	400	0	400	0	400	239		
7180	Encumbrance Expense	0	0	0	0	0	56,431		
9010.010	Capital Equipment New Vehicles	45,000	0	45,000	3,000	42,000	778	Price determined by Fleet	
9010.060	Capital Equipment Other	12,000	0	12,000	12,000	0	13,744	Replacement soccer goals needed for various parks	

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
9010.070	Capital Equipment Heavy Equipment	49,000	0	49,000	(10,000)	59,000	46,708		
Total: 500 - Admin		2,466,230	116,453	2,349,777	187,212	2,279,018	779,395		
Location: 510 - John Walter Smith Park									
6550.060	Building Site Expenses Electricity	7,800	0	7,800	700	7,100	7,773		
6550.180	Building Site Expenses Pest Control/Termite Insp	95	0	95	0	95	0		
6550.200	Building Site Expenses Portalets	3,000	0	3,000	0	3,000	2,129		
6550.242	Building Site Expenses Sewage Pump Monitoring	278	0	278	2	276	277		
6550.280	Building Site Expenses Tipping Fees	185	0	185	0	185	0		
6550.300	Building Site Expenses Trash Removal	2,700	0	2,700	0	2,700	2,208		
6550.310	Building Site Expenses Water & Sewer	425	0	425	0	425	333		
6700.350	Other Maint. & Svcs Mosquito Control	300	0	300	0	300	0		
Total: 510 - John Walter Smith Park		14,783	0	14,783	702	14,081	12,720		
Location: 520 - Showell Park									
6550.060	Building Site Expenses Electricity	4,600	0	4,600	600	4,000	4,430		
6550.200	Building Site Expenses Portalets	3,000	0	3,000	0	3,000	2,295		
6550.300	Building Site Expenses Trash Removal	1,920	0	1,920	240	1,680	1,557		
6550.310	Building Site Expenses Water & Sewer	800	0	800	0	800	248		
6700.350	Other Maint. & Svcs Mosquito Control	175	0	175	0	175	0		
Total: 520 - Showell Park		10,495	0	10,495	840	9,655	8,530		
Location: 530 - Newtown Park									
6160.190	Grant Programs LPPI	0	0	0	0	0	27,508		
6550.060	Building Site Expenses Electricity	7,200	0	7,200	700	6,500	6,939		
6550.200	Building Site Expenses Portalets	2,040	0	2,040	0	2,040	1,639		
6550.242	Building Site Expenses Sewage Pump Monitoring	278	0	278	2	276	277		
6700.350	Other Maint. & Svcs Mosquito Control	400	0	400	0	400	0		
Total: 530 - Newtown Park		9,918	0	9,918	702	9,216	36,362		
Location: 540 - N Worc Cty Athletic Complex									
6550.060	Building Site Expenses Electricity	5,500	0	5,500	0	5,500	4,008		
6550.170	Building Site Expenses Office Rent/Lease	0	0	0	0	0	50,000		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.200	Building Site Expenses Portalets	5,112	0	5,112	0	5,112	3,245		
6550.242	Building Site Expenses Sewage Pump Monitoring	278	0	278	2	276	277		
6550.255	Building Site Expenses Stormwater Utility Fee	1,785	0	1,785	0	1,785	1,700		
6550.280	Building Site Expenses Tipping Fees	100	0	100	0	100	88		
6550.310	Building Site Expenses Water & Sewer	1,200	0	1,200	405	795	1,090		
6700.350	Other Maint. & Svcs Mosquito Control	325	0	325	0	325	0		
Total: 540 - N Worc Cty Athletic Complex		14,300	0	14,300	407	13,893	60,408		
Location: 590 - Satellite Parks									
6160.190	Grant Programs LPPI	0	0	0	0	0	424,076		
6550.060	Building Site Expenses Electricity	1,300	0	1,300	800	500	1,199		
6550.200	Building Site Expenses Portalets	7,300	0	7,300	0	7,300	5,832		
Total: 590 - Satellite Parks		8,600	0	8,600	800	7,800	431,107		
Total: 1602 - Parks Department		2,524,326	116,453	2,407,873	190,663	2,333,663	1,328,521		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1603 Libraries								
PERS SVCS - Personnel Services	\$3,470,932.00	\$572,150.44	\$1,270,472.00	58%	\$2,898,781.56	\$2,200,460.00	\$2,028,732.14	\$1,909,539.69
SUPP & MAT - Supplies & Materials	\$469,975.00	\$0.00	\$165.00	0%	\$469,975.00	\$469,810.00	\$475,900.73	\$524,338.46
MAINT & SVCS - Maintenance & Services	\$334,507.00	(\$7,000.00)	\$350.00	0%	\$341,507.00	\$334,157.00	\$291,848.44	\$292,621.98
OTHR CHGS - Other Charges	\$11,000.00	\$0.00	(\$200.00)	-2%	\$11,000.00	\$11,200.00	\$4,135.48	\$5,462.33
CAP EQ - Capital Equipment	\$0.00	(\$25,000.00)	\$0.00		\$25,000.00	\$0.00	\$0.00	\$26,841.90
Department Total: Libraries	\$4,286,414.00	\$540,150.44	\$1,270,787.00	42%	\$3,746,263.56	\$3,015,627.00	\$2,800,616.79	\$2,758,804.36

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1603 - Libraries									
Location: 200 - Administration									
6000.100	Personnel Services Salaries	2,357,836	42,182	2,315,654	159,376	2,198,460	2,028,732		Increase due to 1 position was missing from request in position budgeting.
6000.400	Personnel Services Overtime Pay	2,000	0	2,000	0	2,000	0		
6010.020	Benefits Contingency	1,032	1,032	0	1,032	0	0		
6010.025	Benefits Deferred Comp Match	19,000	19,000	0	19,000	0	0		
6010.030	Benefits Hospitalization Insurance	405,042	910	404,132	405,042	0	0		
6010.050	Benefits Retirement	282,233	282,233	0	282,233	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	180,223	3,228	176,995	180,223	0	0		
6010.070	Benefits Unemployment Insurance	1,032	1,032	0	1,032	0	0		
6010.090	Benefits Workmans Compensation Ins	35,839	35,839	0	35,839	0	0		
6010.120	Benefits Long Term Disability	3,870	3,870	0	3,870	0	0		
6010.130	Benefits Life Insurance	4,386	4,386	0	4,386	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	4,747	4,747	0	4,747	0	0		
6010.150	Benefits Retirement Administration Fee	4,953	4,953	0	4,953	0	0		
6010.900	Benefits OPEB contribution	168,739	168,739	0	168,739	0	0		OPEB Allocation at department level
6100.090	Administrative Expense Database/Shared Computer costs	0	0	0	(4,000)	4,000	1,692		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	1,600	0	1,600	0	1,600	1,218		
6100.190	Administrative Expense Office Supplies	18,000	0	18,000	0	18,000	13,530		
6100.210	Administrative Expense Paper	3,000	0	3,000	0	3,000	1,991		
6100.230	Administrative Expense Postage & Freight	4,500	0	4,500	0	4,500	1,519		
6110.090	Supplies & Equipment Computers & Printers	20,400	0	20,400	2,700	17,700	15,740	Snow Hill Branch replacement computers for staff and public	
6110.125	Supplies & Equipment Equipment Maintenance & Repair	3,000	0	3,000	0	3,000	278		
6110.210	Supplies & Equipment Library AV-Multimedia	78,000	0	78,000	0	78,000	69,300		
6110.230	Supplies & Equipment Library Books	186,000	0	186,000	0	186,000	176,357		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6110.240	Supplies & Equipment Library Periodicals	28,000	0	28,000	3,000	25,000	24,051	Magazines & newspaper collection for all branches	
6110.245	Supplies & Equipment Mobile Phones	1,425	0	1,425	625	800	739		
6110.270	Supplies & Equipment Office Equipment Repairs	500	0	500	0	500	0		
6110.280	Supplies & Equipment Office Furniture	5,100	0	5,100	100	5,000	3,170		
6130.010	Equipment Maintenance Copier Lease	24,300	0	24,300	(1,800)	26,100	21,338		
6130.030	Equipment Maintenance Library Shared Computer System	7,150	0	7,150	0	7,150	2,300		
6130.070	Equipment Maintenance Software Maintenance Agreements	9,000	0	9,000	(460)	9,460	12,869		
6160.095	Grant Programs Library - Miscellaneous	0	0	0	0	0	49,807		
6160.120	Grant Programs Library Srv Enhancement - ESRI	80,000	0	80,000	0	80,000	80,000		
6510.085	Legal Services Other Legal Expenses	1,500	0	1,500	0	1,500	0		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	4,250	0	4,250	0	4,250	916		
6540.040	Vehicle Operating Expenses Vehicle Registration	0	0	0	(100)	100	0		
6540.045	Vehicle Operating Expenses Vehicle Repairs Outside	0	0	0	0	0	11		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	8,800	0	8,800	(200)	9,000	4,135		
7170.100	Benefits & Insurance Property & Liability Insurance	2,200	0	2,200	0	2,200	0		
7180	Encumbrance Expense	0	0	0	0	0	53,779		
Total: 200 - Administration		3,957,657	572,150	3,385,507	1,270,337	2,687,320	2,563,475		
Location: 300 - Snow Hill Branch									
6550.005	Building Site Expenses Automatic Doors	447	0	447	0	447	0		
6550.030	Building Site Expenses Carpet/VCT Cleaning	2,500	0	2,500	0	2,500	1,928		
6550.050	Building Site Expenses Custodial Supplies	1,500	0	1,500	0	1,500	1,007		
6550.060	Building Site Expenses Electricity	15,000	0	15,000	0	15,000	13,954		
6550.080	Building Site Expenses Fire Alarm Testing	500	0	500	0	500	324		
6550.081	Building Site Expenses Fire Extinguishers	150	0	150	0	150	32		
6550.090	Building Site Expenses General Maintenance Repairs	7,000	0	7,000	1,000	6,000	6,928	Increase based on prior years	
6550.120	Building Site Expenses Heating Propane	7,500	0	7,500	0	7,500	6,265		
6550.124	Building Site Expenses HVAC Loop Water Treatment	1,000	0	1,000	(500)	1,500	696		
6550.125	Building Site Expenses HVAC Repairs/Replacement	500	0	500	0	500	0		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.180	Building Site Expenses Pest Control/Termite Insp	400	0	400	100	300	537		
6550.220	Building Site Expenses Security Alarm Monitoring	1,000	0	1,000	0	1,000	1,163		
6550.270	Building Site Expenses Telephone	2,800	0	2,800	200	2,600	2,735		
6550.280	Building Site Expenses Tipping Fees	400	0	400	0	400	195		
6550.300	Building Site Expenses Trash Removal	1,500	0	1,500	0	1,500	1,416		
6550.310	Building Site Expenses Water & Sewer	4,000	0	4,000	2,200	1,800	2,613	Increase based on trend	
Total: 300 - Snow Hill Branch		46,197	0	46,197	3,000	43,197	39,793		
Location: 310 - Pocomoke Branch									
6550.005	Building Site Expenses Automatic Doors	447	0	447	0	447	0		
6550.030	Building Site Expenses Carpet/VCT Cleaning	1,000	0	1,000	0	1,000	483		
6550.040	Building Site Expenses Cleaning Contract	9,300	0	9,300	200	9,100	9,823		
6550.050	Building Site Expenses Custodial Supplies	800	0	800	0	800	672		
6550.060	Building Site Expenses Electricity	10,000	0	10,000	0	10,000	8,665		
6550.080	Building Site Expenses Fire Alarm Testing	300	0	300	0	300	299		
6550.081	Building Site Expenses Fire Extinguishers	50	0	50	0	50	14		
6550.090	Building Site Expenses General Maintenance Repairs	5,000	0	5,000	0	5,000	4,363		
6550.110	Building Site Expenses Heating Fuel Oil	5,000	0	5,000	0	5,000	3,438		
6550.124	Building Site Expenses HVAC Loop Water Treatment	600	0	600	(400)	1,000	522		
6550.180	Building Site Expenses Pest Control/Termite Insp	400	0	400	100	300	537		
6550.220	Building Site Expenses Security Alarm Monitoring	1,200	0	1,200	200	1,000	534		
6550.270	Building Site Expenses Telephone	3,000	0	3,000	500	2,500	2,519		
6550.280	Building Site Expenses Tipping Fees	400	0	400	0	400	80		
6550.300	Building Site Expenses Trash Removal	50	0	50	0	50	0		
6550.310	Building Site Expenses Water & Sewer	500	0	500	0	500	187		
7180	Encumbrance Expense	0	0	0	0	0	7,500		
Total: 310 - Pocomoke Branch		38,047	0	38,047	600	37,447	39,638		
Location: 320 - Berlin Branch									
6550.030	Building Site Expenses Carpet/VCT Cleaning	1,500	0	1,500	(500)	2,000	711		
6550.040	Building Site Expenses Cleaning Contract	15,100	0	15,100	100	15,000	14,985		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.050	Building Site Expenses Custodial Supplies	1,800	0	1,800	0	1,800	1,277		
6550.060	Building Site Expenses Electricity	10,000	0	10,000	0	10,000	5,720		
6550.070	Building Site Expenses Elevator Testing	3,000	0	3,000	0	3,000	2,442		
6550.080	Building Site Expenses Fire Alarm Testing	600	0	600	(600)	1,200	349		
6550.081	Building Site Expenses Fire Extinguishers	50	0	50	0	50	28		
6550.090	Building Site Expenses General Maintenance Repairs	7,500	0	7,500	3,500	4,000	7,384	Increase based on trend	
6550.124	Building Site Expenses HVAC Loop Water Treatment	1,200	0	1,200	200	1,000	522		
6550.180	Building Site Expenses Pest Control/Termite Insp	400	0	400	100	300	312		
6550.220	Building Site Expenses Security Alarm Monitoring	1,200	0	1,200	200	1,000	408		
6550.250	Building Site Expenses Sprinkler Testing	1,800	0	1,800	0	1,800	990		
6550.270	Building Site Expenses Telephone	5,000	0	5,000	(500)	5,500	3,988		
6550.280	Building Site Expenses Tipping Fees	400	0	400	0	400	99		
6550.300	Building Site Expenses Trash Removal	600	0	600	(150)	750	380		
6550.310	Building Site Expenses Water & Sewer	3,000	0	3,000	0	3,000	1,466		
Total: 320 - Berlin Branch		53,150	0	53,150	2,350	50,800	41,062		
Location: 325 - Ocean Pines Branch									
6550.005	Building Site Expenses Automatic Doors	638	0	638	0	638	0		
6550.030	Building Site Expenses Carpet/VCT Cleaning	2,500	0	2,500	(700)	3,200	1,680		
6550.040	Building Site Expenses Cleaning Contract	16,600	0	16,600	400	16,200	16,412		
6550.050	Building Site Expenses Custodial Supplies	1,800	0	1,800	0	1,800	1,762		
6550.060	Building Site Expenses Electricity	37,000	0	37,000	0	37,000	32,172		
6550.080	Building Site Expenses Fire Alarm Testing	1,000	0	1,000	(350)	1,350	349		
6550.081	Building Site Expenses Fire Extinguishers	50	0	50	0	50	46		
6550.090	Building Site Expenses General Maintenance Repairs	10,000	(3,000)	13,000	(3,000)	13,000	11,463		Decrease based on actuals.
6550.120	Building Site Expenses Heating Propane	16,000	0	16,000	(1,000)	17,000	12,604		
6550.124	Building Site Expenses HVAC Loop Water Treatment	1,000	0	1,000	0	1,000	522		
6550.125	Building Site Expenses HVAC Repairs/Replacement	2,000	0	2,000	0	2,000	0		
6550.180	Building Site Expenses Pest Control/Termite Insp	400	0	400	100	300	312		
6550.220	Building Site Expenses Security Alarm Monitoring	1,000	0	1,000	0	1,000	849		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.250	Building Site Expenses Sprinkler Testing	1,800	0	1,800	0	1,800	1,660		
6550.270	Building Site Expenses Telephone	4,000	0	4,000	0	4,000	3,557		
6550.280	Building Site Expenses Tipping Fees	400	0	400	0	400	273		
6550.300	Building Site Expenses Trash Removal	2,300	0	2,300	0	2,300	2,208		
6550.310	Building Site Expenses Water & Sewer	3,500	0	3,500	0	3,500	2,971		
9010.050	Capital Equipment Building Improvements	0	(25,000)	25,000	0	0	0	Security System & Cameras for the Ocean Pines Library	Ocean Pines Security Cameras moved to Assigned Funds Project IT Camera Upgrades
Total: 325 - Ocean Pines Branch		101,988	(28,000)	129,988	(4,550)	106,538	88,841		
Location: 335 - Ocean City 100th St. Branch									
6550.005	Building Site Expenses Automatic Doors	575	0	575	0	575	0		
6550.030	Building Site Expenses Carpet/VCT Cleaning	1,600	0	1,600	0	1,600	990		
6550.040	Building Site Expenses Cleaning Contract	13,300	0	13,300	300	13,000	13,107		
6550.050	Building Site Expenses Custodial Supplies	1,800	0	1,800	0	1,800	1,279		
6550.060	Building Site Expenses Electricity	40,000	0	40,000	0	40,000	35,990		
6550.070	Building Site Expenses Elevator Testing	4,000	0	4,000	1,000	3,000	3,809	Increase based on trend	
6550.080	Building Site Expenses Fire Alarm Testing	450	0	450	50	400	693		
6550.081	Building Site Expenses Fire Extinguishers	50	0	50	0	50	32		
6550.090	Building Site Expenses General Maintenance Repairs	10,000	(4,000)	14,000	(4,000)	14,000	20,107		Decrease based on actuals.
6550.124	Building Site Expenses HVAC Loop Water Treatment	800	0	800	(200)	1,000	522		
6550.125	Building Site Expenses HVAC Repairs/Replacement	2,000	0	2,000	0	2,000	0		
6550.140	Building Site Expenses Internet Access	1,800	0	1,800	300	1,500	1,643		
6550.180	Building Site Expenses Pest Control/Termite Insp	400	0	400	100	300	312		
6550.220	Building Site Expenses Security Alarm Monitoring	1,500	0	1,500	500	1,000	1,269		
6550.242	Building Site Expenses Sewage Pump Monitoring	300	0	300	0	300	0		
6550.250	Building Site Expenses Sprinkler Testing	1,800	0	1,800	0	1,800	1,520		
6550.270	Building Site Expenses Telephone	4,000	0	4,000	0	4,000	3,458		
6550.280	Building Site Expenses Tipping Fees	400	0	400	0	400	73		
6550.300	Building Site Expenses Trash Removal	100	0	100	0	100	0		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6550.310	Building Site Expenses Water & Sewer	4,500	0	4,500	1,000	3,500	4,285	Increase based on trend	
7180	Encumbrance Expense	0	0	0	0	0	7,395		
Total: 335 - Ocean City 100th St. Branch		89,375	(4,000)	93,375	(950)	90,325	96,483		
Total: 1603 - Libraries		4,286,414	540,150	3,746,264	1,270,787	3,015,627	2,869,291		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1604 Other Recreation & Culture								
OTHR CHGS - Other Charges	\$80,000.00	(\$21,500.00)	\$0.00	0%	\$101,500.00	\$80,000.00	\$80,000.00	\$70,000.00
Department Total: Other Recreation & Culture	\$80,000.00	(\$21,500.00)	\$0.00	0%	\$101,500.00	\$80,000.00	\$80,000.00	\$70,000.00

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1604 - Other Recreation & Culture									
7100.019	County Grants Cpt. Steve's Poor Girls Open Inc	10,000	0	10,000	0	10,000	10,000		
7100.050	County Grants Furnacetown	40,000	0	40,000	0	40,000	40,000		
7100.095	County Grants MarVa Theatre Performing Arts Ct	15,000	(5,000)	20,000	0	15,000	15,000		
7100.135	County Grants Delmarva Discovery Ctr/Poc Mktg	15,000	(15,000)	30,000	0	15,000	15,000		
7100.145	County Grants Rackliffe House Trust	0	(1,500)	1,500	0	0	0		
Total: 1604 - Other Recreation & Culture		80,000	(21,500)	101,500	0	80,000	80,000		

Worcester County			FY25 Requested & 5 Year Summary of Non-Profit Funding				
Account Number	Account Description	2025 Department Requested	2024 Adopted Budget	2023 Adopted Budget	2022 Adopted Budget	2021 Adopted Budget	2020 Adopted Budget
Department: 1604 - Other Recreation & Culture							
<i>OTHR CHGS - Other Charges</i>							
7100.019	County Grants Cpt. Steve's Poor Girls Open Inc	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00
7100.050	County Grants Furnacetown	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
7100.095	County Grants MarVa Theatre Performing Arts Ct	20,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
7100.135	County Grants Delmarva Discovery Ctr/Poc Mkta	30,000.00	15,000.00	15,000.00	15,000.00	30,000.00	20,000.00
7100.145	County Grants Rackliffe House Trust	1,500.00	0.00	0.00	0.00	0.00	0.00
<i>Account Classification Total: OTHR CHGS - Other Charges</i>		\$101,500.00	\$80,000.00	\$80,000.00	\$70,000.00	\$85,000.00	\$75,000.00
Department Total: 1604 - Other Recreation & Culture		\$101,500.00	\$80,000.00	\$80,000.00	\$70,000.00	\$85,000.00	\$75,000.00
EXPENSES Total		\$955,918.00	\$610,368.00	\$810,368.00	\$865,078.00	\$690,078.00	\$761,328.00

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1701 Extension Service								
PERS SVCS - Personnel Services	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
SUPP & MAT - Supplies & Materials	\$19,799.00	\$0.00	\$2,785.00	16%	\$19,799.00	\$17,014.00	\$14,226.54	\$14,132.89
MAINT & SVCS - Maintenance & Services	\$195.00	\$0.00	(\$2,785.00)	-93%	\$195.00	\$2,980.00	\$2,336.71	\$2,212.84
OTHR CHGS - Other Charges	\$247,500.00	\$0.00	\$11,869.00	5%	\$247,500.00	\$235,631.00	\$223,164.00	\$187,582.00
Department Total: Extension Service	\$267,494.00	\$0.00	\$11,869.00	5%	\$267,494.00	\$255,625.00	\$239,727.25	\$203,927.73

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1701 - Extension Service									
6100.010	Administrative Expense Administrative Expenses	4,950	0	4,950	2,350	2,600	2,470	Increase based on current year actuals.	
6100.100	Administrative Expense Dues, Licenses & Subscriptions	749	0	749	35	714	444		
6100.190	Administrative Expense Office Supplies	6,600	0	6,600	400	6,200	5,302		
6100.230	Administrative Expense Postage & Freight	1,500	0	1,500	0	1,500	1,124		
6130.010	Equipment Maintenance Copier Lease	6,000	0	6,000	0	6,000	4,887		
6550.270	Building Site Expenses Telephone	195	0	195	(2,785)	2,980	2,337	University is covering most of the telephone & internet charges.	
7120.020	Other Non-Matching Expenses Appropriation for Extension Svc	247,500	0	247,500	11,869	235,631	223,164	5.5% COLA & merit increases for employees.	
Total: 1701 - Extension Service		267,494	0	267,494	11,869	255,625	239,727		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1702 Other Natural Resources								
SUPP & MAT - Supplies & Materials	\$73,935.00	\$0.00	\$0.00	0%	\$73,935.00	\$73,935.00	\$14,984.90	\$20,161.00
OTHR CHGS - Other Charges	\$552,000.00	\$0.00	\$0.00	0%	\$552,000.00	\$552,000.00	\$518,654.81	\$514,630.61
Department Total: Other Natural Resources	\$625,935.00	\$0.00	\$0.00	0%	\$625,935.00	\$625,935.00	\$533,639.71	\$534,791.61

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1702 - Other Natural Resources									
6170.010	Program Expense Spongy Moth Control	73,935	0	73,935	0	73,935	14,985		
7100.180	County Grants Soil Conservation	12,000	0	12,000	0	12,000	12,000		
7130.030	Matching Appropriation Conservation Easements	0	0	0	0	0	18,100		
7130.040	Matching Appropriation Md Agri Land Preservation Fund	50,000	0	50,000	0	50,000	0		
7130.050	Matching Appropriation Beach Maintenance	490,000	0	490,000	0	490,000	488,555		
7180	Encumbrance Expense	0	0	0	0	0	48,459		
Total: 1702 - Other Natural Resources		625,935	0	625,935	0	625,935	582,099		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1801 Economic Development								
PERS SVCS - Personnel Services	\$239,913.00	\$30,839.78	\$94,921.00	65%	\$209,073.22	\$144,992.00	\$138,681.44	\$108,231.91
SUPP & MAT - Supplies & Materials	\$218,840.00	\$0.00	(\$2,660.00)	-1%	\$218,840.00	\$221,500.00	\$397,976.23	\$303,261.01
MAINT & SVCS - Maintenance & Services	\$48,575.00	\$0.00	\$1,825.00	4%	\$48,575.00	\$46,750.00	\$41,349.50	\$64,305.41
OTHR CHGS - Other Charges	\$20,620.00	\$0.00	\$5,837.00	39%	\$20,620.00	\$14,783.00	\$13,371.09	\$8,012.37
CAP EQ - Capital Equipment	\$64,500.00	\$0.00	\$34,500.00	115%	\$64,500.00	\$30,000.00	\$0.00	\$0.00
Department Total: Economic Development	\$592,448.00	\$30,839.78	\$134,423.00	29%	\$561,608.22	\$458,025.00	\$591,378.26	\$483,810.70

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1801 - Economic Development									
6000.100	Personnel Services Salaries	161,322	1	161,321	16,330	144,992	138,681	Increase for Business Development Specialist Position	
6010.020	Benefits Contingency	71	71	0	71	0	0		
6010.025	Benefits Deferred Comp Match	2,000	2,000	0	2,000	0	0		
6010.030	Benefits Hospitalization Insurance	33,874	(1,537)	35,411	33,874	0	0		
6010.050	Benefits Retirement	19,310	19,310	0	19,310	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	12,342	1	12,341	12,342	0	0		
6010.070	Benefits Unemployment Insurance	71	71	0	71	0	0		
6010.090	Benefits Workmans Compensation Ins	2,452	2,452	0	2,452	0	0		
6010.120	Benefits Long Term Disability	265	265	0	265	0	0		
6010.130	Benefits Life Insurance	300	300	0	300	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	325	325	0	325	0	0		
6010.150	Benefits Retirement Administration Fee	339	339	0	339	0	0		
6010.900	Benefits OPEB contribution	7,242	7,242	0	7,242	0	0		OPEB Allocation at department level
6100.100	Administrative Expense Dues, Licenses & Subscriptions	3,400	0	3,400	0	3,400	2,942		
6100.150	Administrative Expense Incentives & Events	10,000	0	10,000	0	10,000	13,348		
6100.190	Administrative Expense Office Supplies	700	0	700	0	700	667		
6110.090	Supplies & Equipment Computers & Printers	0	0	0	0	0	200		
6110.245	Supplies & Equipment Mobile Phones	2,040	0	2,040	540	1,500	1,996		
6110.280	Supplies & Equipment Office Furniture	1,500	0	1,500	(3,500)	5,000	15,035	Reduction of Furniture Supplies based on trend	
6130.010	Equipment Maintenance Copier Lease	1,200	0	1,200	300	900	1,166		
6160.151	Grant Programs Tri County Economic Dev Grant	0	0	0	0	0	167,830		
6170.020	Program Expense Workforce Development Programs	200,000	0	200,000	0	200,000	194,793		
6530.040	Consulting Services Consulting Services	45,000	0	45,000	0	45,000	39,410		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	1,875	0	1,875	625	1,250	1,045		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	1,000	0	1,000	500	500	213		
6550.270	Building Site Expenses Telephone	700	0	700	700	0	682		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7000.020	Travel, Training & Expense Board Member Allowance	4,200	0	4,200	0	4,200	2,400		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	15,220	0	15,220	8,645	6,575	9,262	Additional professional development -Workforce Specialist (1 pp) NAWDP May 2025 location TBA out of state. Marketing Specialist-Hubspot Marketing Conference (1pp) Sept 18-20, 2024, Boston, MA. Other conferences are in state or online.	
7000.115	Travel, Training & Expense Mileage	1,200	0	1,200	(2,808)	4,008	1,709	Reduction of mileage exp in anticipation of county vehicle request approval	
9010.010	Capital Equipment New Vehicles	31,000	0	31,000	31,000	0	0	New Vehicle request Chevy Malibu for workforce development specialist.	
9010.170	Capital Equipment Software	33,500	0	33,500	3,500	30,000	0	Increase to accommodate new tracking system, Placer.AI	
Total: 1801 - Economic Development		592,448	30,840	561,608	134,423	458,025	591,378		

WORCESTER COUNTY FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1803 Tourism								
PERS SVCS - Personnel Services	\$463,950.00	\$55,266.26	\$136,243.00	42%	\$408,683.74	\$327,707.00	\$298,538.85	\$278,060.62
SUPP & MAT - Supplies & Materials	\$320,700.00	\$0.00	\$83,922.00	35%	\$320,700.00	\$236,778.00	\$1,011,413.58	\$254,551.91
MAINT & SVCS - Maintenance & Services	\$845,558.00	\$0.00	\$32,824.00	4%	\$845,558.00	\$812,734.00	\$876,498.42	\$733,599.60
OTHR CHGS - Other Charges	\$12,850.00	\$0.00	\$4,800.00	60%	\$12,850.00	\$8,050.00	\$5,523.07	\$7,830.10
CAP EQ - Capital Equipment	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Tourism	\$1,643,058.00	\$55,266.26	\$257,789.00	19%	\$1,587,791.74	\$1,385,269.00	\$2,191,973.92	\$1,274,042.23

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1803 - Tourism									
Location: 200 - Administration									
6000.100	Personnel Services Salaries	249,132	1,212	247,920	18,600	230,532	219,666		
6010.020	Benefits Contingency	109	109	0	109	0	0		
6010.025	Benefits Deferred Comp Match	2,000	2,000	0	2,000	0	0		
6010.030	Benefits Hospitalization Insurance	6,712	(17,255)	23,967	6,712	0	0		
6010.050	Benefits Retirement	29,821	29,821	0	29,821	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	19,059	93	18,966	19,059	0	0		
6010.070	Benefits Unemployment Insurance	109	109	0	109	0	0		
6010.090	Benefits Workmans Compensation Ins	3,787	3,787	0	3,787	0	0		
6010.120	Benefits Long Term Disability	409	409	0	409	0	0		
6010.130	Benefits Life Insurance	463	463	0	463	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	502	502	0	502	0	0		
6010.150	Benefits Retirement Administration Fee	523	523	0	523	0	0		
6010.900	Benefits OPEB contribution	10,863	10,863	0	10,863	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	600	0	600	0	600	714		
6100.100	Administrative Expense Dues, Licenses & Subscriptions	2,969	0	2,969	1,199	1,770	2,954	based on FY 24 expenditure additional professional memberships	
6100.150	Administrative Expense Incentives & Events	900	0	900	0	900	892		
6100.190	Administrative Expense Office Supplies	1,000	0	1,000	300	700	1,089		
6110.245	Supplies & Equipment Mobile Phones	1,308	0	1,308	0	1,308	1,179		
6110.310	Supplies & Equipment Promotional Materials	38,263	0	38,263	(21,737)	60,000	43,472	Decrease to accommodate the Economic Development Vehicle Request. No reprint of Visitor's Guide in FY25	
6110.393	Supplies & Equipment Special Event Sponsorship	6,000	0	6,000	0	6,000	5,700		
6130.010	Equipment Maintenance Copier Lease	600	0	600	0	600	516		
6130.060	Equipment Maintenance Software Licensing	2,000	0	2,000	0	2,000	350		
6160.043	Grant Programs Other Grants	104,160	0	104,160	104,160	0	0	One time EDA Grant- Welcome Center Upgrades	
6160.150	Grant Programs Tourism Grant Projects	160,000	0	160,000	0	160,000	952,437		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6530.040	Consulting Services Consulting Services	19,100	0	19,100	0	19,100	27,275		
6530.180	Consulting Services Web Page	18,000	0	18,000	0	18,000	17,333		
6540.020	Vehicle Operating Expenses Fuel - WC Fleet	2,400	0	2,400	0	2,400	2,750		
6540.030	Vehicle Operating Expenses Vehicle Maintenance	1,125	0	1,125	0	1,125	689		
6550.060	Building Site Expenses Electricity	3,000	0	3,000	(3,000)	6,000	1,978	Less need based on use	
6550.090	Building Site Expenses General Maintenance Repairs	275	0	275	0	275	275		
6550.140	Building Site Expenses Internet Access	2,058	0	2,058	(942)	3,000	1,337		
6550.170	Building Site Expenses Office Rent/Lease	37,602	0	37,602	2	37,600	18,791		
6550.270	Building Site Expenses Telephone	0	0	0	0	0	960		
6900.052	Advertising Supplemental Advertising	283,500	0	283,500	0	283,500	282,021		
6900.055	Advertising Tourism	456,000	0	456,000	30,000	426,000	497,066	Tourism Additional Advertising to support new endeavors	
7000.020	Travel, Training & Expense Board Member Allowance	2,800	0	2,800	0	2,800	300		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	9,500	0	9,500	4,600	4,900	5,003	Maryland Tour and Travel Summit in Belcamp, Maryland for 2 pp	
7000.115	Travel, Training & Expense Mileage	450	0	450	200	250	253		
7180	Encumbrance Expense	0	0	0	0	0	5,500		
Total: 200 - Administration		1,477,099	32,636	1,444,463	207,739	1,269,360	2,090,501		
Location: 420 - Pocomoke Welcome Center									
6000.100	Personnel Services Salaries	102,125	0	102,125	5,950	96,175	78,873		
6000.400	Personnel Services Overtime Pay	0	0	0	(1,000)	1,000	0		
6010.020	Benefits Contingency	45	45	0	45	0	0		
6010.030	Benefits Hospitalization Insurance	7,550	(342)	7,892	7,550	0	0		
6010.050	Benefits Retirement	12,224	12,224	0	12,224	0	0		Allocation of retirement to department level
6010.060	Benefits Social Security Taxes	7,813	0	7,813	7,813	0	0		
6010.070	Benefits Unemployment Insurance	45	45	0	45	0	0		
6010.090	Benefits Workmans Compensation Ins	1,552	1,552	0	1,552	0	0		
6010.120	Benefits Long Term Disability	168	168	0	168	0	0		
6010.130	Benefits Life Insurance	190	190	0	190	0	0		
6010.140	Benefits FSA & PSA Admin and EAP Program	206	206	0	206	0	0		

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6010.150	Benefits Retirement Administration Fee	215	215	0	215	0	0		
6010.900	Benefits OPEB contribution	8,328	8,328	0	8,328	0	0		OPEB Allocation at department level
6100.010	Administrative Expense Administrative Expenses	100	0	100	0	100	0		
6100.190	Administrative Expense Office Supplies	600	0	600	0	600	154		
6110.090	Supplies & Equipment Computers & Printers	800	0	800	0	800	635		
6110.380	Supplies & Equipment Signage	1,000	0	1,000	0	1,000	1,092		
6150.050	Uniforms & Personal Equipment Uniforms	400	0	400	0	400	227		
6550.040	Building Site Expenses Cleaning Contract	4,142	0	4,142	1,542	2,600	3,834	Cleaning Contract Update	
6550.050	Building Site Expenses Custodial Supplies	380	0	380	0	380	0		
6550.060	Building Site Expenses Electricity	14,000	0	14,000	4,000	10,000	18,738	increase in rates. SHA installing new HVAC	
6550.090	Building Site Expenses General Maintenance Repairs	250	0	250	0	250	70		
6550.140	Building Site Expenses Internet Access	1,722	0	1,722	1,222	500	1,251	Internet Expense now through Talkie - higher rate	
6550.220	Building Site Expenses Security Alarm Monitoring	204	0	204	0	204	204		
6550.270	Building Site Expenses Telephone	1,800	0	1,800	0	1,800	1,928		
7000.100	Travel, Training & Expense Meetings/Conferences/Shows	100	0	100	0	100	0		
7600	Reimbursement Clearing	0	0	0	0	0	(34)		
Total: 420 - Pocomoke Welcome Center		165,959	22,631	143,328	50,050	115,909	106,973		
Total: 1803 - Tourism		1,643,058	55,266	1,587,792	257,789	1,385,269	2,197,474		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1901 Taxes Shared with Towns								
OTHR CHGS - Other Charges	\$3,630,114.00	\$0.00	\$509,157.00	16%	\$3,630,114.00	\$3,120,957.00	\$3,638,844.34	\$2,322,665.80
PMT OTH GOVT - Payments to Other Government Entities	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
Department Total: Taxes Shared with Towns	\$3,630,114.00	\$0.00	\$509,157.00	16%	\$3,630,114.00	\$3,120,957.00	\$3,638,844.34	\$2,322,665.80

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1901 - Taxes Shared with Towns									
Location: 100 - Town of Pocomoke									
7160.020	Towns' Share Towns' Share County Income Tax	332,548	0	332,548	49,528	283,020	303,107	Increase 17.5% based on increase to local income taxes	
7160.040	Towns' Share Towns' Share Liquor License Fees	9,375	0	9,375	2,344	7,031	9,375	Increase based on previous years actuals	
Total: 100 - Town of Pocomoke		341,923	0	341,923	51,872	290,051	312,482		
Location: 110 - Town of Berlin									
7160.020	Towns' Share Towns' Share County Income Tax	652,548	0	652,548	97,188	555,360	763,816	Increase based on Local income tax increase 17.5%	
7160.040	Towns' Share Towns' Share Liquor License Fees	23,000	0	23,000	2,562	20,438	25,125	Increase based on previous years actuals	
Total: 110 - Town of Berlin		675,548	0	675,548	99,750	575,798	788,941		
Location: 120 - Town of Snow Hill									
7160.020	Towns' Share Towns' Share County Income Tax	207,058	0	207,058	30,838	176,220	212,607	Increase 17.5% based on increase to local income taxes	
7160.040	Towns' Share Towns' Share Liquor License Fees	8,000	0	8,000	3,312	4,688	9,563	Increase based on previous years actuals	
Total: 120 - Town of Snow Hill		215,058	0	215,058	34,150	180,908	222,169		
Location: 130 - Town of Ocean City									
7160.010	Towns' Share Towns' Share County Bingo Fee	2,000	0	2,000	0	2,000	2,734		
7160.020	Towns' Share Towns' Share County Income Tax	2,070,585	0	2,070,585	308,385	1,762,200	1,983,737	Increase 17.5% based on increase to local income taxes	
7160.040	Towns' Share Towns' Share Liquor License Fees	325,000	0	325,000	15,000	310,000	328,781	Increase based on previous years actuals	
Total: 130 - Town of Ocean City		2,397,585	0	2,397,585	323,385	2,074,200	2,315,252		
Total: 1901 - Taxes Shared with Towns		3,630,114	0	3,630,114	509,157	3,120,957	3,638,844		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1902 Grants to Towns								
SUPP & MAT - Supplies & Materials	\$0.00	(\$150,000.00)	\$0.00		\$150,000.00	\$0.00	\$0.00	\$0.00
OTHR CHGS - Other Charges	\$6,617,628.00	(\$381,883.00)	\$200,253.00	3%	\$6,999,511.00	\$6,417,375.00	\$6,440,060.00	\$6,241,601.00
Department Total: Grants to Towns	\$6,617,628.00	(\$531,883.00)	\$200,253.00	3%	\$7,149,511.00	\$6,417,375.00	\$6,440,060.00	\$6,241,601.00

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1902 - Grants to Towns									
Location: 100 - Town of Pocumoke									
7100.153	County Grants Restricted Fire Grant	91,000	0	91,000	16,000	75,000	78,000		
7100.193	County Grants Unrestricted to Town	548,317	(40,750)	589,067	33,358	514,959	465,000		Bring unrestricted grant to \$500k to match Snow Hill's unrestricted grant.
Total: 100 - Town of Pocumoke		639,317	(40,750)	680,067	49,358	589,959	543,000		
Location: 110 - Town of Berlin									
7100.153	County Grants Restricted Fire Grant	221,000	0	221,000	(2,000)	223,000	218,000		
7100.192	County Grants Tourism to Town	0	(10,000)	10,000	0	0	0	Marketing/Tourism quarterly promotional videos for downtown business district.	Remove marketing promo request.
7100.193	County Grants Unrestricted to Town	500,000	(16,000)	516,000	35,000	465,000	538,796	Unrestricted grant increase of 7.5% and funding to help reimburse striping Seahawk Rd & cost of sidewalk leading to schools.	Bring unrestricted grant to \$500k to match Snow Hill's unrestricted grant. Remove request for striping, & sidewalks.
Total: 110 - Town of Berlin		721,000	(26,000)	747,000	33,000	688,000	756,796		
Location: 120 - Town of Snow Hill									
7100.153	County Grants Restricted Fire Grant	75,000	0	75,000	(22,000)	97,000	80,000	Decrease in Fire company out of town responses.	
7100.193	County Grants Unrestricted to Town	798,317	(163,742)	962,059	(1,642)	799,959	796,807	Grant requested increase for Byrd Park Grants towards Stormwater Plan & Replacement of Basketball Courts	Removed request for basketball courts & stormwater plan at Byrd Park.
Total: 120 - Town of Snow Hill		873,317	(163,742)	1,037,059	(23,642)	896,959	876,807		
Location: 130 - Town of Ocean City									
7100.153	County Grants Restricted Fire Grant	227,000	0	227,000	32,000	195,000	201,000		
7100.192	County Grants Tourism to Town	50,000	0	50,000	0	50,000	50,000		
7100.193	County Grants Unrestricted to Town	3,485,994	(131,391)	3,617,385	99,537	3,386,457	3,386,457		Decreased unrestricted request from 7.4% to 2.5% increase based on historical increases
Total: 130 - Town of Ocean City		3,762,994	(131,391)	3,894,385	131,537	3,631,457	3,637,457		
Location: 190 - Ocean Pines Association									

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
6160.043	Grant Programs Other Grants	0	(150,000)	150,000	0	0	0		Removed Road & Bridge Request. OPA already receives County Street Grant in Roads Dept budget per agreement based on SHA estimates.
7100.028	County Grants OPA Recreation Conditional Grant	20,000	(20,000)	40,000	20,000	0	10,000		Reduced request to 50% increase. Historical, FY23 was a \$10k grant approved.
7100.065	County Grants Grants to Towns for Police	550,000	0	550,000	0	550,000	550,000		Reduced the Revised request for Ocean Pines Police Dept. from \$725k to \$550k.
7100.153	County Grants Restricted Fire Grant	51,000	0	51,000	(10,000)	61,000	66,000		
Total: 190 - Ocean Pines Association		621,000	(170,000)	791,000	10,000	611,000	626,000		
Total: 1902 - Grants to Towns		6,617,628	(531,883)	7,149,511	200,253	6,417,375	6,440,060		

**GRANTS TO TOWNS - FY2025
Request - Ocean City**

	Ocean City <u>FY24 Approved</u>	Ocean City <u>FY25 Request</u>	Ocean City <u>FY25 Committee</u> <u>Review</u>
<u>COUNTY GRANTS TO TOWNS</u>			
Ocean City Unrestricted Grant	2,681,457	2,681,457	2,681,457
Unrestricted Grant Increase Requested 7.4%		198,428	67,037
Convention Bureau	50,000	50,000	50,000
Recreation Grant	100,000	100,000	100,000
Tourism Marketing	400,000	400,000	400,000
Other Grants - Park & Ride	80,000	80,000	80,000
Public Safety - OC Bomb Squad digital X-ray system (50% cost)	-	32,500	32,500
Downtown Redevelopment	125,000	125,000	125,000
Restricted Fire Grant	195,000	227,000	227,000
	3,631,457	3,894,385	3,762,994
Ocean City MOU Additional Request	-	-	-
Sub-Total	3,631,457	3,894,385	3,762,994
(1) Ambulance Grant ***Included in 1105 budget	1,691,260	2,430,841	2,430,841
(1) EMS Services to WOC	354,212	823,794	823,794
Supplemental Cnty Grant EMS to provide level fund	287,007	-	-
* Cnty Grant Vol. Fire Dept-General Fund Bgt	239,323	265,957	266,650
(2) Supplemental Cnty Grant Vol. Fire Dept	10,677	-	-
<u>DEBT SERVICE FOR BENEFIT OF OCEAN CITY</u>			
Beach Maintenance-DNR Fund	490,000	490,000	490,000
	3,072,479	4,010,592	4,011,285
Sub-Total County Grants & Debt	6,703,936	7,904,977.00	7,774,279.00
Tourism Marketing On-Behalf	270,000	270,000	270,000
<u>SHARED REVENUES</u>			
* Income Tax	1,762,200	2,070,585	2,070,585
* Bingo License Receipts	2,000	2,000	2,000
* Liquor License Distribution	310,000	325,000	325,000
	2,074,200	2,397,585	2,397,585
<u>STATE AID PASS THRU</u>			
* Fire Co. Aid-State Pass Thru Vol Fire-est	32,075	32,085	32,085
* Fire Co. Aid-State Pass Thru Towns-est	34,833	34,833	34,833
TOTAL	\$ 9,115,044	\$ 10,639,480	\$ 10,508,782

* Mandated by State or County Code

(1) Ambulance Grant calculated FY2025 rates based on CY2023 runs

(2) Fire Grant supplement approved from General Fund FY14-FY24

**GRANTS TO TOWNS - FY2025
Request - Ocean Pines Association**

	Ocean Pines FY24 Approved	Ocean Pines FY25 Revised Request	Ocean Pines FY25 Committee Review
<u>COUNTY GRANTS TO TOWNS</u>			
** County Street Grants By Agreement	161,425	195,866	195,866
Infrastructure - Roads & Bridge Repairs		150,000	-
Recreation Grant		40,000	20,000
Tourism			
Police Aid *(request was revised in March from 550k to 725k)	550,000	725,000	550,000
Restricted Fire Grant	61,000	51,000	51,000
	772,425	1,161,866	816,866
* Cnty Grant Vol. Fire Dept	239,323	265,957	266,650
(1) Supplemental Cnty Grant Vol. Fire Dept	10,677	-	-
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	670,205	870,124	870,124
Supplement to provide level funding	110,238	-	-
	1,030,443	1,136,081	1,136,774
Sub-Total County Grants & Debt	1,802,868	2,297,947	1,953,640
<u>STATE AID PASS THRU</u>			
* Fire Co. Aid-State Pass Thru Vol Fire-est	32,075	32,085	32,085
TOTAL	\$ 1,834,943	\$ 2,330,032	\$ 1,985,725

** In Roads Dept Budget

* Mandated by State or County Code

(1) Fire Grant supplement approved from General Fund FY14-FY24

(2) Ambulance Grant calculated FY2025 rates based on CY2023 runs

**GRANTS TO TOWNS - FY2025
Request - Berlin**

	Berlin <u>FY24 Approved</u>	Berlin <u>FY25 Request</u>	Berlin <u>FY25 Committee</u> <u>Review</u>
<u>COUNTY GRANTS TO TOWNS</u>			
Unrestricted Grant	465,000	465,000	465,000
Unrestricted Grant Increase Requested 7.5%		35,000	35,000
Striping Seahawk Rd & new sidewalk to schools	-	16,000	-
Tourism/Marketing promo videos business district	-	10,000	-
Restricted Fire Grant	223,000	221,000	221,000
	688,000	747,000	721,000
* Cnty Grant Vol. Fire Dept	239,323	265,957	266,650
(1) Supplemental Cnty Grant Vol. Fire Dept	10,677	-	-
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budge	869,851	1,197,215	1,197,215
Supplemental Cnty Grant EMS to provide level fund	152,419	-	-
	1,272,270	1,463,172	1,463,865
Sub-Total County Grants & Debt	1,960,270	2,210,172	2,184,865
Tourism Marketing On-Behalf	4,500	4,500	4,500
<u>SHARED REVENUES</u>			
* Income Tax	555,360	652,548	652,548
* Liquor License Distribution	20,438	23,000	23,000
	575,798	675,548	675,548
<u>STATE AID PASS THRU</u>			
* Fire Co. Aid-State Pass Thru Vol Fire-est	32,075	32,085	32,085
* Fire Co. Aid-State Pass Thru Towns-est	10,711	11,500	11,500
TOTAL	\$ 2,583,354	\$ 2,933,805	\$ 2,908,498

- * Mandated by State or County Code
- (1) Fire Grant supplement approved from General Fund FY14-FY24
- (2) Ambulance Grant calculated FY2025 rates based on CY2023 runs

**GRANTS TO TOWNS - FY2025
Request - Snow Hill**

	Snow Hill <u>FY24 Approved</u>	Snow Hill <u>FY25 Request</u>	Snow Hill <u>FY25 Committee</u> <u>Review</u>
<u>COUNTY GRANTS TO TOWNS</u>			
Unrestricted Grant	500,000	500,000	500,000
Other Grants - in lieu	200,000	200,000	200,000
Other Grants - in lieu Bikeways Plan	50,000	50,000	50,000
Byrd Park Grant - Stormwater Plan		98,742	-
Byrd Park Grant - Replace Basketball Courts		65,000	-
Infrastrure Grant	49,959	48,317	48,317
Restricted Fire Grant	97,000	75,000	75,000
	896,959	1,037,059	873,317
* Cnty Grant Vol. Fire Dept	239,323	265,957	266,650
(1) Supplemental Cnty Grant Vol. Fire Dept	10,677	-	-
(2) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	731,985	903,312	903,312
Supplemental Cnty Grant EMS to provide level fund	141,791		
	1,123,776	1,169,269	1,169,962
Sub-Total County Grants & Debt	2,020,735	2,206,328	2,043,279
Tourism Marketing On-Behalf	4,500	4,500	4,500
<u>SHARED REVENUES</u>			
Income Tax	176,220	207,058	207,058
* Liquor License Distribution	4,688	8,000	8,000
	180,908	215,058	215,058
<u>STATE AID PASS THRU</u>			
* Fire Co. Aid-State Pass Thru Vol Fire-est	32,075	32,085	32,085
* Fire Co. Aid-State Pass Thru Towns-est	2,260	2,200	2,200
TOTAL	\$ 2,240,478	\$ 2,460,171	\$ 2,297,122

* Mandated by State or County Code

(1) Fire Grant supplement approved from General Fund FY14-FY24

(2) Ambulance Grant calculated FY2025 rates based on CY2023 runs

**GRANTS TO TOWNS - FY2025
Request - Pocomoke City**

	Pocomoke City <u>FY24 Approved</u>	Pocomoke City <u>FY25 Request</u>	Pocomoke City <u>FY25 Committee</u> <u>Review</u>
<u>COUNTY GRANTS TO TOWNS</u>			
Unrestricted Grant	465,000	465,000	465,000
Unrestricted Grant Increase Requested		75,750	35,000
Infrastructure Grant	49,959	48,317	48,317
Restricted Fire Grant	75,000	91,000	91,000
	589,959	680,067	639,317
(1) Ambulance Grant- Vol Fire Co ***Included in 1105 Budget	640,895	1,017,957	1,017,957
Supplemental Cnty Grant EMS to provide level fund	136,601	-	-
* Cnty Grant Vol. Fire Dept - based on code	239,323	265,957	266,650
(2) Supplemental Cnty Grant Vol. Fire Dept	10,677	-	-
Sub-Total County Grants & Debt	1,617,455	1,963,981	1,923,924
Tourism Marketing On-Behalf	4,500	4,500	4,500
<u>SHARED REVENUES</u>			
* Income Tax	283,020	332,548	332,548
* Liquor License Distribution	7,031	9,375	9,375
	290,051	341,923	341,923
<u>STATE AID PASS THRU</u>			
* Fire Co. Aid-State Pass Thru Vol Fire-est	32,075	32,085	32,085
* Fire Co. Aid-State Pass Thru Towns-est	2,725	617	617
TOTAL	\$ 1,946,806	\$ 2,343,106	\$ 2,303,049

* Mandated by State or County Code

(1) Ambulance Grant calculated FY2025 rates based on CY2023 runs

(2) Fire Grant supplement approved from General Fund FY14-FY24

FY2025 Grants to Towns Committee Review

		Grant	In lieu taxes	Unrestricted Increase	Striping Seahawk Rd & Sidewalk	Tourism/ Marketng videos	Byrd Park Stormwater & Basketball	Public Safety OC Bomb Squad X-Ray	Park N Ride	DownTown Redevelop.	Table Games 10%	Street/Road Grant OP Agreement	Roads & bridges	Police Grant	Restricted Fire Grant	Convention Bureau	Recreation	Tourism	Total	
		7100.193	7100.193	7100.193							7100.193	1202.6600.010		7100.065	7100.153	7100.192	7100.028	7100.029		
Pocomoke	100.1902.100	\$ 465,000		\$ 35,000							\$ 48,317				\$ 91,000					\$ 639,317
Berlin	100.1902.110	\$ 465,000		\$ 35,000	\$ -	\$ -									\$ 221,000					\$ 721,000
Snow Hill	100.1902.120	\$ 500,000	\$ 250,000				\$ -				\$ 48,317				\$ 75,000					\$ 873,317
Ocean City	100.1902.130	\$ 2,681,457		\$67,037				\$ 32,500	\$ 80,000	\$ 125,000					\$ 227,000	\$ 50,000	\$ 100,000	\$ 400,000		\$ 3,762,994
Ocean Pines Assoc.	100.1902.190											\$ 195,866		\$ 550,000	\$ 51,000		\$ 20,000			\$ 816,866
TOTAL	TOTALS	\$ 4,111,457	\$ 250,000	\$ 137,037	\$ -	\$ -	\$ -	\$ 32,500	\$ 80,000	\$ 125,000	\$ 96,634	\$ 195,866	\$ -	\$ 550,000	\$ 665,000	\$ 50,000	\$ 120,000	\$ 400,000	\$	\$ 6,813,494
												\$ 4,832,628	\$ 195,866	\$ -	\$ 550,000	\$ 665,000	\$ 50,000	\$ 120,000	\$ 400,000	\$ 6,813,494

FY2025 Grants to Towns Requested

		Grant	In lieu taxes	Unrestricted Increase	Striping Seahawk Rd & Sidewalk	Tourism/ Marketng videos	Byrd Park Stormwater & Basketball	Public Safety OC Bomb Squad X-Ray	Park N Ride	DownTown Redevelop.	Table Games 10%	Street/Road Grant OP Agreement	Roads & bridges	Police Grant	Restricted Fire Grant	Convention Bureau	Recreation	Tourism	Total	
		7100.193	7100.193	7100.193							7100.193	1202.6600.010		7100.065	7100.153	7100.192	7100.028	7100.029		
Pocomoke	100.1902.100	\$ 465,000		\$ 75,750							\$ 48,317				\$ 91,000					\$ 680,067
Berlin	100.1902.110	\$ 465,000		\$ 35,000	\$ 16,000	\$ 10,000									\$ 221,000					\$ 747,000
Snow Hill	100.1902.120	\$ 500,000	\$ 250,000				\$ 163,742				\$ 48,317				\$ 75,000					\$ 1,037,059
Ocean City	100.1902.130	\$ 2,681,457		\$198,428				\$ 32,500	\$ 80,000	\$ 125,000					\$ 227,000	\$ 50,000	\$ 100,000	\$ 400,000		\$ 3,894,385
Ocean Pines Assoc. (Revised)	100.1902.190											\$ 195,866	\$ 150,000	\$ 725,000	\$ 51,000		\$ 40,000			\$ 1,161,866
TOTAL	TOTALS	\$ 4,111,457	\$ 250,000	\$ 309,178	\$ 16,000	\$ 10,000	\$ 163,742	\$ 32,500	\$ 80,000	\$ 125,000	\$ 96,634	\$ 195,866	\$ 150,000	\$ 725,000	\$ 665,000	\$ 50,000	\$ 140,000	\$ 400,000	\$	\$ 7,520,377
												\$ 5,194,511	\$ 195,866	\$ 150,000	\$ 725,000	\$ 665,000	\$ 50,000	\$ 140,000	\$ 400,000	\$ 7,520,377

FY2024 Grants to Towns Approved

		Grant	In lieu taxes	Unrestricted Increase	Rails to Trails restricted	Park N Ride	DownTown Redevelop.	Table Games 10%	Street/Road Grant OP Agreement	Roads & bridges	Police Grant	Restricted Fire Grant	Convention Bureau	Recreation	Tourism	Total		
		7100.193	7100.193	7100.193				7100.193	1202.6600.010		7100.065	7100.153	7100.192	7100.028	7100.029			
Pocomoke	100.1902.100	\$ 465,000						\$ 49,959				\$ 75,000				\$ 589,959		
Berlin	100.1902.110	\$ 465,000										\$ 223,000				\$ 688,000		
Snow Hill	100.1902.120	\$ 500,000	\$ 250,000					\$ 49,959				\$ 97,000				\$ 896,959		
Ocean City	100.1902.130	\$ 2,681,457				\$ 80,000	\$ 125,000					\$ 195,000	\$ 50,000	\$ 100,000	\$ 400,000	\$ 3,631,457		
Ocean Pines Assoc.	100.1902.190								\$ 161,425		\$ 550,000	\$ 61,000				\$ 772,425		
TOTAL	TOTALS	\$ 4,111,457	\$ 250,000	\$ -	\$ -	\$ 80,000	\$ 125,000	\$ 99,918	\$ -	\$ -	\$ 550,000	\$ 651,000	\$ 50,000	\$ 100,000	\$ 400,000	\$ 6,578,800		
												\$ 4,666,375	\$ 550,000	\$ 651,000	\$ 50,000	\$ 100,000	\$ 400,000	\$ 6,417,375

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1950 Benefits & Insurance								
MAINT & SVCS - Maintenance & Services	\$0.00	(\$10,000.00)	(\$5,000.00)	-100%	\$10,000.00	\$5,000.00	\$94,787.00	\$1,000.00
OTHR CHGS - Other Charges	\$0.00	(\$24,258,854.00)	(\$26,625,018.00)	-100%	\$24,258,854.00	\$26,625,018.00	\$22,991,661.68	\$20,799,859.92
Department Total: Benefits & Insurance	\$0.00	(\$24,268,854.00)	(\$26,630,018.00)	-100%	\$24,268,854.00	\$26,630,018.00	\$23,086,448.68	\$20,800,859.92

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1950 - Benefits & Insurance									
6510.070	Legal Services Judgements & Lawsuits	0	(10,000)	10,000	(5,000)	5,000	87,993	Increase based on prior years actuals	Moved to Account#100.1090.070.6510.070 to match the audit
6550.135	Building Site Expenses Insurance Claim Expenses	0	0	0	0	0	6,794		
7170.020	Benefits & Insurance Contingency	0	(20,000)	20,000	(20,000)	20,000	3,274		Contingency has been allocated directly to the department level in Committee Review.
7170.025	Benefits & Insurance Deferred Comp Match	0	(300,000)	300,000	(300,000)	300,000	0		Allocated Deferred Comp to Departments
7170.030	Benefits & Insurance Hospitalization Insurance	0	(2,000,000)	2,000,000	(6,125,805)	6,125,805	5,346,169	Hold for RSR Stabilization. Retiree Healthcare budgeted in this line. Health benefits to employees allocated to department level.	Moved to Interfund Acct#1985.8100.010 Transfer to Other Funds Health Ins Rate Stabilization Reserve Fund approved 3/19/24
7170.040	Benefits & Insurance Other Post-Employment Benefits	0	(12,639,536)	12,639,536	(10,385,818)	10,385,818	9,500,000	Additional OPEB to meet current retiree expense not covered by Board of Education	Moved OPEB directly into County Departments. BOE OPEB moved into Department 1505 to show cost at department level.
7170.050	Benefits & Insurance Retirement	0	(6,934,717)	6,934,717	(4,946,515)	4,946,515	3,860,611		Retirement is allocated to departments directly in Committee Review.
7170.060	Benefits & Insurance Social Security Taxes	0	0	0	(2,830,500)	2,830,500	2,417,400	Social Security Taxes allocated to departments	
7170.070	Benefits & Insurance Unemployment Insurance	0	(20,000)	20,000	(20,000)	20,000	1,392		Unemployment Insurance has been allocated directly to the department level in Committee Review.
7170.080	Benefits & Insurance Vested Benefits	0	0	0	0	0	114,200		
7170.090	Benefits & Insurance Workmans Compensation Ins	0	(1,189,101)	1,189,101	(923,192)	923,192	859,549	Workmans Comp based on estimate from Chesapeake Insurance 2/2024	Workmans Comp quote from 4/5/24 has been allocated directly to the department level in Committee Review.
7170.100	Benefits & Insurance Property & Liability Insurance	0	(800,000)	800,000	(770,000)	770,000	571,396	Increase based on actuals	Moved to Account# 100.1090.070.7170.100 to match the audit.
7170.120	Benefits & Insurance Long Term Disability	0	(75,000)	75,000	(72,000)	72,000	51,496	Increase based on actuals	Long Term Disability has been allocated directly to the department level in Committee Review.
7170.130	Benefits & Insurance Life Insurance	0	(85,000)	85,000	(71,372)	71,372	82,173	Increase based on prior years actuals	Life Insurance has been allocated directly to the department level in Committee Review.

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
7170.140	Benefits & Insurance FSA & PSA Admin and EAP Program	0	(92,000)	92,000	(90,896)	90,896	89,945	Increase based on actuals	FSA & PSA Admin has been allocated directly to the department level in Committee Review.
7170.150	Benefits & Insurance Retirement Administration Fee	0	(96,000)	96,000	(68,920)	68,920	94,057	Increase based on prior years actuals	Retirement Admin Fee has been allocated directly to the department level in Committee Review.
7170.160	Benefits & Insurance Time to Care Act Insurance	0	(7,500)	7,500	0	0	0		Moved to 1090.070.6530.040 Consulting
Total: 1950 - Benefits & Insurance		0	(24,268,854)	24,268,854	(26,630,018)	26,630,018	23,086,449		

WORCESTER COUNTY

FY2025 Budget Request

	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1975 Debt Service								
OTHR CHGS - Other Charges	\$10,077,454.00	\$0.00	(\$3,121,808.00)	-24%	\$10,077,454.00	\$13,199,262.00	\$13,651,583.82	\$13,691,172.96
Department Total: Debt Service	\$10,077,454.00	\$0.00	(\$3,121,808.00)	-24%	\$10,077,454.00	\$13,199,262.00	\$13,651,583.82	\$13,691,172.96

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1975 - Debt Service									
7700.090	Debt Service 2013 Capital Improvement Bonds	397,648	0	397,648	(2,562)	400,210	397,585		
7700.100	Debt Service 2014 Capital Improvement Bonds	3,716,577	0	3,716,577	(4,000)	3,720,577	3,743,577		
7700.110	Debt Service 2015 Capital Improvement Bond	796,737	0	796,737	(3,124,338)	3,921,075	6,411,931		
7700.120	Debt Service 2019 Capital Improvement Bond	3,100,117	0	3,100,117	6,000	3,094,117	3,098,492		
7700.130	Debt Service 2022 Capital Improvement Bond	2,066,375	0	2,066,375	3,092	2,063,283	0		
Total: 1975 - Debt Service		10,077,454	0	10,077,454	(3,121,808)	13,199,262	13,651,584		

WORCESTER COUNTY								
FY2025 Budget Request								
	2025 Committee Review	Committee Adjustments	Overall FY25 Committee Variance \$ vs FY24 Adopted	Overall FY25 Committee Variance % vs FY24 Adopted	2025 Department Requested	2024 Adopted Budget	2023 Actual Amount	2022 Actual Amount
Department: 1985 Interfund								
INTFND CHGS - Interfund Charges	\$10,671,390.00	\$2,284,065.00	\$10,671,390.00		\$8,387,325.00	\$0.00	\$8,733,934.40	\$14,245,216.56
Department Total: Interfund	\$10,671,390.00	\$2,284,065.00	\$10,671,390.00	+++	\$8,387,325.00	\$0.00	\$8,733,934.40	\$14,245,216.56

Worcester County		Expense Budget Worksheet Report							
Account Number	Account Description	2025 Committee Review	Committee Adjustment	2025 Department Requested	\$ Variance FY25 Committee vs FY24 Adopted	2024 Adopted Budget	2023 Actual Amount	Department Requested Comments	Committee Review Comments
Department: 1985 - Interfund									
8100.010	Transfers Out Transfers to Other Funds	7,961,507	3,461,507	4,500,000	7,961,507	0	0	Transfer to WWW to cover Riddle Farm Wastewater Treatment Plant Upgrade Shortfall & Riddle Farm Bypass Interconnect	Transfer out Health Insurance Rate Stabilization Fund, Riddle Farm Bypass Interconnect & Riddle Farm Upgrade
8100.020	Transfers Out Transfers Out - Capital Projects	0	0	0	0	0	5,737,130		
8100.050	Transfers Out Transfers Out - OPEB Reserve	0	0	0	0	0	1,731,096		
8100.080	Transfers Out Transfer to Reserve Fund	2,709,883	(1,177,442)	3,887,325	2,709,883	0	1,265,708	Transfer designated to reserve to meet the 15% requirement per resolution	Designated reserve to meet the 15% requirement (Dept Requested expenditures decreased in Committee Review)
Department Total: 1985 - Interfund		10,671,390	2,284,065	8,387,325	10,671,390	0	8,733,934		

ITEM 5

FY2025 Capital by Department											5/1/2024
Acct. Number				Vehicle Rating from Fleet	Replace/ New	\$ Department Request	\$ Funded as of 5/01/24	Comments	Model Yr to Replace	Estimated Miles 6/30/2024	Request Description
(FY2025 Expense Worksheet)											
Capital Request -Public Safety fund with Casino/Video Lottery Terminal Grants Revenue											
One-Time Capital Request FY2023											
Sheriff's Office											
1	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD	6	R	\$ 55,000	\$ 55,000	Casino/VLT	2013	295,000	estimated annual repair \$4,000
2	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD	6	R	\$ 55,000	\$ 55,000	Casino/VLT	2012	260,000	estimated annual repair \$4,000
3	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD	7	R	\$ 55,000	\$ 55,000	Casino/VLT	2013	260,000	estimated annual repair \$4,000
4	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD	6	R	\$ 55,000	\$ 55,000	Casino/VLT	2013	270,000	estimated annual repair \$4,000
5	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD	10	R	\$ 55,000	\$ 55,000	Casino/VLT	2015	245,000	estimated annual repair \$6,000
6	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD	13	R	\$ 55,000	\$ 55,000	Casino/VLT	2015	225,000	estimated annual repair \$6,000
7	1101.030.9010.010	vehicle	Patrol Ford F150 Pursuit	12	R	\$ 60,000	\$ 60,000	Casino/VLT	2014	220,000	estimated annual repair \$4,000
8	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD	13	R	\$ 55,000	\$ 55,000	Casino/VLT	2015	215,000	estimated annual repair \$6,000
9	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 4WD	14	R	\$ 60,000	\$ 60,000	Casino/VLT	2016	205,000	estimated annual repair \$6,000
10	1101.030.9010.010	vehicle	Patrol Tahoe PPV SUV 2WD		N	\$ 55,000	\$ 55,000	Casino/VLT			Conversion vehicle for part-time to full time deputy
11	1101.030.9010.020	vehicle	vehicle equipment for replacements & new vehicles		R	\$ 230,000	\$ 230,000	Casino/VLT			vehicle equipment for 9 replacement vehicles & 1 new vehicle
Emergency Services											
12	1102.044.9010.010	vehicle	Ford F-250 or Equivalent Full Size 4x4	8	R	\$ 77,000	\$ 77,000	Casino/VLT	2005	125,136	estimated annual repair \$7,000
13	1102.044.9010.020	vehicle	vehicle equipment for replacement vehicle		R	\$ 18,000	\$ 18,000	Casino/VLT			
Fire Marshal											
14	1104.9010.010	vehicle	4 Door 3/4 Ton Pick Up Truck	6	R	\$ 72,000	\$ 72,000	Casino/VLT	2012	205,000	estimated annual repair \$10,000
15	1104.9010.010	vehicle	4 Door 3/4 Ton Pick Up Truck	12	R	\$ 72,000	\$ 72,000	Casino/VLT	2016	205,000	estimated annual repair \$10,000
16	1104.9010.020	vehicle	vehicle equipment for replacement vehicles		R	\$ 32,000	\$ 32,000	Casino/VLT			vehicle equipment for 2 replacement vehicles
Total Casino/Video Lottery Terminals Revenue						\$ 1,061,000	\$ 1,061,000				

ITEM 5

FY2025 Capital by Department											5/1/2024
Acct. Number				Vehicle Rating from Fleet	Replace/ New	\$ Department Request	\$ Funded as of 5/01/24	Comments	Model Yr to Replace	Estimated Miles 6/30/2024	Request Description
Capital Request -FY2025											
One-Time Capital Request FY2025											
Environmental Programs											
17	1010.9010.010	vehicle	Half Ton Ext. Cab Pickup Truck	4	R	\$ 50,000	\$ 50,000	General Fund	2006	166,729	Body work issues, all panels dented and frame is rusted. Estimated annual repair \$2,500 Deputy Director Vehicle
Jail											
18	1103.9010.060	equip	Gravelly-Zero Turn Lawn Tractor		R	\$ 13,895	\$ 13,895	General Fund			Replace a 2002 Toro Lawn Mower
Maintenance											
19	1201.9010.010	vehicle	Transit Work/Cargo Van	7	R	\$ 60,000	\$ 60,000	General Fund	2006	85,000	Body is rusting & seats ripped. Used by chief custodian for custodial product deliveries daily
20	1201.9010.070	equip	Mini Excavator		N	\$ 30,500	\$ 30,500	General Fund			New mini excavator & attachments for various projects such as digging, landscaping and trenching
21	1201.9010.070	equip	Mini Excavator attachment for Stump Grinder		N	\$ 6,500	\$ 6,500	General Fund			New mini excavator & attachments for various projects such as digging, landscaping and trenching
22	1201.9010.070	equip	Mini Excavator Auger Attachment		N	\$ 6,750	\$ 6,750	General Fund			New mini excavator & attachments for various projects such as digging, landscaping and trenching
Roads											
23	1202.9010.010	vehicle	International 4x2, 10 wheeled Truck Tractor		R	\$ 192,400	\$ 192,400	General Fund	1991	144,000	estimated annual repair \$1,500. Used for hauling equipment and CDL Training.
24	1202.9010.010	vehicle	Tandem Dump Truck with Snow Plow		R	\$ 294,192	\$ 294,192	General Fund	1991	165,932	Estimated annual repair \$439
25	1202.9010.050	equip	Brine Advantage Salt Brine Maker		N	\$ 65,000	\$ -	Request in Small Projects Assigned Funds			Requested upgrade to well and salt brine operations.
26	1202.9010.050	equip	Flex Pro Salt Brine Fill Station		N	\$ 37,100	\$ -	Request in Small Projects Assigned Funds			Requested upgrade to well and salt brine operations.
27	1202.9010.050	equip	Rep. Well 6"x80' for salt brine operations/future wash bay		N	\$ 60,000	\$ -	Request in Small Projects Assigned Funds			Requested upgrade to well and salt brine operations.
28	1202.9010.070	equip	AC 545B Loader		R	\$ 60,000	\$ 60,000	General Fund	Approved in FY24 Lease		Front End Loader is in year 2 of a 5 year lease approved in FY24
29	1202.9010.070	equip	Skid Steer		R	\$ 23,508	\$ 23,508	General Fund	Approved in FY23 Lease		Skid Steer with bucket. 3rd year of a 5 year lease approved in FY23
Public Works											
30	1203.220.9010.060	equip	Car/Truck Drive On Lift		N	\$ 30,000	\$ 30,000	General Fund			Lift is needed for new mechanic to service & repair vehicles
31	1203.220.9010.060	equip	Snap On Diagnostic Tool		R	\$ 8,500	\$ 8,500	General Fund	2014		Current tool is over 10 years old & does not work with newer vehicles
32	1203.220.9010.060	equip	Tire Changing/Balancing Machine		R	\$ 37,500	\$ 37,500	General Fund	2004		Mounting machine is 20 years old & Balancing machine is 18 years old both with costly repairs

ITEM 5

FY2025 Capital by Department											5/1/2024
Acct. Number			Vehicle Rating from Fleet	Replace/ New	\$ Department Request	\$ Funded as of 5/01/24	Comments	Model Yr to Replace	Estimated Miles 6/30/2024	Request Description	
Recycling											
33	1206.9010.060	bldg imp	Replacement of 3 Overhead doors		R	\$ 150,000	\$ -	Request in Small Projects Assigned Funds		Neither door is functioning. Not safe in bad weather.	
34	1206.9010.070	equip	Forklift		R	\$ 50,000	\$ 50,000	General Fund		Currently using Skid Steer which is to large. Would use to empty bins & relocate bails	
Mosquito Control											
35	1302.9010.050	bldg imp	Parking lot paving & drainage improvements		N	\$ 21,250	\$ -	Moved to Assigned Funds Paving Impr		Parking lot stabilization, paving and drainage repairs	
Recreation Department											
36	1601.400.9010.010	vehicle	Small SUV - Chevy/Ford		N	\$ 38,000	\$ -	Use existing vehicles		Requested for Deputy Director Position vehicle. Committee proposing deputy director position using an existing vehicle.	
Parks Department											
37	1602.500.9010.010	vehicle	Ford/Chevy Half Ton Truck	7	R	\$ 45,000	\$ 45,000	General Fund	2005	82,000 Replacement of 2005 Chevy Colorado. Estimated annual repair \$2,000	
28	1602.500.9010.060	equip	Soccer Goal Replacement Sets		R	\$ 12,000	\$ 12,000	General Fund		New Aluminum soccer goes to replace older version goals.	
39	1602.500.9010.070	equip	Standard 3 Wheel Field Groomer		R	\$ 32,000	\$ 32,000	General Fund		Safety and reliability issues with the old field groomer	
40	1602.500.9010.070	equip	72 inch Zero Turn Lawnmower		R	\$ 17,000	\$ 17,000	General Fund		Mower being replaced has over 3,000 hours with numerous repairs needed.	
Library											
41	1603.325.9010.050	equip	Security Cameras		N	\$ 25,000	\$ -	Move to Assigned Funds IT Camera Upgrade		Security System for the Ocean Pines Library (install cameras at entrances, pop-up library and bookmobile parking area.	
Economic Development											
42	1801.9010.010	vehicle	Chevy Malibu 2024		N	\$ 31,000	\$ 31,000	General Fund		Vehicle for Workforce Development Specialist in the field daily.	
					Total FY2025 General Fund		\$ 1,397,095	\$ 1,000,745			
					TOTAL Requested Capital		\$ 2,458,095	\$ 2,061,745			

Vehicle Rating Summary

Department	Vin	Year	Make	Model	Rating
SHERIFF	1GNLC2E03DR217916	2013	CHEVY	TAHOE 2WD	6
SHERIFF	1GNLC2E05CR169138	2012	CHEVY	TAHOE 2WD	6
SHERIFF	1GNLC2E04DR314042	2013	CHEVY	TAHOE 2WD	7
SHERIFF	1GNLC2E06DR218154	2013	CHEVY	TAHOE 2WD	6
SHERIFF	1GNLC2EC8FR606421	2015	CHEVY	TAHOE 2WD	10
SHERIFF	1GNLC2EC7FR604935	2015	CHEVY	TAHOE 2WD	13
SHERIFF	1GNSK2E00ER189671	2014	CHEVY	TAHOE 4X4	12
SHERIFF	1GNLC2EC5FR607963	2015	CHEVY	TAHOE 2WD	13
SHERIFF	1GNLCDEC5GR316473	2016	CHEVY	TAHOE 2WD	14
ENVIRONMENTAL PROGRAMS	1GCEC14X86Z112155	2006	CHEVY	SILVERADO 1500	4
EMERGENCY SERVICES	1GCEC14V55Z255142	2005	CHEVY	SILVERADO 1500	8
FIRE MARSHAL	1GNLC2E02CR176449	2012	CHEVY	TAHOE 4X4	6
FIRE MARSHAL	3GCUKNECXGG180007	2016	CHEVY	SILVERADO 1400 4X4	12
MAINTENANCE	1FTRE14W96DB35993	2006	FORD	ECONOLINE 150 VAN	7
PARKS	1GCCS146058230304	2005	CHEVY	COLORADO	7

VEHICLE RATING INSPECTION

Rating	Miles	Age	Est. Repairs	Body	Inspection Date
5	Under 75,000	5 years or newer	\$200 or less	Excellent	2/5/2024
4	75,001 - 100,000	6-9 years	\$500 or less	Minor Scratches	Department SHERIFF
3	100,001-125,000	10-12 years	\$1000 or less	Small Dents / Scratches	Mileage 280,444
2	125,001 - 150,000	13-15 years	\$1500 or less	Larger Dents / Peeling paint	
1	150,001 or over	16+, Replace	\$2000 or less	Major body damage / Peeling paint / Rust	

Vehicle Information:

Serial: 1GNLC2E03DR217916

Year: 2013

Make: CHEVROLET

KBB Value: \$2,131.00

Model: TAHOE 4X2

Overall Rating: 6 out of 20

Repairs Needed: BURNING OIL AND BODY IS RUSTY.

VEHICLE RATING INSPECTION

Rating	Miles	Age	Est. Repairs	Body	Inspection Date
5	Under 75,000	5 years or newer	\$200 or less	Excellent	2/8/2024
4	75,001 - 100,000	6-9 years	\$500 or less	Minor Scratches	Department SHERIFF
3	100,001-125,000	10-12 years	\$1000 or less	Small Dents / Scratches	Mileage 254,396
2	125,001 - 150,000	13-15 years	\$1500 or less	Larger Dents / Peeling paint	
1	150,001 or over	16+, Replace	\$2000 or less	Major body damage / Peeling paint / Rust	

Vehicle Information:

Serial: 1GNLC2E04DR314042

Year: 2013

Make: CHEVROLET

KBB Value: \$2,168.00

Model: TAHOE 4X2

Overall Rating: 7 out of 20

Repairs Needed: FLOOR DRIVERSIDE TORN, DRIVER SEAT RIPPED, AND OIL LEAKS.

VEHICLE RATING INSPECTION

Rating	Miles	Age	Est. Repairs	Body	Inspection Date
5	Under 75,000	5 years or newer	\$200 or less	Excellent	2/8/2024
4	75,001 - 100,000	6-9 years	\$500 or less	Minor Scratches	Department SHERIFF
3	100,001-125,000	10-12 years	\$1000 or less	Small Dents / Scratches	Mileage 190,122
2	125,001 - 150,000	13-15 years	\$1500 or less	Larger Dents / Peeling paint	
1	150,001 or over	16+, Replace	\$2000 or less	Major body damage / Peeling paint / Rust	

Vehicle Information:

Serial: 1GNLC2EC5FR607963

Year: 2015

Make: CHEVROLET

KBB Value: \$5,521.00

Model: TAHOE

Overall Rating: 13 out of 20

Repairs Needed: SOME RUST, AND OIL CONSUMPTION.



Worcester County

Government Center

Department of Human Resources
One West Market Street, Room 1301
Snow Hill, Maryland 21863-1213
410-632-0090
Fax: 410-632-5614

STACEY E. NORTON
Human Resources Director

PAT WALLS
Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: April 29, 2024
Subject: FY 25 Enterprise Fund Request for Promotions

Our Solid Waste Division provides critical services. We have **2 requests** for promotions due to obtaining a CDL license and experience operating equipment in Solid Waste with a salary cost of **\$4,190**.

Our Water and Wastewater Division provides critical water and sewer services. The employees are essential workers and provide coverage 24/7. Many employees are required to be on call to provide services after hours due to emergencies. These skilled positions require training and licenses. The County's past practice of approving promotions of employees who obtain certifications and/or license the County needs to operate, has resulted in a request for promotions for **14** Water and Wastewater employees costing **\$32,677**.

Below is a summary of the salary expenses for the requested promotions:

Solid Waste	\$ 4,190
<u>Water and Wastewater</u>	<u>\$32,677</u>
Total	\$36,867

The total cost for these requests for the Enterprise Fund is **\$36,867**. 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. The recommendations are based on information obtained from the department heads, service record, job description, and/or personnel guidelines.

Thank you for your consideration.

Attachments

FY 25 ENTERPRISE FUND PERSONNEL CAREER LADDER CHANGES REQUESTS

NUMBER	DEPT NAME	CURRENT JOB TITLE	G/S	NEW JOB TITLE	G/S
1	SOLID WASTE	LANDFILL OPERATOR I	9/8	LANDFILL OPERATOR II	10/8
1	SOLID WASTE	LANDFILL OPERATOR II	10/16	LANDFILL OPERATOR III	11/16
10	WATER AND WASTE WATER	PLANT OPERATOR TRAINEE	11/4 - 11S/18	PLANT OPERATOR I	12/4 - 12S/18
3	WATER AND WASTE WATER	PLANT OPERATOR I	12/6-12/10	PLANT OPERATOR II	14/6-14/10
1	WATER AND WASTE WATER	PLANT OPERATOR II	14/9	PLANT OPERATOR III	15/9
16	TOTAL				



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 Snow Hill, Maryland 21863-1213
 410-632-0090
 Fax: 410-632-5614

STACEY E. NORTON
 Human Resources Director

PAT WALLS
 Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: April 25, 2024
Subject: FY 25 General Fund Request for Promotions

The County's past practice of approving reclassification of employees who obtain certifications and/or license the County needs to operate, passing probationary periods, meeting service record requirements, or are tied to a designated time in position etc. has resulted a request for pay changes for 45 General Fund employees.

The total cost for these requests for the General Fund is **\$110,514**. 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. The recommendations are based on information obtained from the department heads, service record, job description, and/or personnel guidelines.

Below is a summary of the salary expenses for the requested promotions:

Sheriff's Office	\$ 16,740
Emergency Services	\$ 9,759
Jail	\$ 42,737
Fire Marshal's Office	\$ 6,906
Maintenance	\$ 12,954
Roads	\$ 12,245
<u>Parks</u>	<u>\$ 9,173</u>
Total	\$110,514

Thank you for your consideration.

Attachments

FY 25 GENERAL FUND CAREER LADDER PROMOTION REQUESTS

NUMBER	DEPT NAME	CURRENT JOB TITLE	G/S	NEW JOB TITLE	G/S
11	SHERIFF'S OFFICE	DEPUTY SHERIFF	20/3-20S/7	DEPUTY FIRST CLASS	21/3-21S/7
2	EMERGENCY SERVICES	EMERGENCY COMMUNICATION SPECIALIST I	15S/3	EMERGENCY COMMUNICATION SPECIALIST II	16S/3
7	EMERGENCY SERVICES	EMERGENCY COMMUNICATION TRAINEE	14/1-14S/1	EMERGENCY COMMUNICATION SPECIALIST I	15/1-15S/2
10	JAIL	CORRECTIONAL OFFICER CERTIFIED	19/1-19S/2	PRIVATE FIRST CLASS	19/5-19S/5
1	JAIL	CORRECTIONAL OFFICER TRAINEE	19/1	CORRECTIONAL OFFICER CERTIFIED	19/5
1	FIRE MARSHAL'S OFFICE	DEPUTY FIRE MARSHAL FIRST CLASS	21/9	DEPUTY FIRE MARSHAL CORPORAL	23/9
1	MAINTENANCE	BUILDING MAINTENANCE MECHANIC II	17/14	BUILDING MAINTENACE MECHANIC III	21/10
1	MAINTENANCE	GROUND UTILITY MECHANIC	11/7	GROUND UTILITY MECHANIC	11/9
3	MAINTENANCE	GROUNDS WORKER II	10/4-10/7	GROUNDS WORKER III	11/4-11/7
1	ROADS	VEHICLE & EQUIPMENT MECHANIC I	11/6	VEHICLE & EQUIPMENT MECHANIC II	13/6
3	ROADS	ROADS WORKER IV	12/6-12/9	ROADS WORKER V	13/6-13/9
1	ROADS	ROADS WORKER II	10/4	ROADS WORKER III	11/4
1	PARKS	PARKS WORKER III	10/7	PARKS WORKER IV	11/7
2	PARKS	PARKS WORKER II	9/7	PARKS WORKER IV	11/7
45	TOTAL				



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 One West Market Street, Room 1301
 Snow Hill, Maryland 21863-1213
 410-632-0090
 Fax: 410-632-5614

STACEY E. NORTON
 Human Resources Director

PAT WALLS
 Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: April 18, 2024
Subject: Request for 2 Enterprise Fund New Positions for FY 2025

Below are the two new position requests for the **Enterprise Fund Fiscal Year 2025 budget** :

- 1) **Environmental Compliance Inspector**, G14/7, \$45,760 annually.
- 2) **Landfill Operator III**, G12/6, \$40,498 annually.

These positions are being requested due to the new Maryland Department of Environment requirements for a methane gas collection system and inspections. The Landfill Operator III will be responsible for repairing and correcting any deficiencies found by the Inspector.

These requests will cost the following:

- 1) \$ 86,528 in salaries
 - 2) \$ 47,157 in benefits
- \$133,415 total

Thank you for your consideration.

Attachments

FY2025 ENTERPRISE FUND NEW POSITIONS

ENTERPRISE FUND

POSITION	DEPARTMENT	DEPT #	JOB TITLE	G/S	SALARY	BENEFITS	TOTAL
1	SOLID WASTE	680	ENVIRONMENTAL COMPLIANCE INSPECTOR	14/7	45,760	25,017	70,777
2			LANDFILL OPERATOR III	12/6	40,498	22,140	62,638
	TOTAL				86,258	47,157	133,415
ENTERPRISE FUND TOTAL					86,258	47,157	133,415

Notes: Full time benefits - include SS, health, Maryland State Retirement, workers comp, retirement, LTD, Life



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One West Market Street, Room 1301

Snow Hill, Maryland 21863-1213

410-632-0090

Fax: 410-632-5614

STACEY E. NORTON
Human Resources Director

PAT WALLS
Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: April 29, 2024
Subject: Request for General Fund New Positions, Converted Positions, Conversions from Part Time to Full Time, and Additional Hours for FY 2025

Attached you will find the 25 General Fund requests for new positions, conversions, conversion from part time to full time and additional hours requests for FY 2025.

These requests will cost \$1,021,729.

Thank you for your consideration.

Attachments

FY2025 GENERAL FUND NEW POSITION, CONVERSIONS TO FULL TIME, OR ADDITIONAL HOURS REQUESTS

GENERAL FUND: DEPARTMENT ORDER

POSITION	DEPARTMENT	DEPT #	JOB TITLE	G/S	FY 24 SALARY APPROVED	FY 25 SALARY REQUESTED	BENEFITS COST OR VARIANCE	SALARY VARIANCE FY24-FY25	TOTAL INCREASE/ DECREASE	COMMENTS
1	STATES ATTORNEY'S OFFICE	1004	CONVERT VACANT ASSISTANT STATE'S ATTORNEY TO SPECIAL INVESTIGATOR (CURRENT GRANT FUNDED POSITION)	NC/A	\$ 99,323	\$ (21,823)	\$ (11,931)	\$ (21,832)	\$ (33,763)	NEW SALARY \$77,50 (SAME AS CURRENT GRANT FUNDED POSITION)
2	STATES ATTORNEY'S OFFICE	1004	CONVERT FULL TIME ASSISTANT STATE'S ATTORNEY TO PART TIME ASSISTANT STATE'S ATTORNEY AND DIGITAL FORENSICS EXAMINER/EVIDENCE SPECIALIST (GRANT FUNDED G14/14 \$54,413)		\$ 122,867	\$ 126,001	\$ 1,714	\$ 3,134	\$ 4,848	PT ASA \$63,102 + DIGITAL FORENSICS EXAMINER NEW SALARY G19/10, \$62,899 (SIMILAR POSITION IN THE SHERIFF'S OFFICE)
	TOTAL STATES ATTORNEY OFFICE					\$ 104,178	\$ (10,217)	\$ (18,698)	\$ (28,915)	
3	TREASURER'S OFFICE	1005	SENIOR ACCOUNTANT	23/9		\$ 74,568	\$ 40,766	\$ 74,568	\$ 115,334	
4	TREASURER'S OFFICE	1005	RECORDATION SPECIALIST	20/11		\$ 67,725	\$ 37,025	\$ 67,725	\$ 104,750	ADDITIONAL REVENUE FROM THIS POSITION OFFSETS THIS NEW EXPENSE
	TOTAL TREASURER'S OFFICE					\$ 142,293	\$ 77,792	\$ 142,293	\$ 220,085	
5	DEVELOPMENT, REVIEW, PERMITTING	1008	CUSTOMER SERVICE MANAGER TRAINEE	NC/A		\$ 17,500	\$ 9,567	\$ 17,500	\$ 27,067	TEMPORARY POSITION FOR TRAINING CUSTOMER SERVICE MANAGER REPLACEMENT
6	DEVELOPMENT, REVIEW, PERMITTING	1008	LICENSE PERMIT CLERK III	13/5		\$ 41,496	\$ 22,686	\$ 41,496	\$ 64,182	POSITION WAS NOT FUNDED IN FY 19
	TOTAL DEVELOPMENT, REVIEW, PERMIT					\$ 58,996	\$ 32,253	\$ 58,996	\$ 91,249	
7	ENVIRONMENTAL PROGRAMS	1010	PLANNER I	16/5		\$ 48,027	\$ 26,256	\$ 48,027	\$ 74,283	
	TOTAL ENVIRONMENTAL PROGRAMS					\$ 48,027	\$ 26,256	\$ 48,027	\$ 74,283	
8	INFORMATION TECHNOLOGY	1011	CONVERT VACANT IT TECHNICIAN (17/1) TO SECURITY ANALYST (19/8)	19/8	\$ 45,678	\$ 59,862	\$ 7,754	\$ 14,184	\$ 21,938	
	TOTAL INFORMATION TECHNOLOGY					\$ 59,862	\$ 7,754	\$ 14,184	\$ 21,938	
9	SHERIFF'S OFFICE	1101	CONVERT DEPUTY FIRST CLASS TO CORPORAL	21/10	\$ 69,347	\$ 76,482	\$ 5,816	\$ 7,135	\$ 12,951	to 23/10
10	SHERIFF'S OFFICE	1101	CONVERT DEPUTY FIRST CLASS TO CORPORAL	21/9	\$ 67,662	\$ 74,568	\$ 5,629	\$ 6,906	\$ 12,535	to 23/09
11	SHERIFF'S OFFICE	1101	CONVERT PT DEPUTY SHERIFF TO FT DEPUTY SHERIFF	20/7	\$ 50,563	\$ 61,360	\$ 8,801	\$ 10,797	\$ 19,598	1714 to 2080 HOURS
	TOTAL SHERIFF'S OFFICE					\$ 212,410	\$ 20,246	\$ 24,838	\$ 45,084	

FY2025 GENERAL FUND NEW POSITION, CONVERSIONS TO FULL TIME, OR ADDITIONAL HOURS REQUESTS

GENERAL FUND: DEPARTMENT ORDER

POSITION	DEPARTMENT	DEPT #	JOB TITLE	G/S	FY 24 SALARY APPROVED	FY 25 SALARY REQUESTED	BENEFITS COST OR VARIANCE	SALARY VARIANCE FY24-FY25	TOTAL INCREASE/ DECREASE	COMMENTS
12	EMERGENCY SERVICES	1102	ELECTRONIC SERVICES INSTALLER	17/1		\$ 45,677	\$ 24,972	\$ 45,677	\$ 70,649	FOR RADIOS
13	EMERGENCY SERVICES	1102	EMERGENCY COMMUNICATIONS TRAINEE	14/1		\$ 39,416	\$ 21,549	\$ 39,416	\$ 60,965	PREVIOUS CALL TAKER POSITIONS
14	EMERGENCY SERVICES	1102	EMERGENCY COMMUNICATIONS TRAINEE	14/1		\$ 39,416	\$ 21,549	\$ 39,416	\$ 60,965	VACANT IN FY23, NOT FUNDED IN FY
15	EMERGENCY SERVICES	1102	EMERGENCY COMMUNICATIONS TRAINEE	14/1		\$ 39,416	\$ 21,549	\$ 39,416	\$ 60,965	24, REQUEST TO UPGRADE TO
16	EMERGENCY SERVICES	1102	EMERGENCY COMMUNICATIONS TRAINEE	14/1		\$ 39,416	\$ 21,549	\$ 39,416	\$ 60,965	TRAINEE POSITIONS
	TOTAL EMERGENCY SERVICES					\$ 203,341	\$ 111,167	\$ 203,341	\$ 314,508	
17	JAIL	1103	CONVERT LIEUTENANT TO ASSISTANT WARDEN	23/12	\$ 80,324	\$ 95,000	\$ 8,638	\$ 14,676	\$ 23,314	ASSISTANT WARDEN POSITION ELIMINATED FY 23
	TOTAL JAIL					\$ 95,000	\$ 8,638	\$ 14,676	\$ 23,314	
18	LIBRARY	1603	CONVERT PART TIME (8/8, 1300 HOURS) TO FULL TIME MOBILE SERVICES ASSISTANT	10/5	\$ 21,866	\$ 35,838	\$ 19,593	\$ 13,972	\$ 33,565	780 ADDITIONAL HOURS
	TOTAL LIBRARY					\$ 35,838	\$ 19,593	\$ 13,972	\$ 33,565	
19	FLEET MAINTENANCE	1203	STUDENT INTERN OR APPRENTICE	8/6		\$ 10,000	\$ 2,291	\$ 10,000	\$ 12,291	624 HOURS
	TOTAL FLEET MAINTENANCE					\$ 10,000	\$ 2,291	\$ 10,000	\$ 12,291	
20	RECREATION	1601	DEPUTY DIRECTOR	NC/A		\$ 82,476	\$ 45,090	\$ 82,476	\$ 127,566	
21	RECREATION	1601	CONVERT PART TIME (1000 HOURS) TO FULL TIME MARKETING COORDINATOR	18/1	\$ 16,820	\$ 47,986	\$ 26,234	\$ 31,166	\$ 57,400	
22	RECREATION	1601	CONVERT RECREATION PROGRAM MANAGER TO SPECIAL EVENTS/MARKETING MANAGER	20/5	\$ 58,365	\$ 61,318	\$ 1,615	\$ 2,953	\$ 4,568	NEW SALARY G21/5, \$61,318
23	RECREATION	1601	AFTER SCHOOL ZONE SUPERVISOR	15/1		\$ 11,958	\$ 2,740	\$ 11,958	\$ 14,698	600 NEW HOURS
24	RECREATION	1601	ADDITIONAL HOURS FOR PROGRAM MONITORS	8/8		\$ 6,528	\$ 714	\$ 6,528	\$ 7,242	388 NEW HOURS
	TOTAL RECREATION					\$ 210,266	\$ 76,392	\$ 210,266	\$ 211,473	
25	PARKS	1602	ADDITIONAL HOURS FOR PARKS WORKER I	8/8		\$ 2,572	\$ 281	\$ 2,572	\$ 2,853	146 NEW HOURS
	TOTAL PARKS					\$ 2,572	\$ 281	\$ 2,572	\$ 2,853	146 NEW HOURS
			GENERAL FUND ADDITIONAL EXPENSE TOTALS			\$ 1,182,783	\$ 372,447	\$ 724,467	\$ 1,021,729	

Notes: Full time benefits - include SS, health, Maryland State Retirement, workers comp, retirement, LTD, Life



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 One West Market Street, Room 1301
 Snow Hill, Maryland 21863-1213
 410-632-0090
 Fax: 410-632-5614

STACEY E. NORTON
 Human Resources Director

PAT WALLS
 Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: April 24, 2024
Subject: FY 25 General Fund Personnel Job Reclassifications – Open Session

We are requesting 23 job reclassifications for the FY 25 general fund for a total cost of **\$109,700**. These requests are being made to enable us to attract and retain these professional positions in the current labor market. Some of these positions have assumed additional responsibilities.

County Administration: We are requesting to increase the Senior Budget Accountant from Grade 22/11 to Grade 22/13 for a cost of \$3,778.

# OF EMPLOYEES	JOB TITLE	CURRENT	PROPOSED
1	SENIOR BUDGET ACCOUNTANT	22/11	22/13

Treasurer’s Office: We are requesting all the Specialists’ positions in the Treasurer’s Office be reclassified to Grade 15. This will impact 9 employees for a cost of \$41,295.

# OF EMPLOYEES	JOB TITLE	CURRENT	PROPOSED
2	CUSTOMER SERVICE SPECIALIST	13	15
2	ROOM & FOOD SPECIALIST	14	15
2	TAX SPECIALIST	12	15
2	UTILITY BILLING SPECIALIST	12	15
1	ACCOUNTS PAYABLE SPECIALIST	14	15

Environmental Programs: The state has increased their Environmental Health Specialist salaries 2 grades and 2 steps, so their salaries are now higher than ours. We are requesting to increase each position by 1 grade. This will impact 5 employees for a cost of \$18,377. We are requesting the new job series to be:

# OF EMPLOYEES	JOB TITLE	CURRENT	PROPOSED
2	ENVIRONMENTAL HEALTH SPECIALIST V	21	22
2	ENVIRONMENTAL HEALTH SPECIALIST IV	20	21
1	ENVIRONMENTAL HEALTH SPECIALIST III	19	20
0	ENVIRONMENTAL HEALTH SPECIALIST II	18	19
0	ENVIRONMENTAL HEALTH SPECIALIST I	17	18
0	ENVIRONMENTAL HEALTH SPECIALIST TRAINEE	16	17

IT: We are requesting to increase 3 positions by 1 grade. This will impact 3 employees for a cost of \$13,041.

# OF EMPLOYEES	JOB TITLE	CURRENT	PROPOSED
1	DATABASE ADMINISTRATOR/PROGRAMMER	20/5	21/8
1	DOCUMENT IMAGING SPECIALIST	14/11	15/11
1	SENIOR IT TECHNICIAN	18/8	19/8

Library: We are requesting to reclassify the Branch Library Managers from classified to non-classified (not eligible for overtime or compensatory) time to be compliant with the Fair Labor Standards Act. This will impact 5 employees for a cost of \$33,209.

# OF EMPLOYEES	JOB TITLE	CURRENT	PROPOSED
5	BRANCH LIBRARY MANAGER	19/5- 19/16	\$63,000 - \$80,000

Thank you for your consideration.

Attachments



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STACEY E. NORTON
 Human Resources Director

PAT WALLS
 Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: April 26, 2024
Subject: FY 25 General Fund Personnel Job Reclassifications at the Jail– Open Session

We have been addressing Correctional Officer salaries over the last several years in efforts to be more competitive in the labor market. We currently have 13 vacant positions. We are requesting to add 2 steps to the current salaries for the Sergeant and Lieutenant positions for FY 25 please. There were 5 Senior Corporals that received the additional 2 steps last year that have been promoted to Sergeant in FY24, so they will not be eligible for an additional 2 step adjustment in FY 25. The step is determined by the years of service in the position and if the steps are funded in the budget. These Correctional Officer requests will cost \$63,313.

Below is a summary of the Correctional Officer job series if approved:

Job Title	Current Pay Grade	Current Salary	New Pay Grade	New Salary	Comments
Correctional Officer	18/1	\$47,986			Adjusted FY 23
Certified Correctional Officer	19/1	\$50,336			Adjusted FY 23
Private First Class	19/5	\$55,598			Adjusted FY 23
Corporal	20/5	\$58,365			Adjusted FY 23
Senior Corporal	20/7	\$61,360			Adjusted FY 24
Sergeant + 2 steps	22/6	\$65,978	22 + 2 steps	\$69,326	Requested FY 25
Lieutenant + 2 steps	23/8	\$72,779	23 + 2 steps	\$76,482	Requested FY 25

We are also requesting to reclassify the Registered Nurse position from a grade 19/12 to a 20/15. This position has assumed additional responsibility for the MAT program and the salary is not competitive in the labor market. This request will cost \$8,613.

The total costs for these personnel job classifications at the Jail will cost **\$71,926**.

Thank you for your consideration.

Attachments



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STACEY E. NORTON
 Human Resources Director

PAT WALLS
 Deputy Director

To: Weston Young, Chief Administrative Officer
From: Stacey Norton, Human Resources Director
Date: April 24, 2024
Subject: FY 25 State’s Attorney’s Office Personnel Request – Grant Funded

The State’s Attorney has requested to use \$64,812 in MCIN grant funding to increase the salaries of eleven employees in FY 25 to keep the salaries competitive with the labor market. If the grant is not renewed, the employee’s salaries will return to their previous rates.

Below is a summary of the request:

	CURRENT JOB TITLE	REQUESTED GRANT FUNDED INCREASE
8	ASSISTANT STATE'S ATTORNEY	\$1,649-\$10,000
1	DEPUTY STATE'S ATTORNEY	\$2,904
1	DISTRICT COURT DIVISION CHIEF	\$5,000
1	ADMINISTRATIVE SUPERVISOR	\$8,270
	TOTAL COST	\$64,812

Thank you for your consideration.

Attachment