



# Executive Summary

*Proposed FY 2021-22 Significant Budget Expenditure – Changes Per Department*

## Significant changes to the General Fund budget from the July 29, 2<sup>nd</sup> Budget Workshop include:

### General Fund

#### General Government (Page 5):

- Professional Services *increased* as a result of adding \$60,000 for a Federal Lobbyist.
- Other Contractual Services *increased* \$2,400 as a result of budgeting for the monthly fees associated with the employee electronic and temperature check time clock management system (formerly budgeted for in the Finance department).

#### Finance (Page 8):

- Other Contractual Services *decreased* (\$2,400) as a result of no longer budgeting for the monthly fees associated with the employee electronic and temperature check time clock management system that are now budgeted in the General Government department.

### Stormwater Utility Fund (Page 18)

- Professional Services *increased* \$186,000 primarily resulting from budgeting for an Environmental Lobbyist \$18,000 as well as budgeting for increased design services related to new drainage projects: Caribbean Blvd and Sage Bay. (\$168,000).
- Other Contractual Services *increased* \$25,000 resulting from a planned increase in tree planting services.
- Depreciation *increased* \$75,000 primarily resulting from more stormwater assets in service and being depreciated.



## July 29, 2021 Workshop Versus Adopted Fiscal Year 2021

### Mayor and Town Council (Page 3):

- Other Current Charges *increased* as a result of adding an additional \$5,000 for Committee funds for the outreach efforts of the Environmental Task Force committee.

### Town Clerk (Page 4):

- Salaries and Benefits *decreased* as a result of the retirement of the Town Clerk and the promotion of the Deputy Town Clerk to that position at a lower salary.
- Other Contractual Services *decreased* primarily as a result of no budgeted election costs (\$87,000 decrease).
- Repairs and Maintenance *decreased* as a result of savings from the switch from Granicus to eScribe.

### General Government (Page 5):

- Salaries and benefits *increased* primarily as a result of COLA and merit pay increases.
- Professional Services *increased* primarily as a result of budgeting for GOB marketing and conceptual design consultants (approx. \$70,000 and \$24,000, respectively) offset by decreased funding for an environmental lobbyist (approx. \$10,800) and decreased financial advisory services (\$18,000).
- Other Contractual Services *increased* primarily as a result of budgeting for Brownfield consulting services \$15,000.
- Rentals *increased* \$19,400 primarily as a result of budgeting for a full year of office space leasing in the CBTC building.
- Insurance *increased* \$14,000 primarily as a result of anticipated increases in business insurance renewal premiums.

**General Government Continuation (Page 5):**

- Other Current Charges **decreased** (\$190,000) primarily as a result of no debt issuance costs budgeted in the current year.
- Capital Outlay **decreased** primarily as a result of no land acquisitions budgeted for in the current year (prior year reflects acquisition of the 8.45 acre parcel on Old Cutler Road & SW 184 Street (\$8.45 million).
- Debt Service **decreased** primarily to the planned payoff of certain bank loans in the prior year not recurring in the current year. The remaining debt service amount reflect the projected principal and interest payments due on the remaining existing debt and the restructured debt.

**Finance (Page 8):**

- Repairs and Maintenance **increased** (approx. \$3,000) due primarily to maintenance costs associated with the Town's financial software and re-activation of the Town's Transparency portal thereto.

**Town Attorney (Page 9):**

- No proposed changes.

**Community Development (Page 10):**

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases, as well as a result of budgeting for one (1) additional full-time Code Officer and one (1) part-time Building Official.
- Professional Services **increased** (approx.. \$7,000) as a result of budgeting for an update of the Growth Management Plan (\$45,000 increase), offset by reduced utilization of planning consultants (\$38,000 decrease).
- Other Contractual Services **increased** (approx. \$37,000) primarily as a result of anticipated increases in payments to the Town's permitting and inspection contractor (\$50,000 increase), offset by payments to that contractor for Building Official services (\$7,000 decrease) and decreases for code compliance property maintenance services (\$3,000 decrease) and for unsafe structure services (\$3,000 decrease).



**Public Works (Page 11):**

- The *increase* in Other Contractual Services (approx. \$33,300) results primarily from new landscape service areas in Town (\$5,800), reclassifying town-wide beautification projects from Capital Outlay to Other Contractual Services (\$12,000), provision for holiday lighting (\$8,500), and increased tree and landscape replacement services (\$7,000).
- Operating Supplies – Fuel is budgeted to *increase* \$18,000 due to rising gas prices and increased utilization of the Town’s vehicles.
- Capital Outlay *decreased* due to reclassifying town-wide beautification projects and miscellaneous tools and equipment to Other Contractual Services and Operating Supplies, respectively.

**Police Services (Page 12):**

- Professional Services include costs for MDPD local police services that are passed through to the Town for the appropriate police employees. The budget reflects MDPD’s budgeted cost of local patrol services based on current contract costs and no change in personnel.

**Parks and Recreation (Page 13):**

- Salaries and benefits *increased* primarily as a result of COLA and merit pay increases.
- Other Contractual Services *increased* (approx. \$24,500) primarily as a result of budgeted increases in planned Town events (\$16,000), summer camp programs (\$5,000), and adult/senior programs (\$5,000), partially offset by a small decrease in budgeted landscaping costs.

[SPACE LEFT INTENTIONALLY BLANK]