

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

April 5, 2022

10:00 AM Call to Order/Pledge of Allegiance/Moment of Silence

General Fund Overview

Patricia Merritt, Chief Finance Officer, Office of Finance

Department Presentations

State's Attorney's Office

Bryan DiGregory, State's Attorney

Circuit Court

The Honorable Harris P. Murphy

Sheriff's Office

John Price, Sheriff

Detention Center

Herbert Dennis, Warden

Office of Emergency Services

Wayne Darrell, Director

Public Works

Mike Moulds, Director

Water and Wastewater Division

Mike Moulds, Director

LUNCH

County Roads

Dan Voshell, Division Chief

Environmental Operations

Marty Holden, Division Chief

Building and Grounds Maintenance, Engineering

Mike Moulds, Director

Information Technology

Scott Boone, Director

Parks and Recreation

Myra Butler, Director

Planning, Housing, and Zoning

Bill Mackey, Director

Local Management Board

Rosemary Ramsey-Granillo, Director

Economic and Tourism Development

Jamie Williams, Director

Kent Family Center

Lisa Mazingo, Director

Human Resources

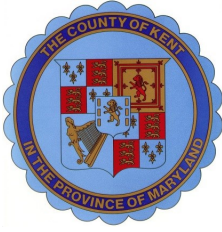
Marty Hale, Director

County Commissioners Office

Sondra Blackiston, Clerk and KATE Manager

Office of Finance

Pat Merritt, Chief Financial Officer



AGENDA ITEM BRIEFING

Patricia Merritt, Chief Finance Officer, Office of Finance
4/5/2022
Budget Work Session

ATTACHMENTS:

Description

04.05.22 General Fund - Revenues and Expenditures FY2023

General Fund - Revenues

	Revised Projection	FY22 Budget	FY23 Budget	Inc/(Dec)	
				\$	%
Property Tax	31,819,854	31,877,575	32,658,297	780,722	2.4%
Income Tax	15,000,000	15,000,000	15,000,000	-	0.0%
Recordation	2,355,476	1,220,000	1,884,381	664,381	54.5%
Property Transfer	1,495,753	786,000	1,196,602	410,602	52.2%
Intergovernmental	760,597	762,983	772,845	9,862	1.3%
Other Taxes	365,000	304,000	323,000	19,000	6.3%
License & Permits	353,134	352,338	367,526	15,188	4.3%
Service Charges	510,828	464,003	542,205	78,202	16.9%
Lease Proceeds	233,540	483,172	532,662	49,490	10.2%
Transfers In	13,500	0	0	-	0.0%
Other	188,103	244,515	213,954	(30,561)	-12.5%
Total Revenues	53,095,785	51,494,586	53,491,472	1,996,886	3.9%

General Fund - Expenditures

			FY22		
	Revised	FY21	Original	Inc/Dec	
	Projection	Budget	Budget	\$	%
Board of Education					
Operating	18,559,615	18,559,615	18,559,615	-	0.0%
Non Recurring	-	-	-	-	0.0%
Debt Service	215,747	215,747	215,747	-	0.0%
	18,775,362	18,775,362	18,775,362	-	0.0%
Salaries	11,498,932	12,149,939	13,531,856	1,381,917	11.4%
Benefits	6,051,876	6,263,033	7,376,605	1,113,572	17.8%
Capital	1,479,286	2,314,199	2,411,952	97,753	4.2%
Leased Capital	267,793	539,621	552,412	12,791	2.4%
County Allocations	3,850,675	3,915,504	4,338,862	423,358	10.8%
Operating	6,177,523	6,395,699	7,500,734	1,105,035	17.3%
Transfers	1,927,691	2,638,541	4,023,472	1,384,931	52.5%
Contingency	400,000	400,000	400,000	-	0.0%
Debt Service	1,215,211	1,415,330	1,055,467	(359,863)	-25.4%
Total Expenditures	51,644,349	54,807,228	59,966,722	5,159,494	9.4%
Surplus/(Deficit)	1,451,436	(3,312,642)	(6,475,250)	(3,162,608)	95.5%

General Fund Balance

	FY22 Projection	FY22 Budget	FY23 Budget
Fund Balance:			
Beginning	8,907,882	8,907,882	10,359,318
Surplus/(Deficit)	1,451,436	(3,312,642)	(6,475,250)
Ending	10,359,318	5,595,240	3,884,068
	20.0%	10.2%	6.5%
Target Fund Balance (7.5%)	3,893,980	4,110,542	4,497,504
 Available Fund Balance	 6,465,338	 1,484,698	 (613,436)

General Fund Balance

Non Recurring Budget Items:

Revenues

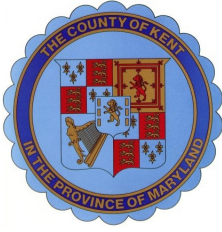
Fund Balance	6,465,338
Lease Proceeds	532,662

Expenses

Capital Expenditures	(2,411,952)
Leased Capital Expenditures	(552,412)
Capital Projects	(2,754,000)
Surplus / (Shortfall)	<u>1,279,636</u>

Recurring Budget Items:

Revenues	52,958,810
Difference in Reserve	603,524
Expenditures (Personnel, Operating, Alloc, BOE, Other Transfers)	(54,248,358)
Surplus / (Shortfall)	<u>(1,893,072)</u>



AGENDA ITEM BRIEFING

State's Attorney's Office 4/5/2022 Budget Work Session

Item Summary:

Bryan DiGregory, State's Attorney

ATTACHMENTS:

Description

States Attorney's Office Public

State's Attorney's Office

Budget Request

April 5, 2022 – 10:15 AM

Budget Summary - State's Attorney's Office

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	568,248	562,811	695,030	132,219	23.5%
Benefits	217,185	216,218	275,440	59,222	27.4%
Operating	27,246	27,246	30,474	3,228	11.8%
Capital	-	-	-	-	0.0%
Grand Total	812,679	806,275	1,000,944	194,669	24.1%

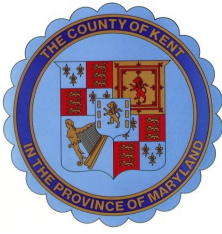
Budget Highlights - State's Attorney's Office

Personnel

New Position - Prosecutor (1) - \$121,098 (salary - \$82,400, benefits - \$38,698)

Operating

	<u>Inc/(Dec)</u>
Print - printing of large quantity of new file folders	1,303
Office Supplies	869
Travel	840
Other	216
	3,228



AGENDA ITEM BRIEFING

Circuit Court 4/5/2022 Budget Work Session

Item Summary:

The Honorable Harris P. Murphy

ATTACHMENTS:

Description

Circuit Court Public

Circuit Court

Budget Request

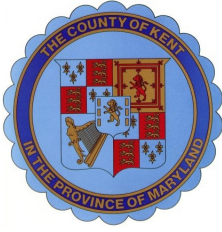
April 5, 2022 – 10:30 AM

Budget Summary - Circuit Court

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	184,000	189,380	206,765	17,385	9.2%
Benefits	90,487	91,479	99,593	8,114	8.9%
Operating	61,663	62,273	62,400	127	0.2%
Capital	7,150	24,837	-	(24,837)	-100.0%
Grand Total	343,300	367,969	368,758	789	0.2%

Budget Highlights - Circuit Court

	<u>Inc/(Dec)</u>
<u>Operating</u>	
Office Supplies	287
Insurance	200
Communication-phone allocation	(500)
Other	140
	<u>127</u>



AGENDA ITEM BRIEFING

Sheriff's Office 4/5/2022 Budget Work Session

Item Summary:

John Price, Sheriff

ATTACHMENTS:

Description

Sheriff's Office Public

Sheriff's Office

Budget Request

April 5, 2022 – 10:45 AM

Budget Summary - Sheriff's Office

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	1,834,062	1,845,324	2,151,962	306,638	16.6%
Benefits	1,213,963	1,204,097	1,405,049	200,952	16.7%
Operating	400,474	413,534	433,758	20,224	4.9%
Capital	29,106	28,438	47,100	18,662	65.6%
Capital Leases	164,406	157,131	163,042	5,911	3.8%
Grand Total	<u>3,642,011</u>	<u>3,648,524</u>	<u>4,200,911</u>	<u>552,387</u>	<u>15.1%</u>

Budget Highlights - Sheriff's Office

Personnel

Employee turnover - six months of salary and benefits overlap due to anticipated vacancy

Future Staffing needs

Operating Costs

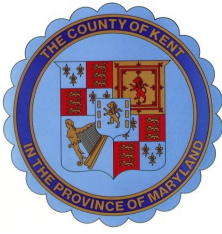
	<u>Inc/(Dec)</u>
Training- mandated tactical team in-service & (1) academy level training	23,213
Uniforms- replacement of and new hires uniforms	5,408
Background Checks-Hiring- additional mandated personnel evaluations	4,294
Ammunition Supply - FY22 one-time upgraded equipment	(20,000)
Other	7,309
	<u>20,224</u>

Capital

	<u>Amount</u>
Protective duty vests	3,000
Laptop and accessories-new deputy position	4,000
Replacement K9 and training (Zora to retire in FY23)	14,000
Laptops and mounts for Commercial Motor Vehicle patrol	18,000
Tactical vest plates	5,500
Raptor radar unit	2,600
	<u>47,100</u>

Capital Leases

Tahoe (2)/Covert vehicle	133,000
Additional equipment for vehicles	30,042
	<u>163,042</u>



AGENDA ITEM BRIEFING

Detention Center 4/5/2022 Budget Work Session

Item Summary:

Herbert Dennis, Warden

ATTACHMENTS:

Description

Detention Center Public

Detention Center

Budget Request

April 5, 2022 – 11:00 AM

Budget Summary - Detention Center

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	1,630,681	1,697,637	1,841,096	143,459	8.5%
Benefits	832,600	893,455	1,043,943	150,488	16.8%
Operating	863,575	873,221	957,251	84,030	9.6%
Capital	-	30,500	39,385	8,885	29.1%
Capital Lease	-	25,525	-	(25,525)	-100.0%
Grand Total	<u>3,326,856</u>	<u>3,520,338</u>	<u>3,881,675</u>	<u>361,337</u>	<u>10.3%</u>

Budget Highlights - Detention Center

Operating

	<u>Inc/(Dec)</u>
Prisoner Food - increase in contract - cost per meal	70,000
Medical - 4% contract increase, increase in hospitalizations	30,000
Uniforms - employee turnover	5,412
Home Detention Monitoring - increase in inmates on GPS	5,000
Other	(26,382)
	<u>84,030</u>

Capital

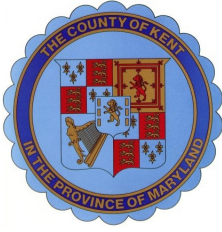
	<u>Amount</u>
Corretrak Software - automate prisoner tracking	24,385
Security wall in lobby	15,000
	<u>39,385</u>

Capital Projects

Medical area/kitchen/vehicle sallyport renovation	5,000,000
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Correctional Officers' Retirement System (CORS)

New Entrant Unfunded Actuarial Accrued Liability (UAAL) Balance	770,510
Will be financed over 25 years at 6.80% interest rate with payments of \$62,830 starting on December 31, 2023 through December 31, 2047	
CORS employer contribution rate is 12.19%, current plan rate is 10.93%	22,671
the employer contribution will increase by \$22,671 for FY23 by joining CORS	



AGENDA ITEM BRIEFING

Office of Emergency Services 4/5/2022 Budget Work Session

Item Summary:

Wayne Darrell, Director

ATTACHMENTS:

Description

EMS Public

OES Public

Communications Public

Emergency Medical Services

Budget Request

April 5, 2022 – 11:15 AM

Budget Summary - Emergency Medical Services

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	1,138,272	1,008,185	1,266,043	257,858	25.6%
Benefits	522,433	510,148	630,624	120,476	23.6%
Operating	150,962	152,742	154,970	2,228	1.5%
Capital	30,796	50,500	45,000	(5,500)	-10.9%
Capital Leases	<u>-</u>	<u>-</u>	<u>76,200</u>	<u>76,200</u>	<u>100.0%</u>
Grand Total	<u><u>1,842,463</u></u>	<u><u>1,721,575</u></u>	<u><u>2,172,837</u></u>	<u><u>451,262</u></u>	<u><u>26.2%</u></u>

Budget Highlights - Emergency Medical Services

Personnel

New positions - (3) EMT-B \$227,391

EMT-B starting salary - \$42,618 , benefits - \$33,178

Will allow 24/7 coverage at Rock Hall and Galena

Operating

	<u>Inc/(Dec)</u>
Supply - auto fuel	3,900
Supply - paramedic	2,000
Supply - buildings and grounds	(1,075)
Supply - AED equipment and supplies	(3,000)
Other	403
	<u>2,228</u>

Capital

	<u>Amount</u>
LifePak 15 Heart Monitor	35,000
Automatic External Defibrillators (5)	10,000
	<u>45,000</u>

Capital Leases

(2) Ford Expeditions equipped	76,200
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Office of Emergency Services

Budget Request

April 5, 2022 – 11:15 AM

Budget Summary - Office of Emergency Services

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	76,682	92,664	73,204	(19,460)	-21.0%
Benefits	37,461	65,191	46,959	(18,232)	-28.0%
Operating	19,512	20,762	23,977	3,215	15.5%
Capital	-	-	-	-	
Grand Total	133,655	178,617	144,140	(34,477)	-19.3%

Budget Highlights - Office of Emergency Services

Personnel

Eliminated position - Administrative Specialist II \$67,826 (salary \$39,035, benefits \$28,791)

Operating

Seminars/Conference/Banquet

Inc/(Dec)

1,500

Travel/Meal/Lodging

1,000

Other

715

3,215

Communications

Budget Request

April 5, 2022 – 11:15 AM

Budget Summary - Communications

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	750,853	717,238	804,400	87,162	12.2%
Benefits	324,269	318,148	363,501	45,353	14.3%
Operating	147,485	148,085	153,185	5,100	3.4%
Capital	20,000	34,000	16,000	(18,000)	-52.9%
Grand Total	<u>1,242,607</u>	<u>1,217,471</u>	<u>1,337,086</u>	<u>119,615</u>	<u>9.80%</u>

Budget Highlights - Communications

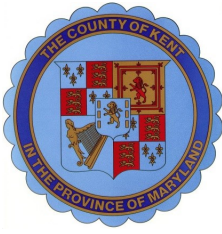
	<u>Inc/(Dec)</u>
<u>Operating</u>	
Phone Service - motorola service increases	3,300
Training & Travel	2,000
Other	(200)
	<u>5,100</u>

	<u>Amount</u>
<u>Capital</u>	
Radio batteries	13,000
Radio equipment	3,000
	<u>16,000</u>

<u>Capital Projects</u>	
Radio console upgrade - (back-up 911 center)	<u>320,000</u>

911 Fee

Current rate is 75 cents per line, option to increase to \$1.50 or possibly higher under
under pending legislation, some Counties have already increased their 911 fee



AGENDA ITEM BRIEFING

Public Works 4/5/2022 Budget Work Session

Item Summary:

Mike Moulds, Director

ATTACHMENTS:

Description

Public Works Administration Public

Public Works Administration

Budget Request

April 5, 2022 – 11:30 AM

Budget Summary - Public Works Administration

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	239,977	288,688	356,516	67,828	23.5%
Benefits	76,770	97,406	141,655	44,249	45.4%
Operating	10,167	14,982	17,906	2,924	19.5%
Capital Leases	<u>27,329</u>	<u>25,525</u>	<u>-</u>	<u>(25,525)</u>	<u>-100.0%</u>
Grand Total	<u><u>354,243</u></u>	<u><u>426,601</u></u>	<u><u>516,077</u></u>	<u><u>89,476</u></u>	<u><u>21.0%</u></u>

Budget Summary - Public Works Administration

Personnel

Restructure - Procurement Manager

Reclass - Engineer to Deputy Director

Operating

Postage

Education - MACO Conference

Office Supplies - setting up office

Other

Inc/(Dec)

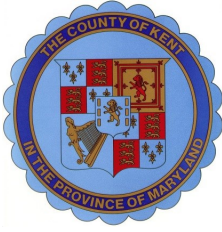
1,075

925

500

424

2,924



AGENDA ITEM BRIEFING

Water and Wastewater Division 4/5/2022 Budget Work Session

Item Summary:

Mike Moulds, Director

ATTACHMENTS:

Description

Water Wastewater Services Public

Water Wastewater Services

Budget Request

March 30, 2022 – 11:45 AM

Budget Summary - Water and Wastewater Services

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Incl/(Dec)	% Incl/-Dec
Revenues					
Water	677,270	673,354	701,600	28,246	4.2%
Sewer	1,604,420	1,633,085	1,704,592	71,507	4.4%
Septage	224,050	193,475	213,550	20,075	10.4%
Debt Proceeds	-	-	334,898	334,898	0.0%
Contracted Services	95,842	101,855	102,155	300	0.3%
Other	174,627	175,100	39,064	(136,036)	-77.7%
Total Revenues	2,776,209	2,776,869	3,095,859	318,990	11.5%
Expenses					
Salaries	699,631	732,752	794,870	62,118	8.5%
Benefits	376,126	447,808	500,713	52,905	11.8%
Contracted Services (salaries & benefits)	59,141	65,938	65,892	(46)	-0.1%
Operating	1,412,765	1,547,405	1,503,816	(43,589)	-2.8%
Major Repairs & Expenses	59,000	65,000	107,000	42,000	64.6%
Debt	870,386	867,267	883,146	15,879	1.8%
Reserves	54,740	60,037	62,418	2,381	4.0%
Capital	20,396	23,000	357,848	334,848	1455.9%
Total Expenses	3,552,185	3,809,207	4,275,703	466,496	12.2%
Transfers					
In - Operating/General Fund	775,976	1,032,338	1,179,844	147,506	14.3%
Total Transfer In/(Out)	775,976	1,032,338	1,179,844	147,506	14.3%
Subsidy %	22.2%	27.6%	28.0%		
Subsidy % - excluding capital & major expenses	18.7%	24.0%	24.1%		

Budget Highlights - Water and Wastewater Services

Revenues

	<u>Inc/(Dec)</u>
Debt Proceeds - Enterprise leases (3 vehicles carrying over from FY22)	334,898
Water and Sewer Fees - 4% rate increase	99,753
Septic Hauler Fees	20,075
Contracted Services	300
Other - FY22 allocation fees; sale of equipment - no budget for FY2023	(136,036)
	<u>318,990</u>

Operating

Machinery and Equipment - increased repair costs; aging equipment	24,174
Grinder Pumps - continuing to cycle replacement of obsolete pumps	15,000
Lab Fees - price increases; additional regulatory testing anticipated	11,965
Auto Fuel - significant price increases	11,000
Water Meters - price increases; battery & meter upgrades	10,000
Sewer Agreement Fee - Towns' FY2021 audited expenses less than anticipated	(72,843)
Water lines - staffing shortages limited Millington repairs in FY2022	(29,762)
Supply Grinder Pumps - resale pumps; do not budget as cannot anticipate	(25,297)
Engineering - no studies scheduled for FY2023	(17,000)
Other	29,174
	<u>(43,589)</u>

Major Repairs - see next page for details

42,000

Budget Highlights - Water and Wastewater Services

Major Repairs and Expenses

Water treatment plant filter media replacement program	45,000
Well redevelopment program	37,000
Pump station pump replacement program	25,000
	107,000

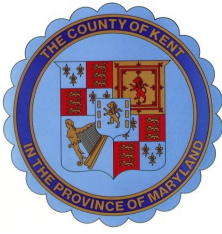
Leased Vehicles

Ford F-250 (2) with plow setups (from FY22)	83,238
Ford Transit 250 cargo van (from FY22)	39,410
Ford F-350	61,100
Ford F-250 (3)	141,000
Ford F-150	33,100
	357,848
	<u>464,848</u>

Budget Highlights - Water and Wastewater Services

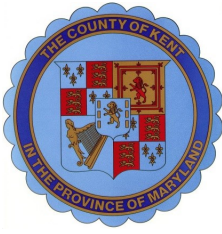
Contracted Services	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Revenues					
Rock Hall	98	1,600	-	(1,600)	-100.0%
Betterton	1,710	1,375	1,700	325	23.6%
Galena	81,480	81,480	81,480	-	0.0%
Nicholson	12,554	17,400	18,975	1,575	-100.0%
	<u>95,842</u>	<u>101,855</u>	<u>102,155</u>	<u>300</u>	<u>0.3%</u>
Expenses					
Rock Hall	94	1,600	-	(1,600)	-100.0%
Betterton	1,710	1,375	1,700	325	23.6%
Galena	45,563	45,563	45,563	-	0.0%
Nicholson	11,774	17,400	18,629	1,229	-100.0%
	<u>59,141</u>	<u>65,938</u>	<u>65,892</u>	<u>(46)</u>	<u>-0.1%</u>

This department does not expect to operate the updated Nicholson wastewater treatment plant prior to the end of FY2023



AGENDA ITEM BRIEFING

LUNCH 4/5/2022 Budget Work Session



AGENDA ITEM BRIEFING

County Roads 4/5/2022 Budget Work Session

Item Summary:

Dan Voshell, Division Chief

ATTACHMENTS:

Description

Roads Public

Roads

Budget Request

April 5, 2022 – 12:45 PM

Budget Summary - Roads

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	1,145,590	1,277,183	1,393,731	116,548	9.1%
Benefits	630,200	765,343	842,526	77,183	10.1%
Operating	978,131	979,577	1,188,546	208,969	21.3%
Capital	835,243	1,364,027	1,749,017	384,990	28.2%
Capital Leases	<u>27,329</u>	<u>104,642</u>	<u>83,238</u>	<u>(21,404)</u>	<u>-20.5%</u>
Grand Total	<u><u>3,616,493</u></u>	<u><u>4,490,772</u></u>	<u><u>5,257,058</u></u>	<u><u>766,286</u></u>	<u><u>17.1%</u></u>

Budget Highlights - Roads

Personnel

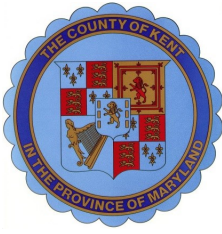
Reclassification - MEO I to MEO II

Operating

	<u>Inc/(Dec)</u>
Diesel Fuel - estimated usage 35,000 gallons	87,912
CDL Training - 7 employees @ \$4650 each	32,550
Centerline Striping - line striping price increased	25,000
Patching Materials - new tack distributor allows crew to complete more patching	23,170
Guardrails - Riley's Neck, Walnut Tree, Big Stone, Clark Rd	21,688
Gasoline Fuel - estimated usage 9,000 gallons	20,000
Supply - tire/tube/rim/wheels - increased costs	11,000
Supply - oil/lube/fluids/additives - increased costs	8,975
Drainage Materials - pipe costs expected to double in FY23	7,589
R&M Machinery/equipment - FY22 was increased for additional repairs	(45,504)
Other	16,589
	<u>208,969</u>

Budget Highlights - Roads

<u>Capital</u>	<u>Amount</u>
Repair Bridges - K0001 & K0002	368,367
Standard cab dump truck - approved FY22, delivery in FY23	175,000
Gradall	481,200
Paving Project - Quaker Neck Landing Rd	287,100
Surface treatment various roads - County Cost = \$275,002, State Aid = \$64,998	340,000
Clark Rd Pipe Project	97,350
Standard cab dump truck - approval request in FY23, delivery FY24 \$180,000	
	<u>1,749,017</u>
<u>Leased Vehicles</u>	
Ford F-250 (2) - approved and ordered in FY22, will not arrive until FY23	78,988
Plow setup for Ford F-250 (2) -approved and ordered in FY22, delivery FY23	4,250
	<u>83,238</u>
<u>Capital Projects</u>	
Lambson Forest Rd bridge - \$400,000 project , 80% State funding	80,000
	<u>80,000</u>



AGENDA ITEM BRIEFING

Environmental Operations 4/5/2022 Budget Work Session

Item Summary:

Marty Holden, Division Chief

ATTACHMENTS:

Description

Environmental Operations Public

Public Landings Public

Bayside Landing Public

Environmental Operations

Budget Request

April 5, 2022 – 1:00 PM

Budget Summary - Environmental Operations

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	487,977	486,998	535,359	48,361	9.9%
Benefits	242,053	242,053	277,406	35,353	14.6%
Operating	527,901	547,954	609,922	61,968	11.3%
Capital	52,759	56,786	177,900	121,114	213.3%
Capital Leases	<u>-</u>	<u>95,679</u>	<u>112,538</u>	<u>16,859</u>	<u>17.6%</u>
Grand Total	<u><u>1,310,690</u></u>	<u><u>1,429,470</u></u>	<u><u>1,713,125</u></u>	<u><u>283,655</u></u>	<u><u>19.8%</u></u>

Budget Highlights - Environmental Operations

Personnel

Employee Reclassification - MEO II to MEO III

Operating

	<u>Inc/(Dec)</u>
Diesel Fuel	52,200
Auto Fuel	12,225
Repairs & Maintenance - FY22 cost of methane gas blower motor replacement	(5,000)
Other	2,543
	<u>61,968</u>

Capital

	<u>Amount</u>
Load-All Boom Loader - County cost = \$107,000, less \$30,000 trade-in	137,000
Open top roll off container	16,000
Z-Trak Zero Turn Mower	12,000
Shipping/Storage Container (8'x42')	9,500
Tar/Chip Road Surface Repairs - Nicholson Drop-Off Center	3,400
	<u>177,900</u>

Budget Highlights - Environmental Operations

	<u>Amount</u>
<u>Leased Vehicles</u>	
Ford F-350 (2) - approved and ordered FY22, delivery FY23	96,440
Plow setup/utility body for Ford F-350 (2) - ordered FY22, delivery FY23	<u>16,098</u>
	112,538
<u>Capital Projects</u>	
Nicholson Water Treatment Plant Upgrade - \$2,724,000 USDA loan	<u>-</u>
	-

Public Landings

Budget Request

April 5, 2022 – 1:00 PM

Budget Summary - Public Landings

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	38,700	52,027	56,127	4,100	7.9%
Benefits	22,900	25,963	28,133	2,170	8.4%
Operating	23,915	23,915	23,915	-	0.0%
Capital	<u>15,886</u>	<u>15,886</u>	<u>16,000</u>	<u>114</u>	<u>100.0%</u>
Grand Total	<u>101,401</u>	<u>117,791</u>	<u>124,175</u>	<u>6,384</u>	<u>5.4%</u>

Budget Highlights - Public Landings

	<u>Amount</u>
<u>Capital</u>	
Z-trac zero turn mower	12,000
Single axle utility trailer 6' x 12'	<u>4,000</u>
	16,000

Bayside Landing

Budget Request

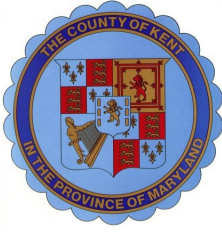
April 5, 2022 – 1:00 PM

Budget Summary - Bayside Landing

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	-	-	-	-	0.0%
Benefits	-	-	-	-	0.0%
Operating	24,712	14,827	32,307	17,480	117.9%
Capital	<u>77,892</u>	<u>1,081,500</u>	<u>1,020,000</u>	<u>(61,500)</u>	<u>-5.7%</u>
Grand Total	<u><u>102,604</u></u>	<u><u>1,096,327</u></u>	<u><u>1,052,307</u></u>	<u><u>(44,020)</u></u>	<u><u>-4.0%</u></u>

Budget Highlights - Bayside Landing

	<u>Inc/(Dec)</u>
<u>Operating</u>	
Life Guards - outsourced life guards services	19,770
Other	(2,290)
	17,480
 <u>Capital Projects</u>	
Replace piers and bulkhead - (\$1,080,000)	650,000
\$430,000 DNR grant agreement extended to December 31, 2023	
\$10,000 LPPI grant BPW approved February 16, 2022	
	650,000



AGENDA ITEM BRIEFING

Building and Grounds Maintenance, Engineering 4/5/2022 Budget Work Session

Item Summary:

Mike Moulds, Director

ATTACHMENTS:

Description

Building Maintenance Public

Grounds Maintenance Public

Weed Control Public

Building Maintenance

Budget Request

April 5, 2022 – 1:15 PM

Budget Summary - Building Maintenance

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	165,648	271,854	182,836	(89,018)	-32.7%
Benefits	100,502	181,833	111,274	(70,559)	-38.8%
Operating	739,105	736,966	996,561	259,595	35.2%
Capital	306,925	364,252	82,800	(281,452)	-77.3%
Capital Leases	-	42,675	75,775	33,100	77.6%
Grand Total	1,312,180	1,597,580	1,449,246	(148,334)	-9.3%

Budget Highlights - Building Maintenance

Personnel

Eliminated Positions (outsourced custodial services) - 3 maintenance workers - \$197,577

Operating

	<u>Inc/(Dec)</u>
Custodial Services - outsourced FY23	184,310
HVAC Maintenance -increased costs due to aging HVAC equipment and rising costs	53,410
Water & Sewer - increased in usage at public works complex	6,694
Electric	5,000
Other	10,181
	<u>259,595</u>

Capital

	<u>Amount</u>
Public Works Complex - storage building 20' x 20'	40,000
Government Center - replace (2) HVAC units per year (42 total)	21,600
Government Center - repair basement foundation	16,200
Hearse House- floor repair and insulation	5,000
	<u>82,800</u>

Budget Highlights - Building Maintenance

Capital Leases

	<u>Amount</u>
Ford F-350 - approved in FY22, delivery in FY23	40,550
Plow setup for Ford F-350 - approved in FY22, delivery in FY23	2,125
Ford F-150	<u>33,100</u>
	75,775

Capital Projects

Public Safety Complex - feasibility study - phase 2	97,000
Courthouse - renovation design services	<u>1,512,000</u>
	1,609,000

Grounds Maintenance

Budget Request

April 5, 2022 – 1:15 PM

Budget Summary - Grounds Maintenance

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	247,047	264,243	287,097	22,854	8.6%
Benefits	151,280	155,531	164,401	8,870	5.7%
Operating	122,150	114,990	131,929	16,939	14.7%
Capital	128,474	134,800	38,000	(96,800)	-71.8%
Capital Leases	<u>-</u>	<u>41,619</u>	<u>41,619</u>	<u>-</u>	<u>0.0%</u>
Grand Total	<u>648,951</u>	<u>711,183</u>	<u>663,046</u>	<u>(48,137)</u>	<u>-6.8%</u>

Budget Highlights - Grounds Maintenance

	<u>Inc/(Dec)</u>
<u>Operating</u>	
Turf Management - reclassified from grounds maintenance	12,600
Electric	10,700
Sports Field Supplies	6,000
Grounds Maintenance - reclass turf management	(12,600)
Other	239
	<u>16,939</u>
 <u>Capital</u>	 <u>Amount</u>
Grappler bucket for tractor	8,000
Turf tractor w/front loader	30,000
	<u>38,000</u>
 <u>Capital Leases</u>	
Ford F-250 ordered in FY22, delivery in FY23	39,494
Plow setup for Ford F-250 ordered in FY22, delivery in FY23	2,125
	<u>41,619</u>

Budget Highlights - Grounds Maintenance

<u>Capital Projects</u>	<u>Amount</u>
Worton Maintenance Facility - renovations to existing facility	105,000
Worton Maintenance Facility - parking lot paving	95,000
Worton Maintenance Facility - landscaping	40,000
	<u>240,000</u>

Weed Control

Budget Request

April 5, 2022 – 1:15 PM

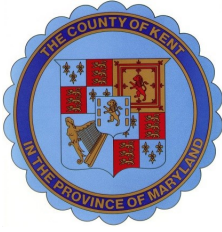
Budget Summary - Weed Control

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	31,000	36,074	40,350	4,276	11.9%
Benefits	7,203	8,377	9,434	1,057	12.6%
Operating	6,847	8,085	8,266	181	2.2%
Capital Lease	-	41,619	74,719	33,100	79.5%
Grand Total	45,050	94,155	132,769	38,614	41.0%

Budget Highlights - Weed Control

<u>Operating</u>	<u>Inc/(Dec)</u>
Auto Fuel	500
Repairs and Maintenance Supplies	(250)
Chemical Supplies	(300)
Other	231
	<u>181</u>

<u>Capital Leases</u>	<u>Amount</u>
Ford F-250 - ordered in FY22, delivery FY23	39,494
Plow set-up for Ford F-250 - ordered in FY22, delivery FY23	2,125
Ford F-150	33,100
	<u>74,719</u>



AGENDA ITEM BRIEFING

Information Technology 4/5/2022 Budget Work Session

Item Summary:

Scott Boone, Director

ATTACHMENTS:

Description

IT Public

Information Technology

Budget Request

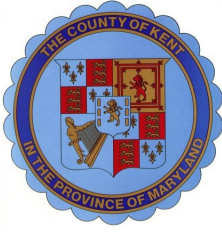
April 5, 2022 – 1:30 PM

Budget Summary - Information Systems

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	418,608	418,608	456,846	38,238	9.1%
Benefits	192,903	192,903	210,488	17,585	9.1%
Operating	313,449	361,313	455,167	93,854	26.0%
Capital	<u>22,536</u>	<u>16,556</u>	<u>15,500</u>	<u>(1,056)</u>	<u>-6.4%</u>
Grand Total	<u><u>947,496</u></u>	<u><u>989,380</u></u>	<u><u>1,138,001</u></u>	<u><u>148,621</u></u>	<u><u>15.0%</u></u>

Budget Highlights - Information Systems

	<u>Inc/(Dec)</u>
<u>Operating</u>	
Data Lines - cloud based phone, network monitoring contract for new anchor sites	55,188
Data Processing - ransomware (unitrends), cybersecurity	24,164
Software Subscription - cybersecurity (nextgen siem)	19,874
Supply Cable/Tool - supply chain has delayed Kent County IT projects	(2,500)
Other	(2,872)
	93,854
<u>Capital Expenditures</u>	
Computer equipment - nextgen siem hardware	15,500
	15,500
<u>Capital Projects</u>	
Computer Refresh	30,000
	30,000



AGENDA ITEM BRIEFING

Parks and Recreation 4/5/2022 Budget Work Session

Item Summary:

Myra Butler, Director

ATTACHMENTS:

Description

Parks & Rec Public

Local Park & Playground Infrastructure Grant Public

Parks & Recreation

Budget Request

April 5, 2022 – 1:45 PM

Budget Summary - Parks & Recreation

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	565,116	787,365	670,630	(116,735)	-14.8%
Benefits	208,819	268,025	238,649	(29,376)	-11.0%
Operating	209,385	171,958	311,645	139,687	81.2%
Capital	38,900	106,300	91,700	(14,600)	-13.7%
Programs	-	-	200,000	200,000	100.0%
Grand Total	<u>1,022,220</u>	<u>1,333,648</u>	<u>1,512,624</u>	<u>178,976</u>	<u>13.4%</u>

Budget Highlights - Parks & Recreation

Personnel

Life Guards - outsource life guard duties \$163,065

Operating

	<u>Inc/(Dec)</u>
Life Guards Contract	179,034
Community Center Pool	98,070
Betterton Beach	39,984
Millington Pool	40,980
Rental Services - reinstatement of summer program trips	7,700
R&M Services - savings from outsourcing life guards	(8,987)
Recreation Supply - chemical savings from outsourcing life guards	(11,730)
Food Supply - food services outsourced	(16,500)
Other	9,830
	<u>139,687</u>

Programs

Sassafras Environmental Education Center	
(2) new positions - Program Coordinator and Administrative Specialist II	166,574
Services and Supplies	33,426
	<u>200,000</u>

Budget Highlights - Parks & Recreation

	<u>Amount</u>
<u>Capital</u>	
Community Center - replaster shallow end of pool	35,000
Millington Pool - pool replaster	45,000
Community Center - lobby/computer room furniture	7,500
Community Center - meeting room tables	4,200
	<u>91,700</u>

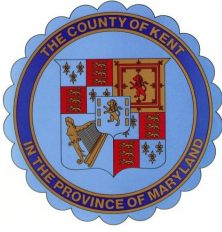
Local Park & Playground Infrastructure Grant

Budget Request

April 5, 2022 – 1:45 PM

5 YEAR CAPITAL PLAN - PARKS & RECREATION - LOCAL PARK & PLAYGROUND INFRASTRUCTURE GRANTS

	Projected						
	FY22	FY23	FY24	FY25	FY26	FY27	Total
Capital Expenditures							
Bathhouse flooring (\$10,000)	0	-	-	-	-	-	-
Edesville Park - swings (\$9,800)	-	0	-	-	-	-	-
Betterton Beach pavilion - repair roof (\$20,000)	-	0	-	-	-	-	-
Total Capital Expenditures	-	0	-	-	-	-	-
Capital Projects							
Worton - athletic field lighting (\$345,000)	-	0	-	-	-	-	-
Worton Park - facility enhancements (\$164,310)	-	0	-	-	-	-	-
Total Capital Projects	-	0	-	-	-	-	-
Total Expenditures	-	0	-	-	-	-	-



AGENDA ITEM BRIEFING

Planning, Housing, and Zoning 4/5/2022 Budget Work Session

Item Summary:

Bill Mackey, Director

ATTACHMENTS:

Description

Planning Public

Planning, Zoning & Housing

Budget Request

April 5, 2022 – 2:00 PM

Budget Summary - Planning & Zoning

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	499,262	539,177	625,539	86,362	16.0%
Benefits	220,782	258,770	351,090	92,320	35.7%
Operating	226,661	301,950	238,005	(63,945)	-21.2%
Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>100.0%</u>
Grand Total	<u>946,705</u>	<u>1,099,897</u>	<u>1,214,634</u>	<u>114,737</u>	<u>10.4%</u>

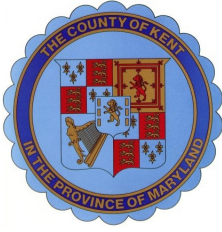
Budget Highlights - Planning & Zoning

Personnel

New Position - Associate Planner, \$96,938 (salary - \$58,867, benefits - \$38,071)

Operating

	<u>Inc/(Dec)</u>
Professional Services - storm water management review by Maryland Environmental Services	4,800
Building Inspections - increased number of building inspections	3,000
Legal Services - FY22 American Legion Case	(8,000)
Other Services - use of temporary employee during vacancy in FY22	(10,125)
Land Use Update - comprehensive rezoning balance of contract	(47,600)
Other	(6,020)
	<u>(63,945)</u>



AGENDA ITEM BRIEFING

Local Management Board 4/5/2022 Budget Work Session

Item Summary:

Rosemary Ramsey-Granillo, Director

ATTACHMENTS:

Description

LMB Public

Local Management Board

Budget Request

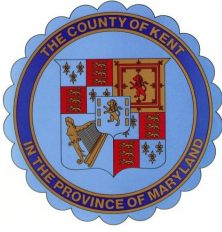
April 5, 2022 – 2:15 PM

Budget Summary - Local Management Board

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	188,727	188,727	248,670	59,943	31.8%
Benefits	82,187	82,187	121,013	38,826	47.2%
Operating	42,946	43,946	24,338	(19,608)	-44.6%
Programs	301,132	301,132	316,132	15,000	5.0%
Capital	-	2,000	1,200	(800)	-40.0%
Grand Total	614,992	617,992	711,353	93,361	15.1%

Funding Summary - Local Management Board

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc-/Dec</u>
Governor's Office of Crime Prevention, Youth & Victim Services					
Local Care Team	62,774	62,774	90,437	27,663	44.1%
Community Support	-	-	91,765	91,765	100.0%
Community Partnership	359,588	359,588	330,250	(29,338)	-8.2%
				<u>90,090</u>	
Upper Shore Regional Council					
Transportation Grant	4,000	7,000	4,000	(3,000)	-42.9%
Maryland State Department of Education					
Home Visiting	64,349	64,349	64,349	-	0.0%
County					
Community Support	-	-	10,000	10,000	100.0%
Personnel	90,040	90,040	73,840	(16,200)	-18.0%
Operating	34,241	34,241	7,121	(27,120)	-79.2%
Capital	-	2,000	1,200	(800)	100.0%
Programs	-	-	38,391	<u>38,391</u>	100.0%
				<u>4,271</u>	
Grand Total	<u>614,992</u>	<u>617,992</u>	<u>711,353</u>	<u>91,361</u>	<u>14.8%</u>



AGENDA ITEM BRIEFING

Economic and Tourism Development 4/5/2022 Budget Work Session

Item Summary:

Jamie Williams, Director

ATTACHMENTS:

Description

Economic & Tourism Development Public

Economic and Tourism Development

Budget Request

April 5, 2022 – 2:30 PM

Budget Summary - Economic and Tourism Development

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	245,157	243,592	265,358	21,766	8.9%
Benefits	102,994	113,496	105,223	(8,273)	-7.3%
Operating	180,237	195,278	199,145	3,867	2.0%
Capital	-	-	-	-	
Transfer to Grant Fund	<u>15,000</u>	<u>15,000</u>	<u>20,000</u>	<u>5,000</u>	
Grand Total	<u><u>543,388</u></u>	<u><u>567,366</u></u>	<u><u>589,726</u></u>	<u><u>22,360</u></u>	<u><u>3.9%</u></u>

Budget Highlights - Economic and Tourism Development

Operating

Inc/(Dec)

Advertising - various advertising (print, digital, radio, tv social media etc.)

Economic Development - business attraction, retention and expansion,
and general County outreach; residents, workforce, business owners etc.

6,440

this line includes \$5000 for Residential Builders for the Village at Kennedyville

Other Advertising - indirect costs; printing, graphic design, and content creative

savings achieved by collectively marketing Kent County and exploring different
advertising placements, all print advertising is leveraged with a digital component

2,500

Tourism Development - qualifying expenditures with the Maryland

Office of Tourism Development; visitors and hometown tourism

(8,240)

Other

3,167

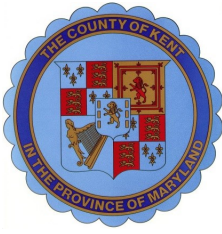
3,867

Budget Highlights - Economic and Tourism Development

Transfer to Grant Fund

Inc/(Dec)

Micro Ag Grant Program - FY2021 was a pilot year, 2nd year of the program leveraged funds from the Upper Shore Regional Council (USRC) and Maryland Agricultural & Resource-Based Industry Development Corporations (MARBIDCO) for agricultural businesses looking to expand, diversify or improve operations.	5,000
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AGENDA ITEM BRIEFING

Kent Family Center 4/5/2022 Budget Work Session

Item Summary:

Lisa Mazingo, Director

ATTACHMENTS:

Description

KFC Public

Kent Family Center

Budget Request

April 5, 2022 – 2:45 PM

Budget Summary - Kent Family Center

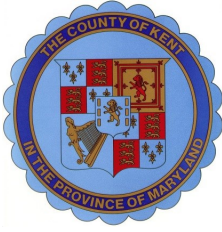
	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	314,901	274,517	326,116	51,599	18.8%
Benefits	75,735	76,560	83,834	7,274	9.5%
Operating	78,902	88,357	85,912	(2,445)	-2.8%
Capital	5,100	-	-	-	0.0%
Grand Total	474,638	439,434	495,862	56,428	12.8%

Funding Summary - Kent Family Center

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Maryland Family Network	365,000	365,000	365,000	-	0.0%
Judy Center	1,500	2,000	2,000	-	0.0%
Community Donations	1,050	2,600	1,550	(1,050)	-40.4%
County	<u>107,088</u>	<u>69,834</u>	<u>127,312</u>	<u>57,478</u>	<u>82.3%</u>
Grand Total	<u><u>474,638</u></u>	<u><u>439,434</u></u>	<u><u>495,862</u></u>	<u><u>56,428</u></u>	<u><u>12.8%</u></u>

Budget Highlights - Kent Family Center

	<u>Inc/(Dec)</u>
County - salaries and benefits	57,478
Community Donations	<u>(1,050)</u>
	56,428



AGENDA ITEM BRIEFING

Human Resources 4/5/2022 Budget Work Session

Item Summary:

Marty Hale, Director

ATTACHMENTS:

Description

Human Resources Public

Insurance Public

Human Resources

Budget Request

April 5, 2022 – 3:00 PM

Budget Summary - Human Resources

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	207,540	205,806	227,335	21,529	10.5%
Benefits	105,824	108,454	127,889	19,435	17.9%
Operating	60,783	59,982	66,189	6,207	10.3%
Capital	-	-	-	-	0.0%
Grand Total	374,147	374,242	421,413	47,171	12.6%

Budget Highlights - Human Resources

	<u>Inc/(Dec)</u>
<u>Operating</u>	
Advertising - personnel recruitment	4,500
Employee relations - annual employee appreciation dinner	1,100
Other	607
	<u>6,207</u>

Insurance

Budget Request

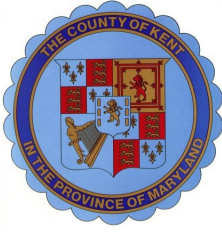
April 5, 2022 – 3:00 PM

Budget Summary - Insurance

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	-	-	-	-	
Benefits	-	-	-	-	
Operating	254,163	252,209	296,079	43,870	17.4%
Capital	-	-	-	-	
Grand Total	<u>254,163</u>	<u>252,209</u>	<u>296,079</u>	<u>43,870</u>	<u>17.4%</u>

Budget Highlights - Insurance

<u>Operating</u>	<u>Inc/(Dec)</u>
Multi Peril	15,954
Police Legal Liability	9,640
Auto Physical Liability	8,250
Public Officials	5,587
General Liability	5,187
Excess General Liability	2,952
Membership Credits	(4,500)
Other	800
	<u>43,870</u>



AGENDA ITEM BRIEFING

County Commissioners Office 4/5/2022 Budget Work Session

Item Summary:

Sondra Blackiston, Clerk and KATE Manager

ATTACHMENTS:

Description

County Commissioners Public

Commissioners Office Public

Alcohol & Tobacco Public

Accountability Office Public

Legal Public

County Commissioners

Budget Request

April 5, 2022 – 3:15 PM

Budget Summary - County Commissioners

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	60,000	60,000	60,000	-	0.0%
Benefits	68,554	70,554	75,447	4,893	6.9%
Operating	28,108	27,518	36,315	8,797	32.0%
Capital	-	-	-	-	0.0%
Grand Total	156,662	158,072	171,762	13,690	8.7%

Budget Highlights - County Commissioners

<u>Operating</u>	<u>Inc/(Dec)</u>
MACO Conference - registration fees and MACO booth	4,240
Meals - election reception, misc activities and meals	1,500
MACO - MACO annual dues	1,132
Other	1,925
	<u>8,797</u>

Commissioners Office

Budget Request

April 5, 2022 – 3:15 PM

Budget Summary - County Commissioners Office

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	282,931	337,017	383,305	46,288	13.7%
Benefits	131,477	160,095	177,789	17,694	11.1%
Operating	22,255	21,475	27,170	5,695	26.5%
Capital	-	-	-	-	100.0%
Grand Total	436,663	518,587	588,264	69,677	13.4%

Budget Highlights - County Commissioners Office

Operating

NACO High Performance Leadership Academy	3,190
Vehicle Repairs and Maintenance - replace tires and ball joints	1,752
Other	753
	5,695

Alcohol and Tobacco Inspection

Budget Request

April 5, 2022 – 3:15 PM

Budget Summary - Alcohol & Tobacco Inspection

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	34,000	37,800	37,492	(308)	-0.8%
Benefits	8,352	4,782	8,767	3,985	83.3%
Operating	7,987	7,463	8,759	1,296	17.4%
Capital Leases	27,329	25,525	-	(25,525)	0.0%
Grand Total	77,668	75,570	55,018	(20,552)	-27.2%

Budget Highlights - Alcohol & Tobacco Inspection

Operating

Conferences - MALA and NLLEA conferences meals, lodging

Other

Inc/(Dec)

772

524

1,296

Accountability Office

Budget Request

April 5, 2022 – 3:15 PM

Budget Summary - Accountability Office

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	-	-	23,135	23,135	100.0%
Benefits	-	-	27,562	27,562	100.0%
Operating	-	-	49,303	49,303	100.0%
Capital	-	-	-	-	
Grand Total	-	-	100,000	100,000	100.0%

Budget Highlights - Accountability Office

Personnel

New Position - Accountability Manager \$50,697 (salary \$23,135, benefits \$27,562)

Operating

Services and Supplies

Inc/(Dec)

49,303

Legal Counsel

Budget Request

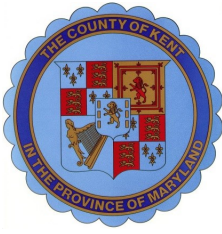
April 5, 2022 – 3:15 PM

Budget Summary - Legal Services

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	-	-	-	-	
Benefits	-	-	-	-	
Operating	57,820	57,820	76,100	18,280	31.6%
Capital	-	-	-	-	
Grand Total	<u>57,820</u>	<u>57,820</u>	<u>76,100</u>	<u>18,280</u>	<u>31.6%</u>

Budget Highlights - Legal Services

<u>Operating</u>	<u>Inc/(Dec)</u>
Legal Services - other counsel as needed	10,000
- 6% rate increase	3,000
MORGNEC Road Solar project appeal	5,000
Other	280
	<u>18,280</u>



AGENDA ITEM BRIEFING

Office of Finance 4/5/2022 Budget Work Session

Item Summary:

Pat Merritt, Chief Financial Officer

ATTACHMENTS:

Description

Office of Finance Public

General Services Public

Audit Public

Office of Finance

Budget Request

April 5, 2022 – 3:30 PM

Budget Summary - Finance

	FY22 Projection	FY22 Budget	FY23 Budget	\$ Inc/(Dec)	% Inc/-Dec
Salaries	514,593	538,348	580,635	42,287	7.9%
Benefits	225,826	239,314	269,993	30,679	12.8%
Operating	53,273	54,724	56,390	1,666	3.0%
Capital	12,911	12,911	-	(12,911)	-100.0%
Grand Total	806,603	845,297	907,018	61,721	7.3%

Budget Highlights - Finance

Operating

Office Equipment Maintenance - new inserter & postage meter

2,616

Other

(950)

1,666

General Services

Budget Request

April 5, 2022 – 3:30 PM

Budget Summary - General Services

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries				-	
Benefits				-	
Operating	216,956	217,211	224,221	7,010	3.2%
Capital				-	
Grand Total	<u>216,956</u>	<u>217,211</u>	<u>224,221</u>	<u>7,010</u>	<u>3.2%</u>

Budget Highlights - General Services

<u>Operating</u>	<u>Inc/(Dec)</u>
Data Processing - central square year 4 of 5	4,573
Rental Services - sharp leases	2,106
Other	331
	7,010

Audit

Budget Request

March 30, 2022 – 1:45 PM

Budget Summary - Audit

	<u>FY22 Projection</u>	<u>FY22 Budget</u>	<u>FY23 Budget</u>	<u>\$ Inc/(Dec)</u>	<u>% Inc/-Dec</u>
Salaries	-	-	-	-	0.0%
Benefits	-	-	-	-	0.0%
Operating	33,200	33,200	33,800	600	1.8%
Capital	-	-	-	-	
Grand Total	<u>33,200</u>	<u>33,200</u>	<u>33,800</u>	<u>600</u>	<u>1.8%</u>

Budget Highlights - Audit

Operating

- Auditing Services - contract increase

Inc/(Dec)

600

600