

**THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND
BUDGET WORK SESSION
AGENDA**

April 26, 2022

12:00 PM Call to Order/Pledge of Allegiance/Moment of Silence

START TIME SUBJECT TO CHANGE

The Budget Work Session Will Begin After the Adjournment of the Regular Session

Allocations

Pat Merritt, Chief Finance Officer, Office of Finance

Open Session Personnel

Marty Hale, Director, Human Resources
Personnel

3:00 p.m. Outside Agency Budget Requests

Dr. Clifford Coppersmith, President, Karen Smith, Vice President for Administrative Services, Dorothy Carrol, Senior Administrative Associate for the Administrative Services Division, Kate Maxwell, Executive Associate to the President, Chesapeake College

John Schratwieser, Director, Kent Cultural Alliance

Andy Hollis, Upcoming Executive Director, Bill Shrieves, President, Board of Directors, Joyce Davis, Elizabeth (Barrie) Meima, Thom Gross, and Kay Brodie, Board Members, Upper Shore Aging, Inc.

Arnessa Dowell, Executive Director, Kent County Public Library

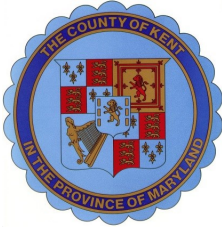
Santo Grande, CEO/President, and Keith Adkins, Transit Manager, Delmarva Community Transit

Closed Session Personnel

Marty Hale, Director, Human Resources - ITEM NOT DISCUSSED

Personnel

The meeting was closed under the Annotated Code of Maryland, General Provisions Article § 3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

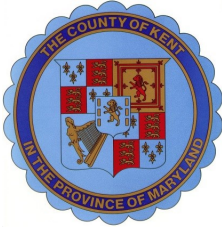


AGENDA ITEM BRIEFING

**The Budget Work Session Will Begin After the Adjournment of the
Regular Session**

4/26/2022

Budget Work Session



AGENDA ITEM BRIEFING

Pat Merritt, Chief Finance Officer, Office of Finance
4/26/2022
Budget Work Session

ATTACHMENTS:

Description

3) Allocation Summary

Allocations Budget Request

	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Health Department	384,839	569,650	184,811	48.0%
Funding formula \$1,290,210 State (69.3639%), \$569,650 County (30.6361%)				
\$170,884 - County allocation				
\$ 6,651 - Mental health				
\$ 5,000 - Health fair				
\$ 2,276 - Adult daycare				
Kent Center	84,868	239,433	154,565	182.1%
\$160,000 - Residential accessibility	40,000	200,000	160,000	
(\$ 5,435) - Operating costs	44,868	39,433	(5,435)	
Public Library	713,899	794,192	80,293	11.2%
\$30,585 - 5% salary increase (2.5% in FY22 & 2.5% in FY23)				
\$15,250 - Rent Rock Hall & North County				
\$12,458 - Health insurance				
\$10,000 - Teen & youth services position-part-time				
\$ 8,000 - Additional cleaning				
\$ 4,000 - Internet & communications				

Allocations Budget Request

	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Extension Office	126,084	188,801	62,717	49.7%
\$49,779 - Educator-MGC & horticulture position				
\$12,938 - Salary & benefits (1/1/22 - 3.5%, 7/1/22 - 5.5%)				
Upper Shore Aging	179,082	233,266	54,184	30.3%
\$26,400 - Administrative costs				
\$15,000 - Grant match for \$75,000 RSVP grant				
\$12,784 - 6% salary increase				
Soil Conservation Service	200,903	229,037	28,134	14.0%
\$14,615 - Position filled at higher salary				
\$11,178 - 6% salary increase				
\$ 2,341 - Operating costs				

Allocations Budget Request

	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Kent Cultural Alliance	12,500	37,500	25,000	200.0%
\$25,000 - Match for \$250,000 renovation grant				
Humane Society	292,000	312,222	20,222	6.9%
\$16,500 - Animal care				
\$ 8,222 - Salaries and benefits				
\$ 3,000 - Commercial insurance				
\$ 1,500 - Transportation				
(\$ 2,500) - Other expenses				
(\$ 6,500) - Operating supplies				
Delmarva Craft	-	15,000	15,000	100.0%
\$15,000 - Transportation 24 hours per week, more daily trips between Rock Hall and Chestertown, and Rock Hall and Tolchester				

Allocations Budget Request

	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Dept Assessment & Taxation	100,000	112,000	12,000	12.0%
Estimated budget, based upon FY22 cost				
Volunteer Fire Companies	979,083	990,783	11,700	1.2%
Delmarva Community Service	121,636	130,913	9,277	7.6%
\$ 28,255 - Match for transportation grant #5311				
\$ 2,000 - Preventative maintenance				
(\$ 8,479) - Replacement vehicles				
(\$12,499) - Match for transportation grant SSTAP				
Social Services	20,766	26,986	6,220	30.0%
\$6,220 - SNAP Program approved in FY22				
Court Appointed Special Advocates	14,000	15,000	1,000	7.1%
Kent County 12% of caseload, 2% of revenue				
Shock Trauma Center	-	-	-	0.0%
FY23 request did not include a specific dollar amount				

Allocations Budget Request

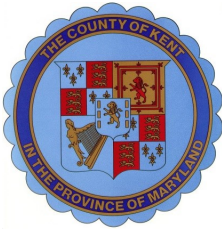
	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Kent County Learning Center	2,500	2,500	-	0.0%
Mosquito Control	36,242	36,242	-	0.0%
Mid-Shore Council on Family Violence	3,000	3,000	-	0.0%
Forestry Board	1,693	1,693	-	0.0%
Community Mediation Upper Shore	10,000	10,000	-	0.0%
MD Dept of Health & Mental Hygiene	20,132	20,132	-	0.0%

Allocations Budget Request

	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Kent Goes Purple	1,000	1,000	-	0.0%
Saint Martins Ministries	10,000	10,000	-	0.0%
Stories of the Chesapeake	3,000	3,000	-	0.0%
Imagination Library	1,000	1,000	-	0.0%
Mid-Shore Regional Council	5,000	5,000	-	0.0%
Small Business Development Center	6,000	6,000	-	0.0%

Allocations Budget Request

	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Upper Shore Regional Council	12,000	12,000	-	0.0%
Waterman's Association	8,000	8,000	-	0.0%
Museums of Kent County	7,577	7,000	(577)	-7.6%
Chesapeake College (\$6,694) - Operating (\$1,193) - M&R	485,124	477,237	(7,887)	-1.6%
Payment in Lieu \$70,000 - No tax rebate in FY23	73,576	3,576	(70,000)	-95.1%
Total	3,915,504	4,502,163	586,659	
Mandated Funding	1,484,054	1,692,565	208,511	14.1%
Discretionary Funding	2,431,450	2,809,598	378,148	15.6%

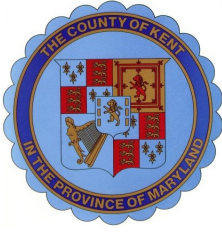


AGENDA ITEM BRIEFING

Marty Hale, Director, Human Resources
4/26/2022
Budget Work Session

ATTACHMENTS:

Description

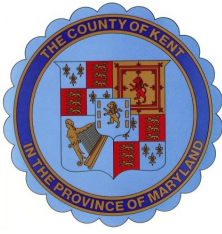


AGENDA ITEM BRIEFING

**Dr. Clifford Coppersmith, President, Karen Smith, Vice President for
Administrative Services, Dorothy Carrol, Senior Administrative
Associate for the Administrative Services Division, Kate Maxwell,
Executive Associate to the President, Chesapeake College
4/26/2022
Budget Work Session**

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AGENDA ITEM BRIEFING

John Schratwieser, Director, Kent Cultural Alliance
4/26/2022
Budget Work Session

ATTACHMENTS:

Description

5) Kent Cultural Alliance

**KENT COUNTY FUNDING REQUEST
FISCAL YEAR 2023 BUDGET
CONTACT INFORMATION**

Kent Cultural Alliance
ORGANIZATION

101 Spring Avenue
ADDRESS (LINE 1)

Chestertown, MD 21620
ADDRESS (LINE 2)

John Schratwieser
BUDGET REQUEST SUBMITTED BY

Director
TITLE

410-778-3700
TELEPHONE #

john@kentculture.org
EMAIL



Celebrating Creativity.
Connecting Communities.
Sharing Conversation.

March 7, 2022

Kent County Commissioners
400 High Street
Chestertown, MD 21620

Dear Commissioners Mason, Fithian and Jacob:

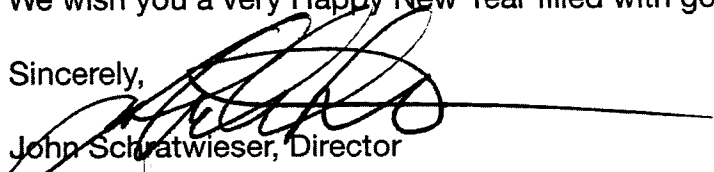
On behalf of the Board of Directors of the Kent Cultural Alliance (formerly the Kent County Arts Council) I am submitting the enclosed request for funding for Fiscal Year 2023. This request has two components as we are asking you to renew your generous operating support at \$12,500, and we are asking you for a capital gift of \$25,000 to help us match our final Challenge Grant of 250,000 to complete this three-plus year renovation of this historic building.

We are grateful to you for all your past support. The funds for 2022 were used in two ways directly impacting residents of Kent County. A portion of these funds were combined with State and Federal Covid relief funds to provide impact grants to independent artist in Kent County whose primary income is there art, and whom were directly negatively impacted by the closure of events and galleries during the State of Emergency. Additionally funds were added to private donations in support of online programming to support KCPS fine arts teachers and students.

In addition to our operating support, we are asking that you make a one-time gift of \$25,000 in support of the final phase of renovation of the historic building at 101 Spring Avenue, Chestertown, our new home. To date, the State of Maryland has invested \$1,045,000 in this three year renovation of the historically important Mansfield/Eliasson House. Thought DHCD, MHAA and a General Assembly Bond Bill sponsored by Senator Hershey and Delegate Jacobs, this incredible investment from the state has been matched by private donors from Kent County, almost 1:1. We are trying to raise the final \$250,000 to complete the project and open our doors in October 2022 - and would appreciate the support of Kent County, through a grant of \$25,000.

We wish you a very Happy New Year filled with good health and great art!

Sincerely,



John Schratwieser, Director

101 Spring Avenue, Chestertown, MD 21620 - (410)778-3700 - www.kentculture.org

KENT COUNTY FUNDING REQUEST FISCAL YEAR 2023 BUDGET

SCHEDULE OF ORGANIZATIONS TOTAL REVENUES

Instructions:

This schedule should reflect your organization's total revenue for the fiscal years indicated. Revenues should be reported in the categories shown if possible. Attach additional pages if necessary.

REVENUE CATEGORIES	2020 Actual	2021 Actual	2022 Budget	2023 Requested Budget
KENT COUNTY FUNDING	10000	9000	12500	12500 + 25000
FEDERAL FUNDING	0	10000	25000	25000
STATE FUNDING	135,000	150,000	180000	200000
PRIVATE DONATIONS	50000	20000	50000	70000
DUES & FEES	0	0	0	0
OTHER (LIST BY TYPE)				
One time capital grants for building reno.	500000	700000	800000	250000
COVID 19 State Emergency		50000		
COVID 19 County Emergency		5000		
TOTAL REQUEST of \$37,500 includes a request for \$25,000 toward the final phase of construction of KCA's				
new home at 101 Spring Avenue. Please see cover letter for details..				

KENT COUNTY FUNDING REQUEST FISCAL YEAR 2023 BUDGET

SCHEDULE OF ORGANIZATIONS TOTAL EXPENDITURES

Instructions:

This schedule should reflect your organization's total expenditures for the fiscal years indicated. Expenditures should be reported in as much detail as possible. Attach additional pages if necessary.

EXPENDITURE CATEGORIES	2020 Actual	2021 Actual	2022 Budget	2023 Requested Budget
Administrative	60000	60000	65000	110000
Re Granting - Organizations	60000	70000	75000	75000
Re Granting - Individuals (Kent county residents)	15000	35000	55000	60000
Programming	20000	15000	30000	50000
Kent County Public Schools Arts Education	10000	18000	22000	30000
Property Taxes	4000	4000	4000	0
Mortgage	12000	12000	12000	12000
Insurance	3000	3000	3500	3500
Office Supplies	5000	5000	5000	4000
TOTAL EXPENDITURES*				

*PLEASE NOTE THAT TOTAL EXPENDITURES SHOWN SHOULD EQUAL "TOTAL REVENUES" SHOWN ON SCHEDULE OF REVENUES.

KENT CULTURAL ALLIANCE, INC.
STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS - MODIFIED CASH BASIS
JUNE 30, 2021

ASSETS

CURRENT ASSETS

Cash - Unrestricted	\$ 161,411	
Cash - Restricted	<u>172,560</u>	
TOTAL CURRENT ASSETS		\$ 333,971

FIXED ASSETS

Land	207,452	
Building	133,208	
Renovation in Progress	935,559	
Furniture, Fixtures, and Equipment	<u>13,338</u>	
TOTAL PROPERTY AND EQUIPMENT		1,289,557
Less: Accumulated Depreciation		<u>24,880</u>
LESS ACCUMULATED DEPRECIATION		<u>1,264,677</u>
TOTAL ASSETS		<u>\$ 1,598,648</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Payroll Taxes Withheld and Payable	<u>\$ 3,173</u>	
TOTAL CURRENT LIABILITIES		\$ 3,173

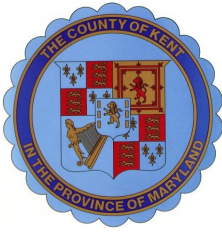
LONG-TERM DEBT

400,000

NET ASSETS

Without Donor Restrictions	1,022,915	
With Donor Restrictions	<u>172,560</u>	
TOTAL NET ASSETS		<u>1,195,475</u>
TOTAL LIABILITIES AND NET ASSETS		<u>\$ 1,598,648</u>

See Independent Accountant's Review Report
The Accompanying Notes are an
Integral Part of These Statements



AGENDA ITEM BRIEFING

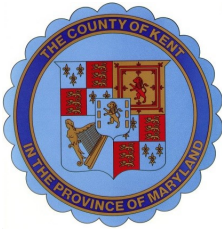
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Board of Directors, Joyce Davis, Elizabeth (Barrie) Meima, Thom
Gross, and Kay Brodie, Board Members, Upper Shore Aging, Inc.**

4/26/2022

Budget Work Session

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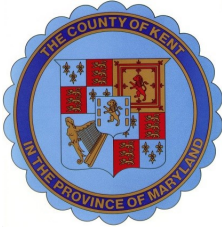


AGENDA ITEM BRIEFING

Arnessa Dowell, Executive Director, Kent County Public Library
4/26/2022
Budget Work Session

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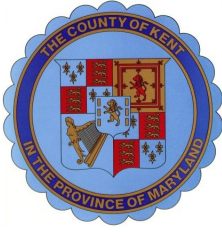


AGENDA ITEM BRIEFING

**Santo Grande, CEO/President, and Keith Adkins, Transit Manager,
Delmarva Community Transit
4/26/2022
Budget Work Session**

ATTACHMENTS:

Description



AGENDA ITEM BRIEFING

Marty Hale, Director, Human Resources - ITEM NOT DISCUSSED 4/26/2022 Budget Work Session

Item Summary:

Personnel

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