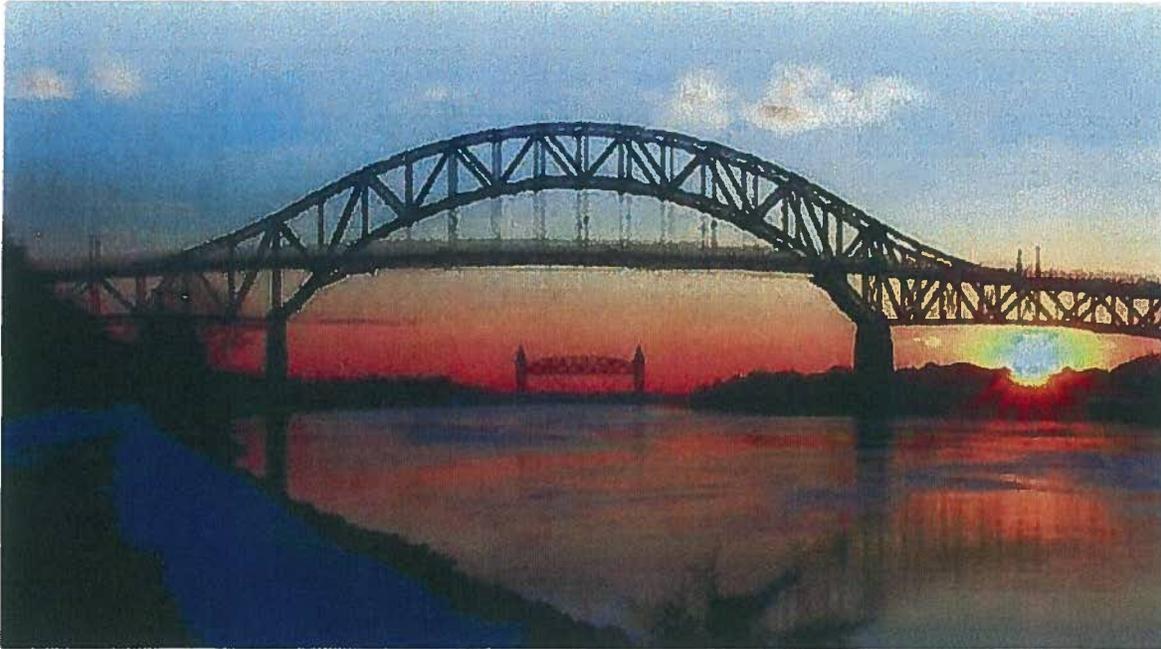


BARNSTABLE COUNTY  
FISCAL YEAR 2015  
APPROVED  
OPERATING AND CAPITAL BUDGET



July 1, 2014

BARNSTABLE COUNTY  
DEPARTMENT OF FINANCE  
Route 6A, Barnstable, MA 02630  
(508) 375-6643



**BARNSTABLE COUNTY COMMISSIONERS**

**MARY PAT FLYNN, CHAIRMAN  
SHEILA LYONS, VICE-CHAIRMAN  
WILLIAM DOHERTY, COMMISSIONER**

**MICHAEL BRILLHART, COUNTY ADMINISTRATOR  
E. MARK ZIELINSKI, DIRECTOR OF FINANCE/TREASURER**

**BARNSTABLE COUNTY FISCAL YEAR 2015  
ADOPTED OPERATING & CAPITAL BUDGET  
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ADOPTED OPERATING & CAPITAL BUDGET  
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## BUDGET OVERVIEW

### COUNTY BACKGROUND

The County of Barnstable was established in 1685 as one of the first counties in Massachusetts. The current political and administrative organization of Barnstable County was established by a Home Rule Charter enacted by the Massachusetts Legislature and accepted by the voters of Barnstable County in 1988. The purpose of the County Charter is to provide the means and the structure to deal with regional issues which transcend the existing boundaries of municipal governments.

Legislative powers for the County rest in the Assembly of Delegates made up of fifteen members, one elected by the voters in each of the County's 15 towns. Executive powers are exercised by the Board of County Commissioners consisting of three members elected for terms of four years each. In addition, the County is administered by a County Administrator, who acts as the Chief Operating Officer for the County. Functions of the County are carried out by fifteen County Departments, which for the purposes of budget presentation, are organized into six major programs.

The County is responsible for providing and maintaining a number of varied services including health services, human services, cooperative extension education services, regional planning and economic development, criminal investigation, police and fire training, police radio, drug information bureau, purchasing and group insurance, and the Registry of Deeds. In 2010, the Sheriff's functions were taken over by the Commonwealth of Massachusetts. The County continues to pay for the retirement liability of previously retired Sheriff's employees.

### BARNSTABLE COUNTY MISSION STATEMENT

The mission of Barnstable County is to promote and sustain a pro-active open government that enhances the quality of life for the citizens of Barnstable County.

### THE COUNTY BUDGET

The budget established each fiscal year for Barnstable County is based on the program priorities and objectives of each County department. The emphasis in the fiscal 2015 budget process has been on finding ways to enhance the delivery of services in a cost control environment and to maintain the delivery of vital services to the towns and residents of Barnstable County.

The budget process began in October, 2014 with the distribution of budget request packages. Goals and objectives are developed in conjunction with the budgets for each department. Departments are also responsible for submitting a mission statement as well as a report on their progress in achieving the current fiscal year's goals. Departments establish line item budgets based on the cost of providing a similar level of service in the next fiscal year. Any additional services or new initiatives must be identified separately and thoroughly justified as to costs and benefits. The budgets are then submitted to the Director of Finance for development of the "As Requested" budget. This budget is then presented to the Commissioners for review. The Commissioners meet directly with each Department to discuss budget requests and make adjustments. The Commissioners recommended budget is then compiled and, within a time fixed by ordinance, delivered to the Assembly of Delegates for review.

During the budget deliberation process the Assembly's various Standing Committees meet with the Departments under their jurisdiction to review the budget. Each Committee meeting is an open meeting duly posted with members of the public invited. After completion of the committee work, the full Assembly holds a public hearing on the proposed budget. The Assembly is required by the Charter to adopt a budget for the ensuing fiscal year no later than the last day of May in the preceding fiscal year. If final action is not taken by that time, the appropriations not acted upon take effect without any action by the Assembly.

#### BUDGET ORGANIZATION

The budget document is organized according to the programmatic activities of the County. The six program areas identified in the budget are as follows: General Government, County Services, Health and Human Services, Public Safety, Planning and Development, and Shared Costs and Debt Service. Each program is further delineated according to the County departments providing those types of services.

TABLE 1.

BARNSTABLE COUNTY  
ADOPTED REVENUES  
FISCAL YEAR 2015

REVENUE SOURCE	FY2014 BUDGETED REVENUE	FY2015 ADOPTED REVENUE	\$ VARIANCE FY14 - FY15	% VARIANCE FY14 - FY15
<b>TAX REVENUES:</b>				
County Tax Assessment	\$ 2,972,551	2,972,551 \$	-	0.00%
CC Environmental Protection Tax	3,109,249	3,186,980	77,731	2.50%
Registry of Deeds Tax	8,000,000	8,750,000	750,000	9.38%
	\$ 14,081,800	\$ 14,909,531	\$ 827,731	5.88%
<b>INTERGOVERNMENTAL FUNDING:</b>				
Court House Rental	\$ 1,650,000	\$ 1,625,000	\$ (25,000)	-1.52%
Purchasing Fees	500	500	-	0.00%
	\$ 1,650,500	\$ 1,625,500	\$ (25,000)	-1.51%
<b>GRANT CONTRACTS:</b>				
Extension Service	\$ 214,585	\$ 215,847	1,262	0.59%
County Health Department	253,681	259,933	6,252	2.46%
Human Services	60,000	102,594	42,594	70.99%
Children's Cove - Child Advocacy Center	180,000	180,000	-	0.00%
Cape Cod Commission	1,181,258	1,278,820	97,562	8.26%
	\$ 1,889,524	\$ 2,037,194	\$ 147,670	7.82%
<b>DEPARTMENT REVENUES:</b>				
Commissioners Office	\$ 93,778	\$ -	\$ (93,778)	N/A
Resource Development Office	15,000	15,000	-	0.00%
Building Rentals	20,400	20,400	-	0.00%
Extension Service	76,050	88,597	12,547	16.50%
Registry of Deeds	3,250,000	3,250,000	-	0.00%
County Dredge Service	929,859	1,028,437	98,578	10.60%
Health Department Lab	550,000	550,000	-	0.00%
Health Department Sanitarian Services	84,215	85,855	1,640	1.95%
Health Department Septic Repair Program	277,492	329,062	51,570	18.58%
Fire Training	150,000	175,000	25,000	16.67%
Cape Cod Commission	140,000	140,000	-	0.00%
License Plate Receipts - Rest Area	36,920	40,227	3,307	8.96%
License Plate Receipts - Other	10,000	10,000	-	0.00%
Miscellaneous Receipts	60,268	65,309	5,041	8.36%
Interest Income	162,366	164,866	2,500	1.54%
County/Commission Shared Resources	-	-	-	N/A
Joint Initiatives Revenues	-	250,000	250,000	N/A
Regional Service Initiatives	90,460	90,460	-	0.00%
CCEPF Reserve	615,814	670,204	54,390	8.83%
	\$ 6,562,622	\$ 6,973,417	\$ 410,795	6.26%
Year End Fund	-	-	-	N/A
Bond Issue Revenues	3,691,400	2,851,800	(839,600)	-22.74%
Treasury Balance (Reserves)	-	-	-	N/A
<b>TOTAL REVENUE:</b>	<b>\$ 27,875,846</b>	<b>\$ 28,397,442</b>	<b>521,596</b>	<b>1.87%</b>

## BUDGET OVERVIEW

### FISCAL YEAR 2015 REVENUE SUMMARY

Total revenues in support of fiscal year 2015 activities are projected to be \$28,397,442 which is an increase of 2.1% from fiscal 2014 original budgeted revenues. Tax revenues comprise 53% of the total revenue requirement. Other revenue sources and the respective proportion of the total budget are: Intergovernmental Funding- 6%, Federal, State and Local grants- 7%, Departmental Revenues- 25%, Borrowing Proceeds for Capital Projects- 9%, and Treasury Balance- 0%.

The FY2015 budget provides that rate for the County Deeds Excise tax rate remains at the current level of \$2.70 per thousand in valuation. Total collections are proposed to increase from FY2014 levels to \$8.75 million in FY2015.

Revenues from the Registry of Deeds "County Business" charges for copying and other fees are projected to remain the same for FY 2015 at \$3,250,000 and provide funding in excess of the operation of the Department.

The Cape Cod Environmental Protection Fund (CCEPF) is proposed to increase 2.5% for FY2015. The CCEPF will result in revenues of \$3,186,980, a dollar increase of \$77,731. The County Tax did not increase in FY 2015 resulting in revenues of \$2,972,551.

The County continues to pursue grants from federal, state and other sources. For FY 2015, grant revenues are projected to be just over two million dollars, 7.8 % higher than the previous fiscal year.

Department revenues for FY 2015 are projected to increase 6% from FY 2014 levels due to the projected increase in Dredge revenue and expected revenue from the Strategic Information Office/Regional Area Network.

Other anticipated department revenues include County Health Lab receipts, Septic Betterment Program receipts in support of the Septic Betterment staff, the Fire Training Academy revenues including the contract for training services with the Massachusetts Maritime Academy (MMA), as well as miscellaneous receipts from other County operations.

The FY 2015 budget includes \$2,851,800 of capital borrowing. Projects included in this budget are capital investments in the County's information technology infrastructure, improvements to the Superior Court, Registry of Deeds building and the former House of Correction building.

TABLE 1 and CHART 1 show the revenue sources for the FY2015 Barnstable County Operating and Capital Budget.

## BUDGET OVERVIEW

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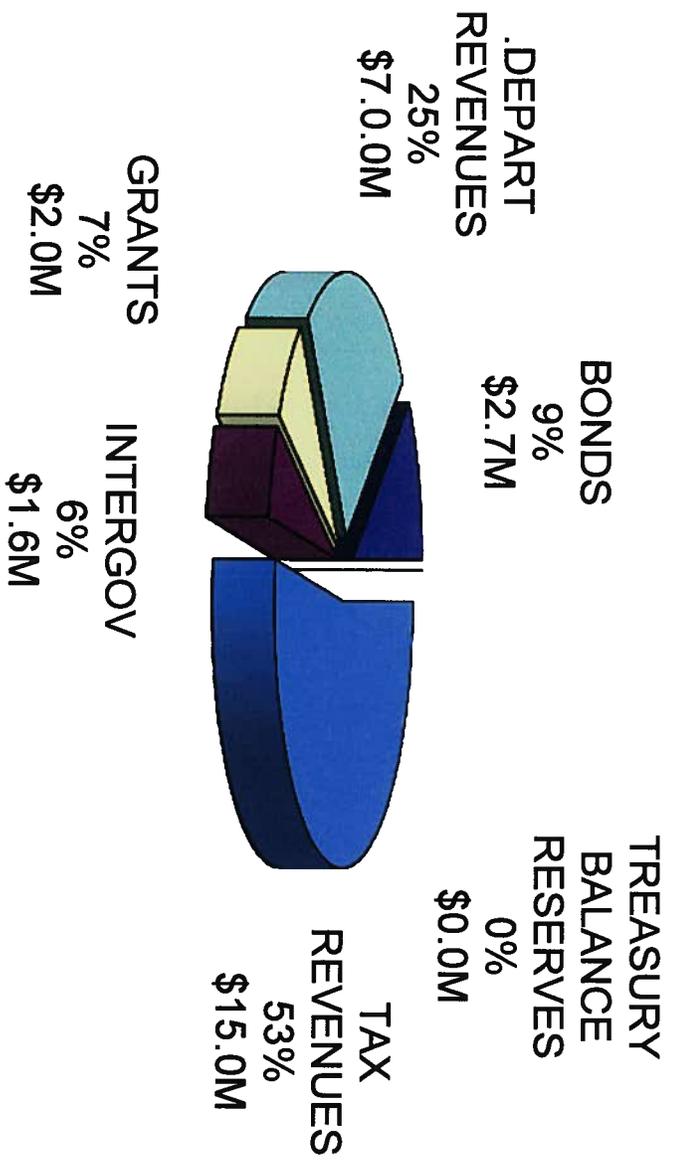
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# BARNSTABLE COUNTY FISCAL YEAR 2015 REVENUES



TOTAL FY 2015 REVENUES = \$28.4 MILLION.

# BUDGET OVERVIEW

## FISCAL YEAR 2015 EXPENDITURE SUMMARY

For FY 2015, County expenditures are projected to be \$28,397,442, an increase of 1.8% from the FY2014 original budget (TABLE 2). Most of this increase is reflective of the additional capital expenditure for the IT Department and the planimetric work done for the Towns through the County/Cape Cod Commission Joint Initiatives. The highlights of the FY2015 budget are presented in TABLE 3.

Funding for a 2% Cost of Living Increase (COLA) is provided in FY2015. Increases for retirement assessments and health insurance premiums are also included in the budgeted expenditures. All other expenditure groups (contractual services, supplies, charges, equipment) decreased relative to FY2014. Salaries and the two largest components of fringe benefits (retirement and health insurance costs) make up 59% of the FY2015 budget (CHART 2).

The budget includes \$265,000 for debt service on duly authorized debt of the County. The \$265,000 has been included in anticipated costs for long term bond issues associated with the FY2012, FY2013, and FY2014 budgets and short-term borrowing associated with the FY2014 and FY2015 budgets.

CHART 3 shows the expenditures by department for the FY 2015 Barnstable County Operating and Capital budget. TABLE 4 and CHART 4 present the expenditure budget by budget group type. TABLE 5 and CHART 5 present the expenditure budget by funding source.

CHART 6 shows the Barnstable County budget from FY 2000 through FY2015 by expenditure group. Salaries continue to make up the largest single portion of the budget. Fringe benefits have also increased steadily over this period and now comprise the second largest component. Contractual Services, Supplies & Materials, and equipment were stable over the eight previous fiscal years but have increased in FY2015.

TABLE 2.

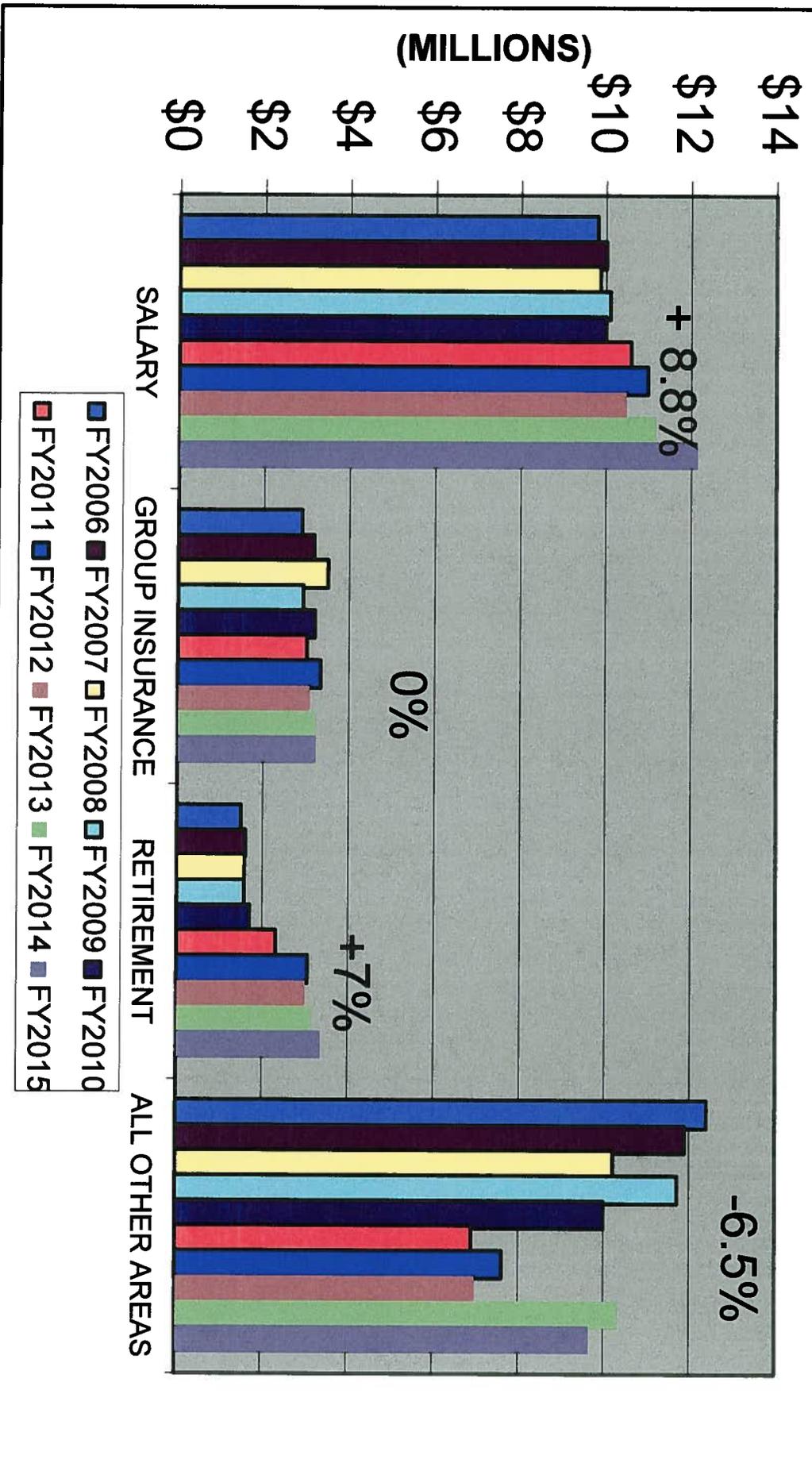
BARNSTABLE COUNTY  
ADOPTED OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

<b>EXPENDITURES:</b>		FY2014 ORIGINAL BUDGET		FY2015 ADOPTED BUDGET	\$ VARIANCE FROM FY2014	% VARIANCE FROM FY2014
COUNTY COMMISSIONERS	\$	639,171	\$	481,942	(157,229)	-24.6%
RESOURCE DEVELOPMENT OFFICE		844,474		882,591	38,117	4.5%
ASSEMBLY OF DELEGATES		325,527		300,863	(24,664)	-7.6%
DEPARTMENT OF FINANCE		704,367		769,849	65,482	9.3%
INFORMATION TECHNOLOGY		1,436,357		1,932,512	496,155	34.5%
DEPARTMENT OF FACILITIES		3,395,393		3,644,738	249,345	7.3%
COOPERATIVE EXTENSION		1,765,621		1,924,265	158,644	9.0%
REGISTRY OF DEEDS		2,718,881		2,797,745	78,864	2.9%
COUNTY DREDGE SERVICE		2,929,859		1,028,437	(1,901,422)	-64.9%
REGIONAL SERVICES		-		-	-	N/A
HEALTH & ENVIRONMENT		2,532,251		2,983,250	450,999	17.8%
HUMAN SERVICES		549,820		649,199	99,379	18.1%
CHILDREN'S COVE - CHILD ADVOCACY CTR.		669,387		684,239	14,852	2.2%
ELDER SERVICES/MEALS ON WHEELS		75,000		80,000	5,000	6.7%
PUBLIC SAFETY		1,043,343		1,064,708	21,365	2.0%
FIRE TRAINING		440,763		442,909	2,146	0.5%
CAPE COD COMMISSION		5,046,321		5,276,004	229,683	4.6%
CAPE COD COMM./COUNTY JOINT INITIATIVES		356,000		924,148	568,148	159.6%
WATER QUALITY INITIATIVES		402,000		427,000	25,000	6.2%
SHARED COSTS/ DEBT SERVICE		1,776,311 225,000		1,838,043 265,000	61,732 40,000	3.5% 17.8%
<b>TOTAL EXPENDITURES</b>	\$	27,875,846	\$	28,397,442	\$	521,596 1.9%
<b>TOTAL REVENUES</b>			\$	28,397,442		
<b>NET SURPLUS / &lt;DEFICIT&gt;</b>			\$	-		

TABLE 3.- FY2015 BUDGET HIGHLIGHTS:

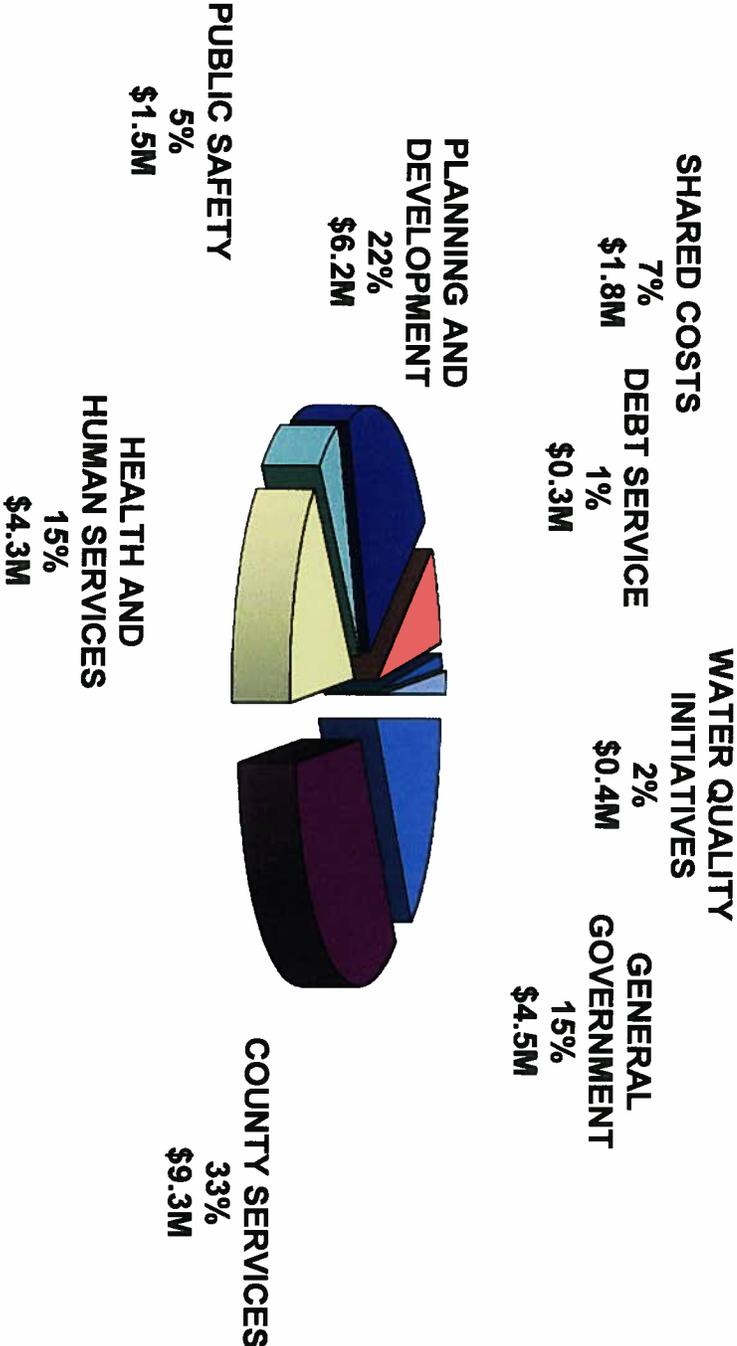
COUNTY COMMISSIONERS	Arts Foundation of CC	\$ 35,000 (\$10,000 from License Plate)
INFORMATION TECHNOLOGY	Telephone System Servers Software Upgrades Network Upgrades	\$ 150,000 (Capital) \$ 490,500 (Capital) \$ 71,500 (Capital)
FACILITIES	HVAC- Superior Court Lock System – County Cmplx Drains/Paving Areas – County Cmpx Roofing – Old Jail Facility	\$ 220,000 (Capital) \$ 65,000 (Capital) \$ 425,000 (Capital) \$ 70,000 (Capital)
COOPERATIVE EXTENSION	Deputy Director Regrade Forest Fire Prevention Land Management Grants	\$ 2,225 \$ 25,000 \$ 25,000
HUMAN SERVICES	SHINE Program (Grant Funded)	\$ 69,092
ELDER SERVICES	Meals on Wheels Program	\$ 80,000
PUBLIC SAFETY	Sheriff's Budget (Pension)	\$1,064,708
COUNTY/CCC JOINT INITIATIVES	Planemetric Work Associated with Flyover Data Special Projects Coordinator	\$ 750,000 \$ 62,430
WATER COLLABORATIVE	Municipal Support Initiative	\$ 325,000

## MAJOR EXPENDITURE AREAS FY2006-FY2015



SALARIES AND FRINGES MAKE UP 59% OF THE FY2015 BUDGET.

# BARNSTABLE COUNTY FISCAL YEAR 2015 EXPENDITURES BY PROGRAM



TOTAL FY 2015 BUDGET = \$28.4 MILLION

TABLE 4.

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY-WIDE  
SUB-PROGRAM: ALL DEPARTMENTS AND SUB-PROGRAMS

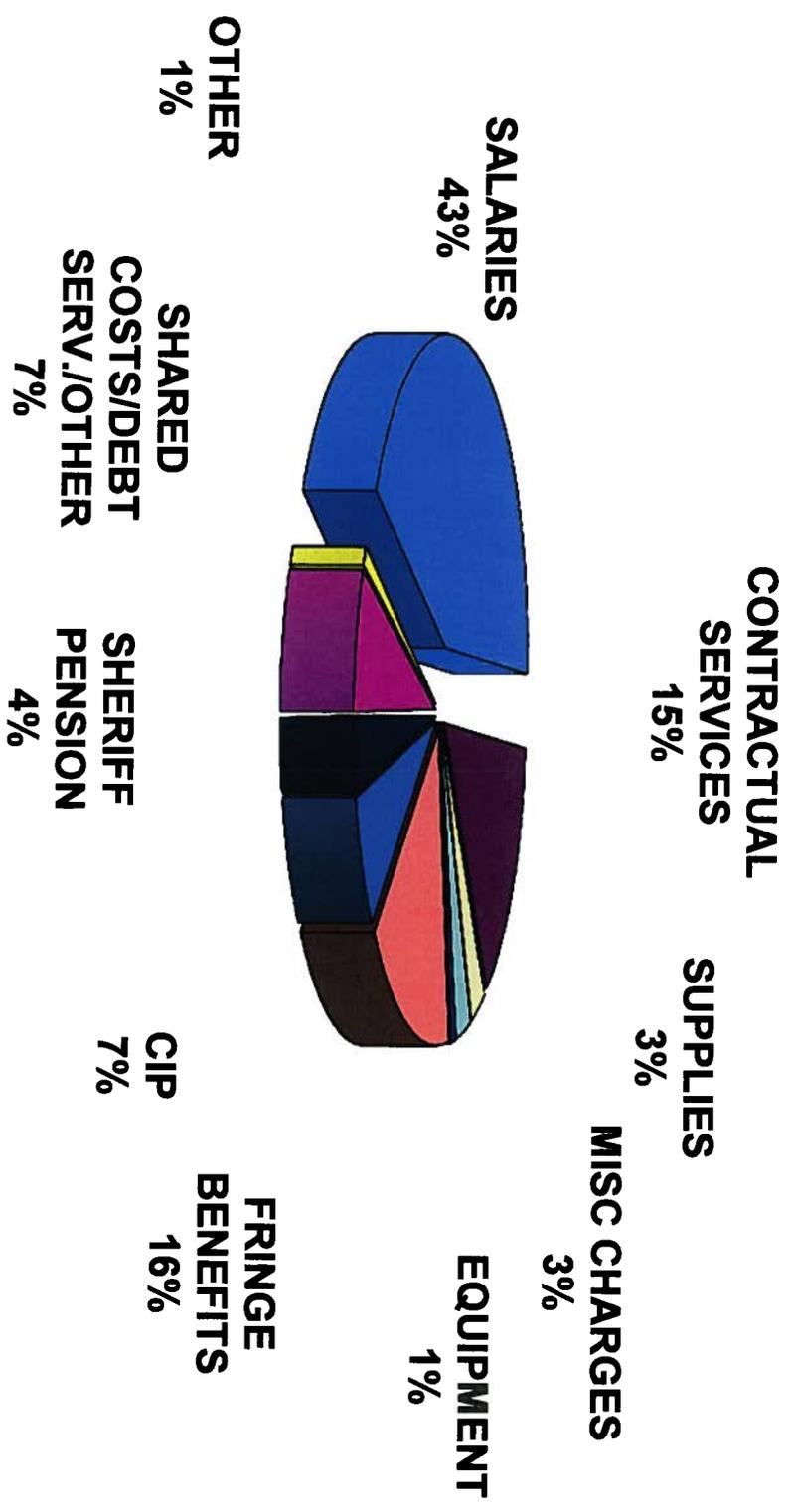
## EXPENDITURES:

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 10,098,588	\$ 11,165,748	\$ 12,154,091	8.9%
Contractual Services	\$ 1,983,409	\$ 3,532,257	\$ 4,081,357	15.5%
Supplies & Materials	\$ 630,083	\$ 774,838	\$ 811,824	4.8%
Charges & Obligations	\$ 1,087,748	\$ 831,950	\$ 833,966	0.2%
Equipment	\$ 149,017	\$ 155,600	\$ 232,250	49.3%
<i>subtotal</i>	\$ 13,948,845	\$ 16,460,393	\$ 18,113,488	10.0%
Fringes	\$ 3,758,898	\$ 4,435,779	\$ 4,702,483	6.0%
Capital Improvements	\$ 1,153,560	\$ 3,716,100	\$ 2,119,800	-43.0%
Other Expenditures	\$ 75,000	\$ 218,920	\$ 293,920	34.3%
Pension Liability - Sheriff R	\$ 1,009,386	\$ 1,043,343	\$ 1,064,708	2.0%
Shared Costs/Debt Service	\$ 1,356,031	\$ 2,001,311	\$ 2,103,043	5.1%
<b>TOTAL BUDGET</b>	<b>\$ 21,301,720</b>	<b>\$ 27,875,846</b>	<b>\$ 28,397,442</b>	<b>1.9%</b>

## FUNDING SOURCES:

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ 11,148,325	\$ 13,466,764	\$ 14,292,528	6.1%
CCEPFund	\$ 3,033,414	\$ 3,109,249	\$ 3,186,980	2.5%
Grant Funds	\$ 1,340,873	\$ 1,889,524	\$ 2,037,194	7.8%
Department Revenues	\$ 4,169,673	\$ 5,056,175	\$ 5,308,509	5.0%
Bond Funds	\$ 1,139,147	\$ 3,691,400	\$ 2,851,800	-22.7%
License Plate Funds	\$ 542,636	\$ 46,920	\$ 50,227	7.0%
Other Funds	\$ -	\$ 615,814	\$ 670,204	8.8%
<b>TOTAL SOURCES</b>	<b>\$ 21,374,068</b>	<b>\$ 27,875,846</b>	<b>\$ 28,397,442</b>	<b>1.9%</b>

# BARNSTABLE COUNTY FISCAL YEAR 2015 EXPENDITURES BY GROUP



TOTAL FY 2015 BUDGET = \$28.4 MILLION

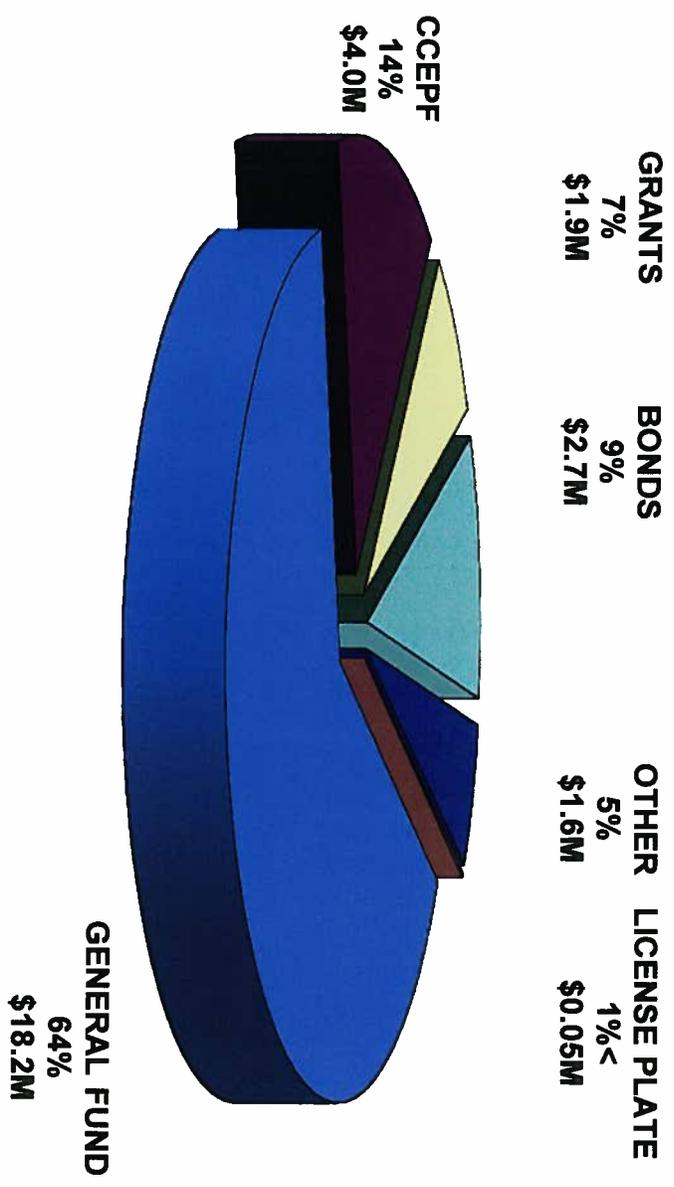
TABLE 5.

BARNSTABLE COUNTY  
FY 2015 OPERATING AND CAPITAL BUDGET FUNDING SOURCES

8/5/2014

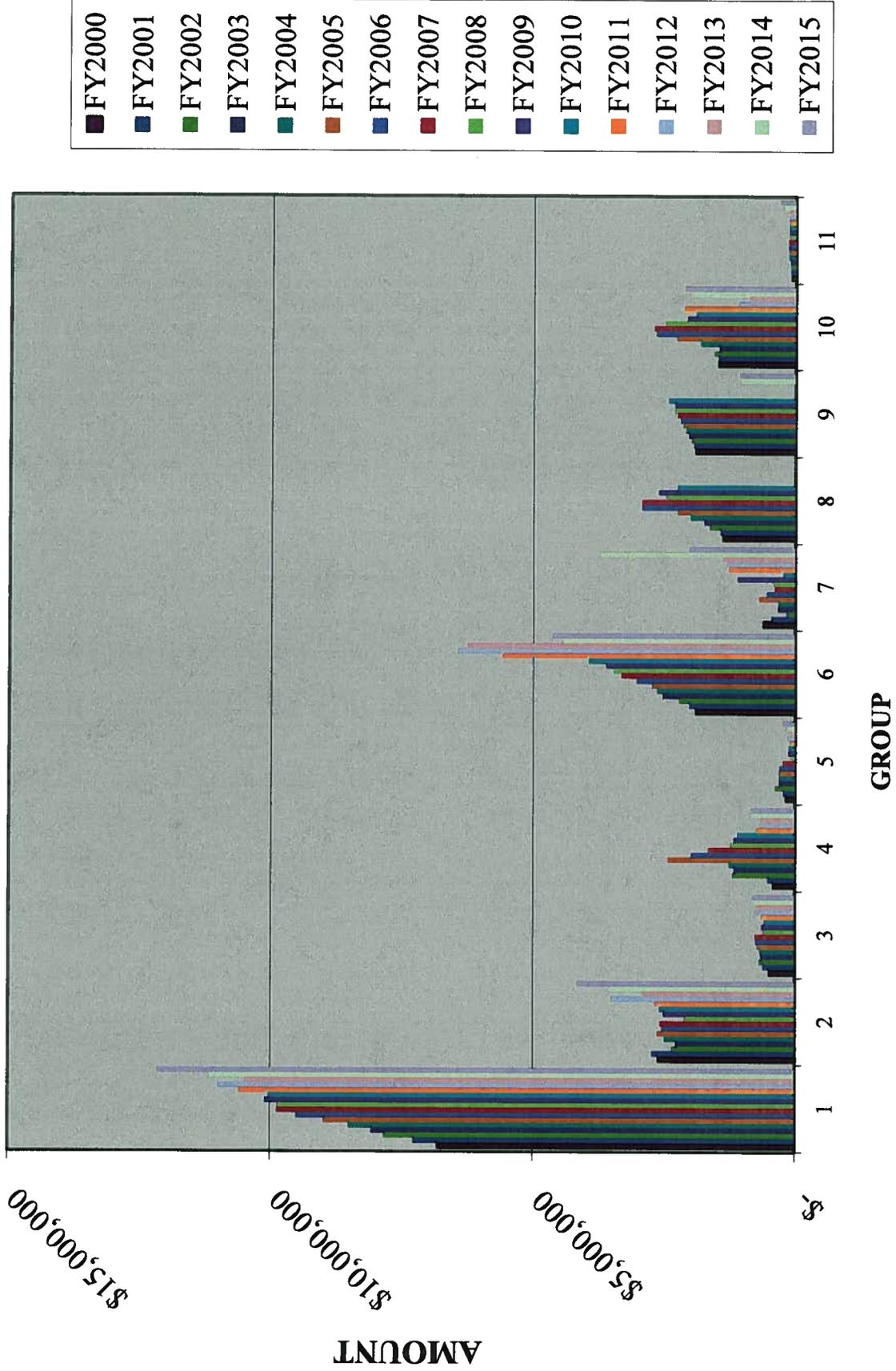
EXPENDITURES:	FY 2014		FY 2015					TOTAL FUNDING
	COMMISSIONER'S RECOMMENDED	GENERAL FUND APPROPRIATION	CCEPF FUND APPROPRIATION	GRANTS	OTHER	BONDS	LICENSE PLATE	
COUNTY COMMISSIONERS	\$481,942	\$471,942			\$0		\$10,000	\$481,942
RESOURCE DEVELOPMENT OFFICE	\$882,591	\$882,591						\$882,591
ASSEMBLY OF DELEGATES	\$300,863	\$300,863						\$300,863
DEPARTMENT OF FINANCE	\$769,849	\$769,849						\$769,849
INFORMATION TECHNOLOGY	\$1,932,512	\$1,050,552			\$90,460	\$791,500		\$1,932,512
DEPARTMENT OF FACILITIES	\$3,644,738	\$2,482,011				\$1,122,500	\$40,227	\$3,644,738
COOPERATIVE EXTENSION	\$1,924,265	\$1,708,418			\$215,847			\$1,924,265
REGISTRY OF DEEDS	\$2,797,745	\$2,797,745						\$2,797,745
COUNTY DREDGE SERVICE	\$1,028,437	\$0			\$1,028,437			\$1,028,437
HEALTH & ENVIRONMENT	\$2,983,250	\$2,212,300			\$259,933		\$96,100	\$2,983,250
HUMAN SERVICES	\$649,199	\$649,199						\$649,199
CHILDREN'S COVE - CHILD ADVOCACY CTR.	\$684,239	\$504,239			\$180,000			\$684,239
ELDER SERVICES/MEALS ON WHEELS	\$80,000	\$80,000						\$80,000
FIRE TRAINING	\$442,909	\$442,909						\$442,909
PUBLIC SAFETY	\$1,064,708	\$1,064,708						\$1,064,708
CAPE COD COMMISSION	\$5,276,004	\$0	\$3,997,184		\$1,278,820			\$5,276,004
CAPE COD COMM./COUNTY JOINT INITIATIVES	\$924,148	\$174,148					\$750,000	\$924,148
WATER QUALITY INITIATIVES	\$427,000	\$427,000						\$427,000
SHARED COSTS/ DEBT SERVICE	\$1,838,043	\$1,838,043						\$1,838,043
	\$265,000	\$265,000						\$265,000
<b>TOTAL PROPOSED EXPENDITURES</b>	<b>\$ 28,397,442</b>	<b>\$18,121,517</b>	<b>\$3,997,184</b>	<b>\$1,934,600</b>	<b>\$1,533,814</b>	<b>\$2,760,100</b>	<b>\$50,227</b>	<b>\$28,397,442</b>
		63.8%	14.1%	6.8%	5.4%	9.7%	0.2%	

### BARNSTABLE COUNTY FISCAL YEAR 2015 SOURCES OF FUNDS



TOTAL FY 2015 BUDGET = \$28.4 MILLION

# BARNSTABLE COUNTY BUDGET COMPARISON BY GROUP, FY2001-2015



## BUDGET OVERVIEW

### PROJECTED FISCAL YEAR 2014 YEAR-END FUND BALANCE

The following page provides a snapshot of the fiscal year-end 2014 projected fund balance. Estimates are made for all revenues and expenditures to be made for the period through June, 2014. Revenue calculations assume an increase in collections for Registry of Deeds County Excise Tax and in County Business revenues relative to the same period of fiscal year 2013.

Expenditure estimates are made based on warrant levels (accounts payables), payrolls, group insurance costs, assessments (retirement and maintenance of effort). In instances where known, actual amounts are used.

A new reserve fund has been established called the "Vehicle Replacement Reserve". At the year-end, a projected \$100,000 will be placed in this account and a supplemental budget ordinance will be drafted to fund the purchase of five vehicles requested as part of the Department's requested FY2015 budget (or subsequently). The balance and additional amounts, if available, at the end of each fiscal year, will be used to purchase replacement vehicles for County Departments.

Set asides for the following purposes are then deducted from the preliminary General Fund balance:

- Statutory Reserve
- Encumbrance Reserve (estimated)
- Continuing Appropriation Reserve (estimated)
- Capital Fund Debt Offset - FY 2014
- Workers' Compensation Reserve
- Receipts Reserved for Appropriation
- Stabilization Fund
- Capital Improvements Reserve

No funding is required at year end for the FY2015 Proposed Budget.

The "Stabilization Fund" includes all of the reserve amounts established previously including Legal Reserve, Insurance Reserve, Unfunded Pension Liability Reserves, Early Retirement Liability Reserve and Salary Reserve.

The "Capital Improvements Reserve" includes funds placed in this reserve to date, less that appropriated for the Health Lab renovation.

BARNSTABLE COUNTY  
 FY14 PROJECTED GENERAL FUND BALANCE

Total General Fund Balance @ 6/30/13	5,464,749
Year-to-Date Revenues	9,048,282
Year-to-Date Expenditures	10,579,116
Current General Fund Balance	<u>3,933,915</u>

Estimated Remaining Revenues

Information Technology Support Services	49,027
Court Rental (3rd & 4th quarters )	658,266
Cooperative Extension	30,000
County Excise Revenues (02/14-06/14)	2,825,000
Registry Business (02/14-06/14)	1,055,000
Lab Fees	140,000
Fire Training	9,000
License Plate Revenue-Rest Area	30,000
Tax Assessments	1,486,275
Miscellaneous Income	14,792
Interest Income (01/14-06/14)	<u>4,980</u>
	6,302,340

Estimated Remaining Expenditures

Warrants (2/26-7/9)	1,600,000
Payroll & Medicare (2/28-7/3)	2,769,420
Group Insurance (2/28-7/3)	581,075
Retirees Group Insurance (01/14-06/14)	<u>408,000</u>
	5,358,495

Fund Balance Transfers (18,751)

Projected Total General Fund Balance 4,859,009

**LESS:**

Statutory Reserve	304,686
Encumbrance Reserve	875,000
Continuing Appropriations Reserve	1,536,518
Insurance Reserve	121,305
Vehicle Replacement Reserve	59,500
Proposed Capital Fund Debt Offset	0

*RECEIPTS RESERVED FOR APPROPRIATION:*

Appropriated for FY15 Budget 0

*STABILIZATION FUND:*

Legal Reserve	450,000
Insurance Reserve	300,000
Unfunded Pension Liability Reserve	540,000
Early Retirement Liability Reserve	150,000
Project Stabilization Reserve	500,000
Other Post Employment Benefits Reserve	<u>22,000</u>
	1,962,000

*CAPITAL IMPROVEMENTS RESERVE:*

Building Reserve 0

Total Reserves 4,859,009

**Projected Unreserved General Fund Balance @ 6/30/14**

0

# **GENERAL GOVERNMENT**

**COUNTY COMMISSIONERS  
RESOURCE DEVELOPMENT OFFICE  
ASSEMBLY OF DELEGATES  
DEPARTMENT OF FINANCE  
INFORMATION TECHNOLOGY**

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**BARNSTABLE COUNTY COMMISSIONERS**

**MISSION STATEMENT:**

The mission of the County is to provide the towns and residents of Barnstable County with a wide range of important and necessary regional services. These services include monitoring and improving public health, water quality testing, performing environmental assessments, coordination of human services and training human service providers, regional planning, transportation planning, enhancing responsible economic development opportunities, job training, community education, registration of land, dredging of harbors and waterways, supporting the efforts of the Cape Light Compact, and public safety training and communications.

As outlined in Article 3 of the Barnstable County Home Rule Charter, the Executive powers of the County shall be vested solely in the Board of County Commissioners and may be exercised either directly by such Board, or through the several County agencies under its direction and supervision. The Board of County Commissioners shall cause this Charter, the laws, ordinances and orders for the government and administration of the County to be enforced. The Chief Administrative Officer for the County shall be the County Administrator, who shall be appointed by majority vote of the County Commissioners to serve for an indefinite term. The County Administrator shall have, possess and may exercise all the powers, rights, and duties commonly associated with the office of chief administrator of a local government.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**BARNSTABLE COUNTY COMMISSIONERS**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT \_\_\_\_\_ COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Continue to pursue regionalization efforts in the area of Water Quality and Wastewater through the Water Protection Collaborative

**TASK:**

- 1) Work with the Collaborative Executive Director to foster regional coordination and implement the Municipal Support Initiative.
- 2) Assist in the development of financial funding models for consideration by the towns.

**GOAL:**

Develop the Strategic Information Office and the Regional Umbrella Services Support center to utilize the benefits of the Open Cape project

**TASK:**

- 1) Define scope of RUSS service, evaluate the services, structure, costs and benefits associated with the RUSS
- 2) Implementation of one RUSS supported regional service.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**BARNSTABLE COUNTY COMMISSIONERS**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT \_\_\_\_\_ COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Continue to evaluate the organizational assessment of the County's functions and departments.

**TASK:**

1) Define scope of service, issue an RFP and utilize an outside consultant to evaluate the functions of all County departments. Prepare a report summarizing the key functions of each department, areas of overlap and opportunities to improve efficiency and effectiveness.

**GOAL:**

Continue to implement the recommendations of the Strategic Plan.

**TASK:**

1) Prioritize the Strategic Plan recommendations. Follow-up on Plan progress.

2) Secure and prioritize resources. Develop staff assignments and foster collegiality across County departments to ensure success.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **GENERAL GOVERNMENT**

SUB-PROGRAM: **COUNTY COMMISSIONER'S OFFICE**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 256,516	\$ 354,729	\$ 287,959	-18.8%
Contractual Services	\$ 41,526	\$ 80,243	\$ 75,500	-5.9%
Supplies & Materials	\$ 6,657	\$ 8,500	\$ 8,500	0.0%
Charges & Obligations	\$ 42,967	\$ 43,000	\$ 43,000	0.0%
Equipment	\$ 1,968	\$ 2,500	\$ -	N/A
<i>subtotal</i>	<i>\$ 349,634</i>	<i>\$ 488,972</i>	<i>\$ 414,959</i>	<i>-15.1%</i>
Fringes	\$ 113,146	\$ 150,199	\$ 66,983	-55.4%
Capital Improvements	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 462,780</b>	<b>\$ 639,171</b>	<b>\$ 481,942</b>	<b>-24.6%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ 462,780	\$ 535,393	\$ 471,942	-11.9%
Grant Funds	-	-	-	N/A
Department Revenues	-	93,778	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	10,000	10,000	0.0%
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 462,780</b>	<b>\$ 639,171</b>	<b>\$ 481,942</b>	<b>-24.6%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: COUNTY COMMISSIONER'S OFFICE

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODE 0011001 • 5100
Commissioner	ELECTED	1\$	14,179
Commissioner	ELECTED	1	14,179
Commissioner	ELECTED	1	14,179
County Administrator	APPOINTED	1	158,492
Human Resources Functions		0.33	27,325
Administrative Assistant II	OC4	0.5	26,753
Administrative Assistant II	OC4	1	<u>32,852</u>
		\$	287,959

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

COUNTY COMMISSIONERS OFFICE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
100 COUNTY COMMISSIONERS' OFFICE							
-----							
1 SALARIES & WAGES							
-----							
0011001 5100 CMM SALARY	256,477.80	354,729.00	354,729.00	259,857.21		287,959.00	-18.8%
0011001 5120 SAL-OT	38.29	.00	.00	.00		.00	.0%
TOTAL SALARIES & WAGES	256,516.09	354,729.00	354,729.00	259,857.21		287,959.00	-18.8%
-----							
2 CONTRACTUAL SERVICES							
-----							
0011002 5213 TELE	8,203.66	4,000.00	7,400.00	7,808.87		4,000.00	.0%
0011002 5239 PROF SRV	52,965.00	60,000.00	47,590.96	65,627.78		55,000.00	-8.3%
0011002 5241 EMP ED	661.06	.00	.00	.00		.00	.0%
0011002 5281 OOS TRAV	.00	2,000.00	6,500.00	6,145.11		1,000.00	-50.0%
0011002 5282 IST TRAV	10,018.11	12,743.00	13,243.00	14,428.91		14,000.00	9.9%
0011002 5294 FREIGHT EX	655.89	500.00	500.00	400.00		500.00	.0%
0011002 5295 PRINT/COPY	129.91	.00	.00	.00		.00	.0%
0011002 5299 MISC CONTR	.00	1,000.00	2,700.00	2,700.00		1,000.00	.0%
TOTAL CONTRACTUAL SERVICES	72,633.63	80,243.00	77,933.96	97,110.67		75,500.00	-5.9%
-----							
3 SUPPLIES AND MATERIALS							
-----							
0011003 5320 FOOD SUPP.	2,778.62	3,000.00	3,080.00	3,101.05		3,000.00	.0%
0011003 5361 POSTAGE	991.63	3,000.00	1,160.48	1,160.48		3,000.00	.0%
0011003 5369 SUPPLIES	3,954.83	2,500.00	3,439.52	4,001.38		2,500.00	.0%
TOTAL SUPPLIES AND MATERIALS	7,725.08	8,500.00	7,680.00	8,262.91		8,500.00	.0%
-----							
4 CHARGES & OBLIGATIONS							
-----							
0011004 5421 ASSOC DUES	1,989.00	2,000.00	2,340.62	2,210.00		3,000.00	50.0%
0011004 5469 MISC RENT	6,316.57	6,000.00	8,280.00	7,698.33		5,000.00	-16.7%
0011004 5490 0032 ARTS FND	35,000.00	35,000.00	35,000.00	35,000.00		35,000.00	.0%
0011004 5499 MISC CHGS	.00	.00	159.38	159.38		.00	.0%
TOTAL CHARGES & OBLIGATIONS	43,305.57	43,000.00	45,780.00	45,067.71		43,000.00	.0%
-----							
5 EQUIPMENT							
-----							
0011005 5599 MISC EQ	1,968.00	2,500.00	1,920.00	1,919.09		.00	-100.0%
TOTAL EQUIPMENT	1,968.00	2,500.00	1,920.00	1,919.09		.00	-100.0%
-----							
7 OTHER EXPENDITURES & USES							
-----							
0011007 5790 TRANS OUT	.00	.00	5,000.00	5,000.00	.00	.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

COUNTY COMMISSIONERS OFFICE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
TOTAL OTHER EXPENDITURES & U	.00	.00	5,000.00	5,000.00	.00	.00	.0%
9 FRINGES							
-----							
0011009 5981 RET CONTRI	42,708.65	55,038.00	55,038.00	31,593.82		16,470.00	-70.1%
0011009 5983 GRP INS	66,913.55	90,053.00	51,157.00	50,713.84		46,406.00	-48.5%
0011009 5984 MEDICARE	3,523.39	5,108.00	5,108.00	3,571.26		4,107.00	-19.6%
TOTAL FRINGES	113,145.59	150,199.00	111,303.00	85,878.92		66,983.00	-55.4%
TOTAL COUNTY COMMISSIONERS'	495,293.96	639,171.00	604,345.96	503,096.51		481,942.00	-24.6%
TOTAL COUNTY COMMISSIONERS O	495,293.96	639,171.00	604,345.96	503,096.51		481,942.00	-24.6%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**MISSION STATEMENT:**

The Barnstable County Resource Development, founded in the belief that common problems can be solved through regional solutions, is committed to the advancement of grant programs and creative uses of existing resources on Cape Cod. Since 1994 the office has worked to build, strengthen and expand the capacity and resources of Barnstable County departments and the 15 towns. The mission of the office is achieved through Grant Administration, Grant Development, Outreach and Education.

*Grant Administration & Operation* – To provide professional on-site administration of grant programs within Barnstable County departments through coordinated fiscal management, budget development, technical assistance and programmatic monitoring.

*Grant Development and Outreach* – To assist Barnstable County departments and the 15 Cape Cod towns in addressing community problems and responding to changing needs through grant writing, technical assistance, funding source research, advocacy, coordination of resources and project design and development, and other developmental opportunities.

*Education* – To share specialized knowledge and understanding of grant writing and grant administration by providing a broad range of workshops and trainings, educational programs and other resources to the Cape Cod community.

The Barnstable County Resource Development Office provides technical assistance, supervision and administration to the AmeriCorps Cape Cod program dedicated to offering a diverse group of 32 community service focused adults an opportunity to enhance their personal development, foster civic values, build community leadership and to address environmental and disaster preparedness and response risks in Barnstable County communities. AmeriCorps members serving in this coastal, rural residential living experience will be dedicated to:

- ✱ Natural Resource Management (NRM) – Land and Water Based Conservation and FireCorps
- ✱ Disaster Preparedness and Response (DPR)
- ✱ Volunteer Engagement (VE)
- ✱ Community Outreach and Education (COE)

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:** Research and identify County and Town Resource Development opportunities. Increase County and Town revenue, county and or Town capacity and expand regional services through the acquisition of grant funds and other priority resources.

**TASK:** Identify funding sources and match grant program with prioritized regional needs as well as grant writing, program and service planning, and technical assistance to Barnstable County Departments and Towns.

**MEASURES:**

- 1) Development opportunities are documented through technical assistance forms, website requests, e-mail requests and telephone calls. Increasing grant revenues and documenting increases on the Grant Development log.
- 2) All RDO grant development activities are documented and measured by the number of grants submitted, pending, unfunded grants, repackaged grants, as well as amount received, County and/or Town match are tracked and documented using the grant development report.

**GOAL:** Supervise, administer and successfully operate the AmeriCorps Cape Cod residential, environmental and disaster preparedness and response program in compliance with all federal, state, county and local mandates and provisions.

**TASK:** Completion of 1700 hours each of service performed by 32 or more AmeriCorps members each year for a total of 54,400 or more per year. The primary service areas are: Natural Resource Management (Land and water based conservation), Disaster Preparedness and Response, Volunteer Engagement and Community Outreach and Education.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**MEASURES:**

- 1) Service activities identified and measured by new national performance measures and documented by community service partners on individual and group service project proposals and monitored and evaluated by staff and service partners on post service reports and logs.
- 2) Disaster Services-AmeriCorps Cape Cod provided community disaster education lessons to 569 individuals. Of the 484 tested, 457 individuals scored 20 points higher on posttests than pre –tests after receiving a disaster education lesson.
- 3) Natural Resource Management, Land and Water Conservation-The total number of trails, beaches and/or waterways being made accessible and safer for use by the public and/or exhibiting improved habitat for at risk and endangered species and/or demonstrating improved ecological and environmental health.
- 4) Environmental Stewardship-Measures in miles and acres. Acres completed through service activities will result in those acres being more accessible and safer for use by the public and/or maintained to preserve historic sites and or exhibit improved habitat for at risk and endangered species and/or demonstrate improved ecological and environmental health and/or being at reduced risk of wildfire.

**GOAL:** Supervise, administer and successfully operate and AmeriCorps “Fire Crew” through the AmeriCorps Cape Cod Natural Resources and Disaster Preparedness and Response focus of the program.

**TASK:** Agreement with the Cape Cod National Seashore, NPS Fire Management Division and with the County’s Cooperative Extension Service to recruit and train 6 additional AmeriCorps members to perform regional fire mitigation service activities.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**MEASURES:**

- 1) Service activities identified and documented by community service partners on group placement and monitored and evaluated by staff on post service reports and logs. Performance measures implemented by NPS and ACC
- 2) Service activities are tracked by miles and acres, on National Park, Town owned property, County property, Conservation land and other public lands on the Project Log for land acreage data. AmeriCorps Fire Corps members' service activities are collected by a code developed for each service activity and documented. Service activities include: Removal of unnatural debris (human made) debris (litter, hazardous waste), etc.). Remove natural debris, such as fallen trees/limbs, make area safer by reducing or controlling hazards (e.g; cut down dead/dying trees, safely pruning, fire hazard reduction)

**GOAL:** Improve communication and coordination of function across county departments. Continue to improve the County's grant financial management system and reporting system.

**TASK:** Provide professional grant administration including fiscal management to Barnstable County departments and staff. Continue to utilize, update and improve the Barnstable County grant administration system including the Grant Administration manual and Grant Tracking books. Continue to train and educate Barnstable County staff working with grants. Administer, plan and provide grant and program technical assistance for county funded grant initiatives.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**MEASURES:**

- 1) This goal is measured by the number of grants managed, technical assistance provided, the grant fiscal condition, grant monitoring and the annual grant status feedback conducted by the Assistant Treasurer and the annual Barnstable County audit.

**GOAL:** Management of the Town of Harwich Human Service grants.

**TASK:** Management of Town Human Service grants assigned to a Resource Development Officer.

**MEASURES:**

- 1) End of grant profiles are awarded and documented in compliance with all Town provisions.
- 2) Technical assistance with the Request for Proposal process.

**GOAL:** Continue to improve the County's financial management and reporting functions.

**TASK:** Provide professional grant administration including fiscal management to Barnstable County Departments and staff. Continue to utilize, update and improve Barnstable County Grant Administration Manual and Grant Tracking binders..

**MEASURES:**

- 1) This goal is measured by the number of grants administered, the grant fiscal condition, grant monitoring closeout and the annual grant feedback report status from the County Assistant Treasurer and the annual Barnstable County audit.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL: Conduct Resource Development community outreach presentations.

TASK: RDO and AmeriCorps staff and members conduct annual information and outreach sessions in all 15 towns.

MEASURE:

- 1) Track service in pre and post service logs.

GOAL: Integrate departmental approaches to conservation and energy.

TASK: Encourage efforts by County Departments to initiate conservation and energy initiatives and support them through grant development, funding mechanisms and AmeriCorps member resources.

MEASURE:

- 1) Grant development initiatives are tracked monthly. Member service activities are measured and monitored by pre and post service logs.

GOAL: Continued growth and development and utilization of the Grant Resource Library and Work Center.

TASK: Maintain and improve the Grant Center in the RDO office. Update inventory of resources and suggest purchase of new development materials. Conduct internal workshop for interested Grant Center participants. Advertise the Grant center and resources on RDO's website.

MEASURE:

- 1) Updates and improvements to the Grant Center and grant center resources are reviewed, documented and reported monthly and quarterly at team meetings and staff planning and

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

visioning sessions. A town and county personnel sign in on the Grant Library log are counted and assigned to an RDO Officer.

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:** Continue to improve effective and efficient internal grant development and management standards and procedures. Manage Barnstable County County grants in compliance with County, State and Federal Guidelines.

**TASK:** RDO and the Assistant Treasurer work together to review management standards and compliance through MUNIS and the Resource Development Office Grant Management Manual

**MEASURES:**

- 1) County wide trainings, reviews and updates of Grant Management Manual and Policies in cooperation with the Finance Dept. Successful Barnstable County audits on all county, state and federal grants assigned to the Resource Development Office.
- 2) Management standards are measured and documented in compliance with the Barnstable County Grant Management Manual binder (one assigned to each active grant).

**GOAL:** Advance and continuously improve the capacity of the County Resource Development Office, County Departments and the AmeriCorps Cape Cod program in order to provide and increase needed resources and services to the community.

**TASK:** Research and secure internal capacity building grants and resource development opportunities for RDO, AmeriCorps and County departments.

**MEASURE:**

- 1) Requests for grant writing, management and technical assistance and AmeriCorps member service are documented, evaluated, research and implemented by assigned staff. Service, grant writing and technical assistance are documented and evaluated at quarterly staff Planning and Visioning sessions.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:** Increase County and Town resources, revenue and expand regional services through the acquisition of grant funds.

**TASK:** Identify funding sources and match grant programs with regional needs as well as provide grant writing, program and services planning, capacity building and technical assistance to Barnstable County departments and towns.

**MEASURE:**

- 1) Increase grant writing time for two Resource Development officers in order to increase revenue, resources, capacity and technical assistance for departments and towns for prioritized services. Documented and tracked in the Grant Development Log.

**GOAL:** Secure continued grant funding through the Massachusetts Service Alliance and the Corporation for National and Community Service to fund the AmeriCorps Cape Cod program.

**TASK:** Assess, plan and direct AmeriCorps Cape Cod staff, members and program. Write competitive grant proposals for national federal funding.

**MEASURE:**

- 1) All program service activities are qualified, quantified and measured by the new national performance measures and standards are established, documented and monitored for compliance monthly.

**GOAL:** Plan and conduct one or more funding focused grant writing and/or other resource workshops for County Departments and Towns.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**TASK:** Respond to Town requests to conduct grant writing and resource development types of workshops. Plan a workshop on grant writing, writing Requests for Proposals, grant research, funding sources and other resource development workshop and training opportunities. Maintain a database of prospective applicants for future conferences, workshops and share with County Departments.

**MEASURE:**

- 1) Conduct at least one workshop for the benefit of County Departments and Towns. Participants document feedback on surveys, completed by workshop participants.

**GOAL:** To share specialized knowledge and understanding of grant writing and grant administration by providing a broad range of workshops and trainings, education programs and other resources to the Cape Cod community.

**TASK:** Research, review and track a variety of federal, state and local funding opportunities. New funding notices and grant applications are routed through interoffice mail. Grant Development and Management activities are tracked and documented by Resource Development Officers and reviewed quarterly at staff Planning and Visioning sessions.

**MEASURE:**

- 1) One or more grant writing workshops are conducted each year by the RDO for the Towns and also each new group of AmeriCorps Cape Cod members. Workshops are documented and evaluated by surveys completed by participants.

**GOAL:** Continue to identify needed municipal services, including grant technical assistance and resource needs.

**TASK:** Make forms available on the RDO website for County departments and Towns. Conduct municipal trainings and workshops as requested. AmeriCorps members will also be assigned to provide municipal resources through individual and group service project development.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**MEASURE:**

- 1) Grants, resources and technical assistance data are tracked by RDO Officers and documented on the technical assistance and grant development report forms. Member service is tracked on pre and post service logs, national performance measures, individual placements, service partner and staff evaluations, COD day and group service logs.

**GOAL:** Continue renovations of the two greenhouses in the County complex.

**TASK:** Funds provided through RDO to the Facilities Dept. to repair and renovate the greenhouses. AmeriCorps staff and members will assess the needs of the greenhouses to be completely operational. Members will be assigned greenhouse assessment and implementation service activities.

**MEASURE:**

- 1) Draft of an operational plan between the Cooperative Extension and AmeriCorps Cape Cod for a completely operational regional greenhouse operation.

**GOAL:** Build the capacity of County departments and towns to deliver regional services. Conduct quarterly RDO Planning and Visioning sessions that track progress and measurement of goals

**TASK:** Review and report on the increased capacity and progress during monthly staff meetings and quarterly Planning and Visioning sessions.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**MEASURE:**

- 1) Grant Development occurs throughout the year. A Grant Development log tracks the number of grants funded, submitted, pending notification, total revenue and the status of each grant submitted by RDO.
- 2) All grant management, grant development, outreach, capacity building and technical assistance activities are documented and measured on the grant management report, the monthly team meeting track performance and the quarterly staff planning and visioning sessions.

**GOAL:** Advance and improve the capacity of the Barnstable County departments and towns through capacity building of the Resource Development Office and the AmeriCorps Cape Cod program.

**TASK:** Train, utilize AmeriCorps members in grant development, research, writing and technical assistance to support direct program service. Research and secure internal capacity building grants/opportunities. Continue to improve office communications and information through working groups, technology and development plans.

**MEASURE:**

- 1) Documenting and tracking the number of trainings, member and hours dedicated to capacity building, grant writing and developing resources toward community development. 10% allowable hours only of member service hours

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL: Conduct four or more regional AmeriCorps events each year.

TASK: Staff and AmeriCorps members will plan and develop four regional events each year including: Martin Luther King Day of Service, Canal Cleanup, Harwich Blitz Week and AmeriCorps Week. Presentations to all 15 towns' selectmen at town meetings by members and staff.

MEASURE:

- 1) Each event is evaluated and measured by the number of participants, volunteers and the service is documented on service logs monitored monthly. National Performance measures for each goal is tracked, measured and documented by staff on service logs.

GOAL: Continue to conduct and coordinate resources and grant funding search for the green rehabilitation and renovation of building number 11 at the Highland Center within the Cape Cod National Seashore.

TASK: Draft compelling case statement. Continue to research and secure project funding and resources for the rehabilitation and green renovation of building number 11 at the Highlands Center. Individual placement and group service provided by AmeriCorps members assigned

MEASURE:

- 1) Member tracks service hours at member placement on weekly timecards, submit grants, research funding opportunities, attend monthly meetings reviewing program partner progress and attend monthly meeting with staff to guide the project goals. Supervise the AmeriCorps member assigned.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL: Program technical assistance provided by the Resource Development Officers assigned to strengthen the performance measures, needs, fire management initiative and Disaster response.

TASK: Technical assistance and training provided by RDO. Program technical assistance recommendation on national performance measures, critical needs, fire management initiative service activities and building the Disaster Preparedness and Response infrastructure with the County and community service partners.

- 1) Providing training, program technical assistance for staff and members and implementing tracking measures and documentation.

GOAL: Plan and develop AmeriCorps Cape Cod Annual Report to Community.

TASK: Staff and members plan and produce the Annual Report to the Community documenting a year of service.

**MEASURES:**

- 1) Staff and members write articles and plan a yearlong report documenting a year of service. Published and distributed at graduation.
- 2) Lists over 52,000 hours of service performed by region and town throughout the community.
- 3) Tracking all annual report service activities are tracked by miles and acres on our AmeriCorps performance measures pre and post logs.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

GOAL: Draft, plan and develop a grant development report each year.

TASK: Staff will collaborate to design and produce a report on the grants awarded each year through the Barnstable County Resource Development Office

MEASURE:

- 1) A draft Grant Development Profile Report highlighting the number of grants awarded over a two year period and a brief summary of the grant beneficiary and total amount.

GOAL: Formalize Emergency Preparedness and Response agreements between the Barnstable County AmeriCorps Cape Cod program with the Barnstable County Regional Emergency Planning Committee (REPC) and the Red Cross.

TASK: Review member feedback from sheltering operations and training. Discuss shelter operations procedures, policies and preferred protocols with REPC and Red Cross. Draft Memorandum of Understanding with appropriate agencies for AC deployment.

MEASURE:

- 1) Develop and train staff and members on new Disaster Preparedness and Response operations and procedures. Signed Memorandum of Understanding with REPC and Red Cross.
- 2) Discuss and insure integration of member service activities into national Disaster Preparedness and Response performance measures.
- 3) Continue to provide RDO technical assistance to increase the capacity through a volunteer REPC Coordinator position. To recruit, train and oversee volunteers before, during and after disasters.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**RESOURCE DEVELOPMENT OFFICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT 110 COST CENTER 001

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:** Review and create a draft assessment and definitions of Disaster Preparedness and Response service activities to be performed by AmeriCorps Cape Cod members.

**TASK:** In compliance with all grant funded member service activities, list all Disaster Preparedness and response service including wildfire, natural and man-made disasters and environmental disasters.

**MEASURE:**

- 1) All disaster events are tracked, measured and documented.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **GENERAL GOVERNMENT**

SUB-PROGRAM: **RESOURCE DEVELOPMENT OFFICE**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
Salaries & Wages	\$ 431,793	\$ 417,343	\$ 419,054	0.4%
Contractual Services	\$ 87,545	\$ 84,230	\$ 97,492	15.7%
Supplies & Materials	\$ 37,911	\$ 34,000	\$ 46,800	37.6%
Charges & Obligations	\$ 12,652	\$ 46,300	\$ 45,300	-2.2%
Equipment	\$ 13,155	\$ 7,500	\$ 6,000	-20.0%
<i>subtotal</i>	<i>\$ 583,056</i>	<i>\$ 589,373</i>	<i>\$ 614,646</i>	<i>4.3%</i>
Fringes	\$ 161,556	\$ 178,181	\$ 191,025	7.2%
Capital Improvements	\$ 14,413	\$ 18,000	\$ 18,000	N/A
Other Charges	\$ -	\$ 58,920	\$ 58,920	0.0%
<b>TOTAL BUDGET</b>	<b>\$ 759,025</b>	<b>\$ 844,474</b>	<b>\$ 882,591</b>	<b>4.5%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
County General Funds	\$ 759,025	\$ 829,474	\$ 867,591	4.6%
Grant Funds	-	-	-	N/A
Department Revenues	-	15,000	15,000	0.0%
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 759,025</b>	<b>\$ 844,474</b>	<b>\$ 882,591</b>	<b>4.5%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM:                   **GENERAL GOVERNMENT**

SUB-PROGRAM:           **COUNTY COMMISSIONER'S OFFICE**

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODE 0011001 - 5100
Commissioner	ELECTED	1	\$ 14,179
Commissioner	ELECTED	1	14,179
Commissioner	ELECTED	1	14,179
County Administrator	APPOINTED	1	158,492
Human Resources Functions		0.33	27,325
Administrative Assistant II	OC4	0.5	26,753
Administrative Assistant II	OC4	1	<u>32,852</u>
			\$ 287,959

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

RESOURCE DEVELOPMENT OFFICE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
110 RESOURCE DEVELOPMENT OFFICE							
-----							
1 SALARIES & WAGES							
-----							
0011101 5100 RD SALARY	343,183.23	365,213.00	361,802.00	337,513.76		365,434.00	.1%
TOTAL SALARIES & WAGES	343,183.23	365,213.00	361,802.00	337,513.76		365,434.00	.1%
-----							
2 CONTRACTUAL SERVICES							
-----							
0011102 5213 RD TELE	5,200.00	7,000.00	6,001.35	6,001.35		7,000.00	.0%
0011102 5223 HEATG FUEL	423.44	800.00	1,139.17	1,065.86		800.00	.0%
0011102 5239 RD SERVICE	6,480.00	3,000.00	.00	.00		3,000.00	.0%
0011102 5241 RD EDUC	2,699.00	3,000.00	3,185.00	3,424.00		3,200.00	6.7%
0011102 5271 CAR REPAIR	4,340.00	.00	.00	3,200.00		2,500.00	.0%
0011102 5276 RD MAINT	.00	1,000.00	.00	.00		1,000.00	.0%
0011102 5281 RD OOS TRV	2,672.12	2,000.00	461.68	461.68		2,200.00	10.0%
0011102 5282 RD IST	4,398.30	5,238.00	3,013.00	2,997.62		5,500.00	5.0%
0011102 5291 RD ADVERT	.00	.00	70.00	70.00		100.00	.0%
0011102 5294 RD FR EXP	284.93	300.00	200.00	200.00		300.00	.0%
0011102 5294 0185 SHIPPING	.00	.00	200.00	200.00	.00	.00	.0%
0011102 5295 PRINT/COPY	.00	.00	1,538.32	1,538.32		2,000.00	.0%
0011102 5295 0185 PRTG/COPYG	.00	.00	3,000.00	2,194.00	.00	.00	.0%
0011102 5299 RD CONTRCT	2,795.13	5,000.00	13,109.90	13,290.98		7,000.00	40.0%
0011102 5299 0086 CONTRACTUL	85.00	.00	500.00	500.00		.00	.0%
0011102 5299 0185 CONTRACTUL	.00	.00	5,164.65	3,500.00	.00	.00	.0%
TOTAL CONTRACTUAL SERVICES	29,377.92	27,338.00	37,583.07	38,643.81		34,600.00	26.6%
-----							
3 SUPPLIES AND MATERIALS							
-----							
0011103 5303 0086 CAR FUEL	87.00	.00	.00	.00		.00	.0%
0011103 5303 0152 CAR FUEL	195.00	.00	.00	.00		.00	.0%
0011103 5320 FOOD SUPP	200.00	.00	170.01	204.24		300.00	.0%
0011103 5320 0077 FOOD SUPP	.00	.00	702.96	702.96	.00	.00	.0%
0011103 5320 0086 FOOD SUPP	.00	.00	692.87	692.87	.00	.00	.0%
0011103 5320 0185 FOOD SUPPL	.00	.00	6,786.00	2,700.00	.00	.00	.0%
0011103 5361 RD POSTAGE	725.98	1,000.00	1,032.74	979.97		1,000.00	.0%
0011103 5369 RD OFF SUP	6,018.28	4,000.00	2,495.14	2,505.38		6,500.00	62.5%
0011103 5399 RD MISC SU	1,018.45	4,000.00	1,190.29	1,190.29		4,000.00	.0%
0011103 5399 0077 SUPPLIES	.00	.00	3,720.40	3,720.40		.00	.0%
0011103 5399 0086 SUPPLIES	3,821.97	.00	1,571.04	1,571.04		.00	.0%
0011103 5399 0088 SUPPLIES	4,999.59	.00	.00	252.44		.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

RESOURCE DEVELOPMENT OFFICE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0011103 5399 0138 SUPPLIES	1,000.00	.00	.00	.00		.00	.0%
0011103 5399 0152 SUPPLIES	2,799.65	.00	.00	.00		.00	.0%
0011103 5399 0185 SUPPLIES	.00	.00	7,200.00	5,757.83	.00	.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>20,865.92</b>	<b>9,000.00</b>	<b>25,561.45</b>	<b>20,277.42</b>		<b>11,800.00</b>	<b>31.1%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0011104 5421 ASSOC DUES	275.00	300.00	275.00	275.00		300.00	.0%
0011104 5429 RD SUBS	4,011.19	2,000.00	2,557.53	2,557.53		2,000.00	.0%
0011104 5469 RD RENTAL	4,760.80	6,000.00	5,860.40	5,860.40		6,000.00	.0%
0011104 5469 0086 MISC RENTL	.00	.00	400.00	400.00	.00	.00	.0%
0011104 5498 SPEC CHRGS	.00	20,000.00	45,649.69	.00		20,000.00	.0%
0011104 5499 RD MISC CH	.00	10,000.00	.00	.00		10,000.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>9,046.99</b>	<b>38,300.00</b>	<b>54,742.62</b>	<b>9,092.93</b>		<b>38,300.00</b>	<b>.0%</b>
<b>5 EQUIPMENT</b>							
0011105 5501 VEHICLES	.00	.00	26,914.00	26,914.00		.00	.0%
0011105 5547 RD OFF F/E	363.00	1,000.00	1,000.00	1,000.00		1,000.00	.0%
0011105 5559 MIC DP EQ	6,187.02	3,000.00	1,650.46	1,650.46		1,500.00	-50.0%
0011105 5599 MISC EQUIP	.00	500.00	.00	.00		500.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>6,550.02</b>	<b>4,500.00</b>	<b>29,564.46</b>	<b>29,564.46</b>		<b>3,000.00</b>	<b>-33.3%</b>
<b>9 FRINGES</b>							
0011109 5981 CONTR PENS	69,269.13	75,054.00	75,054.00	66,321.09		81,437.00	8.5%
0011109 5983 GRP INS	71,257.69	75,185.00	75,185.00	73,770.24		69,537.00	-7.5%
0011109 5984 MEDICARE	4,769.34	5,478.00	5,478.00	4,718.88		5,482.00	.1%
<b>TOTAL FRINGES</b>	<b>145,296.16</b>	<b>155,717.00</b>	<b>155,717.00</b>	<b>144,810.21</b>		<b>156,456.00</b>	<b>.5%</b>
<b>TOTAL RESOURCE DEVELOPMENT O</b>	<b>554,320.24</b>	<b>600,068.00</b>	<b>664,970.60</b>	<b>579,902.59</b>		<b>609,590.00</b>	<b>1.6%</b>
<b>111 RES DEV OFF-AMERICORPS MATCH</b>							
<b>1 SALARIES &amp; WAGES</b>							
0011111 5101 SALARIES	31,738.06	.00	32,900.00	32,900.00		.00	.0%
0011111 5102 SALARY	56,871.96	52,130.00	55,541.00	55,540.09		53,620.00	2.9%
0011111 5103 SAL-OTH	.00	.00	2,968.00	2,967.63	.00	.00	.0%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>88,610.02</b>	<b>52,130.00</b>	<b>91,409.00</b>	<b>91,407.72</b>		<b>53,620.00</b>	<b>2.9%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0011112 5203 RUB REMOVL	1,943.09	.00	2,505.60	3,009.60		.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

RESOURCE DEVELOPMENT OFFICE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0011112 5204 STIPENDS	3,600.00	.00	3,600.00	3,600.00		.00	.0%
0011112 5213 PHONES	2,175.00	.00	7,128.20	7,126.22		.00	.0%
0011112 5221 ELEC. CHAR	1,796.96	.00	4,000.00	3,999.90		.00	.0%
0011112 5223 HEAT FUEL	1,748.39	.00	4,898.00	4,898.00		.00	.0%
0011112 5224 WATER/SEW	7,748.11	8,000.00	7,600.85	7,660.35		8,000.00	.0%
0011112 5225 CABLE TV	488.14	.00	1,351.26	1,294.72		.00	.0%
0011112 5241 ED OF EMP	2,827.00	2,000.00	1,175.00	1,175.00		3,000.00	50.0%
0011112 5271 AUTO REP	4,305.94	4,000.00	1,021.86	2,635.19		4,000.00	.0%
0011112 5281 OS TRAV	1,581.22	.00	960.54	960.54		.00	.0%
0011112 5282 IS TRAV	5,036.47	5,892.00	4,358.47	4,358.47		5,892.00	.0%
0011112 5289 TRANSP	29,999.75	32,000.00	30,859.18	30,859.18		32,000.00	.0%
0011112 5291 ADVERTISE	1,078.40	.00	550.90	736.70		.00	.0%
0011112 5299 MISC CONT	2,926.55	5,000.00	6,713.42	6,755.42		10,000.00	100.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>67,255.02</b>	<b>56,892.00</b>	<b>76,727.28</b>	<b>79,069.29</b>		<b>62,892.00</b>	<b>10.5%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0011113 5303 GAS/FUEL	1,979.90	10,000.00	1,660.95	1,733.75		15,000.00	50.0%
0011113 5320 FOOD SUPP	183.25	.00	3,768.29	3,768.29		.00	.0%
0011113 5399 MISC SUP	19,151.17	15,000.00	26,210.78	26,455.48		20,000.00	33.3%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>21,314.32</b>	<b>25,000.00</b>	<b>31,640.02</b>	<b>31,957.52</b>		<b>35,000.00</b>	<b>40.0%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0011114 5421 ASSOC DUES	100.00	3,000.00	.00	.00		2,000.00	-33.3%
0011114 5429 SUBSCRIP	999.48	.00	1,456.45	1,456.45		.00	.0%
0011114 5469 MISC. RENT	1,871.00	.00	3,005.00	3,005.00		.00	.0%
0011114 5499 MISC CHGS	634.00	5,000.00	719.00	719.00		5,000.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>3,604.48</b>	<b>8,000.00</b>	<b>5,180.45</b>	<b>5,180.45</b>		<b>7,000.00</b>	<b>-12.5%</b>
<b>5 EQUIPMENT</b>							
0011115 5547 FURNIT	1,369.96	.00	1,416.94	1,416.94		.00	.0%
0011115 5599 MISC EQUIP	5,874.58	3,000.00	552.31	552.31		3,000.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>7,244.54</b>	<b>3,000.00</b>	<b>1,969.25</b>	<b>1,969.25</b>		<b>3,000.00</b>	<b>.0%</b>
<b>7 OTHER EXPENDITURES &amp; USES</b>							
0011117 5750 MISC EXP	.00	58,920.00	.00	.00		58,920.00	.0%
<b>TOTAL OTHER EXPENDITURES &amp; U</b>	<b>.00</b>	<b>58,920.00</b>	<b>.00</b>	<b>.00</b>		<b>58,920.00</b>	<b>.0%</b>
<b>8 CAPITAL OUTLAY</b>							
0011118 5804 FACIL IMPR	7,531.02	18,000.00	25,149.76	2,281.61		18,000.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

RESOURCE DEVELOPMENT OFFICE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0051118 5811 ELECTRICAL	10,320.00	.00	5,785.00	.00		.00	.0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>17,851.02</b>	<b>18,000.00</b>	<b>30,934.76</b>	<b>3,281.63</b>		<b>18,000.00</b>	<b>.0%</b>
<b>9 FRINGES</b>							
0011119 5980 INS REIMB	500.00	.00	1,600.00	400.00		.00	.0%
0011119 5981 RET CONTRI	5,199.14	10,047.00	10,708.00	5,808.84		22,779.00	126.7%
0011119 5982 WRK COMP	.00	2,743.00	2,611.00	714.88		2,821.00	2.8%
0011119 5983 GRP INS	10,285.57	7,246.00	9,370.00	9,369.30		6,495.00	-10.4%
0011119 5984 MEDICARE	1,283.34	782.00	1,299.00	1,298.33		804.00	2.8%
0011119 5989 FRINGE	.00	1,646.00	1,849.00	203.00		1,670.00	1.5%
0011119 5993 COBRA	-607.64	.00	.00	-151.91		.00	.0%
<b>TOTAL FRINGES</b>	<b>16,660.41</b>	<b>22,464.00</b>	<b>27,437.00</b>	<b>17,642.44</b>		<b>34,569.00</b>	<b>53.9%</b>
<b>TOTAL RES DEV OFF-AMERICORPS</b>	<b>222,539.81</b>	<b>244,406.00</b>	<b>265,297.76</b>	<b>230,508.30</b>		<b>273,001.00</b>	<b>11.7%</b>
<b>TOTAL RESOURCE DEVELOPMENT O</b>	<b>776,860.05</b>	<b>844,474.00</b>	<b>930,268.36</b>	<b>810,410.89</b>		<b>882,591.00</b>	<b>4.5%</b>

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET  
ASSEMBLY OF DELEGATES**

**MISSION STATEMENT:**

The Barnstable County Assembly of Delegates is the legislative branch of the Cape Cod Regional Government, known as Barnstable County. As the County's law-making body, the Assembly's work takes the form of ordinances and resolutions which may be initiated by delegates, Assembly committees, The Board of County Commissioners, or by an initiative petition. The Assembly of Delegates appropriates the County's annual operating and capital budgets and supplemental requests. At the direction of the Speaker and the Chair of the Standing Committee on Finance, the procedure has been that each Standing Committee of the Assembly participates in the review of the County budget. The Standing Committees meet with department managers and discuss the effectiveness of each program being operated within Barnstable County and also examine future needs for regional services within the County.

Because it is difficult to forecast the number and/or complexities of legislative initiatives that the Assembly of Delegates will be required to deal with, it is impossible to predict what the volume of output or priorities will be in any given year. The Assembly of Delegates budget was prepared to provide the present level of service. The budget is designed to assure that the functions of the Assembly of Delegates are carried out and that the public is well served. The principle elements of that capacity are: the work of the Assembly and its committees, interaction with local officials and the general public, the work of a professional clerk, and other individuals in various professional and technical capacities, the generation of a wide variety documentary materials, copying and printing, communication by mail, email, telephone and newspaper legal advertising. Work depends on the availability and use of various items of office equipment which need to be serviced from time to time, books, publications and other reference materials, and consumable materials and supplies which need to be replenished or replaced. In addition, Assembly Delegates are entitled to reimbursement for educational and travel expenses related to the performance of their duties.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM:                   **GENERAL GOVERNMENT**  
SUB-PROGRAM:           **ASSEMBLY OF DELEGATES**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
Salaries & Wages	\$ 82,231	\$ 84,808	\$ 88,976	4.9%
Contractual Services	\$ 25,017	\$ 39,545	\$ 39,545	0.0%
Supplies & Materials	\$ 1,167	\$ 1,500	\$ 1,500	0.0%
Charges & Obligations	\$ 75	\$ 390	\$ 536	37.4%
Equipment	\$ -	\$ 600	\$ 600	0.0%
<i>subtotal</i>	<i>\$ 108,490</i>	<i>\$ 126,843</i>	<i>\$ 131,157</i>	<i>3.4%</i>
Fringes	\$ 159,283	\$ 198,684	\$ 169,706	-14.6%
Capital Improvements	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 267,773</b>	<b>\$ 325,527</b>	<b>\$ 300,863</b>	<b>-7.6%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
County General Funds	\$ 267,773	\$ 325,527	\$ 300,863	-7.6%
Grant Funds	-	-	-	N/A
Department Revenues	-	-	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 267,773</b>	<b>\$ 325,527</b>	<b>\$ 300,863</b>	<b>-7.6%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: ASSEMBLY OF DELEGATES

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODE 0011301-5100
Clerk of the Assembly/County Clerk	MP-2	\$	73,976
Delegates	Elected	15	15,000
			88,976

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

ASSEMBLY OF DELEGATES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
130 ASSEMBLY OF DELEGATES							
-----							
1 SALARIES & WAGES							
-----							
0011301 5100 SALARY	82,231.15	84,808.00	86,362.00	86,361.77		88,976.00	4.9%
TOTAL SALARIES & WAGES	82,231.15	84,808.00	86,362.00	86,361.77		88,976.00	4.9%
2 CONTRACTUAL SERVICES							
-----							
0011302 5213 TELE	721.72	1,000.00	1,000.00	840.00		1,000.00	.0%
0011302 5235 LEGAL SRV	.00	.00	22,500.00	22,500.00		.00	.0%
0011302 5239 PROF SRVC	20,995.00	15,720.00	15,720.00	19,648.00		15,720.00	.0%
0011302 5241 ED OF EMP	668.00	9,375.00	5,375.00	1,487.70		9,375.00	.0%
0011302 5282 IS TRAV	7,108.55	10,490.00	10,490.00	8,625.74		10,490.00	.0%
0011302 5291 ADVERTISE	847.10	1,600.00	1,450.00	1,038.08		1,600.00	.0%
0011302 5295 PRINT/COPY	397.00	360.00	510.00	425.00		360.00	.0%
0011302 5299 MISC CONT	485.75	1,000.00	1,000.00	160.00		1,000.00	.0%
TOTAL CONTRACTUAL SERVICES	31,223.12	39,545.00	58,045.00	54,724.52		39,545.00	.0%
3 SUPPLIES AND MATERIALS							
-----							
0011303 5361 POSTAGE	95.16	550.00	250.00	103.77		550.00	.0%
0011303 5369 OFF SUPPLY	457.87	600.00	600.00	498.58		600.00	.0%
0011303 5399 SUPPLY	625.12	350.00	650.00	575.91		350.00	.0%
TOTAL SUPPLIES AND MATERIALS	1,178.15	1,500.00	1,500.00	1,178.26		1,500.00	.0%
4 CHARGES & OBLIGATIONS							
-----							
0011304 5421 ASOC DUES	75.00	200.00	200.00	75.00		200.00	.0%
0011304 5429 SUBS	.00	190.00	190.00	.00		336.00	76.8%
TOTAL CHARGES & OBLIGATIONS	75.00	390.00	390.00	75.00		536.00	37.4%
5 EQUIPMENT							
-----							
0011305 5547 OFF F/E	.00	.00	1,500.00	1,216.00		.00	.0%
0011305 5559 DP EQUIP	.00	600.00	600.00	325.13		600.00	.0%
TOTAL EQUIPMENT	.00	600.00	2,100.00	1,541.13		600.00	.0%
9 FRINGES							
-----							
0011309 5981 CONTRIB RE	11,825.78	15,217.00	15,217.00	12,624.91		14,817.00	-2.6%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

ASSEMBLY OF DELEGATES			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0011309	5983	GRP INS	146,344.01	182,195.00	182,195.00	148,259.08		153,554.00	-15.7%
0011309	5984	MEDICARE	1,112.84	1,272.00	1,272.00	1,126.05		1,335.00	5.0%
TOTAL FRINGES			159,282.63	198,684.00	198,684.00	162,010.04		169,706.00	-14.6%
TOTAL ASSEMBLY OF DELEGATES			273,990.05	325,527.00	347,081.00	305,890.72		300,863.00	-7.6%
TOTAL ASSEMBLY OF DELEGATES			273,990.05	325,527.00	347,081.00	305,890.72		300,863.00	-7.6%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**FINANCE DEPARTMENT**

**MISSION STATEMENT:**

The Finance Department is responsible for the oversight of all financial activities of the County including financial reporting and auditing, management of County funds, administration of debt, processing of payroll and accounts payable, and the annual development and ongoing monitoring of the County operating and capital budgets.

The Department is also charged with the management of the Purchasing and group insurance programs, as well as the provision of information systems and data processing. The services provided by the Department enable the County to coordinate financial and analytic activities, control costs, and improve the overall operational effectiveness of the County.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**FINANCE DEPARTMENT**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT Finance COST CENTER Assistant Treasurer

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

- Ensure the timely and accurate accounting of Septic Betterment Loan information.

**TASK:**

- 1) Provide account statements, prepare pre-payment materials, process invoices.
- 2) Monthly account statements, Bi-weekly invoices

**GOAL:**

- Prepare documents necessary for Septic Betterment Loans through the State revolving Fund

**TASK:**

- 1) Prepare and review closing documents for bond issuance through Water Pollution Abatement Trust. Ensure timely payment of debt service
- 2) Annual Bond Issuance completion, Bi-annual debt service payments

**GOAL:**

- Manage the Finances of the Cape and Vineyard Electrical Cooperative through the Services Agreement.

**TASK:**

- 1) Maintain Income Statement, Balance Sheets, account balances. Pay invoices. Engage Audit firm and complete audit for FY2013 and 2014.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**FINANCE DEPARTMENT**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT Finance COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

- Quarterly management reports and monthly budget reports

**TASK:**

1) Prepare and distribute quarterly management and budget reports within 30 days of the close of the period.

2) Reports completed and distributed within 30 days of the close of the period.

**GOAL:**

- Annual Statement of Revenues and Expenses

**TASK:**

1) Completion and distribution of the annual statement of revenues and expenses to the Massachusetts Department of Revenue (DOR)

2) Submission to DOR before August 31 after the close of the year.

**GOAL:**

- Bi-weekly accounts payable and payroll

**TASK:**

1) Ensure the accurate and timely processing of biweekly payroll and weekly accounts payable.

BARNSTABLE COUNTY  
 APPROVED  
 OPERATING AND CAPITAL BUDGET  
 FISCAL YEAR 2015

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: DEPARTMENT OF FINANCE

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 357,430	\$ 459,684	\$ 493,377	7.3%
Contractual Services	\$ 44,276	\$ 61,327	\$ 61,625	0.5%
Supplies & Materials	\$ 12,898	\$ 12,850	\$ 12,850	0.0%
Charges & Obligations	\$ 6,650	\$ 16,900	\$ 16,900	0.0%
Equipment	\$ 2,898	\$ 1,000	\$ 1,000	N/A
<i>subtotal</i>	\$ 424,152	\$ 551,761	\$ 585,752	6.2%
Fringes	\$ 124,868	\$ 152,606	\$ 184,097	20.6%
Capital Improvements	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 549,020</b>	<b>\$ 704,367</b>	<b>\$ 769,849</b>	<b>9.3%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ 549,020	\$ 703,867	\$ 769,349	9.3%
Grant Funds	-	-	-	N/A
Department Revenues	500	500	500	0.0%
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 549,520</b>	<b>\$ 704,367</b>	<b>\$ 769,849</b>	<b>9.3%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **GENERAL GOVERNMENT**

SUB-PROGRAM: **DEPARTMENT OF FINANCE**

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODES
			0011411-5100
Director of Finance	MP8	1 \$	141,908
Assistant Treasurer	MP1	1	66,721
County Accountant	MP3	1	85,721
Payroll Administrator	SPT3	1	62,038
Finance Assistant	SPT2	1	51,072
			407,460
Group Insurance Administrator	SPT1	0.25	15,000
			0011431-5100
Chief Procurement Officer	SPT4	1	70,917

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FINANCE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
141	FINANCE-FINANCE						
-----							
1	SALARIES & WAGES						
-----							
0011411 5100	SALARY PER	286,892.45	375,823.00	375,823.00	307,630.15	407,460.00	8.4%
0011411 5120	SALARY OT	948.41	.00	642.00	641.32	.00	.0%
TOTAL SALARIES & WAGES		287,840.86	375,823.00	376,465.00	308,271.47	407,460.00	8.4%
-----							
2	CONTRACTUAL SERVICES						
-----							
0011412 5213	TELE	.00	1,000.00	.00	.00	1,200.00	20.0%
0011412 5239	PROF SRVC	11,189.53	7,000.00	9,484.16	11,818.61	7,000.00	.0%
0011412 5241	ED OF EMP	1,335.00	.00	149.00	149.00	.00	.0%
0011412 5276	S/H MAINT	31,655.29	41,000.00	36,734.34	32,041.15	41,000.00	.0%
0011412 5281	OOS TRAV	.00	2,000.00	2,000.00	.00	2,000.00	.0%
0011412 5282	IS TRAV	2,914.22	3,354.00	3,354.00	312.13	3,400.00	1.4%
0011412 5294	FREIGHT EX	191.29	150.00	150.00	119.11	150.00	.0%
0011412 5295	PRINT/COPY	2,064.57	3,000.00	7,570.00	7,498.01	3,000.00	.0%
TOTAL CONTRACTUAL SERVICES		49,349.90	57,504.00	59,441.50	51,938.01	57,750.00	.4%
-----							
3	SUPPLIES AND MATERIALS						
-----							
0011413 5361	POSTAGE	4,139.54	5,000.00	4,529.69	4,441.76	5,000.00	.0%
0011413 5363	REF LAW BK	3,625.00	3,300.00	6,053.36	5,892.06	3,300.00	.0%
0011413 5369	OFF SUPPLY	4,468.46	3,000.00	7,305.31	7,310.69	3,000.00	.0%
0011413 5399	MISC SUP	526.81	.00	111.64	111.64	.00	.0%
TOTAL SUPPLIES AND MATERIALS		12,759.81	11,300.00	18,000.00	17,756.15	11,300.00	.0%
-----							
4	CHARGES & OBLIGATIONS						
-----							
0011414 5421	ASSOC DUES	255.00	750.00	750.00	285.00	750.00	.0%
0011414 5429	SUBS	788.59	500.00	500.00	352.03	500.00	.0%
0011414 5431	GEN LIAB	2,576.00	7,500.00	7,000.00	3,451.00	7,500.00	.0%
0011414 5463	EQ RENT	3,276.56	6,000.00	5,000.00	5,250.45	6,000.00	.0%
TOTAL CHARGES & OBLIGATIONS		6,896.15	14,750.00	13,250.00	9,338.48	14,750.00	.0%
-----							
5	EQUIPMENT						
-----							
0011415 5547	OFF F/E	485.00	.00	79.50	79.50	.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FINANCE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0011415 5559 DP EQUIP	863.95	.00	3,352.52	3,352.52		.00	.0%
0011415 5599 MISC EQUIP	1,549.00	1,000.00	417.98	409.95		1,000.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>2,897.95</b>	<b>1,000.00</b>	<b>3,850.00</b>	<b>3,841.97</b>		<b>1,000.00</b>	<b>.0%</b>
<b>9 FRINGES</b>							
0011419 5981 CONTRIB RE	57,119.10	64,802.00	72,420.00	72,419.81		94,530.00	45.9%
0011419 5983 GRP INS	62,327.64	80,909.00	73,291.00	70,886.83		82,138.00	1.5%
0011419 5984 MEDICARE	5,403.45	6,676.00	6,676.00	5,566.39		7,176.00	7.5%
<b>TOTAL FRINGES</b>	<b>124,850.19</b>	<b>152,387.00</b>	<b>152,387.00</b>	<b>148,873.03</b>		<b>183,844.00</b>	<b>20.6%</b>
<b>TOTAL FINANCE-FINANCE</b>	<b>484,594.86</b>	<b>612,764.00</b>	<b>623,393.50</b>	<b>540,019.11</b>		<b>676,104.00</b>	<b>10.3%</b>
<b>142 FINANCE-GROUP INS.</b>							
<b>1 SALARIES &amp; WAGES</b>							
0011421 5100 SALARY PER	847.00	14,605.00	11,140.00	.00		15,000.00	2.7%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>847.00</b>	<b>14,605.00</b>	<b>11,140.00</b>	<b>.00</b>		<b>15,000.00</b>	<b>2.7%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0011422 5282 IS TRAV	.00	268.00	268.00	.00		300.00	11.9%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>.00</b>	<b>268.00</b>	<b>268.00</b>	<b>.00</b>		<b>300.00</b>	<b>11.9%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0011423 5361 POSTAGE	.00	300.00	.00	.00		300.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>.00</b>	<b>300.00</b>	<b>.00</b>	<b>.00</b>		<b>300.00</b>	<b>.0%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0011424 5429 SUBS	.00	400.00	400.00	.00		400.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>.00</b>	<b>400.00</b>	<b>400.00</b>	<b>.00</b>		<b>400.00</b>	<b>.0%</b>
<b>9 FRINGES</b>							
0011429 5984 MEDICARE	18.37	219.00	219.00	.00		253.00	15.5%
<b>TOTAL FRINGES</b>	<b>18.37</b>	<b>219.00</b>	<b>219.00</b>	<b>.00</b>		<b>253.00</b>	<b>15.5%</b>
<b>TOTAL FINANCE-GROUP INS.</b>	<b>865.37</b>	<b>15,792.00</b>	<b>12,027.00</b>	<b>.00</b>		<b>16,253.00</b>	<b>2.9%</b>
<b>143 FINANCE-PURCHASING OFFICE</b>							
<b>1 SALARIES &amp; WAGES</b>							

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FINANCE	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0011431 5100 SALARY PER	68,742.36	69,256.00	72,079.00	72,078.66		70,917.00	2.4%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>68,742.36</b>	<b>69,256.00</b>	<b>72,079.00</b>	<b>72,078.66</b>		<b>70,917.00</b>	<b>2.4%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0011432 5239 PROF SRVC	.00	2,500.00	9,835.00	.00		2,500.00	.0%
0011432 5241 ED OF EMP	40.00	.00	225.00	225.00		.00	.0%
0011432 5279 EQUIP MAIN	.00	100.00	.00	.00		100.00	.0%
0011432 5282 IST TRAV	187.15	805.00	680.00	646.84		825.00	2.5%
0011432 5294 FREIGHT	26.93	50.00	50.00	.00		50.00	.0%
0011432 5295 PRINT/COPY	.00	100.00	100.00	.00		100.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>254.08</b>	<b>3,555.00</b>	<b>10,890.00</b>	<b>871.84</b>		<b>3,575.00</b>	<b>.6%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0011433 5320 FOOD SUPP.	.00	.00	225.00	225.00		.00	.0%
0011433 5369 OFF SUPPLY	1,018.20	1,250.00	822.00	826.52		1,250.00	.0%
0011433 5399 SUPPLIES	.00	.00	203.00	202.78		.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>1,018.20</b>	<b>1,250.00</b>	<b>1,250.00</b>	<b>1,254.30</b>		<b>1,250.00</b>	<b>.0%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0011434 5421 ASSOC DUES	200.00	.00	225.00	225.00		.00	.0%
0011434 5429 SUBS	75.00	750.00	700.00	.00		750.00	.0%
0011434 5463 EQ RENT	.00	1,000.00	425.00	.00		1,000.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>275.00</b>	<b>1,750.00</b>	<b>1,350.00</b>	<b>225.00</b>		<b>1,750.00</b>	<b>.0%</b>
<b>5 EQUIPMENT</b>							
0011435 5599 MISC EQUIP	.00	.00	400.00	334.45		.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>.00</b>	<b>.00</b>	<b>400.00</b>	<b>334.45</b>		<b>.00</b>	<b>.0%</b>
<b>TOTAL FINANCE-PURCHASING OFF</b>	<b>70,289.64</b>	<b>75,811.00</b>	<b>85,969.00</b>	<b>74,764.25</b>		<b>77,492.00</b>	<b>2.2%</b>
<b>TOTAL FINANCE</b>	<b>555,749.87</b>	<b>704,367.00</b>	<b>721,389.50</b>	<b>614,783.36</b>		<b>769,849.00</b>	<b>9.3%</b>

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

**MISSION STATEMENT:**

*CURRENT:*

*“To provide the staff and office of the County of Barnstable with high quality advice and support in the technology and communications field.”*

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Expand and enhance Virtualization/Cloud infrastructure.

**TASK:**

- 1) Continue to scale out a robust private cloud infrastructure.

In order to stay ahead of the technological curve and continue to provide not only a competitive, but leading capability to provide services on, additional hardware and licensing must be obtained.

Measures: Increased capacity for providing hosted services.

- 2) Increase hosting capabilities through multi-tenancy.

Secure multi-tenancy will allow systems to host the virtual infrastructure for divergent organizations, and allow for better interoperability which will benefit the County's internal operations.

Measures: Larger target audience for providing services, increased business continuity capabilities.

- 3) Leverage cloud hybridization for business continuity.

Hybridizing the County's private cloud with a public cloud provider will allow for the seamless shifting of workloads, whether in response to a natural disaster or to temporarily compensate for a traffic increase with a particular hosted application.

Measures: Tested ability to move production systems to and from a 3rd party service as needed.

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- 4) Offer all services as virtual/cloud services.

Fully utilize expanded infrastructure to provide virtual infrastructure/datacenter, platforms, and applications as services both internally and externally.

Measures: Increased amount of divergent services available in catalog.

- 5) Extend services to include desktop virtualization (VDI).

Desktop virtualization will reduce the money spent on upgrading and maintaining workstations. It will also improve security, accessibility and reliability.

Measures: Better user experience and flexibility of IT in provisioning workstations.

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**GOAL:**

Upgrade network infrastructure.

**TASK:**

- 1) Increase wireless coverage.

Wireless coverage exists in most conference rooms across the County's main campus. Coverage will be expanded to fill in gaps, and extend to remote offices.

Measures: User experience, and actual percentage of coverage.

- 2) Increase BYOD (Bring Your Own Device) support.

BYOD allows for more flexibility with what devices can or cannot be supported. Administrative tasks on the side of IT are also streamlined, and many important security related operations are automated. Additional infrastructure and training is required for IT staff.

Measures: User experience, fewer hours spent by IT staff network management.

- 3) Continue plans to upgrade core network.

The primary parts of the network need to be upgraded with faster equipment to allow for the better delivering of high-bandwidth service. GIS applications, desktop virtualization, video editing are some key services that would benefit.

Measures: Faster turn-around for certain workloads, less waiting for users who typical transfer large amounts of data across the network.

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- 4) Improve ISP (Internet Service Provider) fault tolerance.

Faster and more reliable infrastructure is needed at the network perimeter in order to provide proper Internet connection failover. This is becoming more necessary as the County continues to rely more heavily on its connections to the internet. Additional/new equipment would remove speed limitations and allow for seamless failover in the event that one connection to the Internet fails.

Measures: Less down time, faster internet connectivity, more highly available services externally.

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**GOAL:**

Use new technologies to enhance recover and reliability.

**TASK:**

- 1) Leverage virtualization for business continuity.

Virtualization will allow for levels of service and high-availability that were previously not possible. Systems can be moved between different infrastructures, across a large geographic area in a manner that is transparent to the users. Currently the County uses 3rd party storage services for off-site cloud backup.

Measures: Faster turn-around for certain workloads, less waiting for users who typical transfer large amounts of data across the network.

- 2) Establish routing testing of business continuity capabilities.

Once in place all backups and failover systems should be tested in regular intervals established by policies.

Measures: Successful retrieval of information from off-site backups, faster recovery time upon a failure resulting in minimal, if not no impact to users.

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**GOAL:**

Continuously explore hosted solutions.

- 1) Increase usage of hybrid cloud services.

Usage of cloud/infrastructure services should be expanded upon. County already has limited hybridization in place but expansion is needed to fully take advantage

Measures: Greater service availability, less down-time, flexibility.

- 2) Increase usage of 3rd party cloud hosted applications.

Hosted alternatives to services should be evaluated in nearly all scenarios where additional services are needed.

Measures: Decreased turn-around time for unanticipated needs.

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**GOAL:**

Improve physical plant and facilities housing them.

**TASK:**

- 1) Scale out wide area network.

Fiber network is currently being extended to some remote offices. Additional needs for offices that cannot be reached with traditional methods will be reviewed.

Measures: Consolidated management of all networks, decreased Internet utility costs by consolidations, and a drastically improved end user experience at remote offices.

- 2) Evaluate power and cooling capabilities of server room.

The County's server room is reaching its capacity for the amount cooling and electrical capacity it can provide without major investment. IT will look into what can be done to mitigate this short term, and balance it with other options such as moving servers to a new location.

Measures: Ability to scale out infrastructure while controlling access.

- 3) Review alternative IT office and equipment room locations.

If problems cannot be addressed that continue to have negative impacts on productivity and service, it may be in the best interest of the County to review alternate locations for IT Staff offices and/or the server room.

Measures: Flooding remediation efforts, power and cooling review for server room, and the cost of alternate locations for staff or equipment.

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- 4) Upgrade physical security in key areas.

The server room alone houses many hundreds of thousands of dollars of equipment, not to mention sensitive personal information. In other areas around the campus expensive equipment is sometimes placed in heavily traveled publicly accessible areas. An effort to minimize risk, and control/audit access to key areas will proceed.

Measures: Lower risk through logged access to server room, locked equipment cabinets in common areas.

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**GOAL:**

Provide systems for business collaboration.

**TASK:**

- 1) Extend document management platform capabilities.

Solutions such as SharePoint have been deployed at the County, but usage is currently limited to a small subset of users. Apart from utilizing training to facilitate increased buy-in, additional 3rd party add-ons, as well as a system upgrade should be performed.

Measures: Increased buy-in and utilization from the departments, resulting in measurable change in file server, vs. SharePoint connections. Level of service and efficiency of key workflows also affected positively.

- 2) Extend capabilities for alternate communication types.

Communicating and presenting through technologies like WebEx Meetings, and enterprise message are currently available, but need to be more heavily integrated with existing systems to be fully utilized.

Measures: User experience that is integrated across all mediums, email, voice, voicemail, video conferencing, messaging.

- 3) Increase utilization of shared calendars.

Calendars tied to email systems are already used, but not uniformly. Sharing of calendars is only used opportunistically or on request. Calendars for reserving conference rooms or borrowing equipment have not been implemented. No integration exists with other systems currently. A combination of policy, training and technical work will enable all of this.

Measures: More efficient use of time when scheduling resources. Reduction errors in scheduling increased visibility from outside parties and more accountability to management.

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4) Centralize management of contacts enterprise-wide.

All users currently maintain their own lists of contact. This results in inconsistencies over time. Roles should be given within each department for maintaining a shared list of contacts for other staff to utilize.

Measures: Saved time, and less confusion among staff.

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**GOAL:**

Continue to enhance productivity software and related services.

**TASK:**

- 1) Migrate to hosted applications offered by major vendors.

Invest in applications provided as services from established 3rd party vendors. Initial deployment should be partial, for testing purposes. This tactic will offset capital project costs associated with large scale application upgrades, by moving the funding to an operation expense, most likely with monthly billing per user, with an annual contract.

Measures: Simplified license management, predictable costs, ease of use, and decreased IT management for applications.

- 2) Facilitate integration with other services.

Services should be chosen that will be compatible with end-user knowhow, and existing systems. Full integration with other systems will be sought after to simplify usage.

Measures: Enhanced user experience, simplicity and accessibility.

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**GOAL:**

Enhance the County's capacity for development.

**TASK:**

- 1) Catalog technical development needs county wide.

Create a list of needs for all County departments that is as specific as possible.

Measures: Clear visibility into overall technical development needs.

- 2) Compare costs of all options.

Assess value of outsourcing versus other options, such as bringing on additional staff, or retraining existing staff.

Measures: Increased development capabilities, resulting in tangible improvements to sites and services.

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**GOAL:**

Expand functionality of IP Telephony system.

**TASK:**

- 1) Upgrade virtualize, and scale IPT infrastructure.

Efforts are underway to upgrade the County's voice system that will allow for greater functionality. Additionally the system will benefit from being implemented on an enterprise virtual infrastructure.

Measures: End-user experience, utilization of extended phone capabilities, video conferencing, reliability.

- 2) Unify telepresence and messaging systems.

The upgraded voice infrastructure will integrate with existing systems, such as voicemail, email, instant messaging and network authentication.

Measures: Improved usability, efficiency through fewer divergent systems both with management and usage.

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**GOAL:**

Improve authentication, access, and accountability controls.

**TASK:**

- 1) Implement archiving for email messages.

In order to maintain accountability and quickly comply with public record requests, email archiving needs to be implemented to cache all incoming and outgoing messages for the County.

Measures: Less administrative time spent retrieving public records, better relationship with community through improved visibility.

- 2) Fully implement content filtering and logging.

To be backed by official policy, a content filtration system would increase security and accidental misuse, as well prevent intentional misuse.

Measures: Ability to better address security concerns.

- 3) Upgrade and centralize antimalware solution.

Although antivirus systems are currently in use, virtualized systems allow for more efficient delivery. Switching platforms would provide lower utilization on shared servers.

Measures: Money saved through lower system utilization. Administrative time saved through more efficient delivery methods.

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- 4) Enhance network access control capabilities.

This is a similar concept that will also facilitate BYOD, but will allow for more sweeping control of access to County networks. This will enforce and be backed by policies.

Measures: Greater flexibility for access from the users' perspective, and increased visibility and management of network access from the administrative side.

- 5) Implement enterprise-wide single-sign-on support.

Single-sign-on is a key technology that facilitates integration across otherwise incompatible systems. This service is one that can be provided by a 3rd party as a subscription/Cloud service.

Measures: Ease of access, internally and externally via a single set of credentials, increased security and shorter turn-around time for account setups.

- 6) Monitor Continuously and Audit Regularly.

Development of a regular security check/audit performed by key personnel is necessary, and supported by policies.

Measures: Increased preventability and accountability concerning security breaches.

- 7) Utilize external resources for detection of security threats.

The County currently has memberships in organizations such as the Center for Internet Security's Multi-state security agency which provides this free of charge. Other avenues such as training should be explored.

Measures: Faster response time due to advanced notice of threats, more regular prevention of zero-day exploits.

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**GOAL:**

Increase the ease of access for users.

**TASK:**

- 1) Streamline VPN and other remote access capabilities.

Continuously evaluate emerging technologies that provide for more secure access, while simultaneously working to provide a more streamlined and simplified experience to users.

Measures: Enhanced end-user experience, without compromising security.

- 2) More web-based services from the County and 3rd parties.

One method of making systems more accessible is to provide them through web application. We should continuously investigate these options both internally and from Cloud providers.

Measures: Increased ability for users to quickly access information from anywhere.

- 3) Use single-sign-on to simplify user authentication.

A single set of credentials for an account across all systems allows for ease of use for both the end-user and the system administrators.

Measures: More efficient access, setup and deactivation turn-around.

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**GOAL:**

Provide an efficient and uniform infrastructure.

**TASK:**

- 1) Continue scale out of enterprise storage.

Plans to scale out are underway and dovetail with other upgrade projects.

Measures: Storage consistently meets needs of the user base in the areas of performance, capacity and reliability.

- 2) Revisit local workstation storage centralization.

Individual desktops/workstations still store much of the data used during a work day for a given staff person. This causes issues with maintaining reliable backups. Centralizing through virtual desktops or other methods would be beneficial.

Measures: More reliable backups, increased visibility into utilization, better accessibility.

- 3) Invest in tape library for long term archival.

Tapes remain to be overall on of the most efficient ways to store massive amounts of information on-premise. Cost should be balanced with ongoing Cloud storage subscription costs.

Measures: Ability to archive information, while still maintaining some level of access.

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Streamline workstation deployment process.

Apart from the ease of deployment that virtual desktops would afford the County, things can still be done in the meantime to streamline the deployment process of traditional workstations, in regard to setup and configuration.

Measures: Faster turn-around time to workstation deployment requests.

4) Ramp up efforts for desktop virtualization.

Efforts to proceed with virtualizing desktop should proceed as soon as possible with a limited pilot program.

Measures: Use of virtual desktops to 25-50 users in pilot program.

5) Virtualize where applicable.

It is important to not apply a “one-size-fits-all” attitude toward virtual desktop. Current technology doesn’t allow for an ideal desktop experience with certain workloads, such as full screen video editing. Other power-users will be pleasantly surprised by the increased number-crunching ability of the servers their desktop is hosted on.

Measures: Certain users given the option to switch, but may end up opting out of a virtual desktop due to usability issues.

6) Document and maintain standards.

As part of official policy, IT will maintain lists of standards pertaining to all facets of infrastructure.

Measures: Clear visibility into the types of systems being used.

7) Retire all non-virtualization related servers.

Already nearing completion, the County is nearly 95% virtualized on the server side, this effort will continue and the last few standalone servers will be removed from service.

Measures: 100% server virtualization reached

8) Reevaluate hardware standards on a regular basis.

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Hardware standardization should be reviewed continuously, with an official approval process occurring annually, by IT management and feedback from user-base.

Measures: Paper trail of documented standards approval.

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**GOAL:**

Provide appropriate, competitive software solutions.

**TASK:**

- 1) Support implemented software ecosystems as standards.

The Microsoft software ecosystem currently is the de-facto standard within the County. Virtualization infrastructure is standardized on VMware as its platform. Compatibility and user skills all must be accounted for when selecting the appropriate system.

Measures: Consistent experience, where knowledge of one system inherently is useful in another.

- 2) Research cloud based alternatives as appropriate.

Hosted alternatives should be evaluated and pursued carefully.

Measures: Enhanced usability and management.

- 3) Reevaluate software standards on a regular basis.

Software standardization should be reviewed continuously, with an official approval process occurring annually, by IT management, and feedback from user base.

Measures: Paper trail of documented standards approval.

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**GOAL:**

Provide clear user policies for the County's systems.

**TASK:**

- 1) Formalize and implement IT policies.

Have policies signed off by the appropriate officials and proceed with efforts to educate users on them.

Measures: Administration sign-off and County staff sign-off.

- 2) Establish standards and a review cycle.

Accompanying policies will a set of more variable standards documents. This will allow for minor strategic adjustments in response to changes in technology without having to repeatedly seek approval.

Measures: Clear documentation of technological standards that are supported.

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**GOAL:**

Support the County's mission of providing regional services.

**TASK:**

- 1) Develop a catalog of regional IT services.

A catalog of services that can be provided to regional municipalities will be compiled. Most services will be both inward and outward facing, using technologies already implemented and used within the County.

Measures: A concise plain-English document containing a "menu" of IT services that can be chosen from.

- 2) Assist departments to augment existing regional services.

Many existing services can benefit from technological assistance. IT should conduct outreach to align efforts and provide the appropriate tools.

Measures: Increased level of service to the region by County departments.

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**GOAL:**

Help improve the public face of the County.

**TASK:**

- 1) Complete the development of new County website.

The new website was started late FY13, and is nearing completion. Content is still being added, and official feedback and/or approval will be needed.

Measures: Official approval to go live with new site.

- 2) Consolidate other public-facing websites where applicable.

As needed, help to uniform the face of departmental websites.

Measures: Seamless browsing between sites from user prospective, dynamic information present from other department sites.

- 3) Task parties with updating and managing content.

Assist in the assignment of site content management tasks within departments, to help ensure content is accurate and straight forward.

Measures: Individual staff members taking ownership of site content.

- 4) Assist in Joint Communications Program.

Assist in the Joint Communications initiative that was recently put into place, to create a formal effort to uniformly market the County's services.

Measures: Achievement of strategically aligned goals and objectives.

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**GOAL:**

Formalize governance surrounding IT issues.

**TASK:**

- 1) Formally create IT working group or committee.

Create a cross section of staff from all departments, appointed officially by department heads to participate in an IT group capable of approving or otherwise taking active decision making roles in IT policy issues.

Measures: Increased involvement and buy-in to new initiatives.

- 2) Create subcommittees for specific technical needs.

To enhance the effectiveness of the group, subject areas may need to be broken out among subsets of users.

Measures: Focus groups effectively contributing to new technical strategies and ensuring wise-decision making.

- 3) Provide regular updates to County Commissioners.

Insight into IT operations to the Commissioners should be provided on a regular basis.

Measures: Interval for regular check-ins established. Increased visibility to management, allowing for "course correction" if needed.

- 4) Programmatically manage IT across department lines.

Since IT related positions exist outside of the IT department, there is a need to coordinate with them, or at least manage aspects of their relevant duties.

Measures: Efficiency gained through knowledge sharing and less duplication of efforts. 87

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**GOAL:**

Increase outreach for group trainings (teaching and learning).

**TASK:**

- 1) Share opportunities for formal trainings.

Coordination of group buy-in for outsourced trainings could be efficient in many ways.

Measures: Larger groups of users being trained formally on new technology, and passing on information to their coworkers.

- 2) Invest more in meeting rooms for internal trainings.

Aside from meetings and presentations, shared equipment, like laptops, smart boards, and projectors are also useful for training purposes.

Measures: Fewer requests to move equipment between buildings to allow trainings, more using dedicated resources to given room.

- 3) User-driven approach to providing trainings.

Currently group trainings on a number of topics are provided by IT, most of which were in reaction to requests, or by survey. This should be expanded.

Measures: Trainings provided that match needs.

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**GOAL:**

Allow for increased purchasing capabilities relative to IT.

**TASK:**

- 1) Obtain County-held credit card.

A county-help credit card would be helpful not only for IT but other departments. A significant amount of purchasing is done with organization that do not allow for PO transactions.

Measures: Less reimbursement work, no ethical implications with reward incentive credit cards.

- 2) Better payment options for collecting fees.

While PCI (Pay Card Industry) compliance is an option for some, the County's volume of potential transactions does not currently warrant it. Other services that provide credit cards transaction services for a small fee should be investigated.

Measures: More options for public to pay for services, perception of flexibility.

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**GOAL:**

Increase level of support provided to IT customers.

**TASK:**

- 1) Implement new, helpdesk-ticketing platform.

Efforts will continue to upgrade the IT department's helpdesk ticket tracking system.

Measures: New cleaner, friendly way to request help from IT presented to end users.

- 2) Allow for non-IT related trouble tickets to be utilized.

Trouble ticketing would be beneficial to provide to other departments as well, such as Facilities.

Measures: A help desk system will be procured that allows multiple organizations to utilize it. Capabilities test favorably with participating department(s).

- 3) Utilize surveys and outreach materials.

Surveys are already used by IT on a regular basis as part of outreach. The IT newsletter has proven to be a welcome and a popular addition among staff.

Measures: Expanded outreach resulting in a more efficiently functioning department.

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**GOAL:**

Increase the County's abilities to manage physical property.

**TASK:**

- 1) Implement new, shared asset management platform.

The current asset management platform used by IT is inadequate, and an upgrade must be found.

Measures: Implementation after reviewing options.

- 2) Allow for the tracking of non-IT assets.

Any department that needs to track physical assets should be allowed to through the same infrastructure.

Measures: Clear presentation of County property, from a single repository.

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**GOAL:**

Develop the County's capabilities to properly manage projects.

**TASK:**

- 1) Use existing staff to manage projects opportunistically.

Key staff members who already possess project management skills and tools, can manage projects for others as needed, or as time allows.

Measures: Particular important projects stay on track, more transparency on resources consumed by an operation.

- 2) Educate key staff on project management.

Utilize internal and external training resources to facilitate professional growth among staff, in the area of project management.

Measures: Increased efficiency and department interoperability.

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**GOAL:**

Provide stable platform for financial management.

**TASK:**

- 1) Continue upgrade existing ERP solution.

Upgrade already in progress.

Measures: Expanded flexibility and management, increased options for add-ons.

- 2) Review and optimize functionality.

Post-upgrade; develop a roadmap for functionality based on needs of existing users. Solicit other towns and individuals through MUNIS users group.

Measures: Successful matches of business needs to existing modules.

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**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Increase level of paperless workflows and technologies.

**TASK:**

- 1) Continue to advocate and enable tablet usage.

Tablets as replacements for stacks of paper allow for the easier dissemination of information.

Measures: Increased productivity and agility.

- 2) Digitalize workflows, signatures.

A main roadblock to becoming paperless is ability to electronically sign official documents. Consult legal counsel, and 3rd party vendors for SharePoint plugin options. Approvals currently exist within workflows, but more development is needed.

Measures: Obtain help from outside parties to allow efficient workflows that are, if possible, 100% paperless.

- 3) Track and optimize power consumption.

Look to other organizations for metering capabilities that can not only be utilized to detect problems with power infrastructure, but to track efficiency.

Measures: Better insight into power costs and their sources.

- 4) Extend mobile input capabilities.

Mobile collaboration is an up and coming need for staff. Web based collaboration, and the procurement of specific Apps can facilitate this.

Measures: Efficiency through versatility.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Formally reorganize IT staff to reflect needed structure.

**TASK:**

- 1) Review viability of bringing talent in-house, instead of using contractors.

There are currently 7 full time staff members within the IT Department, with 4 additional roles being filled by contractors. These contractual positions were sought after in recent years in order to augment the department's staff to meet service demands. Due to the needs not changing, these contractors have been used more regularly, and have begun to naturally present themselves as additional positions.

Measures: Easier, more consistent management of personnel, no danger of losing personnel through RFP process.

- 2) Review and revise all job descriptions, and re-classify.

A structure needs to be formalized for IT Department staff, starting with revisions to all job descriptions, coinciding with the upcoming reclassification. The Countywide reclassification to be undertaken in FY14 should be performed across the board with an eye toward IT aspects of existing positions.

Measures: Simplify management and delegation, allow for structural reorganization.

- 3) Establish and formalize internal workflows, responsibilities, areas of expertise and reporting structure.

Organizationally, the IT Department has been flat, with all staff and contractors managed by or reporting to the Department head. This has caused bottlenecks in the past, which were then interpreted as a lack of responsiveness. In recent months however, natural and obvious areas of expertise have been established, along with informally imposed workflows.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

**COST CENTER  
GOALS/TASKS**

Provide additional exempt staffing.

Of the IT Department's staff, there is only one exempt salary position. This presents a problem with lengthy, open-ended projects, critical system outages, and on-call availability. The overtime incurred by hourly personnel is often extensive, presenting funding problems.

Measures: Better service provided through increased schedule flexibility.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Effectively utilize IT staff resources across the County.

**TASK:**

- 1) Foster working relationships with technical staff in other departments.

Staffing that is allowed to function in certain capacities without boundaries would improve efficiency and cooperation.

Measures: Cooperation among departments, collaboration on projects.

- 2) Include services provided by, and credited to staff outside of IT Department in the full catalog of services for County IT.

IT services should be advertised in a uniform fashion.

Measures: Decreased confusion as to who is providing what service.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Create standards pertaining to technological skillsets.

**TASK:**

- 1) Factor more IT-related prerequisites into job requirements.

Specific suggested skillsets for certain positions types can be recommended to ensure the most advantageous candidates are selected.

Measures: Increased use and understanding of technology in daily operations.

TASK: Utilize IT Department personnel for assistance in evaluation.

Historically, IT staff has assisted with the hiring of other personnel to provide perspective on experience with technology. This should be officially extended as a service.

Measures: The best candidates are hired for a given job.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Improve budget manageability for IT.

**TASK:**

- 1) Decentralize procurement to leverage commoditization trends.

Expand items allowed to be procured through use of a maintained catalog, outside of IT approvals.

Measures: Decrease time and effort spent purchasing specific IT related goods.

- 2) Develop a general 5-year plan for capital expenditures.

Although the progression of technology is extremely unpredictable, a general outline for a 5 year plan can be maintained.

Measures: Clear, long-term, high-level roadmap provided for planning.

- 3) Centralize procurement for large-scale systems.

Offset funding from other departmental budgets in order to more effectively purchase in bulk centrally. One key example of this is workstation procurement.

Measures: Efficient delivery of procured systems.

- 4) Continuously evaluate options for revenue generation.

Funding offsets could be achieved through extended IT support and infrastructure offerings in the future.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**INFORMATION TECHNOLOGY**

Measures: Ability to provide compensation back to the County.

5) Evaluate staffing changes and impact on budget.

Rolling contractual services into salary equivalents, as well as reorganizing and changing grades of existing staff would have to be accounted for.

Measures: Achieve all reorganization goals with minimal budget impact.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: INFORMATION TECHNOLOGY

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
Salaries & Wages	\$ 375,676	\$ 391,688	\$ 575,381	46.9%
Contractual Services	\$ 186,384	\$ 328,080	\$ 290,116	-11.6%
Supplies & Materials	\$ 3,001	\$ 3,000	\$ 5,000	66.7%
Charges & Obligations	\$ -	\$ -	\$ -	N/A
Equipment	\$ 15,534	\$ 13,000	\$ 74,000	469.2%
<i>subtotal</i>	<i>\$ 580,595</i>	<i>\$ 735,768</i>	<i>\$ 944,497</i>	<i>28.4%</i>
Fringes	\$ 126,752	\$ 120,589	\$ 196,515	63.0%
Capital Improvements	\$ 367,676	\$ 580,000	\$ 791,500	36.5%
<b>TOTAL BUDGET</b>	<b>\$ 1,075,023</b>	<b>\$ 1,436,357</b>	<b>\$ 1,932,512</b>	<b>34.5%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
County General Funds	\$ 707,347	\$ 856,357	\$ 1,050,552	22.7%
Grant Funds	-	-	-	N/A
Department Revenues	-	-	90,460	N/A
Bond Funds	367,676	580,000	791,500	36.5%
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 1,075,023</b>	<b>\$ 1,436,357</b>	<b>\$ 1,932,512</b>	<b>34.5%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM:                   **GENERAL GOVERNMENT**

SUB-PROGRAM:           **INFORMATION TECHNOLOGY**

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODE 0011051 - 5100
Director of Information Tech.	MP3	1	82,505
Deputy Director	MP2	1	64,892
Projects Coordinator	SPT4	1	57,653
Tech. Support Specialist	SPT3	1	58,930
Tech. Support Specialist	SPT3	1	58,930
Tech. Support Specialist	SPT3	1	55,531
Tech. Support Specialist	SPT3	1	54,301
Tech. Support Specialist	SPT3	1	52,348
Service Desk Analyst	SPT2	1	60,291
		\$	545,381
		4	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

INFORMATION TECHNOLOGY SVCS			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----									
105	INFORMATION TECHNOLOGY SVCS								
-----									
1	SALARIES & WAGES								
-----									
0011051	5100	SALARIES	351,635.69	360,188.00	414,662.00	414,661.64		545,381.00	51.4%
0011051	5110	SAL-TEMP	11,163.75	15,000.00	.00	.00		15,000.00	.0%
0011051	5120	SAL-OT-IT	12,876.89	16,500.00	4,785.00	4,784.42		15,000.00	-9.1%
	TOTAL SALARIES & WAGES		375,676.33	391,688.00	419,447.00	419,446.06		575,381.00	46.9%
-----									
2	CONTRACTUAL SERVICES								
-----									
0011052	5213	PHONES-IT	9,631.77	6,530.00	6,530.00	6,510.48		28,300.00	333.4%
0011052	5214	INTERN/ISP	23,130.28	55,000.00	72,614.39	54,652.65		70,416.00	28.0%
0011052	5239	PRF/TCH SV	130,095.06	173,000.00	201,646.89	173,647.83		85,000.00	-50.9%
0011052	5241	ED OF EMPL	6,081.00	8,000.00	14,939.00	1,396.00		8,000.00	.0%
0011052	5276	SFT/HRD	30,628.17	71,450.00	85,337.33	43,307.18		84,300.00	18.0%
0011052	5279	MAINT/RPRS	72.55	1,000.00	1,000.00	362.00		1,000.00	.0%
0011052	5282	IN-ST TRAV	6,090.57	13,000.00	13,000.00	7,591.89		13,000.00	.0%
0011052	5294	SHIPPING	64.28	100.00	125.00	104.73		100.00	.0%
	TOTAL CONTRACTUAL SERVICES		205,793.68	328,080.00	395,192.61	287,572.76		290,116.00	-11.6%
-----									
3	SUPPLIES AND MATERIALS								
-----									
0011053	5369	OFF SUPP	3,178.72	3,000.00	2,900.00	2,876.31		3,000.00	.0%
0011053	5399	SUPPLIES	594.69	.00	100.00	125.47		2,000.00	.0%
	TOTAL SUPPLIES AND MATERIALS		3,773.41	3,000.00	3,000.00	3,001.78		5,000.00	66.7%
-----									
5	EQUIPMENT								
-----									
0011055	5532	COMEQUIPIT	4,790.13	2,000.00	1,739.31	1,739.31		2,000.00	.0%
0011055	5547	OFF FURN	2,119.00	1,000.00	693.30	693.30		2,000.00	100.0%
0011055	5559	COMP EQUIP	28,200.00	10,000.00	10,567.39	10,529.00		70,000.00	600.0%
	TOTAL EQUIPMENT		35,109.13	13,000.00	13,000.00	12,961.61		74,000.00	469.2%
-----									
8	CAPITAL OUTLAY								
-----									
0051058	5806	0126 INT RENOV	5,717.34	2,500.00	5,891.15	.00		5,000.00	100.0%
0051058	5806	0127 INT REN TR	37,999.56	.00	.00	26,957.61		75,000.00	.0%
0051058	5813	PHONE SYST	57,630.60	188,000.00	234,246.71	196,360.79		150,000.00	-20.2%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

INFORMATION TECHNOLOGY SERVCS			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0051058	5850	MJR SFTSYS	158,588.20	190,500.00	209,801.61	238,936.43		490,000.00	157.2%
0051058	5851	NETWORKS	384,141.74	199,000.00	370,858.26	448,742.71		71,500.00	-64.1%
TOTAL CAPITAL OUTLAY			644,077.44	580,000.00	820,797.73	910,997.54		791,500.00	36.5%
9 FRINGES									
0011059	5981	RETMNT	62,042.67	50,853.00	77,925.00	77,924.38		84,357.00	65.9%
0011059	5983	GRP INSUR	59,436.13	64,333.00	75,870.00	75,869.81		102,637.00	59.5%
0011059	5984	MED	5,273.18	5,403.00	5,690.00	5,689.75		9,521.00	76.2%
TOTAL FRINGES			126,751.98	120,589.00	159,485.00	159,483.94		196,515.00	63.0%
TOTAL INFORMATION TECHNOLOGY			1,391,181.97	1,436,357.00	1,810,922.34	1,793,463.69		1,932,512.00	34.5%
TOTAL INFORMATION TECHNOLOGY			1,391,181.97	1,436,357.00	1,810,922.34	1,793,463.69		1,932,512.00	34.5%

# **COUNTY SERVICES**

**DEPARTMENT OF FACILITIES  
COOPERATIVE EXTENSION SERVICE  
REGISTRY OF DEEDS  
COUNTY DREDGE SERVICE  
REGIONAL SERVICES**

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**FACILITIES DEPARTMENT**

**MISSION STATEMENT:**

The Facilities Department is responsible for all physical plant operations, general maintenance and planning within the Barnstable County Complex, Second District Courthouse in Orleans, Children's Cove, White House Administration Building (formerly the Sheriff's Administration Building), Extension Farmhouse, certain county residences and the old House of Correction.

The physical plant consists of the following eighteen elements:

1. Superior Courthouse, County Complex
2. Deeds and Probate Court, County Complex
3. First District Courthouse, County Complex
4. Police Service Building, County Complex
5. County Complex Grounds, Barnstable
6. County Residences, Bourne
7. Second District Courthouse, Orleans
8. Children's Cove, Barnstable
9. Farmhouse (Extension), Barnstable
10. White House Administration Bldg., County Complex
11. Cape Cod Commission, cleaning only
12. Rest Area (seasonal)
13. Recycle Building, Barnstable
14. Old House of Correction
15. Open Cape Building
16. RDO/Americorps Residence – Bourne, MA
17. RDO/Americorps Residence – Wellfleet, MA
18. New Health Lab, County Complex

The Facilities Department budget provides funding for the following:

1. HVAC, plumbing and electrical systems
2. Utilities
3. Telecommunications system management
4. Grounds and parking lot maintenance
5. General maintenance and custodial services
6. ADA administration and compliance
7. Safety and security programs
8. Mail collection and distribution
9. Rest Area, Route 6, Barnstable, Custodial Services
10. County Recycling Program

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**FACILITIES DEPARTMENT**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**COST CENTER 0012038 (Superior)**

**GOAL:**

**TASK:**

- |  |   |
|--|---|
| 1. Building Repair and granite replaced will be replaced | Replace and repair building façade, all wood that needs to be |
| 2. Heating Upgrade water;                                | Change from steam system to forced hot<br>Replace boilers     |
| 3. Wall and Grounds Repair                               | Reset and regrade front lawn and wall                         |

**COST CENTER 0012058 (Registry of Deeds)**

**GOAL:**

**TASK:**

- |                                      |   |
|--------------------------------------|---|
| 1. Storage Building complex wide use | Construct a building for Facilities for |
|--------------------------------------|---|

**COST CENTER 0012028 (Second District Courthouse)**

**GOAL:**

**TASK:**

- |                     |                                     |
|---------------------|-------------------------------------|
| 1. HVAC Replacement | Replace current failing HVAC system |
|---------------------|-------------------------------------|

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**FACILITIES DEPARTMENT**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

**COST CENTER 0012048 (County Complex)**

**GOAL:**

**TASK:**

- |                          |   |
|--------------------------|---|
| 1. Paving and New Drains | Replace parking lots throughout Complex |
| 2. New Lock System       | Upgrade to new electronic lock system   |

**COST CENTER 0012098 (White House)**

**GOAL:**

**TASK:**

- |                       |                               |
|-----------------------|-------------------------------|
| 1. Window/Roof Repair | Replace aged windows and roof |
|-----------------------|-------------------------------|

**COST CENTER 0012138 (Old Jail)**

**GOAL:**

**TASK:**

- |                             |   |
|-----------------------------|---|
| 1. Demolition<br>future use | Demolishing existing cells in East wing for |
|-----------------------------|---|

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: DEPARTMENT OF FACILITIES

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 1,021,341	\$ 941,771	\$ 973,128	3.3%
Contractual Services	\$ 469,267	\$ 771,020	\$ 857,970	11.3%
Supplies & Materials	\$ 82,276	\$ 123,390	\$ 140,440	13.8%
Charges & Obligations	\$ 10,517	\$ 20,500	\$ 25,200	22.9%
Equipment	\$ 5,650	\$ 10,000	\$ 10,000	0.0%
<i>subtotal</i>	\$ 1,589,051	\$ 1,866,681	\$ 2,006,738	7.5%
Fringes	\$ 368,936	\$ 410,612	\$ 423,800	3.2%
Capital Improvements	\$ 771,471	\$ 1,118,100	\$ 1,214,200	8.6%
<b>TOTAL BUDGET</b>	<b>\$ 2,729,458</b>	<b>\$ 3,395,393</b>	<b>\$ 3,644,738</b>	<b>7.3%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	1,918,724	2,226,673	2,369,911	6.4%
Grant Funds	-	-	-	N/A
Department Revenues	17,381	20,400	20,400	0.0%
Bond Funds	771,471	1,111,400	1,214,200	9.2%
License Plate Funds	21,882	36,920	40,227	9.0%
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 2,729,458</b>	<b>\$ 3,395,393</b>	<b>\$ 3,644,738</b>	<b>7.3%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: DEPARTMENT OF FACILITIES

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODES	OTHER CODES
			0012031-5100	0012051-5100
Night Supervisor	ML6	1	\$ 29,145	\$ 29,145
Janitor/Custodian	ML2	1	20,656	20,656
Janitor/Custodian	ML2	1	20,656	20,656
Janitor/Custodian	ML2	1	20,656	20,656
			91,113	91,113
			0012021-5100	
Maintenance Repairman	ML5	1	\$ 56,005	
Janitor/Custodian	ML2	1	41,312	
			97,317	
			0012041-5100	0012081-5100
Director of Facilities	MP5	1	\$ 80,474	
Maintenance Repairman	ML5	1	52,008	
Plumber/Equipment Specialist	ML5	1	48,045	
Administrative Assistant	OC4	1	47,199	
Custodian/Repairman	ML3	1	35,684	
Maintenance Field Coordinator	ML6	1	58,290	
Maintenance Repairman	ML5	1	42,680	
Maintenance Repairman	ML5	1	43,641	
Mail Clerk/Custodial Assistant	ML2	1	41,312	
Janitor/Custodian	ML2	0.66	13,559	\$ 6,500
			462,892	
			0012011-5100	
Maintenance Repairman	ML5	1	\$ 56,005	
Janitor/Custodian	ML2	1	41,312	
Janitor/Custodian	ML2	1	41,312	
			138,629	
			0012101-5100	0105001-5100
Janitor/Custodian	ML2	0.5	\$ 17,502	\$ 17,502
			0012091-5100	0012061-5100
Janitor/Custodian	ML2	1	\$ 20,535	20,777

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
<b>201 FACILITIES-FIRST DISTRICT</b>							
<b>1 SALARIES &amp; WAGES</b>							
0012011 5100 SALARY PER	138,027.26	135,407.00	139,659.00	139,658.29		139,629.00	2.4%
0012011 5120 SALARY OT	4,487.67	2,000.00	5,822.00	5,821.16		2,000.00	.0%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>142,514.93</b>	<b>137,407.00</b>	<b>145,481.00</b>	<b>145,479.45</b>		<b>140,629.00</b>	<b>2.3%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0012012 5221 ELEC CHG	69,277.62	82,000.00	81,945.00	74,057.74		82,000.00	.0%
0012012 5223 HEAT FUEL	24,454.66	40,000.00	34,500.00	32,061.73		40,000.00	.0%
0012012 5224 W/S CHGS	5,160.52	3,500.00	4,755.00	4,753.30		5,250.00	50.0%
0012012 5239 PRF/TCH SV	600.00	.00	.00	.00		.00	.0%
0012012 5262 ELEC REP	200.00	2,000.00	1,745.00	1,735.88		2,800.00	40.0%
0012012 5269 BLDG REP/MA	10,490.00	2,800.00	3,525.00	3,525.00		7,800.00	178.6%
0012012 5279 EQ MAINT	13,585.00	2,800.00	7,985.00	18,612.00		22,800.00	714.3%
0012012 5299 MISC CONTR	3,916.99	4,400.00	4,400.00	4,258.01		4,400.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>127,684.79</b>	<b>137,500.00</b>	<b>138,855.00</b>	<b>139,003.66</b>		<b>165,050.00</b>	<b>20.0%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0012013 5311 CONSTR MAT	148.02	1,000.00	500.00	473.74		1,000.00	.0%
0012013 5312 HDWR/PLMB	2,787.90	3,400.00	2,400.00	1,984.86		3,400.00	.0%
0012013 5313 PAINT. S/P	616.82	2,000.00	1,100.00	421.36		12,300.00	515.0%
0012013 5319 BLDG/GRN S	4,019.96	3,000.00	5,550.00	5,160.73		300.00	-90.0%
0012013 5340 HSEHLD MAT	8,199.90	7,200.00	7,255.00	7,254.61		7,200.00	.0%
0012013 5399 SUPP/MAT	1,018.09	2,000.00	3,150.00	3,141.02		200.00	-90.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>16,790.69</b>	<b>18,600.00</b>	<b>19,955.00</b>	<b>18,436.32</b>		<b>24,400.00</b>	<b>31.2%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0012014 5449 LC/REG/PEM	.00	.00	400.00	400.00		400.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>.00</b>	<b>.00</b>	<b>400.00</b>	<b>400.00</b>		<b>400.00</b>	<b>.0%</b>
<b>5 EQUIPMENT</b>							
0012015 5599 MISC EQUIP	629.99	.00	.00	.00		.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>629.99</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>		<b>.00</b>	<b>.0%</b>
<b>8 CAPITAL OUTLAY</b>							
0012018 5802 HVAC	.00	4,500.00	6,000.00	.00		4,500.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0052018	5810	CARPETG	3,932.63	.00	.00	.00		.00	.0%
0052018	5817	WINDOW REP	.00	.00	30,610.00	21,895.00	40,000.00	.00	.0%
0052018	5820	FAN COIL	975.00	.00	9,025.00	.00	.00	.00	.0%
0052018	5853	CEILING	.00	30,000.00	44,103.00	25,986.38		.00	-100.0%
TOTAL CAPITAL OUTLAY			4,907.63	34,500.00	89,738.00	47,881.38		44,500.00	29.0%
TOTAL FACILITIES-FIRST DISTR			292,528.03	328,007.00	394,429.00	351,200.81		374,979.00	14.3%
-----									
202 FACILITIES-SECOND DISTRICT									
-----									
1 SALARIES & WAGES									
-----									
0012021	5100	SALARY PER	94,680.65	95,046.00	96,946.00	96,945.64		97,317.00	2.4%
0012021	5120	SALARY OT	2,560.21	1,000.00	4,005.00	4,004.31		1,000.00	.0%
TOTAL SALARIES & WAGES			97,240.86	96,046.00	100,951.00	100,949.95		98,317.00	2.4%
-----									
2 CONTRACTUAL SERVICES									
-----									
0012022	5213	TRLE	1,260.18	1,500.00	1,300.00	1,177.45		1,500.00	.0%
0012022	5221	ELEC CHG	39,222.73	45,000.00	45,000.00	39,007.73		45,000.00	.0%
0012022	5223	HEAT FUEL	12,926.26	27,000.00	27,000.00	14,281.38		27,000.00	.0%
0012022	5224	W/S CHGS	1,375.92	2,500.00	1,370.00	1,212.92		2,500.00	.0%
0012022	5266	PAVED AREA	1,600.00	4,500.00	4,500.00	4,350.00		4,500.00	.0%
0012022	5267	LAWN/GRNDS	4,934.00	5,300.00	5,300.00	4,632.00		5,800.00	9.4%
0012022	5268	FLOWING	2,680.00	3,500.00	3,700.00	3,680.00		3,500.00	.0%
0012022	5269	BLD REP/MA	.00	2,500.00	2,100.00	933.36		2,500.00	.0%
0012022	5279	EQUIP MAIN	2,906.00	1,500.00	1,500.00	960.00		1,500.00	.0%
0012022	5282	IS TRAV	.00	300.00	300.00	.00		300.00	.0%
0012022	5299	MISC CONT	6,482.03	8,000.00	6,800.00	7,599.03		8,000.00	.0%
TOTAL CONTRACTUAL SERVICES			73,387.12	101,600.00	98,870.00	77,833.87		102,100.00	.5%
-----									
3 SUPPLIES AND MATERIALS									
-----									
0012023	5309	AUTP SUPP	537.78	1,000.00	1,000.00	361.70		1,400.00	40.0%
0012023	5311	CONSTR MAT	59.28	500.00	100.00	.00		500.00	.0%
0012023	5312	HDWR/PLMB	1,569.01	2,800.00	2,800.00	2,586.97		2,800.00	.0%
0012023	5313	PAINT SUPP	214.47	750.00	750.00	189.92		4,800.00	540.0%
0012023	5319	GRND/BLDG	2,865.48	4,000.00	4,000.00	3,993.43		4,000.00	.0%
0012023	5340	HSEHLD MAT	4,882.62	5,200.00	4,740.00	4,432.83		5,200.00	.0%
0012023	5369	SUPP	.00	.00	.00	.00		1,000.00	.0%
0012023	5399	SUPP/MAT	730.44	1,000.00	1,000.00	474.57		.00	-100.0%
TOTAL SUPPLIES AND MATERIALS			10,859.08	15,250.00	14,390.00	12,039.42		19,700.00	29.2%
-----									
4 CHARGES & OBLIGATIONS									
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0012024	5449	LC/REG/PEM	.00	.00	550.00	550.00	150.00	550.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
TOTAL CHARGES & OBLIGATIONS	.00	.00	550.00	550.00	150.00	550.00	.0%
5 EQUIPMENT							
-----							
0012025 5599 MISC EQUIP	.00	.00	550.00	546.00		.00	.0%
TOTAL EQUIPMENT	.00	.00	550.00	546.00		.00	.0%
8 CAPITAL OUTLAY							
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0052028 5805 ADA IMPR	15,790.70	.00	.00	1,837.11		.00	.0%
0052028 5815 DRIVEWAY	.00	.00	6,106.33	2,335.00		.00	.0%
0052028 5818 FIRE ALARM	60,700.00	.00	16,900.00	67,475.00		.00	.0%
TOTAL CAPITAL OUTLAY	76,490.70	.00	23,006.33	71,647.11		.00	.0%
TOTAL FACILITIES-SECOND DIST	257,977.76	212,896.00	238,317.33	263,566.35		220,667.00	3.7%
203 FACILITIES-SUPERIOR COURTHOUSE							
-----							
1 SALARIES & WAGES							
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0012031 5100 SALARY PER	81,397.44	89,001.00	82,316.00	82,315.20		91,113.00	2.4%
0012031 5120 SALARY OT	882.38	1,000.00	612.00	611.06		1,000.00	.0%
TOTAL SALARIES & WAGES	82,279.82	90,001.00	82,928.00	82,926.26		92,113.00	2.3%
2 CONTRACTUAL SERVICES							
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0012032 5221 ELEC CHGS	49,149.05	60,000.00	56,525.00	46,284.62		60,000.00	.0%
0012032 5223 HEAT FUEL	24,032.61	26,000.00	26,000.00	23,036.20		26,500.00	1.9%
0012032 5224 W/S CHGS	4,183.34	3,500.00	5,481.00	5,480.47		4,200.00	20.0%
0012032 5232 ARCH/ENG	.00	1,200.00	1,200.00	.00		5,500.00	358.3%
0012032 5262 ELEC REP	911.21	2,500.00	2,500.00	2,301.98		2,500.00	.0%
0012032 5263 PAINTING	.00	2,200.00	2,200.00	.00		14,200.00	545.5%
0012032 5269 BLD REP/MA	.00	1,800.00	1,800.00	.00		1,800.00	.0%
0012032 5279 EQUIP SVCE	1,255.00	2,100.00	3,700.00	3,523.00		2,100.00	.0%
0012032 5299 MISC CONTR	2,711.82	3,200.00	3,200.00	2,626.87		3,200.00	.0%
TOTAL CONTRACTUAL SERVICES	82,243.03	102,500.00	102,606.00	83,253.14		120,000.00	17.1%
3 SUPPLIES AND MATERIALS							
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0012033 5311 CONSTR MAT	.00	1,100.00	575.00	.00		1,100.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0012033 5312 HDWR/PLMB	2,361.14	1,500.00	1,500.00	1,097.75		1,500.00	.0%
0012033 5313 PAINT SUPP	.00	500.00	500.00	109.98		500.00	.0%
0012033 5319 BLDG REP	2,504.86	2,500.00	3,700.00	3,535.29		2,500.00	.0%
0012033 5340 HSEHLD MAT	5,058.59	4,500.00	4,660.00	4,656.74		4,800.00	6.7%
0012033 5399 SUPP/MAT	1,055.17	2,000.00	2,000.00	1,415.31		2,200.00	10.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>10,979.46</b>	<b>12,100.00</b>	<b>12,935.00</b>	<b>10,815.07</b>		<b>12,600.00</b>	<b>4.1%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0012034 5449 LIC REGS	.00	.00	800.00	800.00		400.00	.0%
0012034 5469 RENTAL	402.00	1,900.00	1,100.00	.00		1,900.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>402.00</b>	<b>1,900.00</b>	<b>1,900.00</b>	<b>800.00</b>		<b>2,300.00</b>	<b>21.1%</b>
<b>5 EQUIPMENT</b>							
0012035 5547 P/E	521.50	.00	250.00	249.21		.00	.0%
0012035 5548 HSE EQUIP	1,760.07	.00	.00	1,760.07		.00	.0%
0012035 5599 MISC EQUIP	5,022.63	10,000.00	1,675.00	329.00		10,000.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>7,304.20</b>	<b>10,000.00</b>	<b>1,925.00</b>	<b>2,338.28</b>		<b>10,000.00</b>	<b>.0%</b>
<b>8 CAPITAL OUTLAY</b>							
0012038 5806 INR REPAIR	.00	1,000.00	2,000.00	.00		1,000.00	.0%
0012038 5807 EXT REPAIR	.00	1,200.00	2,200.00	.00		1,200.00	.0%
0052038 5801 ROOF REPLC	36,916.60	360,000.00	408,435.29	8,900.00		.00	-100.0%
0052038 5802 HVAC-SUP	.00	.00	.00	.00	.00	220,000.00	.0%
0052038 5803 ELV/AC RMP	15,345.50	.00	47,400.00	12,641.00		.00	.0%
0052038 5806 INT RENOV	26,633.49	15,000.00	15,000.00	15,000.00		.00	-100.0%
0052038 5807 EXT RENOV	.00	210,000.00	210,000.00	.00		.00	-100.0%
0052038 5811 ELECTR IMP	10,281.28	.00	27,654.25	9,500.00		.00	.0%
0052038 5817 WINDOW REP	.00	7,900.00	33,003.99	.00		.00	-100.0%
0052038 5852 INSULATION	25,991.00	.00	9,009.00	.00		.00	.0%
0052038 5853 CEILING	.00	.00	35,000.00	.00		.00	.0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>115,167.87</b>	<b>595,100.00</b>	<b>789,702.53</b>	<b>46,041.00</b>		<b>222,200.00</b>	<b>-62.7%</b>
<b>TOTAL FACILITIES-SUPERIOR CO</b>	<b>298,376.38</b>	<b>811,601.00</b>	<b>991,995.53</b>	<b>226,173.75</b>		<b>459,213.00</b>	<b>-43.4%</b>
<b>204 FACILITIES-COUNTY COMPLEX</b>							
<b>1 SALARIES &amp; WAGES</b>							
0012041 5100 SALARY PER	493,532.34	442,617.00	473,472.00	473,471.62		462,892.00	4.6%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0012041 5110 SALARY TMP	26,944.01	10,000.00	24,922.00	24,921.31		10,000.00	.0%
0012041 5120 SALARY OT	13,343.73	6,000.00	18,010.00	18,009.17		6,000.00	.0%
0012041 5151 LONGEVITY	6,350.00	3,500.00	5,950.00	5,950.00		3,500.00	.0%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>540,170.08</b>	<b>462,117.00</b>	<b>522,354.00</b>	<b>522,352.10</b>		<b>482,392.00</b>	<b>4.4%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0012042 5213 TELE	24,320.65	35,000.00	35,000.00	26,738.55		35,000.00	.0%
0012042 5224 W/S CHGS	.00	15,000.00	3,535.00	.00		19,000.00	26.7%
0012042 5239 PROF SVR	.00	1,250.00	1,250.00	.00		12,000.00	860.0%
0012042 5241 ED OF RE'S	2,660.00	3,000.00	3,000.00	942.00		4,800.00	60.0%
0012042 5266 PAVED AREA	6,545.00	10,000.00	10,000.00	437.00		.00	-100.0%
0012042 5267 LAMN/GRNDS	27,105.00	38,000.00	38,000.00	23,706.08		38,000.00	.0%
0012042 5269 BLD REP/MA	490.00	1,000.00	1,000.00	.00		1,700.00	70.0%
0012042 5271 VEHICLE RE	10,318.32	15,500.00	15,500.00	13,390.32		15,500.00	.0%
0012042 5279 EQUIP SVCE	2,863.50	20,000.00	4,200.00	3,176.77		20,000.00	.0%
0012042 5282 IST TRAV	.00	670.00	670.00	.00		870.00	29.9%
0012042 5294 FREIGHT	.00	200.00	200.00	43.00		200.00	.0%
0012042 5299 MISC CONT	7,170.48	10,000.00	10,000.00	7,232.95		10,000.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>81,472.95</b>	<b>149,620.00</b>	<b>122,355.00</b>	<b>75,666.67</b>		<b>157,070.00</b>	<b>5.0%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0012043 5303 CAR FUEL	10,163.28	7,250.00	11,950.00	12,787.47		7,800.00	7.6%
0012043 5309 AUTP SUPP	2,702.54	6,000.00	4,175.00	4,243.33		6,000.00	.0%
0012043 5319 GRND/BLDG	6,769.38	6,500.00	6,500.00	6,469.34		6,500.00	.0%
0012043 5361 POSTAGE	23.08	100.00	100.00	27.25		100.00	.0%
0012043 5369 OFF/SUPP	701.49	400.00	600.00	573.18		600.00	50.0%
0012043 5395 ADA IMP	8,649.00	3,000.00	3,000.00	2,718.86		3,000.00	.0%
0012043 5399 MISC SUP	3,723.22	2,000.00	5,200.00	5,538.30		2,000.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>32,731.99</b>	<b>25,250.00</b>	<b>31,525.00</b>	<b>32,357.73</b>		<b>26,000.00</b>	<b>3.0%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0012044 5421 MISC DUES	205.00	250.00	250.00	195.00		850.00	240.0%
0012044 5429 SUBSCRIP	.00	50.00	50.00	.00		.00	-100.0%
0012044 5449 LC/REG/PEM	300.00	1,000.00	1,000.00	750.00		2,000.00	100.0%
0012044 5469 MISC RENT	9,450.40	14,600.00	13,400.00	9,725.01		15,200.00	4.1%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>9,955.40</b>	<b>15,900.00</b>	<b>14,700.00</b>	<b>10,670.01</b>		<b>18,050.00</b>	<b>13.5%</b>
<b>5 EQUIPMENT</b>							
0012045 5501 VEHICLES	.00	.00	94,095.00	94,092.79		.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
<hr/>							
0012045 5548 HSHLD EQUI	3,079.10	.00	.00	.00		.00	.0%
0012045 5559 MISC DP EQ	3,952.59	.00	.00	.00		.00	.0%
0012045 5599 MISC EQUIP	4,513.21	.00	5,330.00	6,134.52		.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>11,544.90</b>	<b>.00</b>	<b>99,425.00</b>	<b>100,227.31</b>		<b>.00</b>	<b>.0%</b>
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<b>8 CAPITAL OUTLAY</b>							
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0012048 5824 0120 WATER LINE	9,155.65	.00	.00	.00		.00	.0%
0052048 5805 ADA IMP	34,536.08	7,500.00	12,806.22	2,366.65		7,500.00	.0%
0052048 5810 FLOOR	.00	5,000.00	25,213.00	11,339.00		48,000.00	860.0%
0052048 5815 PAVE RFR	28,209.84	120,000.00	252,247.41	29,075.88		425,000.00	254.2%
0052048 5859 SDWLKS	.00	47,500.00	47,500.00	47,500.00		60,000.00	26.3%
0052048 5862 NEW LOCKS	.00	.00	.00	.00	.00	65,000.00	.0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>71,901.57</b>	<b>180,000.00</b>	<b>337,766.63</b>	<b>90,281.53</b>		<b>605,500.00</b>	<b>236.4%</b>
<hr/>							
<b>9 FRINGES</b>							
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0012049 5981 CONTRIB RE	174,072.09	203,933.00	173,992.00	165,603.56		196,143.00	-3.8%
0012049 5983 GRP INS	180,355.41	186,137.00	186,137.00	178,850.67		212,252.00	14.0%
0012049 5984 MEDICARE	14,509.12	20,542.00	20,542.00	13,918.96		15,405.00	-25.0%
<b>TOTAL FRINGES</b>	<b>368,936.62</b>	<b>410,612.00</b>	<b>380,671.00</b>	<b>358,373.19</b>		<b>423,800.00</b>	<b>3.2%</b>
<b>TOTAL FACILITIES-COUNTY COMP</b>	<b>1,116,713.51</b>	<b>1,243,499.00</b>	<b>1,508,796.63</b>	<b>1,189,928.54</b>		<b>1,712,812.00</b>	<b>37.7%</b>
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<b>205 FACIL-REG OF DEEDS/PROB CRT</b>							
<hr/>							
<b>1 SALARIES &amp; WAGES</b>							
<hr/>							
0012051 5100 SALARY PER	82,728.44	89,001.00	84,708.00	84,707.56		91,113.00	2.4%
0012051 5120 SALARY OT	289.88	1,250.00	667.00	666.68		1,250.00	.0%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>83,018.32</b>	<b>90,251.00</b>	<b>85,375.00</b>	<b>85,374.24</b>		<b>92,363.00</b>	<b>2.3%</b>
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<b>2 CONTRACTUAL SERVICES</b>							
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0012052 5221 ELEC CHGS	49,149.08	60,000.00	60,000.00	46,284.63		60,000.00	.0%
0012052 5223 HEAT FUEL	14,974.17	23,000.00	23,000.00	16,060.38		23,000.00	.0%
0012052 5224 W/S CHGS	3,178.70	3,000.00	4,490.00	4,489.03		3,300.00	10.0%
0012052 5262 ELEC REP	759.41	2,500.00	2,500.00	533.34		2,500.00	.0%
0012052 5263 PAINTING	.00	2,700.00	2,700.00	.00		10,700.00	296.3%
0012052 5269 BLD REP/MA	150.00	2,000.00	2,000.00	1,999.58		2,000.00	.0%
0012052 5279 EQUIP SVCE	3,920.40	4,000.00	4,000.00	4,040.00		4,000.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0012052	5299	MISC CONT	3,607.54	3,300.00	3,300.00	2,900.18		3,400.00	3.0%
TOTAL CONTRACTUAL SERVICES			75,739.30	100,500.00	101,990.00	76,307.14		108,900.00	8.4%
<b>3 SUPPLIES AND MATERIALS</b>									
0012053	5311	CONSTR MAT	.00	500.00	500.00	245.67		500.00	.0%
0012053	5312	HCWR/PLMB	1,375.05	3,000.00	3,000.00	2,686.20		3,000.00	.0%
0012053	5313	PAINT SUPP	.00	250.00	250.00	.00		1,250.00	400.0%
0012053	5319	BLDG REP	1,389.71	2,300.00	2,250.00	1,200.04		2,300.00	.0%
0012053	5340	HSHLD SUPP	8,155.72	6,400.00	6,415.00	6,412.34		6,400.00	.0%
0012053	5399	SUPP/MAT	454.73	1,700.00	1,700.00	1,593.69		1,700.00	.0%
TOTAL SUPPLIES AND MATERIALS			11,375.21	14,150.00	14,115.00	12,137.94		15,150.00	7.1%
<b>4 CHARGES &amp; OBLIGATIONS</b>									
0012054	5449	LIC REGS	.00	.00	800.00	800.00		400.00	.0%
0012054	5469	RENTAL	.00	2,500.00	1,150.00	.00		2,500.00	.0%
TOTAL CHARGES & OBLIGATIONS			.00	2,500.00	1,950.00	800.00		2,900.00	16.0%
<b>5 EQUIPMENT</b>									
0012055	5548	HSHLD SUPP	469.00	.00	.00	469.00		.00	.0%
TOTAL EQUIPMENT			469.00	.00	.00	469.00		.00	.0%
<b>8 CAPITAL OUTLAY</b>									
0052058	5802	HVAC	1,895.04	11,000.00	18,287.39	.00		15,000.00	36.4%
0052058	5803	ELV/AC RMP	1,300.00	.00	4,828.10	.00		.00	.0%
0052058	5810	FLR/CRPT	2,020.73	5,500.00	8,627.21	3,204.50		10,000.00	81.8%
0052058	5811	ELECTR IMP	.00	2,000.00	32,034.00	2,029.94		2,000.00	.0%
0052058	5818	FIRE ALARM	2,179.00	.00	.00	.00		.00	.0%
0052058	5826	REGSHED	.00	.00	.00	.00	.00	140,000.00	.0%
0052058	5858	FIRESC	.00	60,500.00	60,500.00	15,486.00		.00	-100.0%
TOTAL CAPITAL OUTLAY			7,394.77	79,000.00	124,276.70	20,720.44		167,000.00	111.4%
TOTAL FACIL-REG OF DEEDS/PRO			177,996.60	286,401.00	327,706.70	195,808.76		386,313.00	34.9%
<b>206 FACILITIES-RTE 6 REST AREA</b>									
<b>1 SALARIES &amp; WAGES</b>									
0012061	5100	SAL RTE	9,533.82	20,370.00	8,654.00	8,653.91		20,777.00	2.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0012061	5120	SAL-OT	9,187.81	2,000.00	9,021.00	9,020.67		2,000.00	.0%
TOTAL SALARIES & WAGES			18,721.63	22,370.00	17,675.00	17,674.58		22,777.00	1.8%
<b>2 CONTRACTUAL SERVICES</b>									
0012062	5266	PAV REP	.00	2,000.00	2,000.00	.00		2,000.00	.0%
0012062	5269	BLD REP/MA	.00	1,200.00	1,200.00	.00		1,200.00	.0%
0012062	5279	EQUIP REP	.00	800.00	800.00	.00		800.00	.0%
0012062	5299	MISC CONT	1,486.82	1,500.00	1,500.00	917.70		1,750.00	16.7%
TOTAL CONTRACTUAL SERVICES			1,486.82	5,500.00	5,500.00	917.70		5,750.00	4.5%
<b>3 SUPPLIES AND MATERIALS</b>									
0012063	5313	PAINT. S/P	.00	1,500.00	200.00	.00		4,000.00	166.7%
0012063	5319	BLDG/GRNDS	.00	950.00	950.00	.00		950.00	.0%
0012063	5340	HSKLD SUPP	1,673.35	1,800.00	1,800.00	1,786.38		1,950.00	8.3%
0012063	5399	SUPP/MAT	.00	4,800.00	600.00	47.40		4,800.00	.0%
TOTAL SUPPLIES AND MATERIALS			1,673.35	9,050.00	3,550.00	1,833.78		11,700.00	29.3%
TOTAL FACILITIES-RTE 6 REST			21,861.80	36,920.00	26,725.00	20,426.06		40,227.00	9.0%
<b>207 FACILITIES-FARMHOUSE</b>									
<b>2 CONTRACTUAL SERVICES</b>									
0012072	5213	TELE	.00	1,000.00	990.00	.00		1,000.00	.0%
0012072	5221	ELEC CHGS	1,902.98	2,800.00	2,800.00	2,189.18		2,800.00	.0%
0012072	5223	HEAT FUEL	1,835.65	1,800.00	1,800.00	1,763.87		1,900.00	5.6%
0012072	5224	W/S	200.00	400.00	350.00	182.00		400.00	.0%
0012072	5266	PAVED AREA	.00	3,500.00	3,500.00	.00		3,500.00	.0%
0012072	5269	BLD REP/MA	1,840.49	2,500.00	1,405.00	.00		2,000.00	-20.0%
0012072	5279	EQ MAINT	395.00	.00	1,155.00	1,149.00		400.00	.0%
0012072	5299	MISC CONT	439.40	600.00	600.00	555.20		600.00	.0%
TOTAL CONTRACTUAL SERVICES			6,613.52	12,600.00	12,600.00	5,839.25		12,600.00	.0%
<b>3 SUPPLIES AND MATERIALS</b>									
0012073	5311	CONSTR SUP	26.75	1,400.00	1,400.00	.00		1,600.00	14.3%
0012073	5312	HDWR/PLMB	90.39	400.00	400.00	390.79		400.00	.0%
0012073	5319	BLDG/GRNDS	278.93	5,000.00	2,300.00	1,149.96		5,000.00	.0%
0012073	5340	HSKLD SUPP	498.71	590.00	590.00	588.61		590.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
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TOTAL SUPPLIES AND MATERIALS	894.78	7,390.00	4,690.00	2,129.36		7,590.00	2.7%
8 CAPITAL OUTLAY							
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0052078 5815 PAVING	6,307.50	.00	57,973.00	1,680.73		.00	.0%
0052078 5856 BARN	250.63	.00	69,749.37	18,077.56		.00	.0%
0052078 5857 FARMGAR	1,874.26	.00	68,125.74	20,831.38		.00	.0%
TOTAL CAPITAL OUTLAY	8,432.39	.00	195,848.11	40,589.67		.00	.0%
TOTAL FACILITIES-FARMHOUSE	15,940.69	19,990.00	213,138.11	48,558.28		20,190.00	1.0%
208 FACILITIES-CHILDREN'S COVE							
-----							
1 SALARIES & WAGES							
-----							
0012081 5100 SALARY PER	17,007.60	6,500.00	17,407.00	17,406.81		6,500.00	.0%
TOTAL SALARIES & WAGES	17,007.60	6,500.00	17,407.00	17,406.81		6,500.00	.0%
2 CONTRACTUAL SERVICES							
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0012082 5213 TELE	631.28	3,000.00	750.00	621.04		1,000.00	-66.7%
0012082 5221 ELEC CHGS	3,423.30	4,800.00	4,800.00	3,898.65		4,800.00	.0%
0012082 5223 HEAT FUEL	2,664.13	2,500.00	2,850.00	2,698.55		2,850.00	14.0%
0012082 5224 W/S CHGS	281.00	800.00	800.00	263.00		800.00	.0%
0012082 5262 ELEC REP	1,006.16	.00	.00	.00		.00	.0%
0012082 5266 PAVED AREA	1,200.00	.00	3,750.00	3,750.00		.00	.0%
0012082 5267 LAWN/GRNDS	525.00	.00	.00	.00		.00	.0%
0012082 5269 BLD REP/MA	.00	9,500.00	8,450.00	7,523.65		12,500.00	31.6%
0012082 5279 EQUIP REP	.00	1,000.00	200.00	.00		1,000.00	.0%
0012082 5299 MISC CONT	819.03	1,000.00	1,000.00	912.40		1,000.00	.0%
TOTAL CONTRACTUAL SERVICES	10,549.90	22,600.00	22,600.00	19,667.29		23,950.00	6.0%
3 SUPPLIES AND MATERIALS							
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0012083 5312 HDWR/PLMB	799.20	800.00	1,200.00	1,113.42		1,200.00	50.0%
0012083 5319 BLDG SUP	1,647.58	500.00	500.00	486.86		20,000.00	3900.0%
0012083 5340 HSHLD SUPP	559.43	600.00	600.00	598.85		1,600.00	166.7%
TOTAL SUPPLIES AND MATERIALS	3,006.21	1,900.00	2,300.00	2,199.13		22,800.00	1100.0%
4 CHARGES & OBLIGATIONS							
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0012084 5469 RENTALS	160.00	200.00	200.00	.00		200.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	160.00	200.00	200.00	.00		200.00	.0%
<b>8 CAPITAL OUTLAY</b>							
0052088 5815 PAVING	.00	20,000.00	20,000.00	17,207.00		.00	-100.0%
<b>TOTAL CAPITAL OUTLAY</b>	.00	20,000.00	20,000.00	17,207.00		.00	-100.0%
<b>TOTAL FACILITIES-CHILDREN'S</b>	30,723.71	51,200.00	62,507.00	56,480.23		53,450.00	4.4%
<b>209 FACILITIES-WHITE HOUSE</b>							
<b>1 SALARIES &amp; WAGES</b>							
0012091 5100 SALARY PER	19,950.16	19,991.00	20,816.00	20,815.52		20,535.00	2.7%
<b>TOTAL SALARIES &amp; WAGES</b>	19,950.16	19,991.00	20,816.00	20,815.52		20,535.00	2.7%
<b>2 CONTRACTUAL SERVICES</b>							
0012092 5221 ELEC CHGS	6,251.35	11,000.00	11,000.00	7,651.34		8,000.00	-27.3%
0012092 5223 HEAT FUEL	2,909.22	8,000.00	8,000.00	2,966.67		8,000.00	.0%
0012092 5224 AWATER	1,380.72	1,000.00	1,650.00	1,647.64		1,500.00	50.0%
0012092 5279 EQUIP REP	1,575.00	1,000.00	1,125.00	848.20		1,000.00	.0%
0012092 5299 MISC CONT	2,149.65	2,500.00	575.00	291.15		2,500.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	14,265.94	23,500.00	22,350.00	13,405.00		21,000.00	-10.6%
<b>3 SUPPLIES AND MATERIALS</b>							
0012093 5311 CONSTR SUP	53.55	3,000.00	2,250.00	966.48		3,000.00	.0%
0012093 5312 HDWR/PLMB	806.41	2,500.00	2,500.00	391.40		2,500.00	.0%
0012093 5319 BLDG/GRNDS	.00	.00	750.00	651.28		.00	.0%
0012093 5340 HSHLD SUPP	1,050.31	1,000.00	1,000.00	974.24		1,000.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	1,910.27	6,500.00	6,500.00	2,983.40		6,500.00	.0%
<b>8 CAPITAL OUTLAY</b>							
0052098 5801 ROOF REPLC	.00	.00	.00	.00	.00	85,000.00	.0%
<b>TOTAL CAPITAL OUTLAY</b>	.00	.00	.00	.00	.00	85,000.00	.0%
<b>TOTAL FACILITIES-WHITE HOUSE</b>	36,126.37	49,991.00	49,666.00	37,203.92		133,035.00	166.1%
<b>210 FACILITIES-PUBLIC SAFETY BLDG</b>							
<b>1 SALARIES &amp; WAGES</b>							
0012101 5100 SALARY PER	.00	.00	24.00	23.16		.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
TOTAL SALARIES & WAGES	.00	.00	24.00	23.16		.00	.0%
TOTAL FACILITIES-PUBLIC SAFE	.00	.00	24.00	23.16		.00	.0%
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211 FACILITIES-WATER TESTING LAB							
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8 CAPITAL OUTLAY							
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0012118 5804 LAB CONVRN	692,426.79	.00	.00	66,082.70		.00	.0%
0012118 5810 TILE/FLOOR	.00	.00	42,678.00	42,193.72		.00	.0%
0012118 5819 PAVG/LGHTS	2,784.99	.00	54,315.01	54,315.01		.00	.0%
0012118 5825 GENERATOR	.00	.00	68,535.00	68,350.35		.00	.0%
0012118 5840 LAB F/CSWK	130,000.00	.00	2,500.00	28,500.00		.00	.0%
0012118 5841 1ST FL FNS	65,442.57	.00	75,409.43	92,715.37		.00	.0%
0012118 5842 2ND FL FNS	.00	.00	52,525.00	52,522.79		.00	.0%
TOTAL CAPITAL OUTLAY	890,654.35	.00	295,962.44	404,679.94		.00	.0%
TOTAL FACILITIES-WATER TESTI	890,654.35	.00	295,962.44	404,679.94		.00	.0%
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213 FACILITIES-OLD JAIL							
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1 SALARIES & WAGES							
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0012131 5100 SAL-REG	20,437.17	17,088.00	20,602.00	20,601.79		17,502.00	2.4%
TOTAL SALARIES & WAGES	20,437.17	17,088.00	20,602.00	20,601.79		17,502.00	2.4%
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2 CONTRACTUAL SERVICES							
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0012132 5221 ELEC CHGS	25,390.24	28,000.00	28,000.00	25,386.27		28,000.00	.0%
0012132 5223 HEATG FUEL	27,765.04	16,000.00	21,500.00	20,635.12		28,000.00	75.0%
0012132 5224 WATER/SEW	1,113.60	3,750.00	3,750.00	1,647.76		4,300.00	14.7%
0012132 5262 ELEC RPRS	947.36	8,000.00	8,000.00	.00		8,000.00	.0%
0012132 5263 PAINTING	.00	6,000.00	6,000.00	.00		10,000.00	66.7%
0012132 5269 BLD RPR/MA	925.00	2,800.00	1,450.00	.00		2,800.00	.0%
0012132 5279 MAINT/RPRS	450.00	500.00	500.00	450.00		1,000.00	100.0%
0012132 5299 CONTRACTUL	2,320.20	5,000.00	6,350.00	6,302.63		5,000.00	.0%
TOTAL CONTRACTUAL SERVICES	58,911.34	70,050.00	75,550.00	54,421.78		87,100.00	24.3%
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3 SUPPLIES AND MATERIALS							
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0012133 5312 HD/PL SUPP	1,438.49	4,500.00	4,500.00	1,182.47		4,500.00	.0%
0012133 5319 BLDG SUPP	1,219.82	2,900.00	2,900.00	2,190.51		2,900.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0012133 5340 HSHLD SUPP	1,861.48	1,400.00	1,400.00	1,399.56		1,600.00	14.3%
0012133 5399 SUPPLIES	867.55	2,000.00	2,000.00	281.55		2,600.00	30.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>5,387.34</b>	<b>10,800.00</b>	<b>10,800.00</b>	<b>5,054.09</b>		<b>11,600.00</b>	<b>7.4%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0012134 5449 LC/REG/PEM	.00	.00	400.00	400.00	.00	.00	.0%
0012134 5499 MISC CHRGS	.00	.00	.00	.00		800.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>.00</b>	<b>.00</b>	<b>400.00</b>	<b>400.00</b>		<b>800.00</b>	<b>.0%</b>
<b>5 EQUIPMENT</b>							
0012135 5548 HSHLD EQUI	469.00	.00	.00	469.00		.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>469.00</b>	<b>.00</b>	<b>.00</b>	<b>469.00</b>		<b>.00</b>	<b>.0%</b>
<b>8 CAPITAL OUTLAY</b>							
0052138 5801 ROOF REPLC	15,481.46	65,000.00	84,518.54	8,445.80		70,000.00	7.7%
0052138 5805 ADA IMPRV	.00	85,000.00	85,000.00	43,704.05		.00	-100.0%
0052138 5817 WIND OLD J	9,183.73	49,500.00	205,006.24	27,882.42		.00	-100.0%
0052138 5818 FIRE OLD J	74,100.00	.00	13,900.00	7,989.05		.00	.0%
0052138 5855 PAINTING	6,150.00	10,000.00	28,850.00	6,195.28		.00	-100.0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>104,915.19</b>	<b>209,500.00</b>	<b>417,274.78</b>	<b>96,215.60</b>		<b>70,000.00</b>	<b>-66.6%</b>
<b>TOTAL FACILITIES-OLD JAIL</b>	<b>190,120.04</b>	<b>307,438.00</b>	<b>524,626.78</b>	<b>177,163.26</b>		<b>187,002.00</b>	<b>-39.2%</b>
<b>215 FACILITIES-NEW LAB</b>							
<b>2 CONTRACTUAL SERVICES</b>							
0012152 5221 ELEC CHGS	.00	21,750.00	25,225.00	25,210.04		29,750.00	36.8%
0012152 5223 HEATG FUEL	.00	16,500.00	16,500.00	8,979.02		16,500.00	.0%
0012152 5224 WATER/SEW	.00	3,800.00	2,119.00	399.00		4,200.00	10.5%
0012152 5266 PAVED AREA	.00	.00	750.00	750.00	.00	.00	.0%
0012152 5299 CONTRACTUL	.00	3,000.00	2,250.00	1,445.89		4,000.00	33.3%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>.00</b>	<b>45,050.00</b>	<b>46,844.00</b>	<b>36,783.95</b>		<b>54,450.00</b>	<b>20.9%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0012153 5340 HSHLD SUPP	.00	1,900.00	2,130.00	1,958.75		1,900.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FACILITIES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
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0012153 5399 SUPPLIES	.00	500.00	500.00	324.81		500.00	.0%
TOTAL SUPPLIES AND MATERIALS	.00	2,400.00	2,630.00	2,283.56		2,400.00	.0%
4 CHARGES & OBLIGATIONS							
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0012154 5449 LC/REG/PEM	.00	.00	400.00	400.00	.00	.00	.0%
TOTAL CHARGES & OBLIGATIONS	.00	.00	400.00	400.00	.00	.00	.0%
TOTAL FACILITIES-NEW LAB	.00	47,450.00	49,874.00	39,467.51		56,850.00	19.8%
TOTAL FACILITIES	3,329,039.24	3,395,393.00	4,683,769.52	3,010,680.57		3,644,738.00	7.3%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET  
COOPERATIVE EXTENSION**

**MISSION STATEMENT:**

The mission of Cape Cod Cooperative Extension is to improve the health and well-being of youth, families and communities; conserve and enhance natural and marine resources; and strengthen agriculture and food systems. Extension links the Massachusetts land grant university with a larger community of people to address issues of fundamental importance to the people of Barnstable County.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**COOPERATIVE EXTENSION**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT \_\_\_\_\_ COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:** 4.2.2 Financial Stability and 4.9.3 Resource Development and Grant Writing  
Assess future potential new revenue streams and continue to maintain existing outside revenue streams.

**TASK:**

1. Continue the partnership with UMass Extension and Woods Hole Sea Grant for shared program development and delivery as well as shared funding of some positions.
2. Working in cooperation with the Resource Development Office, write grants to supplement county appropriations. At least two grants will be researched, written and submitted for funding for departmental programs and special projects.

**Marine Program Area Mission Statement**

The goal of the Cape Cod Cooperative Extension Marine Program is to establish, develop and carry out education programs in marine resource development, to assist with problems concerning coastal industries and the management of coastal resources, and to transfer technological innovations, educational and informational materials to public officials, educators, and marine user groups.

**GOAL:** 4.3 Environmental Protection

Assist in establishment of interdepartmental work group to address regional environmental issues.

**TASK:**

1. Participate in establishment of interdepartmental work group.
2. Bring collective experience of Marine Program staff to help prioritize regional environmental issues and help develop measures to address issues.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**COOPERATIVE EXTENSION**

**GOAL:** Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

**TASK:**

1. Shellfish Officer Research and Education (ShORE) program will focus on improving municipal shellfish enhancement practices and resource management. This program is offered to all Barnstable County towns.
2. The River Herring Network will provide opportunities for herring wardens to network and learn from each other's experiences. One workshop and an annual meeting with speakers will be offered in 2014.
3. Shellfish Community Action program will assist Barnstable County municipal shellfish propagation programs through trained volunteer corps designed to engage the public and assist municipalities in shellfish resource enhancement.

**GOAL:** 4.3.2 Wastewater

Assist in establishment of interdepartmental work group to address regional environmental issues.

**TASK:**

1. Participate in establishment of interdepartmental work group.
2. Bring collective experience of Marine Program staff to help prioritize regional environmental issues and help develop measures to address issues.

**GOAL:** 4.3.2.4 Wastewater

Assist towns with evaluation and monitoring of wastewater issues/technologies.

**TASK:**

1. Marine Program will distribute information on nitrogen values for local shellfish species, quahogs and oysters, to parties interested in utilizing shellfish as a component of n-reduction. This local data was collected and disseminated for use as an accurate source of information for those seeking nitrogen values for shellfish, particularly municipalities currently addressing wastewater issues.
2. Produce and distribute Nitrogen Report of n-analysis of local shellfish.
3. Continue to develop Mapping Coastal MA website to include nitrogen calculator to be used for quantification of nitrogen in harvest size shellfish.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**COOPERATIVE EXTENSION**

**COST CENTER  
GOALS/TASKS**

**FY15 COST CENTER TASKS:**

**GOAL:** 4.3.3 Water Quality

Provide long term water quality analysis for towns and citizens.

**TASK:**

1. Provide analysis and summary of WQ data for towns and citizens.
2. Deploy and maintain instruments in the field and manage real-time data relays to Cooperative Extension Marine Program website.

**GOAL:** 4.3.5 Coastal Resources

4.3.5.1 Provide regional analysis and technical assistance to Towns in support of coastal resource protection

**TASK:**

1. Oyster bed restoration and resource enhancement utilizing cultch deployment and remote setting techniques will continue. In addition, quantitative field assessment of shellfish habitat at four established sites to determine inter-annual growth and survival variation at sites will continue for the twelfth consecutive year. Quantitative shellfish habitat assessment techniques may be utilized when making coastal resource management and wetland regulatory decisions.
2. The Research Farm Network will continue for an eleventh season – testing shellfish culture methods and the development of practical solutions to address common aquaculture issues.
3. Foster green practices in shellfish aquaculture and develop techniques to increase farm viability and make best use of natural resources.
4. Shellfish Officer Research and Education (ShORE) program will focus on improving municipal shellfish enhancement practices and resource management.
5. Marine Program staff member of Barnstable County Coastal Resources Committee.
6. Marine Program staff will continue to facilitate and serve on the Barnstable County Shellfish Advisory Committee.

**GOAL:** 4.3.5.2 Wastewater

Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

**TASK:**

1. Conduct applied research on coastal resource issues and provide resulting information to appropriate user groups.

**GOAL:** 4.5 Safe and Healthy Population

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Continue to promote public health and wellness.

**TASK:**

1. Continue to work with researchers evaluating shellfish for *Vibrio parahaemolyticus* (Vp) levels.
2. Inform public of findings of Vibrio research through public meetings and technical information materials such as bulletins and fact sheets.
3. Educate public through presentations and printed material the importance of safe seafood handling.
4. Distribute information to harvesters, sellers, and purchasers of shellfish, as well as restaurants.
5. Continue to work with shellfish aquaculture industry to develop pro-active practices aimed at safe seafood production, in particular, working with Barnstable Shellfish Growers Group and Wellfleet Shellfish Research Committee.

**GOAL:** 4.8 Economic Opportunity

4.8.4 Promote expansion of programs and technical assistance that support towns and businesses and encourage purchases from local businesses, including agricultural and artisanal products and fisheries.

**TASK:**

1. Continue SEMAC Disease Research Network (DRN) to assess presence and severity of shellfish diseases throughout SE MA region and provide results to shellfish growers. This information will enable growers to make informed decisions about their crops, such as crop management and marketing choices. The DRN includes 12 regional sites, sampling at 8 shellfish aquaculture zones and 4 wild shellfish sites = total 960 oysters tested for disease status.
2. Continue SEMAC Research Farm Network (RFN) for an eleventh season – testing shellfish culture methods and the development of practical solutions to address common aquaculture issues in order to increase farm viability and profitability.
3. SEMAC Mini grants provide the opportunity for members of the aquaculture industry to utilize a small grants program to fund an industry-specific idea they have. Results are publicly shared through written reports and synopses on the Cooperative Extension website.
4. Marine Program will continue to explore the feasibility of alternative species as a means to diversify currently farmed species. Particularly, native razor clams and blood arks have been already distributed to participating farms to enable growers a low-risk opportunity to experiment with new species.
5. Respond to specific questions and situations that arise over the year; mobilize knowledgeable researchers and develop meaningful responses. For example, frequent testing of quahogs at one site revealed the presence of new disease agents contributing to

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clam mortalities. This 'discovery' was made possible through frequent monitoring and collaborations with experts in the field.

6. Commonwealth Quality Program was developed with the MA State Department of Agriculture to bring attention to participating shellfish farms that exceed minimum farm standards and strive to produce the best possible product.

### **GOAL:** 4.9 Regional Services

#### 4.9.5 Public Education and Technical Assistance

### **GOAL:** 4.9.5 Public Education and Technical Assistance

To conduct courses and workshops and participate in other public venues relevant to marine resource development, such as shellfish resource management, aquaculture, environmental protection, coastal water quality, and coastal processes.

### **TASK:**

1. Water quality monitoring at 4 long term sites in Barnstable County will continue to provide pertinent WQ data.
2. An eight-week *Fundamentals of Shellfish Farming* course will be offered 2014
3. Marine Program website will be maintained with up-to-date fact sheets, description of program and research activities, photos, live water quality data, and appropriate links to other sites.

### **GOAL:** 4.9.5 Public Education and Technical Assistance

Provide a cost effective regional approach for the purchase and distribution of shellfish seed and provide a network for shared information and ideas

### **TASK:**

1. Municipal shellfish propagation program will continue providing shellfish seed purchasing assistance for towns, which includes quahog seed and oyster remote set. More than 5 million quahog seed and 2,800 oyster remote-set bags = 5,000,000+/- oyster seed will be distributed to Barnstable County towns by July 30, 2014.

### **GOAL:** 4.9.5 Public Education and Technical Assistance

Research, write, develop, and distribute pertinent fact sheets, bulletins, and publications of interest to marine industries, municipalities, individuals, and agencies.

### **TASK:**

1. Safe seafood handling and Vibrio education bulletins/fact sheets will be produced and distributed to towns and citizens.
2. Workshops on issues related to aquaculture will be developed and provided to industry members, regulators and resource managers.
3. A SouthEastern Massachusetts Aquaculture Center (SEMAC) newsletter will be

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published. Ongoing refinement of a web-based resource distribution site of current and pertinent materials regarding shellfish culture useful for the southeast region of Massachusetts.

4. Assemble annual report on the status of the Cape Cod Cooperative Extension marine research programs and develop public workshop to present results.

### **Coastal Geology Program Area Mission Statement**

The mission of the Coastal Processes Specialist is to educate coastal resource managers and the general public as to the forces that are currently structuring our coastal environment, in order to promote the objectives of wise utilization and conservation of coastal resources. In addition, the Coastal Processes Specialist assists the same audience in designing, and correcting previous designs, of coastal structures to improve the sustainability of the natural processes of coastal evolution along the region's shores thereby reducing the damage to public beaches, infrastructure and private property.

### **Specific Strategic Priorities 2014-2018:**

3.2.5 Coastal Resource Protection. The frequency of severe winter storms and resulting damage to public beaches, infrastructure and private property is of growing concern. Predicted sea level rise would only exacerbate storm surge during such events. Advance planning for coastal resource management is needed to protect coastal resources, public and private property, and public health.

#### **GOAL: 4.3.5.1 Coastal Resources**

Provide regional analysis and technical assistance to towns in support of coastal resource protection.

4.3.5.2. Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

#### **GOAL: 4.3.5.1 Coastal Resources**

Coastal Resource Protection

**TASK:** Provide regional analysis and technical assistance to Towns in support of coastal resource protection.

1. Serve as a resource and contact for reference material and technical assistance concerning implementation of the Wetlands Protection Act, local town by-laws, coastal landscaping, beach, dune and coastal bank restoration and stabilization, coastal processes and other marine issues. Provide technical assistance to communities, coastal resource managers, industry, and the public on coastal processes issues, including shoreline change, erosion control alternatives, coastal hazard mitigation, beach, dune, and coastal bank stabilization and restoration, and techniques on how to minimize human affects on the shore and coastal landforms. Serve as the coastal processes educator for Barnstable County and WHOI Sea Grant Program. Research, write, develop and distribute pertinent fact sheets,

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bulletins and publications (i.e. appropriate beach nourishment material, sea level rise).

- a. Measure: A log of events and contacts will provide a measure of the effectiveness in dealing with public officials, and other individuals, when either responding to inquiries, or providing information and/or technical assistance.
- b. Measure: A log of facts sheet distribution will be recorded. Additionally they will be made available to the general public via publication and a logged web site.

**GOAL:** 4.3.5.2 Coastal Resources  
Coastal Resource Protection

**TASK:** Promote continued monitoring of and planning for coastal resource protection, along with continued technical assistance to the towns.

1. Conduct presentations & workshops relevant to coastal processes which will encourage interaction and exchange of information. Hold 2-3 presentations/workshops over the next year. (Ex."Dynamic Coastal Systems – Inlet formation since 2007, – this presentation/workshop will cover topics relating to understanding coastal resources and coastal hazards as well as changes in the system since the 2007 inlet formation.)
  - a. Measure: A list of attendees will be generated and a survey distributed in order to measure satisfaction and determine areas to expand upon.
2. Generation of interactive web-based mapping applications to provide tools that will inform stakeholders about the regions coastal resources. Create a web mapping application, administer the GIS server site, and manage the services being distributed. (Ex. Aquaculture grant visualization tool, Potential nitrogen removal by shellfish tool, Areas of high potential coastal hazard, etc.)
  - a. Measure: Numbers for how often the web site is utilized, as well as a log on the additional requests for printed resource materials.
3. Assist coastal resource managers, property owners, and the general public in making informed, effective decisions that will contribute to maintaining the beneficial functions of coastal landform systems by contributing to and providing results of up-to-date coastal processes and hazard mitigation research. Active participation with regional, state and local organizations, industry, and citizens to ensure continuing awareness of technical needs of coastal resource users and managers. (Ex. Local - Pleasant Bay Management Alliance, County – Barnstable County Coastal Resources Committee, State – State Hazard Mitigation Interagency Committee, etc.).

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- a. Measure: Maintain an active log of attended meetings, audiences, and potential impacts.
4. Conduct applied research on coastal processes issues and provide this information to the appropriate user groups.
- a. Measure: Final reports will include and evaluation of these research initiatives and record the number of individuals or agencies that accessed or utilized the information.

**Marine Education Program Area Mission Statement**

The Coastal Explorer program educates participants of all ages about our unique marine environment in a discovery learning format. School programs are further tailored to meet state science standards. The marine education program further provides an awareness of coastal processes and organisms.

**GOAL: 4.5.5 Expand Services and Programs to Youth and Families**

To promote an awareness and understanding of marine organisms and ecosystems and their importance to humans.

**TASK:**

1. The “Coastal Explorer” program is offered to schools in spring and fall, serving 5,000-6,000 students annually with grade-specific marine topics. Program success is measured by evaluation forms filled out by participating teachers, and by continued and/or advanced reservations for these programs.
2. The “Coastal Explorer” and one-hour marine science programs offered during summer educates approximately 1,500-2,500 youth and adults annually at libraries, museums, youth camps and beaches. Program success is measured by immediate feedback from participants, and by continued and/or advanced reservations for these programs.
3. To schedule, maintain and direct the “Coastal Explorer” vehicle containing salt water aquariums, hands-on exhibits and displays.

**GOAL: 4.5.5 Expand Services and Programs to Youth and Families**

To teach the basics and/or theories of marine biology/environmental science to students, teachers and the general public.

**TASK:**

1. “Coastal Explorer” serves as a resource to approximately 300 teachers annually, providing an informative curriculum guide for follow-up lessons, books, videos, facts

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sheets and educational displays. Information is kept up to date, and success is measured through evaluation forms and verbal feedback.

2. "Whale in the Classroom" offered in winter with accompanying curriculum guide educates approximately 500-700 students in grades 3-6 about whale biology and behavior. Program success is measured by evaluation forms filled out by participating teachers and through continued reservations for the program.

**Horticultural and Natural Resources Mission Statement**

The Cape Cod Cooperative Extension Horticulture Program's mission is to provide unbiased research based information to the agricultural, horticultural, or related natural resource enterprises as well as the general public. The Horticulture program provides this information through educational programming, providing technical expertise and by serving as an information resource. This information is crucial for enterprises and the general public to make informed decisions that are both environmentally and financially sustainable.

**GOAL:** 4.9.5 Public Education and Technical Assistance

Provide unbiased research based information to the green industry in all aspects of Horticulture

**TASK:**

1. Attend professional programs to maintain and update knowledge of unbiased research based information.
2. Write and distribute timely information to green industry professionals
  - a. Fact Sheets
  - b. Bulletins
  - c. Industry Publications
3. Be a source for resources and contacts for the green industry

**GOAL:** 4.9.5 Public Education and Technical Assistance; 4.8.4 Promote Expansion of Programs and Technical Assistance...

Provide education to the green industry in all aspects of Horticulture

**TASK:**

1. Attend professional programs to maintain and update knowledge of unbiased research based information.
2. Collaborate with industry to provide educational opportunities and as a resource for other organizations.

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3. Conduct and organize educational programs for industry professionals

**GOAL:** 4.9.5 Public Education and Technical Assistance; 4.8.4 Promote Expansion of Programs and Technical Assistance...

Increase the knowledge of green industry professionals on appropriate horticulture and agriculture technologies

**TASK:**

1. Offer diagnostic services to green industry professionals.
2. Offer technical assistance and be a resource for unbiased research based information.
3. Conduct educational programs.
4. Distribute technical publications.

**GOAL:** 4.9.5 Public Education and Technical Assistance

Provide unbiased information and technical assistance to the general public on appropriate horticultural practices

**TASK:**

1. Recruit and train Master Gardener Volunteers to increase outreach of program delivery.
2. Aid in Master Gardener Program Delivery:
  - a. Backyard Horticulture classes;
  - b. Demonstration Garden / Evening in the Garden Program;
  - c. Horticulture Clinic – ;
    - i. Diagnostic services Soil, Plant, Insect, Disease, etc.,
    - ii. Unbiased information distribution,
3. Write and distribute publications for the general public.

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**GOAL:** 4.8.4 Promote Expansion of Programs and Technical Assistance...  
Increase the knowledge and awareness of the general public to reduce the inappropriate use of fertilizers, pesticides, and water.

**TASK:**

1. Conduct and organize educational programs for the general public on horticultural subjects.
2. Recruit and train Master Gardener Volunteers to increase outreach of program delivery.
3. Aid in Master Gardener Program Delivery:
  - a. Backyard Horticulture classes;
  - b. Speakers Bureau;
  - c. Spring Seminar;
  - d. Demonstration Garden / Evening in the Garden Program;
  - e. Horticulture Clinic – ;
    - i. Diagnostic services Soil, Plant, Insect, Disease, etc.,
    - ii. Unbiased information distribution,
4. Write and distribute publications for the general public.

**GOAL:** 4.8.4 Promote Expansion of Programs and Technical Assistance...  
Implement and evaluate a research project focusing management options for *C. ceropteroides* an insect pest of local concern, pending funding.

**TASKS:**

1. Implement scientific study comparing several insecticide treatments to a control.
2. Assess data from the scientific study, compile results, and evaluate efficacy of treatments.
3. Present and distribute the results to industry professionals and other organizations interested in the studies results.

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### **Deer Tick Project and Entomology Program Area Mission Statement**

The mission of the Cape Cod Cooperative Entomology program is to develop and implement research and outreach programs to support the prevention of tick-borne diseases, general entomology and integrated pest management for fruit and vegetable pests.

#### **GOAL: 4.5.3 Safe and Healthy Populations**

Provide best available information to key stakeholder groups and the general public on the prevention of tick bites and reducing the risk of tick-borne diseases. Provide public support on general entomology.

#### **TASK:**

1. Update and develop printed literature on ticks. Improve website content and functionality.
2. Presentations to key stakeholder groups including library programs, land trusts, etc.
3. Visit Cape retail outlets to expand availability of permethrin-based repellents for the general public.
4. Develop surveillance strategy for Lone Star Tick. Test ticks for infection.
5. Serve as county resource for information on entomology including insect/tick identification and recommendations as appropriate. Provide educational support to the Master Gardener program.

**GOAL: 4.8.4 Promote Expansion of Programs and Technical Assistance...**  
Survey and develop management strategies for invasive species.

#### **TASK:**

1. Optimize trap design for Spotted Wing Drosophila. Supply trap count data to cooperating growers and the UMass state surveillance network. Develop management guidelines for the general public.
2. Survey for Brown Marmorated Stinkbug supporting the UMass state surveillance network.

**GOAL: 4.8.4 Promote Expansion of Programs and Technical Assistance...**  
Support local growers with monitoring data on key vegetable and fruit pests.

#### **TASK:**

1. Monitor blueberry farms for winter moth egg hatch via weekly bud dissections. Provide hatch data to Cape Cod Landscape Association and Garden Centers.
2. Pheromone trap network for Corn Earworm, European Corn Borer, Fall Armyworm,

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Squash Vine Borer, Greater/Lesser Peach Tree Borer.

**GOAL:** 4.9.5 Public Education and Technical Assistance; 4.8.4 Promote Expansion of Programs and Technical Assistance...

To serve as a clearinghouse of information, technical assistance and resources on wetland topics, land management, wildfire planning and implementation, natural resource topics and insect and diseases affecting both natural and planted landscape.

**TASK:**

1. Organize and conduct periodic training workshops for conservation and natural resource officials.
2. Development an RFP and offer a competitive land management grant program to county municipalities.
3. At least three municipal wildfire protection plans will be implemented through a competitive grant program. Wildfire prevention will be promoted.
4. Unbiased information and technical assistance on plant selection and maintenance and pest management will be provided to municipal employees, and agricultural and landscape professionals.
5. Provide fertilizer training and certification programs for the green industries throughout Barnstable County.

### **Nutrition Education Program Area Mission Statement**

The Nutrition Education Program (NEP) provides individuals, families and communities with the knowledge and skills that empower them to make informed choices about healthy diets, efficiently manage food resources, and reduce the risks of chronic diseases and foodborne illness. The education provided draws upon nutrition recommendations presented in the U.S. Dietary Guidelines for Americans and USDA's MyPlate food guidance. Extension educators target consumers and families, municipal employees, food handlers, low-income and high-risk individuals, older adults and agencies that serve these populations.

**GOAL:** 4.8.4 Promote Expansion of Programs and Technical Assistance...

To increase food handlers' knowledge of safe food handling practices and food safety regulations.

**TASK:**

1. Food safety workshops and displays will be offered throughout Barnstable County.
  - i. Five short programs will be conducted for 100 participants, including consumers and food handlers.

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2. Food safety certification programs (ie. ServSafe) will be conducted Cape-wide to meet local regulatory requirements. Four food safety programs leading to nationally recognized certification will be conducted regionally across the County, totaling approximately 100 participants.

**GOAL:** 4.5.3 Safe and Healthy Population

To increase awareness of safe food handling practices, healthy food choices and to encourage physical activity among youth, adults, and older adults in Barnstable County.

**TASK:**

1. Lessons and take home materials will be offered to preschool aged children, public and private preschool providers. 250 individuals will receive nutrition education through programs and nutrition newsletters provided.
2. Single session on-site workshops, presentations and displays will be offered to local human service agencies clients and staff (ie: councils on aging and senior centers). 100 individuals will increase knowledge and understanding of current dietary recommendations and safe food handling practices by attending educational opportunities.
3. Wellness activities (ie: Body Walk exhibit, nutrition displays, lesson plans) and educational materials will be offered to local elementary schools as well as technical assistance and support for school wellness initiatives. 250 parents of school-aged children and elementary school staff will receive monthly electronic nutrition newsletters. 1000 students and school staff will participate in school-wide wellness activities to promote healthy lifestyle choices and safe food handling practices.

**GOAL:** 4.5.3 Continue to Expand Services to Promote Public Health and Wellness

To increase nutrition knowledge and improve dietary habits in municipal employees with the goal of reducing risk of chronic disease (ie: high cholesterol, diabetes, hypertension, and overweight)

**TASK:**

1. Printed materials and educational opportunities will be made available to municipal employees in collaboration with Cape Cod Municipal Health Group. One series of lessons will be conducted for municipal employees resulting in positive dietary changes among 50% of participants. Nutrition education will be provided at 15 biometric screenings coordinated by Cape Cod Municipal Health Group.

**GOAL:** 4.8.4 Promote Expansion of Programs and Technical Assistance...

Promote and coordinate the use of local farm products directly to consumers as well as through restaurants and other businesses through Buy Fresh Buy Local Cape Cod.

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**TASK:**

1. Working with an appointed advisory group to coordinate Buy Fresh Buy Local through pre-existing nutrition education programs and promotional activities at area farmers markets and community food-related events, workshops, and via social media. Membership will include at least one hundred local growers and businesses. Distribution of a monthly electronic newsletter will reach 2700 subscribers in addition to a following of 1,300 individuals through social media platforms. Distribution of 10,000 printed member guides and 15,000 Scavenger Hunt game boards. 250 people will receive recipes and/or educational materials distributed by Nutrition Educators.

**GOAL:** 4.5.3 Continue to Expand Services to Promote Public Health and Wellness  
To increase awareness of safe food handling practices, healthy food choices and to encourage physical activity among low income audiences throughout Barnstable County.

**TASK:**

1. Series of afterschool lessons and school-wide events will be conducted for low-income youth at elementary schools and child care centers through SNAP-Ed grant funding. 500 students, family members, and staff members will participate in nutrition programs offered through this project.
2. A series of lessons and take home materials will be offered to preschool aged children in collaboration with Cape Cod Child Development/Head Star through SNAP-Ed grant funding. 250 children and agency staff will receive nutrition education through programs and newsletters provided.
3. Clients and staff at food pantries will receive nutrition education via displays, healthy cooking demonstrations, single session workshops and through printed nutrition education materials as well as through electronic communication. 12 cooking demonstrations and 5 workshops will be provided at local food pantries and low income food programs. 600 individuals will receive monthly nutrition newsletters at food pantries, transitional assistance offices, and senior centers. Nutrition education and support will be provided to 30 food pantries of the Cape Cod Hunger Network through Cook Well, Eat Well, Live Well materials and continued technical assistance.
4. Single session on-site workshops, presentations and displays will be offered to transitional assistance offices and local human service agencies clients and staff (ie: Brown Bag Programs at Councils on Aging and low income housing authorities). 150 individuals will increase knowledge and understanding of current dietary recommendations and safe food handling practices by attending educational opportunities.

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**Household Hazardous Waste, Recycling, and Water Quality Program Mission Statement**

The Hazardous Waste & Water Quality Program provides public education and regional collection programs to address the needs associated with household hazardous materials and difficult-to-manage waste. The ultimate goal of the Hazardous Material and Water Quality program is to prevent hazardous products from entering Cape Cod's environment through public education and regional collection programs.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps  
Coordinate and operate Household Hazardous Waste (HHW) collections for all 15 towns within Barnstable County during the 2014 calendar year.

**TASK:**

1. Solicit, acquire, and approve regional bid and contract for HHW collection hauler.
2. Create and mail 2014 HHW flyer to every household within Barnstable County with collection dates and educational information.
3. Provide public outreach, education and advertising for collection by distributing posters and flyers in communities, run public service announcements, press releases and print advertisement in local media.
4. Provide staff for collections.
5. Educate, survey, and sort every vehicle that participates in collections.
6. Aggregate and interpret data from collections and provide to towns.

**MEASURE OF TASK:**

1. Fully executed contract signed by County Commissioners and HHW hauler in hand.
2. Delivery of town-specific educational flyer to each Barnstable County household.
3. Electronically survey participants to determine how they heard about the collection and evaluate results of survey to determine more effective methods of outreach.
4. Adequate staff at each collection including greeter, surveyor, sorter and site supervisor.
5. Data used to modify outreach and collection methods and appropriate staffing.
6. Complete data compilation of HHW final report with data from collection within each town in 2014.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps  
Operate county-wide sharps container education and collection program.

**TASK:**

1. Provide sharps containers to towns for residents and visitors to properly dispose of residentially generated sharps (needles, lancets, syringes).
2. Collect and aggregate used sharps containers at 18 sites and aggregate at Barnstable 140

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- County facility for most cost efficient disposal.
3. Monitor and assist with maintenance sharps collection kiosk in Falmouth Fire Department.
  4. Educate Barnstable County residents regarding hazards of improper sharps disposal
  5. Census all sharps containers distributed and collected.
  6. Dispose of sharps through licensed hazardous waste vendor.

**MEASURE OF TASK:**

1. Year-round availability of sharps containers at 18 distribution sites within 15 towns.
2. Cost of used sharps aggregate disposal compared to onsite vendor pickup.
3. Quantity of sharps containers collected and distributed at site.
4. Conduct three or more educational sessions regarding sharps and sharps disposal.
5. End-of-year sharps data with total sharps collected.
6. Contract and haul with licensed medical waste vendor.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.2 Evaluate Implications of Food Waste Diversion...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps

Provide technical assistance with solid waste and recycling needs to Barnstable County towns via a dedicated full-time county employee (Municipal Assistance Coordinator) paid for by the Massachusetts Department of Environmental Protection. Staff focus will be on technical assistance to towns interested in implementing a waste reduction program, such as pay-as-you-throw (Tasks 1-3), promoting regional collaboration amongst town officials related to solid waste management and transfer station operations (Tasks 4-8), working with towns to develop best practices on handling difficult to manage wastes (Tasks 4-8), and working with towns (boards of health) to encourage waste reduction/recycling with local trash haulers (Task 9).

**TASK:**

1. Schedule project scoping meetings with appropriate town staff, collaborate to collect necessary data, and assist with detailed program/cost analyses.
2. Present findings to appropriate local boards and elected officials when requested.
3. Work with town staff to evaluate current PAYT programs in Sandwich, Brewster, and Wellfleet and share results with other towns.
4. Survey town official and recycling committees to identify the most pressing waste reduction issues and needed technical assistance.
5. Organize quarterly workshops for town officials and recycling committees on relevant waste reduction topics.
6. Notify towns of changes in the recycling markets and opportunities for regional procurement for solid waste and recycling vendors.
7. Publish monthly e-newsletter to keep town officials and residents informed about regional waste reduction efforts.

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8. Assist towns with applying for and implementing DEP grants for transfer station equipment, services, and educational programs.
9. Schedule meetings with Health Agents and/or Boards for Health to discuss their role in solid waste management and best practice for hauler regulations.

**MEASURE OF TASK:**

1. Towns have been notified of waste reduction technical assistance offerings available.
2. Towns have responded to needs assessment survey to identify technical assistance projects and workshop topics.
3. Quarterly regional solid waste workshops have been held.
4. Monthly newsletters published and distributed with updates on regional initiatives and PAYT programs.
5. Towns have been provided with information about DEP grants and offered assistance.
6. Held meeting with Health Agents regarding best practices in hauler regulations.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps  
Operate WET Festivals for 4<sup>th</sup> -6<sup>th</sup> grade students in public schools on Cape Cod.

**TASK:**

1. Provide 13 one day education seminars to a total of 2,100 4th-6th grade school children.
2. Operate and maintain 20 different education stations at each WET Festival.

**MEASURE OF TASK:**

1. Schedule and conduct 12 WET Festivals for 2,000 Cape Cod elementary and middle school students.
2. Meet MCAS requirements and standards while educating students on groundwater, wastewater, and the water cycle.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps  
Operate county-wide mercury collection and education program to reduce potential for release of elemental mercury into environment.

**TASK:**

1. Collaborate with all 15 Cape Cod towns to maintain free drop off sites for residents to recycle mercury and/or mercurial products, such as household thermostats, thermometers, electric relay switches, blood pressure gauges, and bilge pump float switches.
2. Facilitate additional collection sites at private businesses to collect mercury containing devices.
3. Educate Barnstable County residents on hazards associated with mercury and proper

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disposal of mercury products.

4. Inventory mercury products recovered.
5. Dispose of mercury products through licensed universal waste vendor.

**MEASURE OF TASK:**

1. Maintain mercury drop-off sites in every Transfer Station / ISWM facility within county.
2. Establish and maintain collection sites in 30 HVAC business and 20 marinas for mercury products/devices.
3. Conduct at least three community presentations featuring mercury and mercury disposal.
4. End-of-year mercury data sheet created for each town with total pieces and aggregate elemental mercury collected.
5. Haul and dispose via licensed universal waste vendor.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps  
Operate regional road and marine flare collection and education program to reduce potential of perchlorate contamination in the region.

**TASK:**

1. Collect road and marine flares from each town in Barnstable County.
2. Educate residents regarding dangers of flare compounds, particularly perchlorate, and where to properly dispose of flares.
3. Inventory all flares collected.
4. Dispose of flares through licensed hazardous waste vendor.

**MEASURE OF TASK:**

1. Maintain 18 collection sites within 15 towns.
2. Conduct three or more community educational sessions featuring flares and flares disposal.
3. Annual flares data created for each town including total flares collected.
4. Contract and haul with licensed hazardous waste vendor.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps  
Support regional unwanted medication disposal program to reduce pharmaceutical contamination of groundwater and reduce potential for illegal diversion of unwanted medications in Barnstable County.

**TASK:**

1. Print and distribute tear sheets and informational brochures to local pharmacies and community locations that provide information on disposal of pharmaceuticals.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**COOPERATIVE EXTENSION**

2. Provide assistance and support to towns collecting unwanted medications via police department drop boxes.
3. Conduct regional forums as needed and provide current information to public agencies and elected officials on pharmaceutical contamination of groundwater.

**MEASURE OF TASK:**

1. Distribution of tear sheets and flyer to venues within each town.
2. Frequency and ease of disposal of accumulated medications.
3. Presentations or workshops on pharmaceutical contamination and/or disposal for public officials and departments.

**GOAL:** 4.3.6.1 Promote Cost Effective Regional Options...;4.3.6.3 Expand Support for disposal of Hazardous Materials and Sharps  
Barnstable County, in partnership with the Product Stewardship Institute, has been awarded a grant from the Massachusetts Department of Environmental Protection (MA DEP) to examine the economic and environmental impacts of unused paint on Massachusetts municipalities. Currently 60% of the volume and 49% of the disposal cost of all hazardous waste collected in Barnstable County is paint.

**TASK:**

1. Conduct a comprehensive study of current paint reuse, recycling, and disposal methods in Massachusetts and determine an estimate on the actual cost to public agencies of handling and disposing unused paint.
2. Study other models being implanted in New England and throughout the nation.
3. Conduct three stakeholder meetings across the state.
4. Create a final report with recommendations.

**MEASURE OF TASK:**

1. Statistically significant data will have been gathered and reliable cost and quantity numbers will be generated.
2. Evaluation of all of New England state paint programs will have been conducted with a final analysis provided.
3. Number of attendants and diversity of geographic representation will indicate success.
4. Final report with recommendation submitted and accepted by MA DEP.

# **BARNSTABLE COUNTY FISCAL YEAR 2015 BUDGET**

## **COOPERATIVE EXTENSION**

### **4-H Program Area Mission Statement**

The Barnstable County 4-H Program provides youth with numerous opportunities to achieve by offering them adult mentors and role models, a safe and enriching environment, skills needed to become productive and contributing members of society and the social and academic experiences to engage them in a life time of learning and supporting their communities through community service projects. The 4-H Youth Development Program offers these through a variety of 4-H delivery modes and curricula and collaborations through experiential learning.

**GOAL:** 4.5.5 Expand Services and Program to Youth and Families

Provide opportunities for youth to engage in community service, citizenship, and leadership and communication through focus areas.

**TASK:**

1. Organize, promote and implement numerous 4-H projects such as the annual 4-H Food Drive etc. to serve local community needs encouraging "Hands to Larger Service": 75% of 4-Hers will participate.
2. Promote SET, Science Engineering and Technology and Healthy Lifestyles opportunities in all 4-H after school programs and 4-H clubs to increase self-confidence and inspire our future work force: 80% of 4-Hers will participate in these opportunities, and they will be offered after school in 4-H Afterschool programs.
3. Plan, train and conduct annual 4-H Visual Presentation teaching youth and adults public speaking skills and resume/portfolio workshops that youth will use throughout the year in school, jobs, college applications, scholarship requests and speaking to groups: Over 75% of 4-H clubs and volunteers will participate. Continue to train 4-H teens to serve as 4-H Ambassadors implementing a plan for monthly public speaking opportunities.
4. Promote leadership programs for youth including club officers, Junior leader positions, 4-H Leadership Camp and National 4-H Conference and Congress to increase job readiness and recognize teen issues.

**GOAL:** 4.5.5 Expand Services and Program to Youth and Families

Provide technical assistance to Cape schools and other organizations to promote in school enrichment and afterschool programs, in SET, Life Skills, and more.

**TASK:**

1. Continued outreach and communication to schools while assisting them in organizing 4-H afterschool projects.
2. Continue collaboration as a 21<sup>st</sup> Century Learning Grant partner through the Department of Elementary and Secondary Education (DESE), introducing new 4-H curricula and other teaching tools for their "tool box".

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**COOPERATIVE EXTENSION**

3. Participate in local partnerships to improve outreach to youth and illuminate 4-H youth development and community service opportunities.

**GOAL:** 4.5.5 Expand Services and Program to Youth and Families  
Provide 4-H opportunities for youth and Military families.

**TASK:**

1. Collaborate with youth staff, volunteers and military parents at Joint Base Cape Cod providing 4-H opportunities and experiences for 200 youth and families. Providing them with nurturing environments and educational learning programs and role modeling.
2. Offer local opportunities and resources to veterans and their families in partnership with Operation Military Kids (OMK).
3. Continue program development for military youth with OMK, including after school projects, summer camp programs, and family day events.
4. Work with statewide OMK team to continue our focus on military families and to share training, resources, trends, and other valuable current information that helps us serve them better.

**GOAL:** 4.5.5 Expand Services and Program to Youth and Families  
To maintain the 4-H Volunteer Management System to ensure the quality and safety as well as following and adhering to all policies and procedures consistent with MA 4-H and National 4-H Standards.

**TASK:**

1. Provide support, orientation, and training for all 4-H volunteers who will be monitored through a screening process to work effectively with and safely with children, parents and other volunteers.
2. Manage and report data accurately and efficiently and complete documentation for all county, regional and state and national reports. Establish secure files and complete application process for 100% of all active 4-H Volunteers. Maintain data base for all enrolled 4-H members and short term programs as well as 4-H Club documentation to adhere to all standards and best practices.
3. Volunteers are encouraged to develop their potential to help market their skills to achieve awards and recognition and to increase their resume building for potential opportunities. Mentoring programs are in place to support and advise new volunteers. Provide recognition and award programs to recognize their achievements.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**COOPERATIVE EXTENSION**

4. Expose volunteers to experiential learning and delivery modes using juried curricula and provide mentoring for continued success working with children. Trainings and meetings are held monthly to increase communication and provide resources. Promote on-line training program achieving 50% participation.

**GOAL:** 4.5.5 Expand Services and Program to Youth and Families

Continue to develop County-wide targeted recruitment campaign to increase 4-H members and volunteers by 15%.

**TASK:**

1. Select specific communities and groups to increase member diversity and target 4-H alumni as potential volunteers. Promotional exhibits and displays will be held at 12 locations across the county for significant exposure for awareness.
2. Evaluate and assess various marketing avenues integrate a branding strategy and expand media coverage. Develop promotional packet documenting the positive impact of 4-H.
3. Work closely with the Barnstable County 4-H Advisory Council to maintain and support events and programs sustaining the resources needed. Events include 4-H Awards & Recognition, Fairs, festivals and community activities, Visual Presentation, Winter Workshop, Equine and agricultural educational contests, community service events and others.
4. Continue to offer 4-H afterschool enrichments to those youth who are interested in participating, and expose them to other 4-H opportunities.

BARNSTABLE COUNTY  
 APPROVED  
 OPERATING AND CAPITAL BUDGET  
 FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: COOPERATIVE EXTENSION SERVICE

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
Salaries & Wages	\$ 832,405	\$ 1,035,017	\$ 1,112,646	7.5%
Contractual Services	\$ 110,754	\$ 209,608	\$ 212,396	1.3%
Supplies & Materials	\$ 51,300	\$ 62,200	\$ 67,700	8.8%
Charges & Obligations	\$ 35,615	\$ 52,850	\$ 57,650	9.1%
Equipment	\$ 12,637	\$ 3,000	\$ 7,000	133.3%
<i>subtotal</i>	<i>\$ 1,042,711</i>	<i>\$ 1,362,675</i>	<i>\$ 1,457,392</i>	<i>7.0%</i>
Fringes	\$ 347,589	\$ 402,946	\$ 466,873	15.9%
Capital Improvements	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 1,390,300</b>	<b>\$ 1,765,621</b>	<b>\$ 1,924,265</b>	<b>9.0%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
County General Funds	\$ 1,157,801	\$ 1,474,986	\$ 1,632,368	10.7%
Grant Funds	165,983	214,585	215,847	0.6%
Department Revenues	66,516	76,050	76,050	0.0%
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 1,390,300</b>	<b>\$ 1,765,621</b>	<b>\$ 1,924,265</b>	<b>9.0%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: COOPERATIVE EXTENSION SERVICE

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODES	OTHER CODES
0012301-5100				
Cooperative Extension Director	MP5	0.5	\$ 48,143	
Admin. Assistant Media Development	SPT2	0.33	17,974	
Admin. Assistant	OC4	0.8	36,919	
Admin. Assistant	OC4	1	39,447	
Deputy Director Upgrade			2,225	
			144,708	
0012311-5100				
Extension Special Projects Coordinator	SPT6	1	\$ 72,413	
Extension Educator - 4H/Youth/Family	SPT4	1	70,917	
Extension Educator - Nutrition	SPT4	0.5	37,822	
4-H Youth Family Education Specialist	SPT3	1	64,393	
Household Hazardous Waste Asst.	SPT3	0.667	38,330	
Solid Waste Reduction Coordinator	SPT3	1	55,799	Grant Funded
Extension Program Assistant	SPT3	1	64,393	
			404,067	
0012321-5100      2009-5100				
Extension Educator - Marine Educator	SPT4	1	\$ 65,205	
Education Specialist - Marine Resources	SPT3	1	64,393	
Aquaculture Specialist	SPT6	1	38,710	\$ 38,711
Marine Program Specialist	SPT4	1	33,499	\$ 33,499
Coastal Processes Specialist	SPT4	1	33,341	\$ 33,340
			235,148	105,550
0012331-5100				
Extension Educator - Landscape/Nursery	SPT4	1	\$ 65,345	
Administrative Assistant	OC5	1	46,236	
Cooperative Extension Director	MP5	0.5	48,143	
Lyme Disease Specialist	SPT4	1	63,449	
			223,173	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

COOPERATIVE EXTENSION	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
230 COOPERATIVE EXTENSION							
-----							
1 SALARIES & WAGES							
-----							
0012301 5100 SALARY PER	116,493.91	119,728.00	131,155.00	131,154.48		144,708.00	20.9%
0012301 5100 0181 SAL-REG	.00	.00	26,000.00	.00	.00	.00	.0%
1022301 5100 SALARIES	.00	100,628.00	.00	.00		105,550.00	4.9%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>116,493.91</b>	<b>220,356.00</b>	<b>157,155.00</b>	<b>131,154.48</b>		<b>250,258.00</b>	<b>13.6%</b>
-----							
2 CONTRACTUAL SERVICES							
-----							
0012302 5213 TELE	5,600.00	4,200.00	5,100.00	5,241.42		5,500.00	31.0%
0012302 5239 PROF SRVC	2,283.58	2,500.00	4,360.00	4,360.00		2,500.00	.0%
0012302 5241 ED OF EMP	1,534.00	2,000.00	3,950.00	3,794.25		2,000.00	.0%
0012302 5271 VEHICLE RE	1,811.46	5,000.00	3,900.00	1,606.73		5,000.00	.0%
0012302 5279 EQ MAINT	512.00	6,000.00	6,000.00	970.39		6,000.00	.0%
0012302 5281 OOS TRAV	752.87	1,500.00	2,400.00	1,693.36		1,500.00	.0%
0012302 5282 IST TRAV	1,007.04	2,012.00	2,012.00	19.40		2,000.00	-6.6%
0012302 5295 0181 PRPG/COPYG	.00	.00	10,340.00	5,860.00	.00	.00	.0%
0012302 5298 0181 MISC CONTR	.00	.00	5,000.00	.00	.00	.00	.0%
0012302 5299 0103 BUYLOCAL	23,847.40	10,000.00	19,611.94	21,127.64		10,000.00	.0%
0012302 5299 0181 CONTRACTL	.00	.00	20,000.00	.00	.00	.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>37,348.35</b>	<b>33,212.00</b>	<b>82,673.94</b>	<b>44,673.19</b>		<b>34,500.00</b>	<b>3.9%</b>
-----							
3 SUPPLIES AND MATERIALS							
-----							
0012303 5303 GAS/FUEL	7,721.24	7,000.00	8,925.00	9,875.66		8,000.00	14.3%
0012303 5309 AUTO SUPP	1,522.45	1,500.00	1,900.00	1,841.53		1,500.00	.0%
0012303 5320 FOOD SUPP	119.90	750.00	725.00	281.04		750.00	.0%
0012303 5340 HSHLD SUPP	349.38	250.00	550.00	312.31		250.00	.0%
0012303 5361 POSTAGE	5,090.29	7,000.00	6,300.00	4,406.91		7,000.00	.0%
0012303 5361 0181 POSTAGE	.00	.00	24,000.00	23,256.00	.00	.00	.0%
0012303 5363 REF LAW BK	838.60	500.00	500.00	116.72		500.00	.0%
0012303 5369 OFF SUPPLY	4,775.78	5,500.00	5,604.47	5,604.47		5,500.00	.0%
0012303 5399 SUPP/MAT	1,985.04	2,000.00	1,895.53	1,723.63		2,000.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>22,402.68</b>	<b>24,500.00</b>	<b>50,400.00</b>	<b>47,418.27</b>		<b>25,500.00</b>	<b>4.1%</b>
-----							
4 CHARGES & OBLIGATIONS							
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0012304 5421 ASSOC DUES	1,110.00	850.00	675.00	.00		850.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
-----										
0012304	5429	SUBS	517.00	500.00	600.00	552.00		500.00	.0%	
0012304	5449	LC/REG/PEM	.00	.00	175.00	160.00	.00	300.00	.0%	
0012304	5469	MISC RENTL	3,615.24	500.00	5,668.00	8,938.24		5,000.00	900.0%	
0012304	5499	MISC CHRGS	.00	.00	25.00	13.96	.00	.00	.0%	
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>			<b>5,242.24</b>	<b>1,850.00</b>	<b>7,143.00</b>	<b>9,664.20</b>		<b>6,650.00</b>	<b>259.5%</b>	
-----										
5	<b>EQUIPMENT</b>									
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0012305	5501	VEHICLES	17,599.61	.00	51,300.00	51,295.00		.00	.0%	
0012305	5559	MISC DP EQ	3,718.55	3,000.00	3,405.40	3,189.06		3,000.00	.0%	
0012305	5599	MISC EQUIP	996.21	.00	644.60	610.29		4,000.00	.0%	
<b>TOTAL EQUIPMENT</b>			<b>22,314.37</b>	<b>3,000.00</b>	<b>55,350.00</b>	<b>55,094.35</b>		<b>7,000.00</b>	<b>133.3%</b>	
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9	<b>FRINGES</b>									
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0012309	5981	CONTRIB RE	146,189.13	139,071.00	158,774.00	158,773.65		187,286.00	34.7%	
0012309	5983	GRP INS	192,337.93	198,499.00	200,086.00	200,085.95		213,120.00	7.4%	
0012309	5984	MEDICARE	9,061.47	11,672.00	9,225.00	9,224.34		11,170.00	-4.3%	
1022309	5981	REIMT	.00	19,867.00	.00	.00		20,839.00	4.9%	
1022309	5982	WORK COMP	.00	3,872.00	.00	.00		4,061.00	4.9%	
1022309	5983	GRP INS	.00	25,424.00	.00	.00		25,524.00	.4%	
1022309	5984	MEDICARE	.00	1,404.00	.00	.00		1,583.00	12.7%	
1022309	5989	FRINGES	.00	3,137.00	.00	.00		3,290.00	4.9%	
<b>TOTAL FRINGES</b>			<b>347,588.53</b>	<b>402,946.00</b>	<b>368,085.00</b>	<b>368,083.94</b>		<b>466,873.00</b>	<b>15.9%</b>	
<b>TOTAL COOPERATIVE EXTENSION</b>			<b>551,390.08</b>	<b>685,864.00</b>	<b>720,806.94</b>	<b>656,088.43</b>		<b>790,781.00</b>	<b>15.3%</b>	
-----										
231	<b>COOP EXT-COMM, FAMILY &amp; YOUTH</b>									
-----										
1	<b>SALARIES &amp; WAGES</b>									
-----										
0012311	5100	SALARY PER	317,539.06	398,989.00	356,187.00	341,685.19		404,067.00	1.3%	
0012311	5101	0188 SAL-MTCH	.00	.00	754.00	753.78	.00	.00	.0%	
<b>TOTAL SALARIES &amp; WAGES</b>			<b>317,539.06</b>	<b>398,989.00</b>	<b>356,941.00</b>	<b>342,438.97</b>		<b>404,067.00</b>	<b>1.3%</b>	
-----										
2	<b>CONTRACTUAL SERVICES</b>									
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0012312	5239	PROF SRVC	31,378.00	34,000.00	31,500.00	32,565.00		34,000.00	.0%	
0012312	5282	IST TRAV	5,685.07	9,927.00	9,927.00	6,612.01		9,927.00	.0%	
0012312	5291	ADVETISE	8,610.05	6,000.00	7,000.00	8,040.07		7,000.00	16.7%	
0012312	5295	PRINT/COPY	5,420.00	8,000.00	9,500.00	12,005.44		8,000.00	.0%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

COOPERATIVE EXTENSION	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
TOTAL CONTRACTUAL SERVICES	51,093.12	57,927.00	57,927.00	59,222.52		58,927.00	1.7%
3 SUPPLIES AND MATERIALS							
-----							
0012313 5391 ED SUPPLY	8,754.75	9,000.00	8,100.00	6,707.20		9,000.00	.0%
0012313 5399 0104 SUPPLIES	.00	.00	6,000.00	6,000.00	.00	6,000.00	.0%
TOTAL SUPPLIES AND MATERIALS	8,754.75	9,000.00	14,100.00	12,707.20		15,000.00	66.7%
4 CHARGES & OBLIGATIONS							
-----							
0012314 5489 0104 HAZWAST	.00	.00	3,685.00	1,257.42		.00	.0%
TOTAL CHARGES & OBLIGATIONS	.00	.00	3,685.00	1,257.42		.00	.0%
9 FRINGES							
-----							
0012319 5983 0188 GRP INSUR	.00	.00	219.00	218.75	.00	.00	.0%
0012319 5984 0188 MEDICARE	.00	.00	10.00	9.39	.00	.00	.0%
TOTAL FRINGES	.00	.00	229.00	228.14	.00	.00	.0%
TOTAL COOP EXT-COMM, FAMILY	377,386.93	465,916.00	432,882.00	415,854.25		477,994.00	2.6%
232 COOP EXTENSION-MARINE							
-----							
1 SALARIES & WAGES							
-----							
0012321 5100 SALARY PER	200,804.29	201,699.00	201,699.00	175,516.41		235,148.00	16.6%
0012321 5101 0187 SAL-MTCH	.00	.00	9,908.00	9,907.31	.00	.00	.0%
0012321 5101 0189 SAL-MTCH	.00	.00	14,008.00	14,007.30	.00	.00	.0%
TOTAL SALARIES & WAGES	200,804.29	201,699.00	225,615.00	199,431.02		235,148.00	16.6%
2 CONTRACTUAL SERVICES							
-----							
0012322 5239 PROF SRVC	77,521.26	50,000.00	49,025.00	64,379.97		50,000.00	.0%
0012322 5241 ED OF EE'S	.00	.00	75.00	75.00	.00	.00	.0%
0012322 5279 EQUIP SVCE	.00	1,000.00	1,000.00	.00		1,000.00	.0%
0012322 5282 IST TRAV	1,992.80	4,024.00	3,974.00	2,413.95		4,024.00	.0%
0012322 5294 SHIPPING	3,089.87	2,500.00	2,500.00	2,347.23		3,000.00	20.0%
0012322 5299 0027 SHELLFISH	72,001.00	30,000.00	149,594.00	66,369.99		30,000.00	.0%
TOTAL CONTRACTUAL SERVICES	154,524.93	87,524.00	206,168.00	135,586.14		88,024.00	.6%
3 SUPPLIES AND MATERIALS							
-----							
0012323 5391 ED SUPPLY	1,907.56	2,000.00	2,000.00	2,743.67		2,000.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
0012323	5399	MISC SUP	30,864.37	20,000.00	19,000.00	28,391.53		20,000.00	.0%	
TOTAL SUPPLIES AND MATERIALS			32,771.93	22,000.00	21,000.00	31,135.20		22,000.00	.0%	
4 CHARGES & OBLIGATIONS										
0012324	5449	LC/REG/PEM	160.00	.00	.00	.00		.00	.0%	
0012324	5462	0040 BLDG RENT	.00	1,000.00	707.00	.00		1,000.00	.0%	
TOTAL CHARGES & OBLIGATIONS			160.00	1,000.00	707.00	.00		1,000.00	.0%	
9 FRINGES										
0012329	5981	0189 RETMNT	.00	.00	2,676.00	2,675.39	.00	.00	.0%	
0012329	5982	0189 W/C	.00	.00	561.00	560.29	.00	.00	.0%	
0012329	5983	0187 GRP INSUR	.00	.00	3,167.00	3,166.60	.00	.00	.0%	
0012329	5983	0189 GRP INSUR	.00	.00	3,708.00	3,707.86	.00	.00	.0%	
0012329	5984	0187 MED	.00	.00	134.00	133.40	.00	.00	.0%	
0012329	5984	0189 MED	.00	.00	185.00	184.99	.00	.00	.0%	
0012329	5989	0189 FRINGES	.00	.00	438.00	437.03	.00	.00	.0%	
TOTAL FRINGES			.00	.00	10,869.00	10,865.56	.00	.00	.0%	
TOTAL COOP EXTENSION-MARINE			388,261.15	312,223.00	464,359.00	377,017.92		346,172.00	10.9%	
233 COOP EXTENSION-HORTICULTURE										
1 SALARIES & WAGES										
0012331	5100	SALARY PER	197,567.21	213,973.00	220,678.00	220,677.76		223,173.00	4.3%	
0012331	5100	0029 SALARY PER	.00	.00	16,455.00	.00		.00	.0%	
TOTAL SALARIES & WAGES			197,567.21	213,973.00	237,133.00	220,677.76		223,173.00	4.3%	
2 CONTRACTUAL SERVICES										
0012332	5213	TELE	368.19	750.00	750.00	872.29		750.00	.0%	
0012332	5221	ELEC CHGS	271.27	500.00	500.00	120.00		500.00	.0%	
0012332	5239	PROF SRVC	11,751.50	10,000.00	9,650.00	8,196.78		10,000.00	.0%	
0012332	5282	IST TRAV	1,736.95	4,695.00	4,695.00	2,144.06		4,695.00	.0%	
0012332	5299	0029 LYMEDISEAS	10,255.60	15,000.00	54,498.96	9,883.09		15,000.00	.0%	
TOTAL CONTRACTUAL SERVICES			24,383.51	30,945.00	70,093.96	21,216.22		30,945.00	.0%	
3 SUPPLIES AND MATERIALS										
0012333	5361	POSTAGE	.00	1,500.00	1,500.00	.00		.00	-100.0%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

COOPERATIVE EXTENSION			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0012333	5391	ED SUPPLY	800.00	1,200.00	1,200.00	1,194.14		1,200.00	.0%
0012333	5399	MISC MAT	4,396.31	4,000.00	4,000.00	3,953.56		4,000.00	.0%
TOTAL SUPPLIES AND MATERIALS			5,196.31	6,700.00	6,700.00	5,147.70		5,200.00	-22.4%
4 CHARGES & OBLIGATIONS									
0012334	5490	0030 MINI GRNT	21,955.00	25,000.00	26,670.00	29,137.50		25,000.00	.0%
0012334	5490	0031 FOREST	32,715.00	25,000.00	89,730.10	54,843.25		25,000.00	.0%
TOTAL CHARGES & OBLIGATIONS			54,670.00	50,000.00	116,400.10	83,980.75		50,000.00	.0%
5 EQUIPMENT									
0012335	5599	EQUIPMNT	9,478.26	.00	.00	.00		.00	.0%
0012335	5599	0029 MISC EQ	1,324.80	.00	6,911.59	249.00		.00	.0%
TOTAL EQUIPMENT			10,803.06	.00	6,911.59	249.00		.00	.0%
TOTAL COOP EXTENSION-HORTICU			292,620.09	301,618.00	437,238.65	331,271.43		309,318.00	2.6%
TOTAL COOPERATIVE EXTENSION			1,609,658.25	1,765,621.00	2,055,286.59	1,780,232.03		1,924,265.00	9.0%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**REGISTRY OF DEEDS**

**MISSION STATEMENT:**

The Mission of the Registry of Deeds is to receive for recording, indexing and reproduction all documents purporting to affect the title of real property in Barnstable County as required under the General Laws of the Commonwealth of Massachusetts.

**COST CENTER  
GOALS/TASKS**

DEPARTMENT Reg. Admin. COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL: To maintain level of services with current staff with minimal budget increases.**

**TASK: Utilize advances in technology to streamline operations.**

- 1) Consolidate job functions to shorten recording and customer wait times.
- 2) Increase Efiling acceptance and implementation to further reduce document processing costs.
- 3) Encourage more customers to utilize the registry website credit card function, minimizing the need for registry personnel to handle copy requests and input funds into customer accounts.
- 4) Work with County IT to maximize the potential of our current equipment and determine what, if any, changes to current processes can be made to accomplish this.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: REGISTRY OF DEEDS

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 1,604,182	\$ 1,714,660	\$ 1,799,993	5.0%
Contractual Services	\$ 140,670	\$ 185,850	\$ 185,000	-0.5%
Supplies & Materials	\$ 54,318	\$ 54,000	\$ 32,000	-40.7%
Charges & Obligations	\$ 3,628	\$ 3,560	\$ 3,560	0.0%
Equipment	\$ 9,775	\$ 13,000	\$ 10,750	-17.3%
<i>subtotal</i>	\$ 1,812,573	\$ 1,971,070	\$ 2,031,303	3.1%
Fringes	\$ 682,397	\$ 747,811	\$ 766,442	2.5%
Capital Improvements	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 2,494,970</b>	<b>\$ 2,718,881</b>	<b>\$ 2,797,745</b>	<b>2.9%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ -	\$ -	\$ -	N/A
Grant Funds	-	-	-	N/A
Department Revenues	2,494,970	2,718,881	2,797,745	2.9%
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 2,494,970</b>	<b>\$ 2,718,881</b>	<b>\$ 2,797,745</b>	<b>2.9%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: REGISTRY OF DEEDS

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODES
			0012401-5100
Register of Deeds	ELECTED	1	\$ 121,594
Assistant Register of Deeds	MP4	1	96,287
Executive Administrative Assistant	SPT4	1	64,524
Registry Finance Assistant	SPT4	1	66,474
			348,879
			0012411-5100
Supervisor	RD8	1	\$ 58,380
Coordinator	RD7	1	55,353
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	50,442
Land Court Clerk	RD5	1	46,156
Land Court Clerk	RD5	1	41,821
Land Court Clerk	RD5	1	-
			706,130
			0012421-5100
Supervisor	RD8	1	\$ 58,379
Coordinator	RD6	1	52,466
Coordinator	RD6	1	-
Recording Clerk	RD4	1	49,695
Recording Clerk	RD4	1	49,695
Recording Clerk	RD4	1	49,695
Recording Clerk	RD4	1	49,695
Recording Clerk	RD4	1	49,695
Recording Clerk	RD4	1	48,585
Recording Clerk	RD4	1	46,945
Recording Clerk	RD4	1	45,586
Recording Clerk	RD4	1	40,995
Recording Clerk	RD4	1	40,380
			581,811

0012431-5100

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: REGISTRY OF DEEDS

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODES
Coordinator	RD8	1	\$ 52,466
Copy Clerk	RD2	1	33,169
Copy Clerk	RD2	1	33,169
Copy Clerk	RD2	1	33,169
Copy Clerk	RD2	1	-
Copy Clerk	RD2	1	-
Copy Clerk	RD2	1	-
			151,973
		33 filled	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

REGISTRY OF DEEDS	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
<b>240 REGISTRY OF DEEDS</b>							
<b>1 SALARIES &amp; WAGES</b>							
0012401 5100 SALARY PER	332,014.40	337,047.00	346,868.00	346,867.76		348,879.00	3.5%
0012401 5151 LONG	10,600.00	10,900.00	10,900.00	10,200.00		11,200.00	2.8%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>342,614.40</b>	<b>347,947.00</b>	<b>357,768.00</b>	<b>357,067.76</b>		<b>360,079.00</b>	<b>3.5%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0012402 5213 TELE	4,485.39	4,000.00	4,000.00	4,153.78		4,000.00	.0%
0012402 5239 PROF SRVC	22,655.03	35,000.00	35,000.00	15,134.51		32,500.00	-7.1%
0012402 5279 EQUIP SVCE	15,145.85	16,000.00	16,000.00	13,295.52		17,000.00	6.3%
0012402 5282 IST TRAV	701.89	850.00	850.00	502.13		750.00	-11.8%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>42,988.16</b>	<b>55,850.00</b>	<b>55,850.00</b>	<b>33,085.94</b>		<b>54,250.00</b>	<b>-2.9%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0012403 5361 POSTAGE	28,282.76	25,000.00	20,000.00	2,137.16		3,500.00	-86.0%
0012403 5363 REF LAW BK	941.00	.00	.00	.00		.00	.0%
0012403 5369 OFF SUPPLY	11,298.81	14,000.00	19,000.00	10,417.96		13,500.00	-3.6%
0012403 5399 SUPPLIES	14,410.45	15,000.00	15,000.00	9,924.75		15,000.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>54,933.02</b>	<b>54,000.00</b>	<b>54,000.00</b>	<b>22,479.87</b>		<b>32,000.00</b>	<b>-40.7%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0012404 5421 ASSOC DUES	85.00	60.00	60.00	.00		60.00	.0%
0012404 5429 SUBS	3,979.00	3,500.00	4,400.00	4,265.06		3,500.00	.0%
0012404 5463 EQUIP RENT	.00	.00	26,815.00	.00		.00	.0%
0012404 5469 MISC RENTL	260.00	.00	.00	.00		.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>4,324.00</b>	<b>3,560.00</b>	<b>31,275.00</b>	<b>4,265.06</b>		<b>3,560.00</b>	<b>.0%</b>
<b>5 EQUIPMENT</b>							
0012405 5559 MISC DP EQ	.00	6,500.00	6,500.00	.00		5,000.00	-23.1%
0012405 5599 MISC EQUIP	10,470.00	6,500.00	6,500.00	5,635.00		5,750.00	-11.5%
<b>TOTAL EQUIPMENT</b>	<b>10,470.00</b>	<b>13,000.00</b>	<b>13,000.00</b>	<b>5,635.00</b>		<b>10,750.00</b>	<b>-17.3%</b>
<b>9 FRINGES</b>							
0012409 5981 CONTRIB RE	287,573.56	323,852.00	323,852.00	279,035.63		331,595.00	2.4%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

REGISTRY OF DEEDS	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0012409 5983 GRP INS	375,790.52	400,577.00	373,175.00	371,851.22		410,242.00	2.4%
0012409 5984 MEDICARE	19,032.47	23,382.00	23,382.00	19,336.73		24,605.00	5.2%
TOTAL FRINGES	682,396.55	747,811.00	720,409.00	670,223.58		766,442.00	2.5%
TOTAL REGISTRY OF DEEDS	1,137,726.13	1,222,168.00	1,232,302.00	1,092,757.21		1,227,081.00	.4%
-----							
241 REGISTRY OF DEEDS-REG. LAND							
-----							
1 SALARIES & WAGES							
-----							
0012411 5100 SALARY PER	560,050.99	677,099.00	702,786.00	702,785.65		706,130.00	4.3%
TOTAL SALARIES & WAGES	560,050.99	677,099.00	702,786.00	702,785.65		706,130.00	4.3%
TOTAL REGISTRY OF DEEDS-REG.	560,050.99	677,099.00	702,786.00	702,785.65		706,130.00	4.3%
-----							
242 REGISTRY OF DEEDS-UNREG LAND							
-----							
1 SALARIES & WAGES							
-----							
0012421 5100 SALARY PER	531,661.68	572,291.00	536,783.00	512,820.98		581,811.00	1.7%
TOTAL SALARIES & WAGES	531,661.68	572,291.00	536,783.00	512,820.98		581,811.00	1.7%
TOTAL REGISTRY OF DEEDS-UNRE	531,661.68	572,291.00	536,783.00	512,820.98		581,811.00	1.7%
-----							
243 REGISTRY OF DEEDS-REPRO/COPY							
-----							
1 SALARIES & WAGES							
-----							
0012431 5100 SALARY PER	169,855.06	117,323.00	117,323.00	78,429.77		151,973.00	29.5%
TOTAL SALARIES & WAGES	169,855.06	117,323.00	117,323.00	78,429.77		151,973.00	29.5%
-----							
2 CONTRACTUAL SERVICES							
-----							
0012432 5239 PROF SRVC	112,827.00	128,000.00	128,000.00	96,506.89		129,000.00	.8%
0012432 5282 IST TRAV	237.62	.00	.00	.00		.00	.0%
0012432 5294 SHIPPING	118.78	1,000.00	1,000.00	24.09		750.00	-25.0%
0012432 5295 PRINT/COPY	.00	1,000.00	1,000.00	934.70		1,000.00	.0%
TOTAL CONTRACTUAL SERVICES	113,183.40	130,000.00	130,000.00	97,465.68		130,750.00	.6%
TOTAL REGISTRY OF DEEDS-REPR	283,038.46	247,323.00	247,323.00	175,895.45		282,723.00	14.3%
TOTAL REGISTRY OF DEEDS	2,512,477.26	2,718,881.00	2,719,194.00	2,484,259.29		2,797,745.00	2.9%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**DREDGE SERVICE**

**MISSION STATEMENT:**

Fiscal year 2015 will be the nineteenth year of operation of the Barnstable County Dredge. In 1996 the County Dredge, the Codfish, began operating with the goal of maintaining the channels and harbors of the towns of Cape Cod. Through a \$1 million grant from Massachusetts Department of Environmental Management (DEM), the County was able to capitalize the acquisition of equipment, and pass the resulting cost savings on to the towns in the form of lower dredging rates.

The dredge is a 670 Series Dragon Model cutterhead dredge built by Ellicott International. The dredge is capable of dredging to a depth of 26 feet and has a rated pumping capacity of 245 cubic yards per hour. The dredge is 69 feet long and 20 feet wide. The County also owns and operates a dredge boat, the J.W. Doane, a booster pump, and a number of associated equipment.

The dredge is managed and operated by the County with input from the Dredge Advisory Committee. The Committee is comprised of the County and a representative from each of the towns. The Committee provides guidance on the operational aspects of the dredge program.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**DREDGE SERVICE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT Dredge COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Provide cost effective dredging services to the Towns

**TASK:**

- 1) Ensure all equipment is functioning prior to and during the dredge season
- 2) Develop project schedule and mobilize/demobilize equipment in a manner that stays on schedule
- 3) Continue to participate in regional working group on permit windows, provide data as requested

**GOAL:**

Ensure that the new dredge is operational and fully functional.

**TASK:**

- 1) Inspect, field test new dredge. Perform punch list testing and report all deficiencies to manufacturer for correction.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: COUNTY DREDGE SERVICE

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 324,044	\$ 319,488	\$ 328,750	2.9%
Contractual Services	\$ 13,820	\$ 96,866	\$ 102,250	5.6%
Supplies & Materials	\$ 97,611	\$ 146,500	\$ 148,500	1.4%
Charges & Obligations	\$ 60,428	\$ 74,000	\$ 80,000	8.1%
Equipment	\$ 290	\$ 5,000	\$ 5,000	0.0%
<i>subtotal</i>	\$ 496,193	\$ 641,854	\$ 664,500	3.5%
Fringes	\$ 93,385	\$ 137,005	\$ 137,937	0.7%
Capital Improvements	\$ -	\$ 2,000,000	\$ -	-100.0%
Other Expenditures	\$ 75,000	\$ 151,000	\$ 226,000	49.7%
<b>TOTAL BUDGET</b>	<b>\$ 664,578</b>	<b>\$ 2,929,859</b>	<b>\$ 1,028,437</b>	<b>-64.9%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ -	\$ -	\$ -	N/A
Grant Funds	-	-	-	N/A
Department Revenues	736,426	929,859	1,028,437	10.6%
Bond Funds	-	2,000,000	-	-100.0%
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 736,426</b>	<b>\$ 2,929,859</b>	<b>\$ 1,028,437</b>	<b>-64.9%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: COUNTY SERVICES

SUB-PROGRAM: COUNTY DREDGE SERVICE

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODE
			0252501-5100
Superintendent	MP5	1	\$ 96,287
Captain	HOURLY	1	66,527
Engineer/Leverman	HOURLY	1	51,238
Deck Hand	HOURLY	1	41,185
Deck Hand	HOURLY	1	33,513
			\$ 288,750

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
DREDGE			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
-----										
250	DREDGE									
-----										
1	SALARIES & WAGES									
-----										
0252501	5100	SAL PERM	282,249.74	279,488.00	309,488.00	290,645.43		288,750.00	3.3%	
0252501	5120	SAL OT	41,794.48	40,000.00	70,000.00	54,586.26		40,000.00	.0%	
TOTAL SALARIES & WAGES			324,044.22	319,488.00	379,488.00	345,231.69		328,750.00	2.9%	
-----										
2	CONTRACTUAL SERVICES									
-----										
0252502	5213	TELE	1,316.22	4,000.00	4,000.00	1,200.00		4,250.00	6.3%	
0252502	5239	PRF/TCH SV	6,500.00	20,000.00	5,303.00	9,537.17		20,000.00	.0%	
0252502	5241	ED OF EE'S	.00	2,000.00	2,000.00	.00		2,000.00	.0%	
0252502	5247	REPAIRS	874.45	32,000.00	30,850.00	16,044.58		35,000.00	9.4%	
0252502	5249	PIPE REP	.00	2,000.00	755.87	683.55		2,000.00	.0%	
0252502	5271	CAR REPAIR	1,955.02	2,000.00	4,394.13	4,394.13		2,000.00	.0%	
0252502	5279	EQUIP REP	9,499.06	20,000.00	10,697.00	4,812.58		20,000.00	.0%	
0252502	5281	OT-ST TRAV	.00	500.00	500.00	247.38		500.00	.0%	
0252502	5282	IST	6,225.05	5,366.00	25,366.00	26,368.64		7,500.00	39.8%	
0252502	5294	SHIPPING	397.15	2,000.00	2,000.00	15.07		2,000.00	.0%	
0252502	5299	MISC CONTR	3,712.71	7,000.00	7,000.00	3,420.50		7,000.00	.0%	
TOTAL CONTRACTUAL SERVICES			30,479.66	96,866.00	92,866.00	66,723.60		102,250.00	5.6%	
-----										
3	SUPPLIES AND MATERIALS									
-----										
0252503	5301	PARTS	6,501.85	9,000.00	19,000.00	15,747.75		10,000.00	11.1%	
0252503	5303	VEH FUEL	91,494.52	95,000.00	125,000.00	95,971.06		96,000.00	1.1%	
0252503	5369	OFF SUPP	324.85	500.00	500.00	.00		500.00	.0%	
0252503	5393	UNIFORMS	.00	2,000.00	670.00	.00		2,000.00	.0%	
0252503	5399	MISC SUPP	36,815.36	40,000.00	38,744.00	27,389.90		40,000.00	.0%	
TOTAL SUPPLIES AND MATERIALS			135,136.58	146,500.00	183,914.00	139,108.71		148,500.00	1.4%	
-----										
4	CHARGES & OBLIGATIONS									
-----										
0252504	5421	ASSOC DUES	.00	.00	256.00	256.00	.00	.00	.0%	
0252504	5431	LIAB INS	57,532.66	62,000.00	69,287.35	69,287.10		70,000.00	12.9%	
0252504	5449	LC/REG/PEM	.00	.00	1,000.00	449.57		.00	.0%	
0252504	5469	MISC. RENT	2,895.00	12,000.00	56,872.27	35,497.46		10,000.00	-16.7%	
TOTAL CHARGES & OBLIGATIONS			60,427.66	74,000.00	127,415.62	105,490.13		80,000.00	8.1%	
-----										
5	EQUIPMENT									
-----										
0252505	5509	DRDG PUMP	.00	.00	101,000.00	96,500.00	.00	.00	.0%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

DREDGE			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0252505	5599	MISC EQUIP	289.97	5,000.00	4,169.00	37.49		5,000.00	.0%
TOTAL EQUIPMENT			289.97	5,000.00	105,169.00	96,537.49		5,000.00	.0%
7 OTHER EXPENDITURES & USES									
0252507	5730	RES FND	75,000.00	.00	.00	.00		75,000.00	.0%
0252507	5780	DBT-PRNCPL	.00	100,000.00	100,000.00	.00		50,000.00	-50.0%
0252507	5785	DEBT-INT	.00	50,000.00	28,468.72	.00		100,000.00	100.0%
0252507	5799	UNPAID BIL	.00	1,000.00	1,000.00	799.47		1,000.00	.0%
TOTAL OTHER EXPENDITURES & U			75,000.00	151,000.00	129,468.72	799.47		226,000.00	49.7%
8 CAPITAL OUTLAY									
0052508	5861	DREDGE	.00	2,000,000.00	2,000,000.00	.00		.00	-100.0%
TOTAL CAPITAL OUTLAY			.00	2,000,000.00	2,000,000.00	.00		.00	-100.0%
9 FRINGES									
0252509	5981	CONTRIB RE	44,508.76	69,871.00	69,871.00	48,304.65		74,063.00	6.0%
0252509	5982	W/C	.00	8,000.00	8,000.00	.00		8,000.00	.0%
0252509	5983	GRP INS	44,391.37	54,342.00	54,342.00	45,952.38		50,943.00	-6.3%
0252509	5984	MEDICARE	4,484.83	4,792.00	4,792.00	4,577.48		4,931.00	2.9%
TOTAL FRINGES			93,384.96	137,005.00	137,005.00	98,834.51		137,937.00	.7%
TOTAL DREDGE			718,763.05	2,929,859.00	3,155,326.34	852,725.60		1,028,437.00	-64.9%
TOTAL DREDGE			718,763.05	2,929,859.00	3,155,326.34	852,725.60		1,028,437.00	-64.9%

# **HEALTH AND HUMAN SERVICES**

**DEPARTMENT OF HEALTH AND THE ENVIRONMENT  
HUMAN SERVICES  
CHILDREN'S COVE - CHILD ADVOCACY CENTER  
COUNTY ASSISTANCE TO HUMAN SERVICE PROVIDERS**

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**MISSION STATEMENT:**

The mission of the Department of Health and Environment is to protect the public health and environment and to promote the physical and mental health and wellbeing of the residents of Barnstable County.

It accomplishes this mission through the activities of its various divisions that include:

- Administration
- Health and Environment
- Emergency Planning
- Public Health Nursing
- Laboratory Services
- Septic System Loan Program Administration
- Tobacco Control
- Massachusetts Alternative Septic System Test Center

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**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**

**COST CENTER: Administration**

**GOAL:** To facilitate the delivery of services to the boards of health and the citizenry of Barnstable County by the Department of Health and Environment, by supporting the field operations of the Department.

**TASK:**

- 1) Serve as a first point of contact for all individuals seeking the services of the Department;
- 2) Conduct all administrative tasks in an efficient manner to support payroll, purchasing and other aspects of field operations;
- 3) Maintain all records in such a manner as to allow for inspections and audits;
- 4) Prepare budgets and capital plans that will facilitate the completion of field operations and missions into the future.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**  
**COST CENTER: Health and Environment**

**GOAL:** Support community sanitation efforts during the seasonal influx of residents such that all public food establishments, swimming pools and other facilities used by the public meet applicable public health standards.

**TASK:**

- 1) Provide training for seasonal inspectors in food sanitation and applicable public health laws;
- 2) Deploy inspectors to towns for supplemental inspectional services;
- 3) Deploy senior staff during times when local health agents are absent;
- 4) Maintain appropriate certifications and licenses for all field staff;
- 5) Remain current of situations in all towns relative to public health concerns, and develop staff resources in accordance with anticipated town needs.

**GOAL:** Monitor the compliance of all alternative onsite septic systems and assist local officials in obtaining compliance with regulations requiring operation and maintenance contracts.

**TASK:**

- 1) Maintain the web-based performance monitoring reporting system;
- 2) Contact owners and service providers in cases of non-compliance;
- 3) Issue appropriate enforcement orders and report findings to local boards of health.

**GOAL:** Respond to, assess and resolve all inquiries at municipal and private facilities relating to Indoor Air Quality (IAQ), thereby protecting individuals and preventing environmental, health or safety problems.

**TASK:**

- 1) Respond in a timely manner to all emergency/life threatening incidents with appropriate resources;
- 2) Communicate with local agencies and officials to move toward resolution;
- 3) Assist with monitoring, sampling and technical interpretation of results;
- 4) Conduct complete assessments as needed for emergency and non-emergency situations.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT: **Health and Environment**

COST CENTER: **Health and Environment** (continued from previous page)

GOAL: Respond to, assess, resolve and assist in compliance regarding issues relating to environmental health and safety in Barnstable County.

TASK:

- 1) Conduct thorough environmental health and safety audits in conjunction with municipal officials to resolve issues such as hazardous materials storage, use and disposal, worksite safety, risk reduction etc.;
- 2) Assist in the monitoring of compliance;
- 3) Conduct facility-specific training;
- 4) Involve local agencies in activities to affect long term health and safety compliance.

GOAL: Maintain presence on state advisory task groups and policy making committees.

TASK: Participate in State Title 5 and technical advisory committee, Lyme disease, Rabies Task Force, Hoarding Task Force, State Emergency Response Committee, and others.

GOAL: Maintain ability to assist towns in the monitoring of water and soil air at their decommissioned landfills. To protect the public health from unintended consequences of contamination migration.

TASK:

- 1) Perform monitoring of groundwater and soil gasses near landfills;
- 2) Maintain field and laboratory instrumentation necessary to complete Task 1

GOAL: Provide loans to Barnstable County residents for the removal of residential underground storage tanks (RUST) and the replacement of these tanks and their fuel lines.

TASK:

- 1) Maintain the promotion and administration of the RUST removal loan program;
- 2) Make all appropriate logs at BCDHE and filings with the Commonwealth to ensure continuation of the program.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT: **Health and Environment**

COST CENTER: **Health and Environment** (continued from previous page)

GOAL: Sensitively raise awareness of compulsive hoarding through the Cape Cod Hoarding Task Force (CCHTF) and provide education and support for those affected by hoarding through accessible tools, referrals and resources. Develop a coordinated response and forge a cooperative arrangement among county, town, community organizations and private services.

TASK:

- 1) Provide leadership and direction for the Task Force;
- 2) Expand and build membership and partnerships;
- 3) Build an education program that supports people affected by hoarding and professionals who work with them;
- 4) Provide guidance and leadership using the Joint Service Plan model in the management of hoarding cases on Cape Cod.

GOAL: Prevent the spread of rabies on Cape Cod and possibly eradicate the disease from locations east of the Cape's bridges.

TASK: Continue to facilitate convening of the Rabies Task Force, support vaccine baiting for indigenous wildlife, and facilitate continued USDA baiting and logistical support.

GOAL: Respond to, assess, resolve and assist in compliance in issues relating to Occupational Safety and Health (OSH) for the municipalities in Barnstable County.

TASK:

- 1) Conduct thorough OHS audits in conjunction with municipal agencies to identify areas of non-compliance to resolve issues such as hazardous work processes or conditions, unsafe worksite practices and encourage risk reduction through elimination/substitution, engineering, administrative or other controls;
- 2) Assist in developing Standard Operating Procedures (SOPs), by offering standardized OSHA safety trainings and facilitating advance OSHA trainings where necessary;
- 3) Facilitate human resource capacity to document and record progress for compliance and legal purposes.
- 4) Monitor compliance and develop the sustainable capacity for the maintenance of this structure within the towns.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**  
**COST CENTER: Emergency Planning**

**GOAL:** To facilitate the maintenance of a Regional Emergency Planning Committee (REPC) for the readiness of constituent towns in case of natural or man-made emergencies.

**TASK:**

- 1) Coordinate and supply support staff to the REPC;
- 2) Write and secure grants to support goals;
- 3) Write and continue to update Hazardous Material Emergency Plan to fulfill SARA Title III requirements;
- 4) Coordinate and conduct emergency drills to ensure continuous coordination of emergency response assets;
- 5) Monitor over 341 Tier 2 Hazardous Chemical reporting facilities for the Emergency Planning Community Right-to-Know Act (EPCRA);
- 6) Provide annual compliance, hazardous material safety and awareness trainings to these facilities;
- 7) Provide and sustain an emergency planning and response registry for residents with disabilities in Barnstable County;
- 8) Develop and maintain a regional sheltering plan and program to be implemented during times of emergency and disaster;
- 9) Coordinate medical volunteers through the Cape Cod Medical Reserve Corps;
- 10) Implement a regional Multi-Agency Coordination Center (MACC) for response to emergencies and disasters using the Barnstable County Incident Management Team.

**GOAL:** Successfully coordinate the composition of public health emergency plans for every town in Barnstable, Dukes and Nantucket Counties. Facilitate the towns' readiness to manage public health emergencies. Serve as active participants during public health emergencies for the mitigation of effects.

**TASK:**

- 1) Maintain grant funding for the support of public health nurse consultants to work with each of the towns to compose and maintain their public health emergency plans;
- 2) Coordinate all activities relating to the composition and exercising of plans;
- 3) Ensure that all deliverable products required by the Massachusetts Department of Public Health (DPH) are completed and that the towns are readied for public health emergencies;
- 4) Facilitate monthly health agent meetings and trainings to collaboratively enhance communities' capacity to share resources and respond to public health emergencies. 172

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**

**COST CENTER: Emergency Planning** (continued from previous page)

GOAL: Maintain a cadre of trained, credentialed and registered volunteers in the Medical Reserve Corp (MRC) to assist towns in the event of public health emergency needs.

TASK:

- 1) Recruit, train, credential and perform background checks as appropriate for volunteers;
- 2) Conduct regular drills and training sessions to keep volunteers engaged;
- 3) Develop creative ways to maintain volunteer engagement so that readiness to emergencies is achieved.

**DEPARTMENT: Health and Environment**

**COST CENTER: Public Health Nursing**

GOAL: Increase public health nursing services to all county residents by stationing a county public health nurse in each town health department six hours per week.

TASK:

- 1) Work with town health agents to utilize all health resources in an effective manner to best serve the residents in each town;
- 2) Assist in developing new programs for the town health departments.

GOAL: Conduct public health nursing outreach to clients visiting food pantries across the county.

TASK:

- 1) Assign a public health nurse to each food pantry one to two times per month to provide health information and human service resources in the form of literature and one-to-one health education;
- 2) Offer appropriate vaccines when applicable;
- 3) Offer blood pressure and other wellness screenings on a rotating basis;
- 4) Pursue grant monies to expand the program.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT: **Health and Environment**

COST CENTER: **Public Health Nursing** (continued from previous page)

GOAL: Prevent skin cancers among vulnerable populations.

TASK:

- 1) Offer sun safety/skin cancer awareness program prior to prom and the summer season to all high schools county-wide;
- 2) Utilize the UV skin analyzer to allow students to observe sun damage on their faces;
- 3) Discourage indoor tanning practices and encourage kids to use sunscreen;
- 4) Distribute brochures and flyers and provide one-to-one sun safety consultations;
- 5) Administer the "Tanning Survey" to track the number of students screened and the number of students who admit to using tanning devices.

GOAL: Prevent the infection of residents by tick- borne parasites such as Lyme disease, Babesiosis and Ehrlichiosis.

TASK:

- 1) Develop education regarding Lyme and other tick-borne diseases and deliver programmatically to at-risk individuals and occupations (joint effort with Cooperative Extension and other BCDHE staff);
- 2) Present a similar program in all schools that request it. Establish a presence at health fairs and other public opportunities to further education regarding Lyme and other tick-borne diseases;
- 3) Distribute appropriate information to town halls, chambers of commerce and other visitor centers (in conjunction with the Cape Cod Chapter of the Massachusetts Association of Public Health Nurses).

GOAL: Provide appropriate immunizations to Cape Cod Community College students and the general public.

TASK:

- 1) Maintain a supply of affordable vaccines for insured and uninsured students and the public seeking required immunizations;
- 2) Provide appointment times for students and the general public who need immunizations and documentation of vaccines administered

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**

**COST CENTER: Public Health Nursing** (continued from previous page)

**GOAL:** Monitor reportable disease in Barnstable County through the Massachusetts Virtual Epidemiological Network.

**TASK:**

- 1) Support the Town of Provincetown in their disease case management;
- 2) Provide the public with simple real-time statistics on reportable diseases upon request and when applicable;
- 3) Continue to offer all towns lower cost disease surveillance monitoring.

**GOAL:** Continue wellness screening for public safety personnel, municipal employees, food pantry clients and low-income housing residents to reduction in preventable diseases.

**TASK:**

- 1) Conduct wellness screenings for high blood pressure, cholesterol, skin cancer, osteoporosis, diabetes, bladder cancer and hearing;
- 2) Educate participants on prevention strategies and health advocacy;
- 3) Continue to pursue grant monies to purchase a vision screener and body mass index scale.

**GOAL:** Prevent communicable diseases among public safety employees who are on the front line of emergency services. Maintain a readiness to assist and administer a pre-exposure regimen for employees at risk of rabies exposure.

**TASK:**

- 1) Respond to all requests for vaccinations and disease prevention methodologies for public safety and health personnel including Hepatitis A & B, tuberculosis, pneumonia, seasonal and pandemic influenza, tetanus and rabies (pre-exposure);
- 2) Purchase vaccines directly from pharmaceutical companies to obtain lowest prices.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**  
**COST CENTER: LABORATORY**

GOAL: Analyze or facilitate analyses of all environmental samples from Barnstable County waters and provide timely turnaround for information. Provide interpretation of all data generated such that decisions regarding environmental issues can proceed with good scientific foundation.

TASK:

- 1) Maintain all present analytic certifications of the analytical laboratory;
- 2) Perform analysis on all environmental samples submitted;
- 3) Prepare Capital Improvement Plans that anticipate the analytical needs of all stakeholders that have responsibility to manage groundwater and surface water resources.

GOAL: Maintain ability to respond in an emergency manner to all requests by water departments and municipalities regarding critical water quality problems that affect continuation of service.

TASK: Develop and maintain staffing and training plans that allow the laboratory to meet the stated goal.

**DEPARTMENT: Health and Environment**  
**COST CENTER: Septic Loan Program**

GOAL: Provide loans for the upgrade of onsite septic systems for Barnstable County residents in need of such assistance.

TASK: Maintain the Septic Loan Betterment Program, continue to improve the efficiency and service of those loans, and make all appropriate filings with the Commonwealth to ensure continuation of the program.

GOAL: Implement a septic loan program to accommodate the needs of small businesses.

TASK: Pilot initial loans in this category using the interest payments under the original State Revolving Fund Loan Program.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**

**COST CENTER: Septic Loan Program** (continued from previous page)

GOAL: To pilot a modification of the septic loan program to accommodate the changing needs of the towns and to address the nutrient loading issue.

TASK: Pursue interest monies collected for the upgrade of septic systems in nitrogen-sensitive areas prior to their actual failure (presently, septic loan monies can only be used for repair of failed systems), thereby facilitating nutrient reductions in a more timely fashion.

**DEPARTMENT: Health and Environment**

**COST CENTER: Tobacco Control Program (State Grant and CDC Funded)**

GOAL: Reduce access to tobacco by underage youth and promote a tobacco-free life decision for the citizenry.

TASK: Conduct vendor awareness of tobacco regulations relating to youth access, conduct compliance checks and sting operations, coordinate with communities to limit youth access to tobacco products.

GOAL: Increase the number of Barnstable County residents who live in smoke-free multi-unit housing developments. Promote the Massachusetts Smoker's Quitline, 1-800-QUITNOW, to all residents of multi-unit housing, public and private.

TASK:

- 1) Educate Housing Authorities, Housing Authority Directors, private landlords, and residents about the benefits of adopting smoke-free housing policies;
- 2) Provide technical assistance to such entities;
- 3) Offer smoking cessation resources to residents that would like to quit smoking.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HEALTH AND ENVIRONMENT**

**COST CENTER  
GOALS/TASKS**

**DEPARTMENT: Health and Environment**

**COST CENTER: Septic System Test Center (Grant and subscriber funded)**

**GOAL:** To provide the best information regarding nutrient and contaminants of emerging concern removal from onsite wastewater systems in order to inform local Comprehensive Wastewater Management Plan components.

**TASK:**

- 1) Continue operation of the Massachusetts Alternative Septic System Test Center in such a manner as to encourage the testing of promising nutrient reduction technologies;
- 2) Obtain research grants necessary to answer questions regarding nutrients, pathogens and contaminants of emerging concern.
- 3) Report findings to communities through open forums and publications.
- 4) Remain current of all pertinent research being conducted in the field of onsite septic system technology;
- 5) Maintain a website where the public can access all results of research and testing.

BARNSTABLE COUNTY  
 APPROVED  
 OPERATING AND CAPITAL BUDGET  
 FISCAL YEAR 2015

PROGRAM: HEALTH AND HUMAN SERVICES

SUB-PROGRAM: DEPARTMENT OF HEALTH AND THE ENVIRONMENT

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 1,490,347	\$ 1,587,138	\$ 1,805,073	13.7%
Contractual Services	\$ 238,936	\$ 210,758	\$ 237,757	12.8%
Supplies & Materials	\$ 160,719	\$ 164,598	\$ 184,384	12.0%
Charges & Obligations	\$ 6,870	\$ 5,000	\$ 5,000	0.0%
Equipment	\$ 19,935	\$ 13,000	\$ 31,400	141.5%
<i>subtotal</i>	<i>\$ 1,916,807</i>	<i>\$ 1,980,494</i>	<i>\$ 2,263,614</i>	<i>14.3%</i>
Fringes	\$ 542,399	\$ 551,757	\$ 623,536	13.0%
Capital Improvements	\$ -	\$ -	\$ 96,100	N/A
<b>TOTAL BUDGET</b>	<b>\$ 2,459,206</b>	<b>\$ 2,532,251</b>	<b>\$ 2,983,250</b>	<b>17.8%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ 1,587,354	\$ 1,366,863	\$ 1,662,300	21.6%
Grant Funds	388,369	253,681	259,933	2.5%
Department Revenues	483,483	911,707	964,917	5.8%
Bond Funds	-	-	96,100	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 2,459,206</b>	<b>\$ 2,532,251</b>	<b>\$ 2,983,250</b>	<b>17.8%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **HEALTH AND HUMAN SERVICES**

SUB-PROGRAM: **DEPARTMENT OF HEALTH AND  
THE ENVIRONMENT**

POSITION	GRADE	TOTAL ACCOUNT CODES POSITIONS	OTHER CODES
		0013001-5100	
Director	MP6	1 \$ 102,150	
Administrative Supervisor	SPT2	1 47,211	
TOTAL		149,361	
		0013031-5100	
Public Health Nurse	SPT5	1 67,293	
Public Health Nurse	SPT5	0.4 19,909	NEW
TOTAL		87,202	
		0013011-5100	0303001-5100
Public Health Sanitarian - Environmental	SPT5	0.8 59,548	
Public Health Sanitarian - Environmental	SPT5	1 70,170	
Public Health Sanitarian - Environmental	SPT5	1 49,595	24,859
Septic Information Specialist	SPT3	1 57,201	
Septic I-A Tracking Assistant	OC2	0.5 17,257	
Environmental Project Assistant	SPT3	1 64,393	
TOTAL		318,164	
Emergency Preparedness Coordinator	MP4	1 86,460	
Emergency Preparedness Asst.	SPT4	1 70,917	
Emergency Prep Incident Mgmt Team Co	SPT3	0.5 28,701	
Emergency Preparedness Asst.	SPT3	1 64,393	NEW - TRANSFER
TOTAL		250,471	
		0013021-5100	
Laboratory Director	SPT7	1 \$ 88,637	
Inorganic Chemist	SPT5	1 74,434	
Bacteriologist	SPT5	1 73,857	
Chemist/Lab Analyst	SPT5	1 74,434	
Lab Technician	SPT4	1 70,917	
Chemist/Lab Analyst	SPT5	0.5 31,052	
Dept. Asst. II/Lab Assistant	OC2	1 40,479	
Lab Billing Clerk	OC3	0.5 18,330	
Lab Assistant	OC1	1 30,811	
Lab Assistant	Hourly	0.5 19,912	
TOTAL		522,863	
		0283001-5100	
Septic Program Coordinator	SPT5	1 \$ 74,434	
Billing/Collection Supervisor	SPT2	1 \$ 51,592	
Billing/Collection Specialist	OC3	1 \$ 40,363	
Billing/Collection Specialist	OC3	1 \$ 36,386	
Septic Program Information Specialist	OC3	0.5 \$ 18,329	
TOTAL		221,104	
		1033001-5100	
Tobacco Program Director	SPT5	1 \$ 74,572	
Tobacco Health Educator	SPT3	1 33,672	
TOTAL		108,244	
		2120-5100	
Medical Reserve Corps Coordinator	HOURLY	1 57,555	
		0013011-5110	
Summer Sanitarians	HOURLY	3.0 \$ 20,700	
Bathing Beach Water Quality Testing	HOURLY	4.0 28,800	
		49,500	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

HEALTH & ENVIRONMENT			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----									
300	HEALTH AND ENVIRONMENT-ADMIN								
-----									
0	UNDEFINED								
-----									
031	5235	LEGAL SVCS	25,060.00	.00	.00	.00		.00	.0%
031	5241	ED OF EMPL	.00	.00	.00	608.25		.00	.0%
031	5282	TRAVEL	1,573.23	.00	.00	1,332.10		.00	.0%
031	5294	SHIPPING	32.74	.00	.00	85.18		.00	.0%
031	5295	PRTG/COPYG	617.34	.00	.00	829.95		.00	.0%
031	5299	CONTRACTUL	3,537.90	.00	.00	4,232.95		.00	.0%
031	5361	POSTAGE	7,084.83	.00	.00	8,339.56		.00	.0%
031	5399	SUPPLIES	7,853.98	.00	.00	9,110.81		.00	.0%
031	5431	GEN LIAB	770.00	.00	.00	1,185.00		.00	.0%
031	5499	MISC CHRGS	.00	.00	.00	679.95		.00	.0%
031	5547	OFF FURN	.00	.00	.00	842.60	.00	.00	.0%
031	5559	COMP EQUIP	3,179.73	.00	.00	1,294.20		.00	.0%
031	5790	TRANS OUT	.00	.00	.00	350,000.00	.00	.00	.0%
2120	5100	SAL-REG	52,572.31	56,219.00	.00	.00		57,555.00	2.4%
2120	5213	PHONES	498.18	.00	.00	.00		.00	.0%
2120	5241	ED OF EE'S	2,340.00	.00	.00	.00		.00	.0%
2120	5242	ED NONEMPL	1,620.00	.00	.00	210.00	210.00	.00	.0%
2120	5282	IN-ST TRAV	685.00	.00	.00	.00		.00	.0%
2120	5283	TR-NON EMP	1,679.72	.00	.00	595.00	595.00	.00	.0%
2120	5294	SHIPPING	18.79	.00	.00	.00		.00	.0%
2120	5299	MISC CONT	77,306.78	.00	.00	627.50		.00	.0%
2120	5399	SUPPLIES	2,676.27	.00	.00	.00		.00	.0%
2120	5421	ASSOC DUES	120.00	.00	.00	.00		.00	.0%
2120	5599	MISC EQUIP	6,478.07	.00	.00	1,440.98		.00	.0%
2120	5981	RETMNT	9,962.14	9,645.00	.00	.00		9,875.00	2.4%
2120	5982	W/C	2,102.90	2,584.00	.00	.00		2,645.00	2.4%
2120	5983	GRP INSUR	12,994.98	16,198.00	.00	.00		15,840.00	-2.2%
2120	5984	MED	702.30	842.00	.00	.00		863.00	2.5%
2120	5989	FRINGES	1,640.25	1,998.00	.00	.00		2,046.00	2.4%
2120	5990	ADMIN CST	.00	.00	8,815.26	8,815.26	.00	.00	.0%
TOTAL UNDEFINED			223,104.44	87,486.00	8,815.26	389,199.29		88,824.00	1.5%
-----									
1	SALARIES & WAGES								
-----									
0013001	5100	SALARY PER	120,559.30	144,527.00	126,477.00	126,476.66		149,361.00	3.3%
0013001	5101	0148 SAL-MTCH	19,118.97	.00	35,628.00	35,627.44		.00	.0%
0283001	5100	SALARY	.00	176,974.00	176,974.00	.00		.00	-100.0%
0303001	5100	SAL	18,800.53	23,675.00	19,368.77	18,824.63		24,859.00	5.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
<b>HEALTH &amp; ENVIRONMENT</b>										
0313001	5100	SAL-REG	180,925.49	.00	.00	205,928.03		221,104.00	.0%	
1033001	5100	SAL	108,311.26	102,232.00	.00	.00		108,244.00	5.9%	
<b>TOTAL SALARIES &amp; WAGES</b>			<b>447,715.55</b>	<b>447,408.00</b>	<b>358,447.77</b>	<b>386,856.76</b>		<b>503,568.00</b>	<b>12.6%</b>	
<b>2 CONTRACTUAL SERVICES</b>										
0013002	5213	TELE	1,942.43	2,000.00	3,700.00	3,664.68		3,700.00	85.0%	
0013002	5279	EQUIP SVCE	612.50	1,100.00	600.00	.00		1,100.00	.0%	
0013002	5282	IST TRAV	440.80	2,682.00	2,182.00	80.48		3,000.00	11.9%	
0013002	5291	ADVETISE	.00	250.00	250.00	.00		250.00	.0%	
0013002	5295	PRINT/COPY	3,910.59	2,364.00	664.00	220.00		2,364.00	.0%	
0303002	5282	TRAV	1,384.32	1,878.00	1,772.19	1,772.19		1,972.00	5.0%	
1033002	5282	TRAV	9,906.39	9,433.00	361.99	1,579.99		9,433.00	.0%	
1033002	5291	ADVESTISG	41,830.31	.00	.00	16,825.93		.00	.0%	
1033002	5299	CONTRACTL	15,015.00	3,340.00	.00	.00		3,340.00	.0%	
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>75,042.34</b>	<b>23,047.00</b>	<b>9,530.18</b>	<b>24,143.27</b>		<b>25,159.00</b>	<b>9.2%</b>	
<b>3 SUPPLIES AND MATERIALS</b>										
0013003	5361	POSTAGE	1,759.78	4,500.00	3,000.00	2,625.53		4,500.00	.0%	
0013003	5369	OFF SUPPLY	1,431.08	1,300.00	1,300.00	1,154.63		2,000.00	53.8%	
0013003	5399	MISC SUP	914.48	1,000.00	1,000.00	875.17		1,000.00	.0%	
1033003	5369	OFF SUPP	2,069.99	.00	.00	.00		.00	.0%	
1033003	5399	PROG SUPPT	3,588.93	6,598.00	.00	.00		6,598.00	.0%	
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>9,744.26</b>	<b>13,398.00</b>	<b>5,300.00</b>	<b>4,655.33</b>		<b>14,098.00</b>	<b>5.2%</b>	
<b>4 CHARGES &amp; OBLIGATIONS</b>										
0013004	5469	MISC RENT	3,026.13	5,000.00	5,000.00	4,147.30		5,000.00	.0%	
1033004	5421	ASSOC DUES	500.00	.00	.00	.00		.00	.0%	
1033004	5469	MISC RENTL	313.51	.00	.00	.00		.00	.0%	
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>			<b>3,839.64</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>4,147.30</b>		<b>5,000.00</b>	<b>.0%</b>	
<b>5 EQUIPMENT</b>										
0013005	5501	AUTO	.00	.00	32,500.00	32,468.00		.00	.0%	
1033005	5599	EQUIPMNT	1,926.15	.00	.00	.00		.00	.0%	
<b>TOTAL EQUIPMENT</b>			<b>1,926.15</b>	<b>.00</b>	<b>32,500.00</b>	<b>32,468.00</b>		<b>.00</b>	<b>.0%</b>	
<b>9 FRINGES</b>										
0013009	5981	CONTRIB RE	228,031.84	224,580.00	224,580.00	221,365.10		249,395.00	11.0%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

HEALTH & ENVIRONMENT			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0013009	5983	GRP INS	130,336.38	127,371.00	131,267.00	131,266.61		165,355.00	29.8%
0013009	5983	0148 GRP INSUR	2,908.02	.00	390.00	389.03		.00	.0%
0013009	5984	MEDICARE	15,157.22	16,189.00	16,189.00	15,445.03		18,463.00	14.0%
0283009	5981	RETIRE	.00	29,954.00	29,954.00	.00		.00	-100.0%
0283009	5982	W/C	.00	5,841.00	5,841.00	.00		.00	-100.0%
0283009	5983	GRP INS	.00	46,418.00	46,418.00	.00		.00	-100.0%
0283009	5984	MEDICARE	.00	3,436.00	3,436.00	.00		.00	-100.0%
0283009	5989	MISC FRING	.00	14,869.00	14,869.00	.00		.00	-100.0%
0303009	5981	RETIRE	3,684.90	3,729.00	3,485.98	3,485.98		3,915.00	5.0%
0303009	5982	W/C	752.01	1,000.00	730.03	730.03		1,050.00	5.0%
0303009	5983	GRP INS	4,599.40	2,161.00	4,373.03	4,373.03		2,269.00	5.0%
0303009	5984	MEDICARE	251.27	350.00	259.56	259.56		368.00	5.1%
0303009	5989	MIS FRINGE	586.57	.00	569.44	569.44		.00	.0%
0313009	5981	RETMT	29,411.96	.00	.00	35,899.27		31,751.00	.0%
0313009	5982	W/C	6,439.27	.00	.00	7,517.95		7,272.00	.0%
0313009	5983	GRP INSUR	35,620.52	.00	.00	39,983.53		46,065.00	.0%
0313009	5984	MED	2,253.47	.00	.00	2,536.02		4,293.00	.0%
0313009	5989	FRINGES	5,022.64	.00	.00	5,860.00		18,577.00	.0%
1033009	5981	RETMT	20,971.93	16,431.00	.00	.00		15,194.00	-7.5%
1033009	5982	W/C	4,332.45	4,480.00	.00	.00		4,743.00	5.9%
1033009	5983	GRP INS	18,027.26	18,883.00	.00	.00		18,477.00	-2.2%
1033009	5984	MEDICARE	1,461.00	1,534.00	.00	.00		1,624.00	5.9%
1033009	5989	FRINGE	3,505.10	3,264.00	.00	.00		3,456.00	5.9%
TOTAL FRINGES			513,353.21	520,490.00	482,362.04	469,680.58		592,267.00	13.8%
TOTAL HEALTH AND ENVIRONMENT			1,274,725.59	1,096,829.00	901,955.25	1,311,150.53		1,228,916.00	12.0%

301 HEALTH-ENVIRONMENTAL

1 SALARIES & WAGES

0013011	5100	SALARY PER	370,372.47	303,986.00	380,004.00	380,003.55		318,164.00	4.7%
0013011	5110	SALARY TMP	49,086.44	37,800.00	60,474.00	60,473.75		49,500.00	31.0%
TOTAL SALARIES & WAGES			419,458.91	341,786.00	440,478.00	440,477.30		367,664.00	7.6%

2 CONTRACTUAL SERVICES

0013012	5213	TELE	4,009.16	3,600.00	5,000.00	4,411.11		3,600.00	.0%
0013012	5239	PROF SRVC	6,776.12	4,000.00	700.00	105.00		4,000.00	.0%
0013012	5241	ED OF EMP	525.00	.00	1,100.00	1,015.00		5,000.00	.0%
0013012	5271	VEHICLE RE	6,702.98	6,500.00	5,500.00	1,835.81		6,500.00	.0%
0013012	5279	EQ MAINT	3,245.85	7,000.00	4,400.00	2,532.44		7,000.00	.0%
0013012	5282	IST TRAV	18,991.21	26,829.00	26,229.00	24,730.03		29,434.00	9.7%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
<b>HEALTH &amp; ENVIRONMENT</b>									
0013012	5294	FREIGHT	1,556.43	1,000.00	1,000.00	741.33		1,000.00	.0%
0013012	5295	PRINT/COPY	394.25	500.00	500.00	326.00		500.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>42,201.00</b>	<b>49,429.00</b>	<b>44,429.00</b>	<b>35,696.72</b>		<b>57,034.00</b>	<b>15.4%</b>
<b>3 SUPPLIES AND MATERIALS</b>									
0013013	5303	GAS/FUEL	4,742.53	4,800.00	4,800.00	4,858.06		4,800.00	.0%
0013013	5320	FOOD SUPP	314.64	.00	500.00	297.95		.00	.0%
0013013	5369	OFF SUPPLY	4,085.88	1,500.00	2,100.00	1,659.29		1,500.00	.0%
0013013	5393	UNIFORMS	409.10	.00	.00	.00		.00	.0%
0013013	5399	MISC SUP	5,941.46	6,000.00	6,000.00	5,805.87		6,000.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>15,493.61</b>	<b>12,300.00</b>	<b>13,400.00</b>	<b>12,621.17</b>		<b>12,300.00</b>	<b>.0%</b>
<b>5 EQUIPMENT</b>									
0013015	5559	MISC DP EQ	.00	.00	2,700.00	1,838.03		.00	.0%
0013015	5599	EQUIP NOC	1,353.77	2,000.00	1,300.00	765.77		9,000.00	350.0%
<b>TOTAL EQUIPMENT</b>			<b>1,353.77</b>	<b>2,000.00</b>	<b>4,000.00</b>	<b>2,603.80</b>		<b>9,000.00</b>	<b>350.0%</b>
<b>TOTAL HEALTH-ENVIRONMENTAL</b>			<b>478,507.29</b>	<b>405,515.00</b>	<b>502,307.00</b>	<b>491,398.99</b>		<b>445,998.00</b>	<b>10.0%</b>
<b>302 HEALTH-LABORATORY</b>									
<b>1 SALARIES &amp; WAGES</b>									
0013021	5100	SALARY PER	491,473.67	503,340.00	518,365.00	518,364.48		522,863.00	3.9%
0013021	5110	SALARY TMP	6,630.00	11,700.00	7,755.00	7,755.00		15,750.00	34.6%
<b>TOTAL SALARIES &amp; WAGES</b>			<b>498,103.67</b>	<b>515,040.00</b>	<b>526,120.00</b>	<b>526,119.48</b>		<b>538,613.00</b>	<b>4.6%</b>
<b>2 CONTRACTUAL SERVICES</b>									
0013022	5213	TELE	2,159.26	1,500.00	1,500.00	1,547.35		1,700.00	13.3%
0013022	5239	PROF SRVC	26,824.24	59,400.00	50,400.00	50,312.95		62,964.00	6.0%
0013022	5241	ED OF EMP	130.00	500.00	500.00	427.00		500.00	.0%
0013022	5274	REP/MN-LAB	13,109.65	25,000.00	11,200.00	11,707.20		28,000.00	12.0%
0013022	5279	EQUIP SVCE	1,015.12	4,000.00	1,300.00	1,152.79		5,000.00	25.0%
0013022	5281	OT-ST TRAV	1,106.04	2,300.00	1,500.00	1,212.46		2,300.00	.0%
0013022	5282	IST TRAV	903.54	2,682.00	3,882.00	3,607.67		2,700.00	.7%
0013022	5294	FREIGHT	9,631.00	2,000.00	12,100.00	11,304.75		2,000.00	.0%
0013022	5295	PRINT/COPY	1,199.36	2,000.00	2,000.00	1,887.02		2,000.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>56,078.21</b>	<b>99,382.00</b>	<b>84,382.00</b>	<b>83,159.19</b>		<b>107,164.00</b>	<b>7.8%</b>
<b>3 SUPPLIES AND MATERIALS</b>									
0013023	5303	CAR FUEL	1,000.00	.00	.00	.00		.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT
HEALTH & ENVIRONMENT			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
0013023	5351	LAB MAT	129,842.00	125,000.00	112,850.00	112,011.25		132,500.00	6.0%
0013023	5361	POSTAGE	2,433.72	.00	2,500.00	2,328.26		.00	.0%
0013023	5369	OFF SUPPLY	4,239.65	3,000.00	6,000.00	5,795.74		4,586.00	52.9%
0013023	5393	UNIFORMS	202.70	.00	.00	.00		.00	.0%
0013023	5399	SUPP	290.61	.00	.00	.00		.00	.0%
TOTAL SUPPLIES AND MATERIALS			138,008.68	128,000.00	121,350.00	120,135.25		137,086.00	7.1%
4 CHARGES & OBLIGATIONS									
0013024	5421	ASSOC DUES	200.00	.00	.00	.00		.00	.0%
0013024	5429	SUBS	129.00	.00	.00	.00		.00	.0%
0013024	5469	MISC RENT	876.16	.00	3,650.00	2,938.94		.00	.0%
TOTAL CHARGES & OBLIGATIONS			1,205.16	.00	3,650.00	2,938.94		.00	.0%
5 EQUIPMENT									
0013025	5547	OFF FURN	196.99	.00	3,000.00	2,910.00		.00	.0%
0013025	5559	DP EQUIP	654.33	10,000.00	11,250.00	10,674.51		10,000.00	.0%
0013025	5561	LAB EQUIP	1,517.00	.00	18,000.00	17,983.22		.00	.0%
0053025	5561	0128 LAB EQUIP	8,023.55	.00	.00	.00		.00	.0%
0053025	5561	0135 LAB EQUIP	45,960.62	.00	22,739.38	58,537.35		96,100.00	.0%
0053025	5822	FUME HOOD	.00	.00	25,000.00	25,000.00		.00	.0%
TOTAL EQUIPMENT			56,352.49	10,000.00	79,989.38	115,105.08		106,100.00	961.0%
8 CAPITAL OUTLAY									
0053028	5804	LABFAC IMP	663,889.08	.00	.00	25,331.50		.00	.0%
TOTAL CAPITAL OUTLAY			663,889.08	.00	.00	25,331.50		.00	.0%
TOTAL HEALTH-LABORATORY			1,413,637.29	752,422.00	815,491.38	872,789.44		888,963.00	18.1%
303 HEALTH-PUBLIC HEALTH NURSING									
1 SALARIES & WAGES									
0013031	5100	SAL-REG	61,907.19	63,786.00	65,078.00	65,077.06		87,202.00	36.7%
TOTAL SALARIES & WAGES			61,907.19	63,786.00	65,078.00	65,077.06		87,202.00	36.7%
2 CONTRACTUAL SERVICES									
0013032	5239	PROF/TECH	16,060.96	19,000.00	23,816.59	23,932.25		24,000.00	26.3%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
HEALTH & ENVIRONMENT			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
0013032	5241	ED OF EE'S	748.00	.00	449.00	449.00		.00	.0%	
0013032	5282	IN-ST TRAV	2,326.75	2,900.00	1,486.65	1,486.65	2,900.00		.0%	
0013032	5294	SHIPPING	235.48	.00	235.93	256.67	.00		.0%	
0013032	5295	PRTG/COPYG	.00	.00	180.00	136.00	.00		.0%	
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>19,371.19</b>	<b>21,900.00</b>	<b>26,168.17</b>	<b>26,260.57</b>		<b>26,900.00</b>	<b>22.8%</b>	
<b>3 SUPPLIES AND MATERIALS</b>										
0013033	5369	OFF SUPP.	435.62	500.00	318.15	318.15		500.00	.0%	
0013033	5399	SUPP	4,684.11	8,400.00	3,236.97	3,359.08	12,900.00		53.6%	
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>5,119.73</b>	<b>8,900.00</b>	<b>3,555.12</b>	<b>3,677.23</b>		<b>13,400.00</b>	<b>50.6%</b>	
<b>4 CHARGES &amp; OBLIGATIONS</b>										
0013034	5421	ASSOC DUES	180.00	.00	128.50	128.50		.00	.0%	
0013034	5469	MISC. RENT	987.00	.00	363.03	360.00		.00	.0%	
0013034	5499	MISC CHRGS	.00	.00	150.00	150.00	.00	.00	.0%	
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>			<b>1,167.00</b>	<b>.00</b>	<b>641.53</b>	<b>638.50</b>		<b>.00</b>	<b>.0%</b>	
<b>5 EQUIPMENT</b>										
0013035	5559	COMP EQUIP	.00	.00	967.72	967.72		.00	.0%	
0013035	5599	MISC EQUIP	129.00	.00	.00	.00	11,400.00		.0%	
<b>TOTAL EQUIPMENT</b>			<b>129.00</b>	<b>.00</b>	<b>967.72</b>	<b>967.72</b>		<b>11,400.00</b>	<b>.0%</b>	
<b>TOTAL HEALTH-PUBLIC HEALTH N</b>			<b>87,694.11</b>	<b>94,586.00</b>	<b>96,410.54</b>	<b>96,621.08</b>		<b>138,902.00</b>	<b>46.9%</b>	
<b>307 HEALTH-EMERG PLANNING/IMPLEM</b>										
<b>1 SALARIES &amp; WAGES</b>										
0013071	5100	SAL-REG	.00	162,899.00	34,257.00	.00		250,471.00	53.8%	
<b>TOTAL SALARIES &amp; WAGES</b>			<b>.00</b>	<b>162,899.00</b>	<b>34,257.00</b>	<b>.00</b>		<b>250,471.00</b>	<b>53.8%</b>	
<b>2 CONTRACTUAL SERVICES</b>										
0013072	5213	PHONES	.00	500.00	.00	.00		500.00	.0%	
0013072	5239	FRF/TCH SV	.00	15,000.00	12,500.00	12,450.00	15,000.00		.0%	
0013072	5241	ED OF EMPL	.00	500.00	150.00	150.00	2,000.00		300.0%	
0013072	5242	ED NONEMP	.00	.00	16,966.49	16,966.49	.00	.00	.0%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT
HEALTH & ENVIRONMENT			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
0013072	5279	EQUP REP/M	.00	500.00	6,000.00	1,152.53		500.00	.0%
0013072	5281	OT-ST TRAV	.00	.00	2,063.79	2,063.79		2,000.00	.0%
0013072	5282	INSTAT TRA	.00	.00	89.65	89.65		1,000.00	.0%
0013072	5295	PRTG/COPYG	.00	500.00	380.00	380.00		500.00	.0%
TOTAL CONTRACTUAL SERVICES			.00	17,000.00	38,149.93	33,252.46		21,500.00	26.5%
-----									
3	SUPPLIES AND MATERIALS								
-----									
0013073	5303	CAR FUEL	.00	.00	.00	.00		1,000.00	.0%
0013073	5320	FOOD SUPP	3,943.96	1,500.00	1,298.28	3,535.05		1,500.00	.0%
0013073	5369	OFF SUPP	14.64	500.00	471.82	469.39		500.00	.0%
0013073	5399	SUPPLIES	.00	.00	10,229.97	9,896.20		4,500.00	.0%
TOTAL SUPPLIES AND MATERIALS			3,958.60	2,000.00	12,000.07	13,900.64		7,500.00	275.0%
-----									
5	EQUIPMENT								
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0013075	5599	EQUIPMNT	2,056.68	1,000.00	11,000.00	11,109.85		1,000.00	.0%
TOTAL EQUIPMENT			2,056.68	1,000.00	11,000.00	11,109.85		1,000.00	.0%
TOTAL HEALTH-EMERG PLANNING/			6,015.28	182,899.00	95,407.00	58,262.95		280,471.00	53.3%
-----									
309	HEALTH-TEST CTR 9 MATCH								
-----									
1	SALARIES & WAGES								
-----									
0013091	5101	SAL-MTCH	10,588.96	.00	.00	.00	.00	.00	.0%
TOTAL SALARIES & WAGES			10,588.96	.00	.00	.00	.00	.00	.0%
-----									
9	FRINGES								
-----									
0013099	5983	GRP INSUR	1,643.97	.00	.00	.00	.00	.00	.0%
TOTAL FRINGES			1,643.97	.00	.00	.00	.00	.00	.0%
TOTAL HEALTH-TEST CTR 9 MATC			12,232.93	.00	.00	.00	.00	.00	.0%
TOTAL HEALTH & ENVIRONMENT			3,272,812.49	2,532,251.00	2,411,571.17	2,830,222.99		2,983,250.00	17.8%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

**MISSION STATEMENT:**

The Mission of the Department of Human Services is to:

- Plan, develop, and implement programs which enhance the overall delivery of human services in Barnstable County
- Promote the health and social well-being of County residents through regional efforts that improve coordination of services.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

**COST CENTER Human Services**

**GOALS/TASKS**

**GOAL: 4.1.3 Policy, Planning and Capacity Building**

**Task: 4.1.3.1 Annual Strategic Planning and Process Review**

- 1) Develop Annual Human Service Plan.
  - a. The Department, with the assistance of the Health and Human Services Advisory Committee, will develop an annual plan to outline the department's areas of focus for the year and related activities and communicate human service needs and priorities to public, elected officials and county government. Solicit feedback from HHSAC members to identify emerging trends by use of an annual questionnaire, results will be shared with chief elected officials and County Administrator.

**Outcome Measures:**

- (i) Plan developed with input from the HSSAC to be reviewed bi-annually with articulated strategic focus areas.

**Task: 4.1.3.4 Foster Regional Collaborations through issue based work.**

- 1) Convene Health and Human Services Advisory Council
  - a. Solicit and build representative base
  - b. Appointment by County Commissioners
  - c. Convene quarterly

**Outcome Measures:**

  - (i) Annual Plan
  - (ii) Annual meetings with chief elected officials on results of Emerging Trends Report
- 2) Convene Regional Network to Address Homelessness
  - a. Convene/Coordinate Regional Network, provide administrative and infrastructure support
  - b. Fund a part time coordinator
  - c. Support quarterly forums/networking/training opportunities for Client Coordination Council
  - d. Improve website & flow of information to regional network
  - e. Improve regional data collection

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

- f. Identify prevention strategies and opportunities to promote regional prevention message
  - g. Continue to act as fiscal agent and provide coordination of Regional Network's response for Town of Yarmouth
  - h. Provide planning function for the Continuum of Care ( \*FY 15 new)
- 3) Cape and Islands Suicide Prevention Coalition:
- a. Provide structure and leadership for Coalition
  - b. Promote gatekeeper training to community
  - c. Disseminate regional training and resource opportunities
  - d. Promote and support public education campaigns
  - e. Provide accurate data to CISPC and public
  - f. Respond to all media requests
  - g. Provide public information and materials to all residents
  - h. Promoting a public health message re: depression and older adults.
  - i. Supervise the work of the CISPC Coordinator
- 4) Crisis Response Team Coordination - Postvention
- a. Coordinate postvention response with DMH when determined necessary
  - b. Share local postvention practices
  - c. Build capacity at town level to respond to suicides in their communities
  - d. Publish crisis response cards for first responders
  - e. Promote use of crisis response cards with first responders
  - f. Re-establish coordination of response and communication for FY 14
- 5) Aging and Disability Forums
- a. Coordinate Annual Aging and Disability Forum
  - b. Convene planning group of stakeholders
- 6) Oral Health Collaborative
- a. Convene Oral Health Collaborative 4 x per year
  - b. Develop and assist in the execution of the OHEC Strategic Plan

**Task: 4.1.3.5 Branding and consistency among county departments, joint communication strategy**

- 1) Department staff will participate on the Communication working group and the IT working group

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

**GOAL: 4.5 Safe and Healthy Populations**

**Task 4.5.1 Establish Inter departmental working group to evaluate opportunities for greater coordination.**

- 1) Department staff will participate in working group

**Task: 4.5.2. Continue data collection and analysis to monitor conditions among vulnerable populations on Cape Cod and to design and monitor program effectiveness.**

- 1) The Department provides technical assistance on data acquisition, research and evaluation methodology and strategies for program quality improvement.  
Measureable Outcomes:
  - (a) Requests for information will be recorded and tracked in a uniform manner.
  - (b) Service-related surveillance: the department will initiate analyses and subsequent service program and policy recommendations that are responsive to verifiable health and human service needs of the Cape Cod population.
- 2) The Department will undertake an evaluation of the Navigator Pilot Project.  
Measureable outcome:
  - (a) Evaluation will identify the costs associated with the project's services versus the estimated system-wide costs averted by keeping the clients out of crisis.
  - (b) The evaluation will seek heretofore unidentified unserved and vulnerable adults needing assistance.
  - (c) Evaluation will be published and promoted within the cape cod human service community and will be intended as a tool for use to advise funding of subsequent services and as a tool to advise system-level policy change.
- 3) The Department will undertake a data collection project on the topic of substance abuse, capturing data from a variety of data sources including both prevalence and community assets.  
Measureable outcomes:
  - (a) An inventory of organizations and services addressing substance abuse on Cape Cod will be compiled.
  - (b) An inventory of prior publications, assessments, and analyses of substance abuse on Cape Cod will be compiled and reviewed for relevancy.
  - (c) A report/SWOT analysis of substance abuse incidence, prevalence, and treatment options on-cape will be produced.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

- (d) Additional data will be compiled and vetted in accordance with established priorities for services and for inter-agency coordination.
- 4) Prepare and publish a substance abuse and use report for the region.  
Measureable outcome:
  - (a) Report will be published.
- 5) Respond to requests for data from other county departments, towns, human service providers and county residents.  
Measurable outcome:
  - (a) Responses to data requests will be prioritized and every effort will be made to respond within two weeks and in such a way as to both provide the information requested and to build capacity within our community by educating the requestor on how to source the information in the future and to follow up their inquiry themselves.
- 6) Support local county health departments and sub-agents of the DPH infectious disease surveillance system with data analyses and interpretation, if and as requested.
- 7) Update the demographic and Socio Economic Landscape report on a periodic basis.  
Measurable outcomes:
  - (a) The publication will be updated every 5 years.
  - (b) The report will be accessible online

**Task: 4.5.3 Promote public health and wellness**

- 1) Combatting Chronic Disease.
  - a) The Department will monitor and advocate for community based methods of controlling chronic disease which make use of appropriate staff and curricula in the most effective service setting  
Measurable Outcomes:
    - (a) Continue Mass In Motion:
      - (i) Y3 Mass In Motion (DPH/CDC Community Transformation Grant)
      - (ii) Implement five strategic objectives
      - (iii) Continue work with the Cape Cod Hunger Network Food on innovative solutions to increasing healthy foods on pantry shelves
      - (iv) Issue RFP to community with MIM funds when appropriate
      - (v) Continue to work cooperatively with County Departments, Cooperative Extension and Commission on MIM objectives.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

- (b) Respond to and participate in, and /or support local, state and federal grant opportunities that will allow inter-agency collaboration to combat prioritized chronic disease on Cape Cod.
  
- b) Perform chronic disease surveillance for Cape Cod population. Initiate analyses and subsequent service program and policy recommendations that are responsive to verifiable health and wellness needs of the residents of Cape Cod.
  
- 2) NACO Dental and Prescription Drug Program.
  - (a) On an annual basis distribute program information to the region through established dissemination methods.
  - (b) Receive and monitor monthly utilization reports and provide feedback to County Administrators and NACO when necessary.

**Task: 4.5.4 Coordinate to expand services for vulnerable populations**

- 1) Behavioral Health. Behavioral Health is an umbrella for the Department's work in the areas of Substance Abuse and Mental Health, inclusive of Suicide Prevention.
  - (a) Continue analysis, summarization and distribution of data aggregated from data sets maintained by entities such as DPH.
  - (b) Collect, analyze and report on qualitative and unmet needs.
  - (c) Introduce Community Based Social Marketing methods to campaign development, such as for enhancement of Real Men. Real Depression activities and in support of the stigma reduction campaigns.
  - (d) Collaborate with DMH and others to improve access to mental health services
  
- 2) Substance Abuse
  - (a) Convene and staff regional Substance Abuse Council
  - (b) Coordinate region in order to be better aligned and prepared for grants and funding opportunities
  - (c) Establish communication infrastructure
  - (d) Identify gaps and disparities in the service system
  - (e) Maximize interagency collaboration
    - Measurable Outcomes:
    - (i) Additional funding for substance abuse prevention and/or treatment comes to the region
    - (ii) Adoption of evidence based practices and programs
    - (iii) Learning Community created
    - (iv) Advocacy statements developed and publicized

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

3) SHINE

- (a) Provide staffing and administrative support for Regional SHINE program
- (b) Develop outreach and marketing plan, specifically targeting underserved populations
- (c) Monitor and analysis client contact and utilization reports generated by SHIP Talk
- (d) Develop sustainability plan and seek additional funding to fully fund program budget 100%.
- (e) Staff and program development
- (f) Train and maintain an adequate number of volunteers

Measurable Outcomes:

- (i) Additional funding is secured
- (ii) Outreach plan is finalized and implemented
- (iii) Training plan is finalized and implemented
- (iv) Client contact and utilization reports are analyzed

4) Navigator Pilot Project

- (a) Monitor grantee's work deliverables
- (b) Participate on Advisory Group
- (c) In FY 15 department staff will conduct a final evaluation of the NPP
- (d) Based upon positive outcomes of the mid term evaluation, begin to seek sustainable funding for service delivery
- (e) Assist in building capacity within existing service systems to provide long term supports to those clients existing the NPP

Measurable Outcomes:

- (i) Results of NPP evaluation are published
- (ii) Research and conduct analysis of ongoing long term sustainability options for NPP services, including opportunities offered by payment reform and other insurance reimbursement changes due to the ACA.

5) Human Rights Commission

- (a) The Department provides administrative support to the Human Rights Commission.

**Task: 4.5.5 Expand services and programs for youth and families**

- 1) TBD 2014 - 2018

**Task: 4.5.6 Regional clearinghouse/referral system**

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

- 1) MASS 211. The Department collaborates with the Cape and Islands United Way on the MASS 211 project to increase efficiency, decrease duplication, and create a comprehensive, user friendly web based information and referral database for health and human services. Since the Department began its work with MASS 211 in 2009, there has been a 3000 % increase in call volume based upon data collected by MASS 211. In FY 14 the Department will continue to promote MASS 211.  
Outcome measure: Utilization reports.
- 2) [www.find.bchumanservices.net](http://www.find.bchumanservices.net). In 2012/2013 the Department established a new website and launched four resource directories, staff will continue to populate data and records, provide tutorials to the public and improve system searchability.
- 3) [www.bchumanservices.net](http://www.bchumanservices.net) The Department's website is a clearinghouse of health and human service information. In FY 15 the Department will continue to expand and improve the website and populate it with relevant human service information.
- 4) Communication to the wider human services community. The Department publishes a bi-weekly enewsletter of upcoming events and trainings relevant to the health and human services community.
- 5) Network of Care Health and Wellness website. The Department will continue to build and publicize its newest web based information clearinghouse which contains county level data on 170 health indicators.

**Task: 4.5.7 Monitor federal and state budgets and policies to improve planning and better respond to health and human services needs.**

- 1) Request funding to hire a part time staff position to monitor federal and state budgets, funding opportunities and assist in regional health and human service planning efforts – 2016
- 2)

**GOAL: 4.6 Affordable Housing/Low Income Rentals**

**TASK: 4.6.1 Promote creation of affordable and low income housing opportunities**

- 1) TBD 2015-2016

**GOAL: Regional Services**

**Task: 4.9.2 Transportation Planning**

- 1) Community needs assessments consistency identify barriers to transportation and/or lack

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**HUMAN SERVICES**

of access to transportation as having a disparate impact on low income and vulnerable populations. The Department will request to participate in regional transportation meetings convened by the CCC.

**Task: 4.9.3 Resource Development and Grant Writing**

- 1) Department staff will work with RDO staff, when appropriate, to respond to funding opportunities.
- 2) Department staff will respond to funding opportunities relevant to areas of focus. Department staff will conduct grant writing or assist in coordinating responses from multiple entities.

**Barnstable County Human Rights Commission  
FY 2015 Goals and Objectives**

(BASED ON THE HRC STRATEGIC PLAN, APPROVED 12.3.12)

**1. Direct Response to Possible Human Rights Violations**

**GOAL:** *Continue to respond to individual queries and formal complaints of discrimination as received.*

**TASKS:**

- Gather all appropriate information from client and others involved in issue.
- Mediate resolution wherever possible.
- Refer client to other entities (Legal Assistance, Housing Assistance Corporation, Massachusetts Commission Against Discrimination, EEOC, local housing authorities, etc.) as appropriate.

**MEASURABLE OUTCOMES:**

- Resolve or refer clients' concerns within one month of initial call, or sooner if possible.
- Document outcomes whenever possible.

**2. Public Relations and Information**

**GOAL:** *Continue increasing the public presence of the Human Rights Commission within the County.*

**TASKS:**

- Distribute the English, Spanish and Portuguese versions of HRC brochure widely.
- Expand the use of social media and traditional press to publicize the Human Rights Academy more broadly.
- Participate in community access television programs and local radio news programming as appropriate.
- Develop a presentation to inform organizations and the public about the HRC's mission and work.
- Maintain a separate HRC website for the HRC to allow for useful and timely dissemination of information about HRC proceedings, tasks, and projects.
- Ensure that HRC listings in bcfind and 2-1-1 databases are accurate and up to date.
- Ensure that Town Representatives make a report for their Town's Annual Report.
- Ensure that County Commissioners, Assembly of Delegates, etc. receive periodic updates about the work of the HRC.

**MEASUREABLE OUTCOMES:**

- Track contacts from various populations within the County.
- Track publicity in print and other media re: Human Rights Academy and students' accomplishments.
- Complete four access television or radio presentations in FY 2015.
- Make presentations to two County-based organizations in FY 2015.

- Make two presentations to non-County organizations in FY 2015.
- Increase contacts on Facebook and County website.
- Hold outreach meetings at four locations across the Cape.

### **3. Education**

**GOAL:** *Actively support the growth of the Human Rights Academy and other educational opportunities across the County.*

#### **TASKS:**

- Engage religious schools in Barnstable County to become part of the Academy.
- Revise content and format to reflect the needs of middle school students.
- Develop a format consistent with the Massachusetts school system's social science frameworks.
- Increase engagement with higher education in Barnstable County, to align HRA content and other workshops with professional development for teachers.
- Work with Cape Cod Regional Transit to facilitate student transportation to the Academy.
- Explore developing a human rights film festival; if feasible, purchase films for same.

#### **MEASUREABLE OUTCOMES:**

- Addition of at least two religious schools to HRA membership in FY 2015.
- Expand participation of middle schools in the HRA.
- Approval by social studies faculties of HRA content as it relates to Massachusetts social science frameworks.
- Increase shared transportation to HRA from outlying schools as needed.
- Present human rights films to at least two audiences in FY 2015.

### **4. Partnerships**

**GOAL:** *The HRC will operate as a collaborative partner on a range of projects and issues affecting the County.*

#### **TASKS:**

- Ally with entities addressing similar issues to increase effectiveness of programs.
- Remain in communication with the County's Health and Human Services Advisory Council (HHSAC), CHNA27, Regional Coalition to Address Homelessness, and other entities working on issues where human rights violations are more likely.
- Reach out to more local business owners, fraternal/civic organizations, and entities such as Chambers of Commerce and Cape Cod Women's Coalition.
- Ensure that HRC listings in bcfind and 2-1-1 databases are accurate and up to date.
- Ensure that Town Representatives make a report for their Town's Annual Report.

**MEASURABLE OUTCOMES:**

- Increase list of partner groups within FY 2015.
- Increase exchange of information with HHSAC, CHNA27, etc.
- Maintain formal partnerships with at least two Cape-based entities outside County government.

**5. Funding and Fundraising**

**GOAL:** *The HRC will increase and diversify its financial support in order to better carry out its mission.*

**TASKS:**

- Increase membership in the Friends of the HRC in order to increase its fundraising activities
- Create clear priorities and message(s) regarding the need for external HRC funding
- Develop more project-focused grant writing (HRC can articulate its demonstrated success, its partners, its competence, its results, its vision, and its work program)
- Seek external funding for contracted services to manage the Human Rights certification for County businesses.

**MEASURABLE OUTCOMES**

- Add three new members to the Friends Board of Directors
- Engage in grant writing to secure at least one externally funded grant to support an HRC project.

**6. Projects**

**GOAL:** *The HRC will identify and undertake projects to respond to County needs identified by HHSAC and other groups.*

**TASKS:**

- Initiate projects, utilizing external funding, related to specific County needs, especially in the areas of:
  - focused community outreach and education
  - job discrimination,
  - age discrimination
  - housing discrimination
  - voter rights discrimination
  - discrimination against immigrants
- Continue to strengthen internal technical skills in responding to and processing cases of alleged discrimination and violations of human rights.

**MEASURABLE OUTCOMES:**

- Plan and deliver two programs addressing identified needs within the County.
- Complete skills training in discrimination law, mediation, or other pertinent area, for all Commissioners and Town Representatives in FY 2015.

BARNSTABLE COUNTY  
 APPROVED  
 OPERATING AND CAPITAL BUDGET  
 FISCAL YEAR 2015

PROGRAM: **HEALTH AND HUMAN SERVICES**

SUB-PROGRAM: **DEPARTMENT OF HUMAN SERVICES**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
Salaries & Wages	\$ 158,822	\$ 251,647	\$ 321,582	27.8%
Contractual Services	\$ 96,174	\$ 207,080	\$ 223,250	7.8%
Supplies & Materials	\$ 8,849	\$ 15,300	\$ 17,350	13.4%
Charges & Obligations	\$ 4,185	\$ 6,550	\$ 5,400	-17.6%
Equipment	\$ 3,338	\$ 3,500	\$ 3,000	-14.3%
<i>subtotal</i>	<i>\$ 271,368</i>	<i>\$ 484,077</i>	<i>\$ 570,582</i>	<i>17.9%</i>
Fringes	\$ 41,718	\$ 65,743	\$ 78,617	19.6%
Capital Improvements	\$ -	\$ -	\$ -	N/A
Other Expend. (Group 8)	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 313,086</b>	<b>\$ 549,820</b>	<b>\$ 649,199</b>	<b>18.1%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
County General Funds	\$ 313,086	\$ 489,820	\$ 546,605	11.6%
Grant Funds	-	60,000	102,594	N/A
Department Revenues	-	-	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 313,086</b>	<b>\$ 549,820</b>	<b>\$ 649,199</b>	<b>18.1%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **HEALTH AND HUMAN SERVICES**

SUB-PROGRAM: **DEPARTMENT OF HUMAN SERVICES**

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODE
			0013101-5100
Director of Human Services	MP3	1	\$ 87,338
Administrative Assistant	OC4	1	45,159
Data Analyst/Outreach	SPT5	1	67,748
Project Assistant	SPT3	1	53,260
		4.0	253,505

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

HUMAN SERVICES			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----									
310	HUMAN SERVICES								
-----									
1	SALARIES & WAGES								
-----									
0013101	5100	SALARY PER	158,822.15	251,647.00	251,647.00	208,408.61		253,505.00	.7%
0013101	5100	0177 SAL-REG	.00	.00	4,335.00	1,936.75	.00	68,077.00	.0%
TOTAL SALARIES & WAGES			158,822.15	251,647.00	255,982.00	210,345.36		321,582.00	27.8%
-----									
2	CONTRACTUAL SERVICES								
-----									
0013102	5213	TELE	919.74	950.00	950.00	874.88		1,000.00	5.3%
0013102	5213	0177 PHONES	.00	.00	500.00	460.68	.00	.00	.0%
0013102	5214	ISP LINES	1,400.00	1,700.00	1,700.00	1,640.59		1,700.00	.0%
0013102	5239	PROF SRVC	122,014.85	136,030.00	134,430.00	130,623.00		135,500.00	-.4%
0013102	5241	ED OF EMP	232.00	1,000.00	290.00	290.00		1,000.00	.0%
0013102	5276	SFT/HDW	283.90	.00	666.25	613.70		700.00	.0%
0013102	5279	EQ MAINT	708.00	.00	1,779.31	1,779.31		.00	.0%
0013102	5281	OOS TRAV	.00	1,800.00	.00	.00		1,800.00	.0%
0013102	5281	0177 SHINE OSTR	.00	.00	.00	.00	.00	1,000.00	.0%
0013102	5282	IST TRAV	3,778.39	2,500.00	5,010.00	4,918.48		5,000.00	100.0%
0013102	5282	0177 IN-ST TRAV	.00	.00	2,111.00	1,818.75	.00	2,000.00	.0%
0013102	5294	FREIGHT	.00	.00	8.49	8.49		.00	.0%
0013102	5295	PRINT/COPY	5,004.92	5,800.00	1,391.51	1,363.50		5,800.00	.0%
0013102	5295	0177 PRINTING	.00	.00	399.00	399.00	.00	1,500.00	.0%
0013102	5298	CONTR SPEC	19,530.19	16,000.00	16,000.00	17,505.00		15,000.00	-6.3%
0013102	5299	0177 CONTRACTUL	.00	.00	4,000.00	4,000.00	.00	4,500.00	.0%
0013102	5299	0178 CONTRACTUL	.00	.00	25,000.00	25,000.00	.00	.00	.0%
TOTAL CONTRACTUAL SERVICES			153,871.99	165,780.00	194,235.56	191,295.38		176,500.00	6.5%
-----									
3	SUPPLIES AND MATERIALS								
-----									
0013103	5320	FOOD SUPP	1,388.40	1,000.00	6,500.00	6,481.31		1,200.00	20.0%
0013103	5320	0177 FOOD SUPP	.00	.00	2,200.00	1,565.00	.00	1,200.00	.0%
0013103	5361	POSTAGE	1,655.75	5,000.00	3,764.00	1,128.86		2,000.00	-60.0%
0013103	5361	0177 POSTAGE	.00	.00	501.00	166.48	.00	1,000.00	.0%
0013103	5363	REP LAW BK	399.00	.00	.00	.00		450.00	.0%
0013103	5369	OFF SUPPLY	2,111.93	3,000.00	3,000.00	3,012.68		3,000.00	.0%
0013103	5399	0177 SUPPLIES	.00	.00	760.00	699.78	.00	900.00	.0%
TOTAL SUPPLIES AND MATERIALS			5,555.08	9,000.00	16,725.00	13,054.11		9,750.00	8.3%
-----									
4	CHARGES & OBLIGATIONS								
-----									
0013104	5421	ASSOC DUES	695.00	750.00	350.00	180.00		.00	-100.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
<b>HUMAN SERVICES</b>										
0013104	5429	SUBS	1,231.08	1,400.00	1,400.00	1,321.08		1,400.00	.0%	
0013104	5469	MISC RENT	2,398.06	4,000.00	2,220.69	2,055.48		4,000.00	.0%	
0013104	5490	0143 GRANTS	61,898.23	.00	.00	61,898.23		.00	.0%	
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>			<b>66,222.37</b>	<b>6,150.00</b>	<b>3,970.69</b>	<b>65,454.79</b>		<b>5,400.00</b>	<b>-12.2%</b>	
<b>5 EQUIPMENT</b>										
0013105	5547	F/E	2,473.62	1,500.00	12,005.37	12,003.87		1,000.00	-33.3%	
0013105	5559	COMP EQUIP	3,061.30	2,000.00	1,586.44	1,586.44		2,000.00	.0%	
<b>TOTAL EQUIPMENT</b>			<b>5,534.92</b>	<b>3,500.00</b>	<b>13,591.81</b>	<b>13,590.31</b>		<b>3,000.00</b>	<b>-14.3%</b>	
<b>9 FRINGES</b>										
0013109	5981	CONTRIB RE	31,530.33	36,967.00	36,967.00	36,026.24		40,834.00	10.5%	
0013109	5981	0177 SHINERETIR	.00	.00	.00	.00	.00	10,985.00	.0%	
0013109	5983	GRP INS	7,855.05	25,001.00	25,001.00	5,797.92		14,618.00	-41.5%	
0013109	5983	0177 GRP INSUR	.00	.00	6,134.00	5,469.33	.00	7,356.00	.0%	
0013109	5984	MEDICARE	2,333.04	3,775.00	3,775.00	2,992.26		3,803.00	.7%	
0013109	5984	0177 MED	.00	.00	60.00	25.14	.00	1,021.00	.0%	
<b>TOTAL FRINGES</b>			<b>41,718.42</b>	<b>66,743.00</b>	<b>71,937.00</b>	<b>50,310.89</b>		<b>78,617.00</b>	<b>19.6%</b>	
<b>TOTAL HUMAN SERVICES</b>			<b>431,724.93</b>	<b>501,820.00</b>	<b>556,442.06</b>	<b>544,050.84</b>		<b>594,849.00</b>	<b>18.5%</b>	
<b>311 HUMAN SERVICES-GRANTS</b>										
<b>2 CONTRACTUAL SERVICES</b>										
0013112	5213	0061 PHONE-HRC	400.09	100.00	.00	.00		.00	-100.0%	
0013112	5242	0061 HRCEDNOWEM	.00	.00	.00	.00	.00	1,000.00	.0%	
0013112	5279	0061 MAINT/RPRS	.00	.00	100.00	100.00	.00	.00	.0%	
0013112	5283	0061 IN-ST TRAV	.00	1,500.00	200.00	180.00		500.00	-66.7%	
0013112	5291	0061 HRCADVER	.00	.00	.00	.00	.00	2,000.00	.0%	
0013112	5294	0061 SHIPPING	.00	100.00	.00	.00		.00	-100.0%	
0013112	5295	0061 PRTO-HRC	1,505.00	1,800.00	1,800.00	1,504.00		2,000.00	11.1%	
0013112	5298	0061 MISC C-S/P	462.34	.00	.00	.00		.00	.0%	
0013112	5299	0061 MISC - HRC	35,841.25	37,800.00	35,800.00	36,450.50		41,250.00	9.1%	
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>38,208.68</b>	<b>41,300.00</b>	<b>37,900.00</b>	<b>38,234.50</b>		<b>46,750.00</b>	<b>13.2%</b>	
<b>3 SUPPLIES AND MATERIALS</b>										
0013113	5320	0061 FOOD - HRC	2,087.10	4,500.00	7,500.00	7,406.99		5,000.00	11.1%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

				2013	2014	2014	2014	2014	2015	PCT
HUMAN SERVICES				ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
0013113	5361	0061	POST - HRC	97.82	300.00	300.00	233.07		300.00	.0%
0013113	5369	0061	OFFSUPHRC	600.82	500.00	1,000.00	931.61		750.00	50.0%
0013113	5399	0061	SUPPLIES	690.93	1,000.00	700.00	239.89		750.00	-25.0%
TOTAL SUPPLIES AND MATERIALS				3,476.67	6,300.00	9,500.00	8,811.56		6,800.00	7.9%
-----										
4 CHARGES & OBLIGATIONS										
-----										
0013114	5469	0061	MISC RENTL	355.50	400.00	600.00	600.00		800.00	100.0%
TOTAL CHARGES & OBLIGATIONS				355.50	400.00	600.00	600.00		800.00	100.0%
-----										
5 EQUIPMENT										
-----										
0013115	5547	0061	OFF FURN	.00	.00	914.28	890.00	1,929.69	.00	.0%
0013115	5559	0061	COMP EQUIP	.00	.00	1,015.41	1,015.41	.00	.00	.0%
TOTAL EQUIPMENT				.00	.00	1,929.69	1,905.41	1,929.69	.00	.0%
TOTAL HUMAN SERVICES-GRANTS				42,040.85	48,000.00	49,929.69	49,551.47		54,350.00	13.2%
TOTAL HUMAN SERVICES				473,765.78	549,820.00	606,371.75	593,602.31		649,199.00	18.1%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**CHILDREN'S COVE**

**MISSION STATEMENT:**

**Mission:**

To provide coordinated and comprehensive multidisciplinary services to child victims of sexual abuse/serious physical abuse and their families.

**Vision:**

Children's Cove will be recognized as the foremost advocacy center for ensuring the comprehensive care of child victims of sexual abuse/serious physical abuse on Cape Cod and the Islands.

**Values:**

- Respect and advocacy for the rights and safety of children
- Promoting awareness and prevention for the community and partner agencies through education
- Enhancing our collaboration with partner and community agencies
- Dedication to continued education for all Children's Cove staff and associates
- Recognition for the need to be culturally sensitive and aware of the diverse populations of the community

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**CHILDREN'S COVE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT\_ Children's Cove \_\_\_\_\_ COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Children's Cove will maintain a formal comprehensive, multidisciplinary response designed to meet the needs of child abuse victims and their families and increase the number of child abuse disclosures and maximize referrals for the child's wellbeing.

**TASK:**

- 1) Multidisciplinary team expansion-increase alliances through capacity building and existing partnerships.
- 2) Work with Advisory Board on plan to include goals included in individual Cove strategic plan.
- 3) Work to adhere to National Children's Alliance Accreditation Standards in order to ensure comprehensive and coordinated best practices.

**GOAL:**

Children's Cove will provide victims and families with appropriate services and/or referrals and facilitate healing for the child victim and their non-offending family members.

**TASK:**

- 1) Create a new regional network of clinical referrals for both Cape & Islands to serve child victims and their non-offending family members.
- 2) Promote continued education and outreach to community agencies and partner agencies in order to increase the resource and referral capacity for child victims and family members. Evaluate needs in training and outreach to assess gaps and underserved communities.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**CHILDREN'S COVE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT \_\_\_\_\_ COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Children's Cove will increase community awareness and community understanding of child abuse.

**TASK:**

- 1) Promote and support ongoing trainings in the community and to partner agencies to include emerging trends in the field (ie. Child trafficking, sex tourism, etc)
- 2) Continue work with marketing agency on Awareness Campaign to address issues around child abuse.
- 3) Continued community awareness events and trainings to enhance the understanding and reporting of child abuse. (ie. First responder trainings, Child Trafficking trainings, mandated reporter trainings, Children's Cove annual conference, etc)

**GOAL:**

Children's Cove will formalize a plan for fund development.

**TASK:**

- 1) The Cove will be hiring a Development Coordinator to highlight the development needs and implement a development plan.
- 2) Creation of a Development Committee, which as a committee of the Governance Board will carry out its due diligence function related to assuring fiscal health through philanthropy and fund development.
- 3) Develop a team of strong legislative ambassadors.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **HEALTH AND HUMAN SERVICES**

SUB-PROGRAM: **CHILDREN'S COVE - CHILD ADVOCACY CENTER**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Salaries & Wages	\$ 442,167	\$ 437,392	\$ 459,013	4.9%
Contractual Services	\$ 25,865	\$ 33,250	\$ 49,720	49.5%
Supplies & Materials	\$ 7,614	\$ 10,000	\$ 12,000	20.0%
Charges & Obligations	\$ 2,626	\$ 17,500	\$ 2,500	-85.7%
Equipment	\$ 704	\$ -	\$ -	N/A
<i>subtotal</i>	<i>\$ 478,976</i>	<i>\$ 498,142</i>	<i>\$ 523,233</i>	<i>5.0%</i>
Fringes	\$ 158,732	\$ 171,245	\$ 161,006	-6.0%
Capital Improvements	\$ -	\$ -	\$ -	N/A
Other Expend. (Group 8)	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 637,708</b>	<b>\$ 669,387</b>	<b>\$ 684,239</b>	<b>2.2%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ 462,308	\$ 489,387	\$ 504,239	3.0%
Grant Funds	175,400	180,000	180,000	0.0%
Department Revenues	-	-	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 637,708</b>	<b>\$ 669,387</b>	<b>\$ 684,239</b>	<b>2.2%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **HEALTH AND HUMAN SERVICES**

SUB-PROGRAM: **CHILDREN'S COVE - CHILD ADVOCACY CENTER**

POSITION	TOTAL GRADE POSITIONS	ACCOUNT CODES	OTHER CODES		
			0013201-5100	1003201-5100	1043201-5100
Director	MP4	1	58,081	-	35,000
Associate Director/SAIN Coord.	MP2	1	36,955	42,502	
Forensic Child Abuse Consultant	SPT4	1	38,941	-	32,500
Administrative Assistant	OC3	1	44,566	-	
Family Advocate	SPT3	1	25,713		32,500
Mental Health Coordinator	SPT3	1	58,082		
Development Coordinator	SPT3	1	52,173		
		7.0	\$ 314,511	\$ 42,502	\$ 100,000

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
-----										
320	CHILDREN'S COVE									
-----										
1	SALARIES & WAGES									
-----										
0013201	5100	SALARY	313,642.70	294,890.00	294,890.00	205,939.61		314,511.00	6.7%	
1003201	5100	SAL	50,779.66	42,502.00	50,328.31	50,328.31		42,502.00	.0%	
1043201	5100	SAL	77,744.79	100,000.00	78,034.08	78,034.08		100,000.00	.0%	
TOTAL SALARIES & WAGES			442,167.15	437,392.00	423,252.39	334,302.00		457,013.00	4.5%	
-----										
2	CONTRACTUAL SERVICES									
-----										
0013202	5213	PHONES	4,000.00	4,000.00	3,528.66	3,694.58		4,000.00	.0%	
0013202	5225	CABLE TV	504.48	530.00	368.06	476.65		720.00	35.8%	
0013202	5239	PRF/TCH SV	.00	.00	.00	.00	.00	2,000.00	.0%	
0013202	5276	SFT/HRD	493.50	.00	.00	.00		.00	.0%	
0013202	5281	OT-ST TRAV	644.63	.00	517.46	.00		.00	.0%	
0013202	5282	IST TRAV	5,300.75	8,720.00	7,166.58	7,530.72		10,000.00	14.7%	
0013202	5299	MISC CONT	21,072.79	20,000.00	20,000.00	24,485.15		35,000.00	75.0%	
TOTAL CONTRACTUAL SERVICES			32,016.15	33,250.00	31,580.76	36,187.10		51,720.00	55.5%	
-----										
3	SUPPLIES AND MATERIALS									
-----										
0013203	5361	POSTAGE	3,319.58	2,000.00	2,388.26	2,371.00		2,000.00	.0%	
0013203	5369	OFF SUPPLY	5,037.36	8,000.00	6,424.57	7,166.49		10,000.00	25.0%	
TOTAL SUPPLIES AND MATERIALS			8,356.94	10,000.00	8,812.83	9,537.49		12,000.00	20.0%	
-----										
4	CHARGES & OBLIGATIONS									
-----										
0013204	5469	MISC RENT	2,694.50	2,500.00	2,807.81	2,558.74		2,500.00	.0%	
0013204	5499	MISC CHGS	.00	15,000.00	29,500.00	.00		.00	-100.0%	
TOTAL CHARGES & OBLIGATIONS			2,694.50	17,500.00	32,307.81	2,558.74		2,500.00	-85.7%	
-----										
5	EQUIPMENT									
-----										
0013205	5547	OFF FURN	.00	.00	2,219.60	2,219.60		.00	.0%	
0013205	5559	DP EQ	704.00	.00	329.00	329.00		.00	.0%	
0013205	5599	EQUIPMNT	818.00	.00	.00	.00		.00	.0%	
TOTAL EQUIPMENT			1,522.00	.00	2,548.60	2,548.60		.00	.0%	
-----										
9	FRINGES									
-----										
0013209	5981	RETIRE	56,373.36	61,755.00	62,873.00	62,872.67		54,811.00	-11.2%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT
CHILDREN'S COVE			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
0013209	5983	GRP INS	50,580.05	58,645.00	57,527.00	34,896.79		53,170.00	-9.3%
0013209	5984	MEDICARE	4,903.02	5,463.00	5,463.00	3,220.52		6,855.00	25.5%
0013209	5989	FRINGES	.00	7,884.00	7,884.00	.00		8,672.00	10.0%
1003209	5981	RET ASSMT	9,880.29	12,509.00	9,612.75	9,612.75		12,509.00	.0%
1003209	5982	W/C	2,031.19	3,732.00	2,013.13	2,013.13		3,732.00	.0%
1003209	5983	GRP INS	10,435.96	17,794.00	11,190.83	11,190.83		17,794.00	.0%
1003209	5984	MEDICARE	688.58	1,098.00	684.73	684.73		1,098.00	.0%
1003209	5989	FRINGE	1,584.32	2,365.00	1,570.25	1,570.25		2,365.00	.0%
1043209	5981	RETIRE	15,237.98	.00	14,904.51	14,904.51		.00	.0%
1043209	5982	W/C	3,109.79	.00	3,121.36	3,121.36		.00	.0%
1043209	5983	GRP INS	354.50	.00	373.90	373.90		.00	.0%
1043209	5984	MEDICARE	1,127.30	.00	1,131.49	1,131.49		.00	.0%
1043209	5989	FRINGE	2,425.64	.00	2,434.66	2,434.66		.00	.0%
<b>TOTAL FRINGES</b>			<b>158,731.98</b>	<b>171,245.00</b>	<b>180,784.61</b>	<b>148,027.59</b>		<b>161,006.00</b>	<b>-6.0%</b>
<b>TOTAL CHILDREN'S COVE</b>			<b>645,488.72</b>	<b>669,387.00</b>	<b>679,287.00</b>	<b>533,161.52</b>		<b>684,239.00</b>	<b>2.2%</b>
<b>TOTAL CHILDREN'S COVE</b>			<b>645,488.72</b>	<b>669,387.00</b>	<b>679,287.00</b>	<b>533,161.52</b>		<b>684,239.00</b>	<b>2.2%</b>

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**ELDER SERVICES**

**MISSION STATEMENT:**

To continue to modify and expand the Agency's role as needs and issues require

To ensure basic quality of life and dignity for elders.

To develop services and programs based on identified needs which will assure a continuum of care for elders.

To empower elders to be their own advocates and providers of service, based on individual potential, needs and abilities

To provide a central resource with respect to elder issues, programs, services and needs for elders, families, agencies, and interested community organizations and individuals.

BARNSTABLE COUNTY  
 APPROVED  
 OPERATING AND CAPITAL BUDGET  
 FISCAL YEAR 2015

PROGRAM: **HEALTH AND HUMAN SERVICES**

SUB-PROGRAM: **COUNTY ASSISTANCE TO HUMAN SERVICE PROVIDERS**

**EXPENDITURES:**

GROUP	EXPENDED		APPROVED BUDGET		% CHANGE
	FY2013	FY2014	FY2014	FY2015	
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	N/A
Contractual Services	\$ 75,417	\$ 75,000	\$ 75,000	\$ 80,000	7%
Supplies & Materials	\$ -	\$ -	\$ -	\$ -	N/A
Charges & Obligations		\$ -	\$ -	\$ -	N/A
Equipment	\$ -	\$ -	\$ -	\$ -	N/A
<i>subtotal</i>	\$ 75,417	\$ 75,000	\$ 75,000	\$ 80,000	7%
Fringes	\$ -	\$ -	\$ -	\$ -	N/A
Capital Improvements	\$ -	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 75,417</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 80,000</b>	<b>7%</b>

**FUNDING SOURCES:**

	EXPENDED		APPROVED BUDGET		% CHANGE
	FY2013	FY2014	FY2014	FY2015	
County General Funds	\$ 75,417	\$ 75,000	\$ 75,000	\$ 80,000	7%
Grant Funds	-	-	-	-	N/A
Department Revenues	-	-	-	-	N/A
Bond Funds	-	-	-	-	N/A
License Plate Funds	-	-	-	-	N/A
Other Funds	-	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 75,417</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 80,000</b>	<b>7%</b>

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

		2013	2014	2014	2014	2014	2015	PCT
ELDER SERVICES/MEALS ON WHEELS		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
-----								
330	GRANTS FOR HUMAN SERVICES							
-----								
2	CONTRACTUAL SERVICES							
-----								
0013302	5299 MISC CONT	81,250.00	75,000.00	75,000.00	75,000.00		80,000.00	6.7%
	TOTAL CONTRACTUAL SERVICES	81,250.00	75,000.00	75,000.00	75,000.00		80,000.00	6.7%
	TOTAL GRANTS FOR HUMAN SERVI	81,250.00	75,000.00	75,000.00	75,000.00		80,000.00	6.7%
	TOTAL ELDER SERVICES/MEALS O	81,250.00	75,000.00	75,000.00	75,000.00		80,000.00	6.7%

# **PUBLIC SAFETY PROGRAM**

**SHERIFF RETIREE'S UNFUNDED PENSION LIABILITY  
FIRE AND POLICE TRAINING ACADEMY**

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**PUBLIC SAFETY**

**MISSION STATEMENT:**

Fund the remaining unfunded pension liability associated with Sheriff's retirees, in accordance with transfer legislation.

Provide annual funding as calculated by the actuary.

BARNSTABLE COUNTY  
 APPROVED  
 OPERATING AND CAPITAL BUDGET  
 FISCAL YEAR 2015

PROGRAM: **PUBLIC SAFETY PROGRAM**

SUB-PROGRAM: **SHERIFF RETIREE'S UNFUNDED PENSION LIABILITY**

**EXPENDITURES:**

BUDGET ITEM	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Public Safety Training (Group 4)	\$ -	\$ -	\$ -	N/A
DEEDS EXCISE TAX - CH193	\$ -	\$ -	\$ -	N/A
CTY CONTRIBUTION - SHERIFF	\$ -	\$ -	\$ -	N/A
Pension Liability - Sheriff Retirees	\$ 1,009,386	\$ 1,043,343	\$ 1,064,708	2.0%
<b>TOTAL BUDGET</b>	<b>\$ 1,009,386</b>	<b>\$ 1,043,343</b>	<b>\$ 1,064,708</b>	<b>2.0%</b>

**FUNDING SOURCES:**

BUDGET ITEM	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ 1,009,386	\$ 1,043,343	\$ 1,064,708	2.0%
Grant Funds	-	-	-	N/A
Department Revenues	-	-	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 1,009,386</b>	<b>\$ 1,043,343</b>	<b>\$ 1,064,708</b>	<b>2.0%</b>

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|Barnstable County  
|NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

PUBLIC SAFETY			2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----									
450	PUBLIC SAFETY								
-----									
4	CHARGES & OBLIGATIONS								
-----									
0014504	5499	911/CMED	.00	.00	50,000.00	.00		.00	.0%
TOTAL CHARGES & OBLIGATIONS			.00	.00	50,000.00	.00		.00	.0%
-----									
9	FRINGES								
-----									
0014509	5981	SHR UNFND	1,009,386.00	1,043,343.00	1,043,343.00	1,023,456.88		1,064,708.00	2.0%
TOTAL FRINGES			1,009,386.00	1,043,343.00	1,043,343.00	1,023,456.88		1,064,708.00	2.0%
TOTAL PUBLIC SAFETY			1,009,386.00	1,043,343.00	1,093,343.00	1,023,456.88		1,064,708.00	2.0%
TOTAL PUBLIC SAFETY			1,009,386.00	1,043,343.00	1,093,343.00	1,023,456.88		1,064,708.00	2.0%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET  
FIRE TRAINING ACADEMY**

**MISSION STATEMENT:**

**TO PROVIDE CURRENT, HIGH QUALITY, SAFE AND  
REALISTIC FIRE AND RESCUE TRAINING FROM BEGINNING  
TO THE MOST ADVANCED LEVELS**

**Current:** As technology changes so does the Fire Service. This Training Academy continually reviews each program to see that they meet the most recent accepted standards.

**High Quality:** The Staff of this Academy strives through continued training, practical experience, and education to be highly professional in their course presentations.

**Realistic:** This Academy designs and builds training props and scenarios that offer the student the opportunity to experience real life situations that they will have to mitigate.

**Beginning:** This Academy starts with students just entering the Fire and Rescue service offering the very basic of courses.

**Advanced:** This Academy offers to the motivated students many advanced courses that are mentally and physically demanding, requiring a high amount of dedication to the Fire and Rescue Services.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**FIRE TRAINING ACADEMY**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT \_\_\_\_\_ COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Maintain current and up to date fire training needs, Continue to provide recruit training program, Continue Incident Command system Training to all municipal levels in accordance with Federal Standards, Provide outreach programs to non-emergency municipal departments (DPW, Health, Water, etc.)

**TASK:**

1) Meeting with Fire Chiefs and Training Officers to evaluate departments needs, Evaluating Fire Departments needs and maintaining program to national standards

2) Communicating with Public Safety and Municipal agencies on ICS training needs.

3) Communicating with municipal agencies to assess training needs that can be provided by the academy.

**GOAL:**

Implement Fire & Rescue education and awareness programs for the general public. Implement a hand held fire extinguisher training program for civilians. Improve our exposure to the general public through press releases.

**TASK:**

1) Offer a Citizens Fire Academy and provide our services for public speaking engagements.

2) Offer a fire extinguisher program to civilians if budget allows

3) Hire a part time PIO. This position to be shared with the County Health Department.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: PUBLIC SAFETY PROGRAM

SUB-PROGRAM: FIRE AND POLICE ACADEMY

**EXPENDITURES:**

GROUP	EXPENDED	APPROVED	APPROVED	%
	FY2013	BUDGET FY2014	BUDGET FY2015	
Salaries & Wages	\$ 263,405	\$ 268,763	\$ 285,726	6.3%
Contractual Services	\$ 30,767	\$ 32,200	\$ 32,300	0.3%
Supplies & Materials	\$ 35,675	\$ 36,650	\$ 36,650	0.0%
Charges & Obligations	\$ 4,718	\$ 4,800	\$ 4,800	0.0%
Equipment	\$ 4,035	\$ 5,000	\$ 5,000	0.0%
<i>subtotal</i>	<i>\$ 338,600</i>	<i>\$ 347,413</i>	<i>\$ 364,476</i>	<i>4.9%</i>
Fringes	\$ 44,034	\$ 84,850	\$ 69,933	-17.6%
Capital Improvements	\$ -	\$ -	\$ -	N/A
Other Expenditures	\$ -	\$ 8,500	\$ 8,500	N/A
<b>TOTAL BUDGET</b>	<b>\$ 382,634</b>	<b>\$ 440,763</b>	<b>\$ 442,909</b>	<b>0.5%</b>

**FUNDING SOURCES:**

	EXPENDED	APPROVED	APPROVED	%
	FY2013	BUDGET FY2014	BUDGET FY2015	
County General Funds	\$ 197,634	\$ 290,763	\$ 267,909	-7.9%
Grant Funds	-	-	-	N/A
Department Revenues	185,000	150,000	175,000	16.7%
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 382,634</b>	<b>\$ 440,763</b>	<b>\$ 442,909</b>	<b>0.5%</b>

BARNSTABLE COUNTY  
ADOPTED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: FIRE AND POLICE TRAINING ACADEMY

POSITION	GRADE	TOTAL POSITIONS	ACCOUNT CODES
			0014601-5102
Director of Fire Training	MP1	0.5	38,580
Deputy Director of Fire Training	SPT4	0.67	45,387
		1	83,967
			0014601-5100
Fire Academy Instructors	HOURLY	Varies	201,760

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
-----										
460	FIRE TRAINING									
-----										
1	SALARIES & WAGES									
-----										
0014601	5100	SALARY REG	182,974.50	82,003.00	210,337.00	210,337.00		83,966.00	2.4%	
0014601	5102	SALARY OTH	80,430.90	186,760.00	87,208.00	87,207.19		201,760.00	8.0%	
TOTAL SALARIES & WAGES			263,405.40	268,763.00	297,545.00	297,544.19		285,726.00	6.3%	
-----										
2	CONTRACTUAL SERVICES									
-----										
0014602	5203	RUBBSH REM	3,100.00	2,800.00	3,325.00	3,325.00		2,900.00	3.6%	
0014602	5213	TELE	1,662.56	2,000.00	1,550.00	1,606.28		2,000.00	.0%	
0014602	5221	ELEC CHGS	8,204.48	8,000.00	9,050.00	8,519.32		8,000.00	.0%	
0014602	5223	HEAT FUEL	5,704.20	5,500.00	6,150.00	6,141.61		5,500.00	.0%	
0014602	5224	WATER/SEW	6,621.17	6,000.00	6,000.00	6,000.00		6,000.00	.0%	
0014602	5262	ELEC	.00	300.00	25.00	19.78		300.00	.0%	
0014602	5264	PLUMBING	32.96	100.00	50.00	39.58		100.00	.0%	
0014602	5279	EQUIP SVCE	9,788.68	7,500.00	9,050.00	9,041.88		7,500.00	.0%	
TOTAL CONTRACTUAL SERVICES			35,114.05	32,200.00	35,200.00	34,693.45		32,300.00	.3%	
-----										
3	SUPPLIES AND MATERIALS									
-----										
0014603	5303	GAS/FUEL	7,186.48	7,000.00	7,000.00	7,419.87		7,000.00	.0%	
0014603	5309	AUTO SUPP	820.65	1,000.00	1,000.00	852.74		1,000.00	.0%	
0014603	5311	CONSTR MAT	671.60	1,000.00	500.00	178.44		1,000.00	.0%	
0014603	5319	BLDG/GRNDS	415.71	500.00	500.00	350.26		500.00	.0%	
0014603	5340	HSHLD SUPP	478.32	750.00	750.00	306.33		750.00	.0%	
0014603	5369	OFF SUPPLY	1,089.95	2,500.00	2,500.00	1,290.53		2,500.00	.0%	
0014603	5371	FIRE MAT	31,673.16	19,500.00	18,317.15	16,867.24		19,500.00	.0%	
0014603	5391	ED SUPPLY	.00	1,000.00	1,000.00	803.37		1,000.00	.0%	
0014603	5399	MISC SUP	2,896.39	3,400.00	3,400.00	1,948.69		3,400.00	.0%	
TOTAL SUPPLIES AND MATERIALS			45,232.26	36,650.00	34,967.15	30,017.47		36,650.00	.0%	
-----										
4	CHARGES & OBLIGATIONS									
-----										
0014604	5449	LC/REG/FEM	100.00	.00	100.00	100.00		.00	.0%	
0014604	5469	MISC RENT	4,617.99	4,800.00	4,800.00	4,619.99		4,800.00	.0%	
TOTAL CHARGES & OBLIGATIONS			4,717.99	4,800.00	4,900.00	4,719.99		4,800.00	.0%	
-----										
5	EQUIPMENT									
-----										
0014605	5562	TURN-OUT G	4,034.39	5,000.00	6,989.21	5,264.26		5,000.00	.0%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
-----									
0014605	5599	EQUIPMNT	.00	.00	1,700.00	1,657.26	.00	.00	.0%
TOTAL EQUIPMENT			4,034.39	5,000.00	8,689.21	6,921.52		5,000.00	.0%
-----									
7	OTHER EXPENDITURES & USES								
-----									
0014607	5750	OTH EXP	.00	8,500.00	8,500.00	8,100.00		8,500.00	.0%
TOTAL OTHER EXPENDITURES & U			.00	8,500.00	8,500.00	8,100.00		8,500.00	.0%
-----									
9	FRINGES								
-----									
0014609	5981	CONTRIB RE	22,728.20	44,576.00	44,576.00	28,920.09		47,251.00	6.0%
0014609	5983	GRP INS	17,524.62	36,243.00	36,037.00	16,859.29		18,396.00	-49.2%
0014609	5984	MEDICARE	3,781.23	4,031.00	4,237.00	4,236.48		4,286.00	6.3%
TOTAL FRINGES			44,034.05	84,850.00	84,850.00	50,015.86		69,933.00	-17.6%
TOTAL FIRE TRAINING			396,538.14	440,763.00	474,651.36	432,012.48		442,909.00	.5%
TOTAL FIRE TRAINING ACADEMY			396,538.14	440,763.00	474,651.36	432,012.48		442,909.00	.5%

# **PLANNING AND DEVELOPMENT**

**CAPE COD COMMISSION  
COUNTY/CAPE COD COMMISSION JOINT INITIATIVES  
WATER QUALITY INITIATIVES**

BARNSTABLE COUNTY  
 FY2015 OPERATING AND CAPITAL BUDGET  
 CAPE COD COMMISSION

<b>MISSION</b>		
Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.		
<b>OBJECTIVE</b>		
To identify, prioritize and provide services on a regional basis in areas of need.		
<b>Goals</b>	<b>Tasks</b>	<b>Measures</b>
1) Increase town and regional capacity to manage water and wastewater infrastructure planning	Work with DEP/EPA to approve and implement local and regional ww plans approved under 208 Update	# of towns provided assistance on wastewater planning  # of solutions pursued for multi-town watersheds protection projects  # of towns provided assistance on water supply projects
	Provide technical assistance on local-wastewater management planning	
	Investigate financial options to ensure affordability of wastewater management solutions	
	Coordinate smart growth land use policies with wastewater planning	
	Provide technical assistance on water supply projects	
Support cost-saving technologies for wastewater solutions		
2) Promote creation of affordable housing and equal opportunity in housing	Administer U. S. Department of Housing and Urban Development (HUD)-funded HOME Programs	# of affordably priced HOME rental and homeownership units  # of towns provided direct technical assistance
	Develop a regional affordable housing plan that respects the unique environment and other resources of the region	
	Provide technical assistance to towns	
<b>REGIONAL PROGRAMS</b>		

Goals	Tasks	Measures
<p>3) Expand planning and technical assistance to towns via the Strategic Information Office through increased access to digital data</p>	<p>Continue to encourage cooperation and coordination for digital information sharing among municipalities through a regional wide area network and other efficiency/cost saving opportunities</p>	<p># of SQL database layers: base layers, RPP layers, water and regulated resources</p> <p># of available web mapping applications</p> <p># of non GIS staff users</p>
	<p>Expand GIS and other appropriate database content and accessibility</p>	<p># of staff (County, CCC, Town) accessing SQL servers</p>
	<p>Strengthen server-based GIS; maintain spatial data; diversify type of services available</p>	<p># of staff (County, CCC, Town) accessing GIS via web</p>
	<p>Obtain ortho-imagery for the region and pursue funding for planimetric data</p>	<p># of GIS user group meetings</p>
	<p>Improve access for non-GIS staff</p> <p>Continue to implement ePermitting program</p>	<p># towns with updated ortho-imagery</p>
<p>4) Implement a regional transportation program in coordination with other agencies to improve safety, relieve congestion, promote alternatives to automobile travel and encourage roadway construction/modifications that are consistent with community character and historic and scenic resources</p>	<p>In coordination with the SIO, pursue development of an infrastructure planning tool, including multimodal transportation alternatives</p>	<p># of multimodal studies/plans developed</p>
	<p>Implement/maintain a regional transportation plan that respects the unique environment and other resources of the region, emphasizing multimodal transportation options to reduce vehicle miles traveled in the region by promoting coordination of RTP with RPP</p>	<p>\$ Federal and State infrastructure capital secured for the region</p> <p># of miles of sidewalks, bikepaths, multi-modal paths in the region</p>
<p>Through the annual Unified Planning Work Program, utilize a multi-modal/Complete Streets approach to transportation planning for the region</p>	<p>% allocation of roadway infrastructure funds in annual TIP</p>	
<p>5) Implement transportation policies for Barnstable County that are consistent with local, regional, state and federal transportation plans and policies</p>	<p>Identify priority projects, ensure local consensus and consistency with regional priority development and preservation areas</p>	<p># of towns where consensus is achieved for cross-border connections</p>
	<p>Through the UPWP, update and implement Cape-wide bicycle network plan</p>	<p># of miles of bicycle routes and transit/bicycle connections</p>

REGIONAL PROGRAMS

BARNSTABLE COUNTY  
 FY2015 OPERATING AND CAPITAL BUDGET  
 CAPE COD COMMISSION

<b>MISSION</b>		
Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.		
<b>OBJECTIVE</b>		
To develop the County and its agencies in order to provide leadership, planning, guidance, and direct technical assistance in the areas of energy, environment, and economic development.		
Goal	Tasks	Measures
1) Increase energy conservation, efficiency and use of renewable resources in local plans and large-scale developments	Provide technical assistance to towns on incorporation of energy policies in LCPS	# of large-scale developments implementing renewable energy, efficiency, and conservation initiatives  # of towns adopting regional criteria for siting renewable energy facilities
	Provide technical assistance to towns on federal and/or state renewable energy initiatives	
	Pursue regional planning efforts and establish regional criteria for appropriate scale for renewable energy installations	
2) Protect the most sensitive natural resources	Coordinate regional efforts to prioritize areas in need of protection	# of state-approved local Open Space and Recreation Plans
	Provide technical assistance to towns on rare species, wetlands/vernal pool protection and wildlife habitats	# of LCPS with identified actions and priorities for land acquisition
	Educate and enable towns to pursue DCPs and other tools for natural resource protection	# of designated DCPs/# of implemented DCPs
	Provide technical assistance to protect potential future water supply areas	# of technical assistance requests re: potential public water supply protection
3) Limit development in the coastal zone, particularly high-hazard areas, to protect the natural beneficial functions of coastal resources	Provide technical assistance to towns in updating local Multi-Hazard Mitigation (MHM) Plans	# of towns assisted with updated Multi-Hazard Mitigation Plans
	Identify assets in vulnerable areas	# of requests for technical assistance/presentations re: model floodplain bylaw
	Develop data strategies and policies to address sea level rise, climate adaptation and sediment transport	

**ENERGY AND ENVIRONMENT**

Goal	Tasks	Measures
<p>4) Protect historic/cultural resources and community character</p>	<p>Provide technical assistance to towns to develop local design guidelines</p>	<p># historic properties &amp; districts protected through inventory and state register listing</p>
	<p>Conduct educational workshops for local officials</p>	<p># of cultural landscape surveys completed</p>
	<p>Assist towns with historic preservation efforts</p>	<p># of land use studies, bylaws or design guidelines developed by the Commission for regional and local use</p>
	<p>Conduct land use planning and design studies, including vizualizations, to improve community character</p>	<p># of historic DRIs and local project reviews</p>
	<p>Coordinate with MA Historical Commission on DRI and local historic issues</p>	<p># of workshops/training sessions and participants</p>
	<p>Coordinate pond assessments and water quality protection solutions</p>	<p># of towns provided technical assistance re: MA Estuaries Project Implementation</p>
<p>5) Protect and restore the Cape's sensitive fresh and marine water resources</p>	<p>Continue work with DEP/SMAST to implement regional approaches to meet TMDL goals</p>	<p># guidance documents and policies for monitoring</p>
	<p>Participate in adaptive management planning and implementation</p>	<p># towns adopting implementing regulations/# applicators certified</p>
	<p>Coordinate with towns and County Extension to successfully implement fertilizer DCPC</p>	<p># of towns provided direct technical assistance about AMPs</p>
	<p>Acquire and catalog water resources databases</p>	<p># towns with AMPs</p>
	<p>Investigate appropriate monitoring to support alternative wastewater approaches</p>	<p># of freshwater and marine water datasets</p>
	<p>Provide technical assistance to protect drinking water supplies</p>	<p># of towns assisted</p>
<p>6) Maintain a high quality and sustainable drinking water supply</p>	<p>Provide technical review of water supply development and management plans</p>	<p># of towns with LID bylaws</p>
	<p>Provide technical assistance to towns to implement bylaws incorporating Low Impact Development techniques</p>	<p># of website and other inquiries for well data</p>
	<p>Continue monitoring and making results available for USGS observation wells</p>	

Goal	Tasks	Measures
<p>ENERGY AND ENVIRONMENT</p> <p>7) Promote balanced regional economy capable of supporting year-round livable wage jobs; retain and attract income to region; increase economic opportunities</p>	<p>Work with US EDA to approve Comprehensive Economic Development Strategy (CEDS;2015-2020), and begin implementation; Continue pursuit of Economic Development District (EDD) status from US Economic Development Administration</p>	<p>\$ of EDA funds granted to region as a result of CEDS certification/EDD designation</p> <p># balanced economy benchmarks available on STATSCapeCod</p> <p># up-to-date town level data tables</p>
	<p>Coordinate with local and regional economic development organizations including local chambers, Economic Development &amp; Industrial Corporations, etc.</p> <p>Provide digital/on-line access to economic and demographic data</p>	<p>% of infrastructure mapped</p> <p># of finance options identified</p>
<p>8) Promote efficient capital facilities and infrastructure</p>	<p>Develop web-based Infrastructure/Capital Planning Tool</p>	<p># of technical assistance requests for revitalization plans under/completed for priority development areas</p> <p># miles with multi-modal improvements planned</p>
	<p>Identify various means of financing infrastructure improvements and maintenance</p>	<p># towns w/LID bylaws/regulations</p>
	<p>Promote 'livable communities' infrastructure solutions</p>	<p># DRI's w/LID requirements</p>
	<p>Promote intermunicipal approaches to shared equipment and infrastructure needs</p>	<p># of towns with shared wastewater and other infrastructure via intermunicipal agreement</p>
	<p>Leverage federal and state funds to promote priority projects</p>	<p># shared watersheds where contributing towns assume 100% responsibility via intermunicipal agreement</p>

Goal	Tasks	Measures
<p>9) Implement land use planning and growth management programs to guide growth to appropriate areas</p>	<p>Implement RPP Growth Policy through technical assistance including an assessment of infrastructure capacity or needs</p>	<p>% of permitted square feet and residential units of DRIs or Development Agreements in designated economic centers</p> <p># of towns with completed/updated Local Comprehensive Plans</p> <p># of DCPCs nominated by towns or others</p> <p># of towns utilizing revised thresholds under Chapter H, GIZ</p> <p># of growth management bylaws, studies and supporting visualizations prepared</p>
	<p>Assist towns to develop, update and re-certify their LCPS</p>	
	<p>Provide assistance to town's with regional planning tools, such as Districts of Critical Planning Concern, Growth Incentive Zones, Chapter H and other tools</p>	
	<p>Develop new tools to guide development to regional priority development and protection areas</p>	
	<p>Assist towns in pursuing Community Rating System status through the National Flood Insurance Program</p>	
<p>Assist with zoning amendments &amp; subdivision bylaws that are consistent with regional land use and growth management programs</p>		

BARNSTABLE COUNTY  
 FY2015 OPERATING AND CAPITAL BUDGET  
 CAPE COD COMMISSION

**MISSION**

Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.

**OBJECTIVE**

To ensure Barnstable County's long-term and sustainable delivery of needed and wanted regional services in the most open, effective and efficient manner possible.

INTERNAL OPERATIONS		
Goal	Tasks	Measures
1) Maintain CCC's capacity to provide planning and technical services to towns through continuous innovation and efficiency improvements	Continue to improve staff access to, and successful use of, information technology	\$ of revenue from fee based services and grants increases # projects delivered on time per contract requirements
	Provide technical and grant assistance through the District Local Technical Assistance (DLTA) Program and other appropriate resources, as available	Website usage statistics: # of unique visitors # visits # of page views # of pages per visit average time on site
	Pursue resources necessary to improve geo-design capacity	
	Continue implementation of project and document management technology	
Continue to provide improved access to public web-based/online information resources and analyze appropriateness of content through web analytics	# training sessions attended by staff/members # of staff memberships in professional associations	
2) Increase professional development of staff and CCC members	Provide funding for professional affiliations and training opportunities	# training sessions attended by staff/members # of staff memberships in professional associations

INTERNAL OPERATIONS		
Goal	Tasks	Measures
3) Ensure compliance with statutory requirements, regulations, etc. while coordinating review of DRIs, DCPCs and GIZ nominations	Prepare informal jurisdictional determinations, development agreements, DRI decisions, modification decisions, ENF and 40B comment letters and certificates of compliance	# of regulatory and guidance documents issued by department # of certificates of compliance
4) Manage CCC financial resources to ensure adequate operational capacity and reserves	Oversee operation of CCC budgeting, grants management, procurement and accounts payable/receivable	\$ of Legal Reserves \$ of Capital Reserves \$ of Unassigned CCEPF Balance

BARNSTABLE COUNTY  
 FY2015 OPERATING AND CAPITAL BUDGET  
 CAPE COD COMMISSION

<b>MISSION</b>		
Promote and sustain a proactive, open government that enhances the quality of life for the citizens of Barnstable County.		
<b>OBJECTIVE</b>		
Develop methods that facilitate communication between County officials, the public, and local officials; share information and develop partnerships to further enhance regional efforts and innovations.		
<b>Goal</b>	<b>Tasks</b>	<b>Measures</b>
PUBLIC EDUCATION  1) Continue to build and maintain strong community relationships	Attend meetings of and update local boards (planning, selectmen) on a regular basis; continue to meet regularly with SIO Governance Committee	# visits by staff and members to local boards
	Conduct town survey to determine level of satisfaction of municipal officials with CCC services to town and solicit suggestions for improvement	# of local official survey respondents ranking CCC overall performance for the past year to be either "excellent" or "satisfactory"
	Improve distribution of CCC generated news to stakeholders, including use of social media	# of newsletters in circulation or accessed via website
	Continue to coordinate with the County to implement the strategic communications plan to address external and internal relations goals as resources permit	# of presentations to public/ community groups  # positive editorials/year in Cape publications

	Goal	Tasks	Measures
PUBLIC EDUCATION	2) Continue to provide and expand educational opportunities to local officials/stakeholders and the public	Participate in working sessions with municipal staff on a regular basis to discuss significant growth management, regulatory, and planning issues	# of towns seeking CCC assistance
		Guide permit applicants and CCC members through revisions to regulations and policies, as appropriate	# of workshops held with public officials
		Improve Title VI outreach	# of training sessions for CCC members
		Continue education/outreach efforts to increase public awareness of wastewater management issues, financing and affordability, and support for consensus	# of participants in wastewater workshops/presentations
			# of hits to wastewater website
			# of hits to GIS web maps (ex. FIRIM, SLOSH)

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **PLANNING AND DEVELOPMENT**

SUB-PROGRAM: **CAPE COD COMMISSION**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
Salaries & Wages	\$ 2,442,065	\$ 2,760,620	\$ 2,918,830	5.7%
Contractual Services	\$ 301,634	\$ 740,200	\$ 719,250	-2.8%
Supplies & Materials	\$ 69,902	\$ 102,350	\$ 98,150	-4.1%
Charges & Obligations	\$ 165,776	\$ 240,600	\$ 210,600	-12.5%
Equipment	\$ 59,098	\$ 78,500	\$ 78,500	0.0%
<i>subtotal</i>	<i>\$ 3,038,475</i>	<i>\$ 3,922,270</i>	<i>\$ 4,025,330</i>	<i>2.6%</i>
Fringes	\$ 791,457	\$ 1,063,551	\$ 1,100,174	3.4%
Capital Improvements	\$ -	\$ -	\$ -	N/A
<b>OPERATING BUDGET</b>	<b>\$ 3,829,932</b>	<b>\$ 4,985,821</b>	<b>\$ 5,125,504</b>	<b>2.8%</b>
Salary Reserves	\$ -	\$ 60,000	\$ 150,000	N/A
Payment for Unpaid bills	\$ -	\$ 500	\$ 500	0.0%
<b>TOTAL BUDGET</b>	<b>\$ 3,829,932</b>	<b>\$ 5,046,321</b>	<b>\$ 5,276,004</b>	<b>4.6%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
County General Funds	\$ -	\$ -	\$ -	N/A
CCEPFund	3,033,414	3,109,249	3,186,980	2.5%
Grant Funds	611,121	1,181,258	1,278,820	8.3%
Department Revenues	185,397	140,000	140,000	0.0%
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	615,814	670,204	8.8%
<b>TOTAL SOURCES</b>	<b>\$ 3,829,932</b>	<b>\$ 5,046,321</b>	<b>\$ 5,276,004</b>	<b>4.6%</b>

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE	
-----										
500	CAPE COD COMMISSION									
-----										
1	SALARIES & WAGES									
-----										
0105001	5100	SAL FERM	503,952.13	472,062.00	472,062.00	452,338.63		509,369.00	7.9%	
0105001	5110	SAL TEMP	.00	1,200.00	1,200.00	.00		1,500.00	25.0%	
0105001	5140	HOLIDY PAY	152,976.92	.00	138,332.00	138,331.74		.00	.0%	
0105001	5197	INDIR ACR	342,685.60	467,814.00	467,814.00	295,189.28		494,937.00	5.8%	
0105001	5198	INDIR PAY	6,593.95	.00	4,228.00	4,227.13		.00	.0%	
0105001	5199	SAL RES	.00	60,000.00	60,000.00	.00		150,000.00	150.0%	
TOTAL SALARIES & WAGES			1,006,208.60	1,001,076.00	1,143,636.00	890,086.78		1,155,806.00	15.5%	
-----										
2	CONTRACTUAL SERVICES									
-----										
0105002	5213	TELE	8,224.33	9,000.00	9,000.00	8,099.31		9,000.00	.0%	
0105002	5214	INTERNET	386.02	1,200.00	2,925.00	2,925.00		3,000.00	150.0%	
0105002	5221	ELEC CHG	10,718.75	16,000.00	16,000.00	11,100.44		16,000.00	.0%	
0105002	5223	HEAT/FUEL	3,998.59	5,000.00	5,000.00	4,314.98		5,000.00	.0%	
0105002	5235	LEGAL	40,310.00	60,000.00	60,000.00	45,871.50		60,000.00	.0%	
0105002	5239	PRF/TCH SV	42,094.50	32,500.00	32,500.00	16,370.00		32,500.00	.0%	
0105002	5241	ED OF EMP	11,177.15	18,000.00	18,000.00	11,224.13		18,000.00	.0%	
0105002	5276	SFT/H MAIN	26,961.01	40,000.00	40,000.00	26,740.00		40,000.00	.0%	
0105002	5279	EQUIP MAIN	6,201.70	18,000.00	16,275.00	6,401.76		18,000.00	.0%	
0105002	5281	OOSTRAV	5,266.59	3,000.00	3,000.00	4,088.14		3,000.00	.0%	
0105002	5282	ISTRAV	7,112.00	17,500.00	13,500.00	8,169.52		17,500.00	.0%	
0105002	5291	ADVERTIVE	1,585.00	3,500.00	3,500.00	2,245.00		3,500.00	.0%	
0105002	5294	FREIGHT	237.66	1,500.00	1,500.00	402.76		1,500.00	.0%	
0105002	5295	PRINT/COPY	593.20	10,000.00	7,000.00	663.90		10,000.00	.0%	
0105002	5299	MISC CONT	7,346.80	22,000.00	22,000.00	3,364.97		22,000.00	.0%	
TOTAL CONTRACTUAL SERVICES			172,213.30	257,200.00	250,200.00	151,981.41		259,000.00	.7%	
-----										
3	SUPPLIES AND MATERIALS									
-----										
0105003	5312	HDMRPLMB	8.56	100.00	100.00	.00		100.00	.0%	
0105003	5320	FOOD SUPP	.00	1,000.00	1,000.00	.00		1,000.00	.0%	
0105003	5361	POSTAGE	12,869.33	20,000.00	20,000.00	10,514.58		20,000.00	.0%	
0105003	5363	REF BOOKS	1,018.84	1,750.00	1,750.00	65.95		1,750.00	.0%	
0105003	5369	OFF SUPPLY	53,061.23	65,000.00	64,750.00	59,632.52		60,000.00	-7.7%	
0105003	5399	SUPPLIES	2,962.38	10,000.00	10,000.00	183.01		10,000.00	.0%	
TOTAL SUPPLIES AND MATERIALS			69,920.34	97,850.00	97,600.00	70,396.06		92,850.00	-5.1%	
-----										
4	CHARGES & OBLIGATIONS									
-----										
0105004	5421	ASSOC DUES	9,058.00	7,500.00	10,600.00	10,480.18		10,000.00	33.3%	

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0105004 5429 SUBS	10,280.59	7,500.00	11,770.00	11,937.36		15,000.00	100.0%
0105004 5437 UNEMPLOY	7,378.00	75,000.00	68,230.00	37,058.00		35,000.00	-53.3%
0105004 5462 BUILD RENT	141,240.96	145,600.00	145,600.00	145,588.03		145,600.00	.0%
0105004 5463 EQUIP MAIN	1,261.00	1,500.00	1,500.00	1,302.35		1,500.00	.0%
0105004 5469 MISC RENT	3,643.00	2,000.00	2,000.00	990.00		2,000.00	.0%
0105004 5499 MISC CHRGE	1,249.87	1,000.00	400.00	115.00		1,000.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>174,111.42</b>	<b>240,100.00</b>	<b>240,100.00</b>	<b>207,470.92</b>		<b>210,100.00</b>	<b>-12.5%</b>
<b>5 EQUIPMENT</b>							
0105005 5547 F/E	4,308.00	3,500.00	3,500.00	2,715.00		3,500.00	.0%
0105005 5559 MISC DP	20,433.25	20,000.00	20,000.00	13,407.41		20,000.00	.0%
0105005 5599 MISC EQUIP	61,915.06	50,000.00	50,000.00	13,597.46		50,000.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>86,656.31</b>	<b>73,500.00</b>	<b>73,500.00</b>	<b>29,719.87</b>		<b>73,500.00</b>	<b>.0%</b>
<b>7 OTHER EXPENDITURES &amp; USES</b>							
0105007 5799 UNPD BILLS	.00	500.00	500.00	.00		500.00	.0%
<b>TOTAL OTHER EXPENDITURES &amp; U</b>	<b>.00</b>	<b>500.00</b>	<b>500.00</b>	<b>.00</b>		<b>500.00</b>	<b>.0%</b>
<b>9 FRINGES</b>							
0105009 5981 CONTRB RET	385,686.45	538,777.00	538,777.00	448,170.04		571,103.00	6.0%
0105009 5983 GRP INS	367,767.75	487,774.00	487,774.00	399,175.95		488,071.00	.1%
0105009 5984 MEDICARE	38,003.09	37,000.00	37,000.00	34,662.42		41,000.00	10.8%
<b>TOTAL FRINGES</b>	<b>791,457.29</b>	<b>1,063,551.00</b>	<b>1,063,551.00</b>	<b>882,008.41</b>		<b>1,100,174.00</b>	<b>3.4%</b>
<b>TOTAL CAPE COD COMMISSION</b>	<b>2,300,567.26</b>	<b>2,733,777.00</b>	<b>2,869,087.00</b>	<b>2,231,663.45</b>		<b>2,891,930.00</b>	<b>5.8%</b>
<b>510 CCC-PLANNING</b>							
<b>1 SALARIES &amp; WAGES</b>							
0105101 5100 SAL PERM	370,815.64	559,580.00	458,580.00	458,002.22		526,839.00	-5.9%
0105101 5101 0139 SAL-MTCH	49.02	.00	.00	.00		.00	.0%
0105101 5101 0141 SAL-MATCH	6,778.89	.00	.00	.00		.00	.0%
0105101 5101 0144 SAL-MATCH	19,333.06	.00	.00	.00		.00	.0%
0105101 5101 0145 SAL-MATCH	5,096.65	.00	1,910.00	1,909.49		.00	.0%
0105101 5101 0146 SAL-MTCH	28,842.46	.00	8,472.00	8,471.78		.00	.0%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>430,915.72</b>	<b>559,580.00</b>	<b>468,962.00</b>	<b>468,383.49</b>		<b>526,839.00</b>	<b>-5.9%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0105102 5235 LEGAL SVCS	.00	100,000.00	100,000.00	.00		.00	-100.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0105102 5239 PROF SVCS	20,723.03	45,000.00	34,000.00	100.00		90,000.00	100.0%
0105102 5281 COSTRAV	5,928.75	4,000.00	4,000.00	1,791.59		5,000.00	25.0%
0105102 5282 ISTRAV	5,625.53	10,000.00	6,580.00	4,507.41		10,000.00	.0%
0105102 5282 0162 IN-ST TRAV	.00	.00	7,000.00	6,127.95	.00	.00	.0%
0105102 5295 PRINT/COPY	6,321.71	.00	.00	.00		27,000.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>38,599.02</b>	<b>159,000.00</b>	<b>151,580.00</b>	<b>12,526.95</b>		<b>132,000.00</b>	<b>-17.0%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0105104 5490 REG GRTS	47,524.28	.00	.00	47,524.28		.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>47,524.28</b>	<b>.00</b>	<b>.00</b>	<b>47,524.28</b>		<b>.00</b>	<b>.0%</b>
<b>TOTAL CCC-PLANNING</b>	<b>517,039.02</b>	<b>718,580.00</b>	<b>620,542.00</b>	<b>528,434.72</b>		<b>658,839.00</b>	<b>-8.3%</b>
<b>511 CCC-HUD/HOME</b>							
<b>1 SALARIES &amp; WAGES</b>							
0145111 5100 HUD SALARY	15,999.09	17,000.00	17,000.00	16,476.29		15,000.00	-11.8%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>15,999.09</b>	<b>17,000.00</b>	<b>17,000.00</b>	<b>16,476.29</b>		<b>15,000.00</b>	<b>-11.8%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0145112 5235 LEGAL SVCS	.00	3,000.00	3,000.00	.00		3,000.00	.0%
0145112 5239 PRF/TCH SV	12,315.00	6,000.00	5,500.00	6,740.00		6,000.00	.0%
0145112 5282 IN-ST TRAV	114.39	.00	500.00	314.69		250.00	.0%
0145112 5291 ADVESTISG	555.00	500.00	500.00	339.68		500.00	.0%
0145112 5299 CONTR SRVC	.00	500.00	500.00	.00		500.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>12,984.39</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>7,394.37</b>		<b>10,250.00</b>	<b>2.5%</b>
<b>TOTAL CCC-HUD/HOME</b>	<b>28,983.48</b>	<b>27,000.00</b>	<b>27,000.00</b>	<b>23,870.66</b>		<b>25,250.00</b>	<b>-6.5%</b>
<b>516 CCC-PESTICIDE/FERTI STUDY MTCH</b>							
<b>1 SALARIES &amp; WAGES</b>							
0105161 5101 0134 SAL-MTCH	6,550.64	.00	91.00	90.11		.00	.0%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>6,550.64</b>	<b>.00</b>	<b>91.00</b>	<b>90.11</b>		<b>.00</b>	<b>.0%</b>
<b>TOTAL CCC-PESTICIDE/FERTI ST</b>	<b>6,550.64</b>	<b>.00</b>	<b>91.00</b>	<b>90.11</b>		<b>.00</b>	<b>.0%</b>
<b>517 CCC-LOCAL/OTH GRTS MATCH ACCTS</b>							
<b>1 SALARIES &amp; WAGES</b>							
0105171 5101 0147 SAL-MTCH	1,081.04	.00	354.00	353.38		.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
TOTAL SALARIES & WAGES	1,081.04	.00	354.00	353.38		.00	.0%
TOTAL CCC-LOCAL/OTH GRTS MAT	1,081.04	.00	354.00	353.38		.00	.0%
-----							
518 CCC-FED GRANT MATCH ACCTS							
-----							
1 SALARIES & WAGES							
-----							
0105181 5101 0125 SAL-MTCH	18,014.84	.00	9,567.00	9,566.93		.00	.0%
0105181 5101 0176 SAL-MTCH	.00	.00	6,217.00	6,216.48	.00	.00	.0%
0105181 5101 0184 SAL-MTCH	.00	.00	1,332.00	1,331.91	.00	.00	.0%
TOTAL SALARIES & WAGES	18,014.84	.00	17,116.00	17,115.32		.00	.0%
TOTAL CCC-FED GRANT MATCH AC	18,014.84	.00	17,116.00	17,115.32		.00	.0%
-----							
520 CCC-REGULATORY							
-----							
1 SALARIES & WAGES							
-----							
0105201 5100 SAL FERM	346,140.12	415,274.00	415,274.00	284,743.74		432,896.00	4.2%
TOTAL SALARIES & WAGES	346,140.12	415,274.00	415,274.00	284,743.74		432,896.00	4.2%
-----							
2 CONTRACTUAL SERVICES							
-----							
0105202 5235 LEGAL SVC	96,678.65	157,600.00	157,600.00	130,721.00		157,600.00	.0%
0105202 5239 PROF SVCS	2,574.00	30,000.00	30,000.00	20,791.05		30,000.00	.0%
0105202 5251 RECORD FEE	1,669.00	3,000.00	3,000.00	1,000.00		3,000.00	.0%
0105202 5282 ISTTRAV	1,586.73	5,000.00	5,000.00	2,813.78		5,000.00	.0%
0105202 5291 ADVERTISE	10,997.78	25,000.00	25,000.00	7,586.18		25,000.00	.0%
TOTAL CONTRACTUAL SERVICES	113,506.16	220,600.00	220,600.00	162,912.01		220,600.00	.0%
TOTAL CCC-REGULATORY	459,646.28	635,874.00	635,874.00	447,655.75		653,496.00	2.8%
-----							
530 CCC-TECHNICAL SERVICES							
-----							
1 SALARIES & WAGES							
-----							
0105301 5100 SAL-REG	44,198.39	40,492.00	40,492.00	786.65		34,572.00	-14.6%
TOTAL SALARIES & WAGES	44,198.39	40,492.00	40,492.00	786.65		34,572.00	-14.6%
-----							
2 CONTRACTUAL SERVICES							
-----							
0105302 5281 OT-ST TRAV	.00	500.00	500.00	.00		500.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0105302 5282 IN-ST TRAV	729.39	1,000.00	1,000.00	311.67		1,000.00	.0%
TOTAL CONTRACTUAL SERVICES	729.39	1,500.00	1,500.00	311.67		1,500.00	.0%
TOTAL CCC-TECHNICAL SERVICES	44,927.78	41,992.00	41,992.00	1,098.32		36,072.00	-14.1%
-----							
531 CCC-WATER RESOURCES							
-----							
1 SALARIES & WAGES							
-----							
0105311 5100 SAL PERM	96,053.98	185,284.00	73,983.00	57,365.30		190,645.00	2.9%
TOTAL SALARIES & WAGES	96,053.98	185,284.00	73,983.00	57,365.30		190,645.00	2.9%
-----							
2 CONTRACTUAL SERVICES							
-----							
0105312 5239 PROF SRV	12,500.00	25,000.00	25,000.00	6,975.00		25,000.00	.0%
0105312 5281 OOSTRAV	363.39	1,000.00	1,000.00	53.35		1,000.00	.0%
0105312 5282 ISTTRAV	4,467.56	5,000.00	4,000.00	2,376.60		6,000.00	20.0%
TOTAL CONTRACTUAL SERVICES	17,330.95	31,000.00	30,000.00	9,404.95		32,000.00	3.2%
-----							
3 SUPPLIES AND MATERIALS							
-----							
0105313 5303 CAR FUEL	197.87	.00	250.00	206.30		300.00	.0%
TOTAL SUPPLIES AND MATERIALS	197.87	.00	250.00	206.30		300.00	.0%
TOTAL CCC-WATER RESOURCES	113,582.80	216,284.00	104,233.00	66,976.55		222,945.00	3.1%
-----							
532 CCC-GEOGRAPHIC INFO SYSTEMS							
-----							
1 SALARIES & WAGES							
-----							
0105321 5100 SAL PERM	115,670.68	.00	.00	.00		.00	.0%
TOTAL SALARIES & WAGES	115,670.68	.00	.00	.00		.00	.0%
-----							
2 CONTRACTUAL SERVICES							
-----							
0105322 5281 OS TRAV	1,903.33	.00	.00	.00		.00	.0%
0105322 5282 ISTTRAV	553.50	.00	.00	.00		.00	.0%
TOTAL CONTRACTUAL SERVICES	2,456.83	.00	.00	.00		.00	.0%
TOTAL CCC-GEOGRAPHIC INFO SY	118,127.51	.00	.00	.00		.00	.0%
-----							
533 CCC-TRANSPORTATION							
-----							
1 SALARIES & WAGES							
-----							
0105331 5100 SAL PERM	72,998.55	36,400.00	36,400.00	11,195.23		10,000.00	-72.5%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
TOTAL SALARIES & WAGES	72,998.55	36,400.00	36,400.00	11,195.23		10,000.00	-72.5%
2 CONTRACTUAL SERVICES							
-----							
0105332 5281 OOSTRAV	.00	1,000.00	1,000.00	.00		1,000.00	.0%
0105332 5282 ISTTRAV	1,925.23	2,000.00	2,000.00	426.84		2,500.00	25.0%
TOTAL CONTRACTUAL SERVICES	1,925.23	3,000.00	3,000.00	426.84		3,500.00	16.7%
TOTAL CCC-TRANSPORTATION	74,923.78	39,400.00	39,400.00	11,622.07		13,500.00	-65.7%
534 CCC-MASS HIGHWAY DPT							
-----							
1 SALARIES & WAGES							
-----							
0115341 5100 SAL PERM	232,280.43	228,110.00	259,074.00	259,073.06		250,284.00	9.7%
0115341 5110 SAL TEMP	11,049.45	15,220.00	18,253.00	18,252.09		15,220.00	.0%
TOTAL SALARIES & WAGES	243,329.88	243,330.00	277,327.00	277,325.15		265,504.00	9.1%
2 CONTRACTUAL SERVICES							
-----							
0115342 5241 ED OF EE'S	2,590.00	1,000.00	1,894.00	1,894.00		2,000.00	100.0%
0115342 5281 OST TRAV	1,112.07	2,500.00	1,696.68	1,696.68		2,500.00	.0%
0115342 5282 IST TRAV	5,749.09	6,500.00	7,604.32	7,091.60		7,000.00	7.7%
0115342 5294 SHIPPING	255.90	500.00	177.00	177.00		500.00	.0%
0115342 5299 MISC CONTR	834.00	2,500.00	1,128.00	1,197.00		2,500.00	.0%
TOTAL CONTRACTUAL SERVICES	10,541.06	13,000.00	12,500.00	12,056.28		14,500.00	11.5%
3 SUPPLIES AND MATERIALS							
-----							
0115343 5399 MISC SUP	2,333.47	4,500.00	8,532.00	8,419.79		5,000.00	11.1%
TOTAL SUPPLIES AND MATERIALS	2,333.47	4,500.00	8,532.00	8,419.79		5,000.00	11.1%
4 CHARGES & OBLIGATIONS							
-----							
0115344 5499 MISC CHRGS	.00	500.00	500.00	95.00		500.00	.0%
TOTAL CHARGES & OBLIGATIONS	.00	500.00	500.00	95.00		500.00	.0%
5 EQUIPMENT							
-----							
0115345 5599 EQUIPMNT	5,371.00	5,000.00	1,468.00	1,287.00		5,000.00	.0%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

CAPE COD COMMISSION		2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----								
TOTAL EQUIPMENT		5,371.00	5,000.00	1,468.00	1,287.00		5,000.00	.0%
TOTAL CCC-MASS HIGHWAY DPT		261,575.41	266,330.00	300,327.00	299,183.22		290,504.00	9.1%
-----								
535	CCC-EXEC OFFICE TRANSPORTN							
-----								
1	SALARIES & WAGES							
-----								
0135351	5101 SAL	8,148.93	29,715.00	7,430.00	6,359.91		7,430.00	-75.0%
0135351	5110 SAL TMP	32,595.70	7,430.00	29,715.00	25,439.64		29,715.00	299.9%
	TOTAL SALARIES & WAGES	40,744.63	37,145.00	37,145.00	31,799.55		37,145.00	.0%
-----								
2	CONTRACTUAL SERVICES							
-----								
0105352	5282 0099 IN-ST TRAV	130.23	180.00	180.00	142.26		180.00	.0%
0135352	5282 IN-ST TRAV	520.74	720.00	720.00	569.04		720.00	.0%
	TOTAL CONTRACTUAL SERVICES	650.97	900.00	900.00	711.30		900.00	.0%
	TOTAL CCC-EXEC OFFICE TRANSP	41,395.60	38,045.00	38,045.00	32,510.85		38,045.00	.0%
-----								
540	CCC-STRATEGIC INFO OFFICE							
-----								
1	SALARIES & WAGES							
-----								
0105401	5100 SAL-REG	.00	285,039.00	285,039.00	180,494.05		400,423.00	40.5%
	TOTAL SALARIES & WAGES	.00	285,039.00	285,039.00	180,494.05		400,423.00	40.5%
-----								
2	CONTRACTUAL SERVICES							
-----								
0105402	5239 FRP/TCH SV	.00	40,000.00	49,000.00	47,850.00		40,000.00	.0%
0105402	5281 OT-ST TRAV	.00	3,000.00	7,500.00	6,973.08		4,000.00	33.3%
0105402	5282 IN-ST TRAV	.00	1,000.00	2,500.00	2,277.15		1,000.00	.0%
	TOTAL CONTRACTUAL SERVICES	.00	44,000.00	59,000.00	57,100.23		45,000.00	2.3%
	TOTAL CCC-STRATEGIC INFO OFF	.00	329,039.00	344,039.00	237,594.28		445,423.00	35.4%
-----								
593	CCC GRT-TASK 3							
-----								
1	SALARIES & WAGES							
-----								
0105931	5101 SAL-MTCH	2,825.48	.00	.00	.00		.00	.0%
	TOTAL SALARIES & WAGES	2,825.48	.00	.00	.00		.00	.0%
	TOTAL CCC GRT-TASK 3	2,825.48	.00	.00	.00		.00	.0%
-----								
594	CCC GRT-TASK 4							
-----								
1	SALARIES & WAGES							
-----								

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT
CAPE COD COMMISSION			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
0105941	5101	SAL-MTCH	1,333.09	.00	2,345.00	2,344.88	.00	.00	.0%
TOTAL SALARIES & WAGES			1,333.09	.00	2,345.00	2,344.88	.00	.00	.0%
TOTAL CCC GRT-TASK 4			1,333.09	.00	2,345.00	2,344.88	.00	.00	.0%
TOTAL CAPE COD COMMISSION			3,990,574.01	5,046,321.00	5,040,445.00	3,900,513.56		5,276,004.00	4.6%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**BARNSTABLE COUNTY/CAPE COD COMMISSION  
JOINT INITIATIVES**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT Planning and Development COST CENTER Joint Initiatives

**FY15 COST CENTER TASKS:**

**Communications Program**

The Cape Cod Commission and Barnstable County Commissioners, as part of both organizations' strategic planning efforts, have identified the need for implementing a communications strategy to strengthen and reinforce the branding of the agencies and promote available products and services that benefit towns. The Commission, as part of its 208 wastewater planning agenda, is undertaking a robust public engagement effort to ensure an effective public education campaign involving complex technical material. The Commission was requested to lead these efforts to develop both internal and external communication strategies in coordination with Barnstable County department managers and staff.

The ability of the Commission and other County departments to meet their missions' many challenges is dependent upon relationships with the community and funding obtained through grants, state and federal agencies. Strategic positioning achieved through the communication strategy will increase the County's and Commission's visibility and credibility at both the state and national level. The value of positive public relations will translate into new and increased resources such as grants, public funding, strategic partnerships and a spirit of cooperation among towns.

Matching the County's contribution, the Commission funds a Communications Coordinator, Special Projects Coordinator and anticipates the addition of a part-time Web Content Specialist assigned to these initiatives as well as support from the Executive and Deputy Directors.

Specific tasks planned for FY15 include:

Engage consultant(s) to redesign websites, develop branding and standards guide  
Convene regular communications group working sessions  
Advance the development of a Barnstable County Citizens Academy

**Development of Strategic Information Office/Regional Umbrella Services System**

It is generally understood, perhaps best by public officials, that with diminishing local resources, it is necessary to pursue efficiencies offered through technology advancements and to develop shared solutions to local problems. A governance committee comprised of town managers was convened for the electronic Permits, License and Inspection (ePermitting) project and meets regularly to discuss common concerns and future projects. The towns have executed a data sharing protocol to increase access to consistent and coordinated digital data among towns and the region and are partnering on many important issues common to the region including a regional aerial flyover, ePermitting and access to a regional wide area network.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**BARNSTABLE COUNTY/CAPE COD COMMISSION  
JOINT INITIATIVES**

Matching the County's contribution, the Commission staffs the Strategic Information Office with significant support from the Executive and Deputy Directors as well as technical experts on an as-needed basis. The Commission is also proposing the addition of a full time Geo-Spatial Architect in its FY15 budget request.

Specific tasks planned for FY15 include:

Currently, the towns of Yarmouth, Chatham and Harwich are using or developing ePermitting capability. The town of Provincetown and perhaps one additional town will begin work in the second half of fiscal year 2014. In fiscal year 2015, staff expects to assist an additional two or three towns with implementation of the ePermitting solution.

Funding is also requested in FY15 to utilize the ortho-imagery obtained through the Spring 2014 flyover. A Request for Proposals will be issued to retrieve planimetric data from this imagery. This detailed data will assist the towns and region with a variety of planning needs.

Additionally, the Commission and IT department have collaborated with and on behalf of the towns to solicit proposals for delivery and maintenance of a regional area wide network. Initial funding for delivery of this service is requested with anticipated future local revenue expected as towns convert existing contracts for service to the county solution.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**BARNSTABLE COUNTY/CAPE COD COMMISSION  
JOINT INITIATIVES**

**PERSONNEL SCHEDULES**

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>PART TIME OR FULL TIME</u>	<u>GRADE/ STEP</u>
Applications Implementation Manager	David Sullivan	Full Time	SPT6-5
Special Projects Coordinator	Vacant	Full Time	SPT5-1

BARNSTABLE COUNTY  
 APPROVED  
 OPERATING AND CAPITAL BUDGET  
 FISCAL YEAR 2015

PROGRAM: **PLANNING AND DEVELOPMENT**

SUB-PROGRAM: **COUNTY/CAPE COD COMMISSION JOINT INITIATIVES**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
Salaries & Wages	\$ -	\$ 81,000	\$ 134,603	N/A
Contractual Services	\$ -	\$ 275,000	\$ 715,186	N/A
Supplies & Materials	\$ -	\$ -	\$ -	N/A
Charges & Obligations	\$ -	\$ -	\$ 8,520	N/A
Equipment	\$ -	\$ -	\$ -	N/A
<i>subtotal</i>	\$ -	\$ 356,000	\$ 858,309	N/A
Fringes	\$ -	\$ -	\$ 65,839	N/A
Capital Improvements	\$ -	\$ -	\$ -	N/A
Other Charges	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 356,000</b>	<b>\$ 924,148</b>	<b>N/A</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	%
				CHANGE
County General Funds	\$ -	\$ 356,000	\$ 174,148	N/A
Grant Funds	-	-	-	N/A
Department Revenues	-	-	-	N/A
Bond Funds	-	-	750,000	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ -</b>	<b>\$ 356,000</b>	<b>\$ 924,148</b>	<b>N/A</b>

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

REGIONAL SERVICES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
260 REGIONALIZATION							
-----							
1 SALARIES & WAGES							
-----							
0012601 5100 SAL-REG	6,178.57	81,000.00	121,000.00	89,264.56		134,603.00	66.2%
TOTAL SALARIES & WAGES	6,178.57	81,000.00	121,000.00	89,264.56		134,603.00	66.2%
2 CONTRACTUAL SERVICES							
-----							
0012602 5239 PRF/TCH SV	6,236.20	275,000.00	292,113.80	145,856.95		706,686.00	157.0%
0012602 5281 OT-ST TRAV	.00	.00	2,000.00	1,584.53	.00	2,500.00	.0%
0012602 5282 IN-ST TRAV	76.17	.00	2,500.00	2,031.30		6,000.00	.0%
0012602 5299 0180 CONTRACTUL	.00	.00	200,000.00	200,000.00	.00	.00	.0%
TOTAL CONTRACTUAL SERVICES	6,312.37	275,000.00	496,613.80	349,472.88		715,186.00	160.1%
4 CHARGES & OBLIGATIONS							
-----							
0012604 5499 REG INITV	12,034.93	.00	19,657.69	19,994.56		8,520.00	.0%
TOTAL CHARGES & OBLIGATIONS	12,034.93	.00	19,657.69	19,994.56		8,520.00	.0%
9 FRINGES							
-----							
0012609 5981 RETMNT	.00	.00	.00	.00		26,920.00	.0%
0012609 5983 GRP INSUR	700.13	.00	21,926.00	21,925.47		36,967.00	.0%
0012609 5984 MED	86.10	.00	1,190.00	1,189.12		1,952.00	.0%
TOTAL FRINGES	786.23	.00	23,116.00	23,114.59		65,839.00	.0%
TOTAL REGIONALIZATION	25,312.10	356,000.00	660,387.49	481,846.59		924,148.00	159.6%
TOTAL REGIONAL SERVICES	25,312.10	356,000.00	660,387.49	481,846.59		924,148.00	159.6%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**WATER PROTECTION COLLABORATIVE**

**MISSION STATEMENT:**

The Cape Cod Water Protection Collaborative exists to offer a coordinated approach to enhance the water and wastewater management efforts of towns, the Regional Government and the broader community. The Collaborative seeks to protect Cape Cod's shared water resources and to provide access to cost effective and environmentally sound wastewater infrastructure. The Collaborative seeks funding support for the Cape communities, establishes priorities, directs strategy, builds support for action, and fosters regionalism.

The Collaborative functions using the following structure:

- 17-member *Governing Board* that approves all expenditures, policies and strategies.
- 6-member Steering Committee that reviews and develops proposed strategies, policies and budget proposals for consideration by Governing Board.
- Ad hoc committee convened on an as-needed basis to support the deliberations of the Governing Board.
- An *Executive Director* to manage day-to-day affairs of the Collaborative.
- Staff functions to be provided on a contract basis by other County operating departments.

The Governing Board meets bi-monthly

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**WATER PROTECTION COLLABORATIVE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT Water Protection Collaborative COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:** Support the needs of Towns in technical matters pertaining to planning, engineering, finance and other water quality management measures that inform regional management strategies.

**TASK:**

1) Provide technical assistance in the form of engineering and financial planning expertise to enable regional solutions to be considered and developed. Successful if: Renew/rehire technical consultants and make service available to towns on an ongoing and continual basis

2) Provide an interface between the towns and UMASS Dartmouth to help delivery and utilization of remaining Technical Reports. Successful if: specific town needs are addressed and support is provided by SMAST.

3) Provide current information on wastewater management methods to towns and public. Successful if: Meet on an as needed basis with municipal boards; provide information to media outlets; meet on an as requested basis with watershed, business and civic associations.

4) Provide funding support to municipal wastewater management projects or measures that both help the requesting town and other town or the county in understanding the opportunities offered by different management techniques. Successful if: support to communities improves understanding of the performance of alternative wastewater management measures, advances implementation of specific measures in a way that pertains to more than one community, support is awarded consistent with the policy adopted by the Governing Board for allocation of municipal support funds.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**WATER PROTECTION COLLABORATIVE**

**GOAL:** Represent the needs and interests of the region before state and federal permitting and policy agencies

**TASK:**

1) Provide technical information, including analyses of cost implications of different wastewater management alternatives, to state and federal decision makers. Successful if: Participate in relevant regulatory and administrative proceeding.

2) Clarify the regulatory process for utilizing enhanced natural attenuation as a nitrogen management strategy. Successful if: Towns receive support and guidance that minimizes permitting time and cost.

3) Development of regulatory proposal for boat basins and supporting Orleans and Eastham in their pursuit of this initiative. Successful if: Towns are supported, as they direct, in efforts to achieve satisfactory regulatory outcome for Rock Harbor that minimizes costs of compliance.

**Goal:** Establish and implement methods that will enable and support long-term assessment of the effect of nitrogen management measures on coastal water quality.

**TASK:**

1) Oversee the collection and management of water quality data for Nantucket Sound pursuant to contract issued in FY 14. Successful if: water quality monitoring network is maintained, access to data is open and transparent and guidelines for utilization of data to inform adaptive management are developed in concert with CCC, towns and data managers.

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: **PLANNING AND DEVELOPMENT**

SUB-PROGRAM: **WATER QUALITY INITIATIVES**

**EXPENDITURES:**

GROUP	EXPENDED FY2013	APPROVED	APPROVED	% CHANGE
		BUDGET FY2014	BUDGET FY2015	
Salaries & Wages	\$ 5,100	\$ -	\$ -	N/A
Contractual Services	\$ 94,433	\$ 102,000	\$ 102,000	0.0%
Supplies & Materials	\$ 185	\$ -	\$ -	N/A
Charges & Obligations	\$ 125,436	\$ 300,000	\$ 325,000	8.3%
Equipment	\$ -	\$ -	\$ -	N/A
<i>subtotal</i>	\$ 225,154	\$ 402,000	\$ 427,000	6.2%
Fringes	\$ 296	\$ -	\$ -	N/A
Capital Improvements	\$ -	\$ -	\$ -	N/A
Other Expenditures	\$ -	\$ -	\$ -	N/A
<b>TOTAL BUDGET</b>	<b>\$ 225,450</b>	<b>\$ 402,000</b>	<b>\$ 427,000</b>	<b>6.2%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED	APPROVED	% CHANGE
		BUDGET FY2014	BUDGET FY2015	
County General Funds	\$ 225,450	\$ 402,000	\$ 427,000	6.2%
Grant Funds	-	-	-	N/A
Department Revenues	-	-	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 225,450</b>	<b>\$ 402,000</b>	<b>\$ 427,000</b>	<b>6.2%</b>

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

		2013	2014	2014	2014	2014	2015	PCT
WATER QUALITY INITIATIVES		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
-----								
560	WATER QUALITY							
-----								
1	SALARIES & WAGES							
-----								
0015601	5100 SAL-REG	5,100.00	.00	.00	.00		.00	.0%
TOTAL SALARIES & WAGES		5,100.00	.00	.00	.00		.00	.0%
-----								
2	CONTRACTUAL SERVICES							
-----								
0015602	5235 LEGAL SVCS	12,901.17	.00	.00	12,901.17		.00	.0%
0015602	5239 PROF/TECH	188,436.84	77,000.00	105,301.00	117,850.00		77,000.00	.0%
0015602	5291 ADVERTISG	.00	25,000.00	.00	.00		25,000.00	.0%
0015602	5299 0179 CONTRACTUL	.00	.00	99,916.00	99,916.00	.00	.00	.0%
TOTAL CONTRACTUAL SERVICES		201,338.01	102,000.00	205,217.00	230,667.17		102,000.00	.0%
-----								
3	SUPPLIES AND MATERIALS							
-----								
0015603	5399 SUPPLIES	185.00	.00	.00	.00		.00	.0%
TOTAL SUPPLIES AND MATERIALS		185.00	.00	.00	.00		.00	.0%
-----								
4	CHARGES & OBLIGATIONS							
-----								
0015604	5429 SUBSCRIP	2,059.20	.00	.00	.00		.00	.0%
0015604	5490 0106 GRANTSMSI	236,300.70	300,000.00	300,000.00	246,925.88		325,000.00	8.3%
TOTAL CHARGES & OBLIGATIONS		238,359.90	300,000.00	300,000.00	246,925.88		325,000.00	8.3%
-----								
9	FRINGES							
-----								
0015609	5983 GRP INS	201.29	.00	.00	.00		.00	.0%
0015609	5984 MEDICARE	95.07	.00	.00	.00		.00	.0%
TOTAL FRINGES		296.36	.00	.00	.00		.00	.0%
TOTAL WATER QUALITY		445,279.27	402,000.00	505,217.00	477,593.05		427,000.00	6.2%
TOTAL WATER QUALITY INITIATI		445,279.27	402,000.00	505,217.00	477,593.05		427,000.00	6.2%

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**WATER PROTECTION COLLABORATIVE**

**MISSION STATEMENT:**

This program supports costs which are not applicable to specific county departments. These types of costs include County insurance coverage, group insurance for retirees, contingencies, and non-contributory retirement costs.

The program budget for Barnstable County is designed to accurately portray the costs of service delivery for each department. All applicable costs have been allocated to the proper sub-program and cost center. As in the previous year's budget, those costs associated with employee benefits are allocated to each sub-program or department. Some elements of these programs properly remain in the Shared Costs. The following sub-programs are included in Shared Costs and Debt Service:

**Group Insurance:**

Funding for Group Insurance includes health, dental and life insurance for County retirees through the Barnstable County Group Insurance Plan (the County contribution for active employees is budgeted within each department). The County contributes 75% of the cost of the health and dental component.

The funding included in this sub-program provides the County contribution for retirees health care plans.

**Salary Reserve:**

This item is used to fund contractual increases, and for potential re-grades and reclassifications. The budget includes funding for a two percent (2%) COLA for FY2015.

**BARNSTABLE COUNTY  
FISCAL YEAR 2015 BUDGET**

**WATER PROTECTION COLLABORATIVE**

**COST CENTER  
GOALS/TASKS**

DEPARTMENT \_\_\_\_\_ COST CENTER \_\_\_\_\_

**FY15 COST CENTER TASKS:**

Identify the COST CENTER GOALS and associated TASKS undertaken to achieve each GOAL. Describe the TASK and provide quantifiable, concise measures as to how the accomplishment of each TASK will be measured.

**GOAL:**

Provide administrative support across county departments for functions attributed to all departments

**TASK:**

- 1) Oversee the group insurance program to ensure that county departments have support for health and dental programs
- 2) Administer and monitor the County's legal expenses
- 3) Monitor the County's workers compensation claims
- 4) Oversee the various County insurance policies (i.e. public officials, general liability)

## **SHARED COSTS & DEBT SERVICE**

**GROUP HEALTH INSURANCE (RETIRES)**  
**SALARY RESERVE**  
**RETIREMENT**  
**MISCELLANEOUS & CONTINGENCY**  
**RESERVE FUND**  
**STABILIZATION FUND**  
**PRIOR YEAR BILLS**  
**DEBT SERVICE**

BARNSTABLE COUNTY  
APPROVED  
OPERATING AND CAPITAL BUDGET  
FISCAL YEAR 2015

PROGRAM: SHARED COSTS AND DEBT SERVICE

SUB-PROGRAM: ALL SHARED COSTS AND DEBT SERVICE OBLIGATIONS

**EXPENDITURES:**

BUDGET ITEM	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
Group Health Insurance	\$ 834,354	\$ 1,028,637	\$ 1,044,110	1.5%
Contributory Retirement	\$ 104,048	\$ 100,374	\$ 109,133	8.7%
Salary Reserve	\$ -	\$ 125,000	\$ 125,000	0.0%
Miscellaneous & Contingency				
Group 2	\$ 124,852	\$ 153,300	\$ 160,300	4.6%
Group 3	\$ 4,848	\$ 1,000	\$ 1,000	0.0%
Group 4	\$ 222,078	\$ 238,500	\$ 268,500	12.6%
Group 5	\$ 6,792	\$ 5,000	\$ -	N/A
Group 9	\$ 52,020	\$ 50,000	\$ 65,000	30.0%
subtotal	\$ 410,590	\$ 447,800	\$ 494,800	10.5%
Reserve Fund	\$ -	\$ 25,000	\$ 25,000	0.0%
Stabilization Fund	\$ -	\$ 25,000	\$ 25,000	0.0%
Prior Year's Bills	\$ 3,969	\$ 4,500	\$ 5,000	11.1%
Non-contributory Retirement	\$ 3,070	\$ 20,000	\$ 10,000	-50.0%
Debt Service & Interest	\$ -	\$ 225,000	\$ 265,000	17.8%
<b>TOTAL BUDGET</b>	<b>\$ 1,356,031</b>	<b>\$ 2,001,311</b>	<b>\$ 2,103,043</b>	<b>5.1%</b>

**FUNDING SOURCES:**

	EXPENDED FY2013	APPROVED BUDGET FY2014	APPROVED BUDGET FY2015	% CHANGE
County General Funds	\$ 1,356,031	\$ 2,001,311	\$ 2,103,043	5.1%
Grant Funds	-	-	-	N/A
Department Revenues	-	-	-	N/A
Bond Funds	-	-	-	N/A
License Plate Funds	-	-	-	N/A
Other Funds	-	-	-	N/A
<b>TOTAL SOURCES</b>	<b>\$ 1,356,031</b>	<b>\$ 2,001,311</b>	<b>\$ 2,103,043</b>	<b>5.1%</b>

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

FRINGE BENEFITS	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
900 FRINGES							
-----							
9 FRINGES							
-----							
0019009 5981 ERI & HOSP	104,048.00	100,374.00	104,904.00	104,903.87		109,133.00	8.7%
0019009 5984 MEDICARE	.00	5,000.00	15,000.00	.00		5,000.00	.0%
TOTAL FRINGES	104,048.00	105,374.00	119,904.00	104,903.87		114,133.00	8.3%
TOTAL FRINGES	104,048.00	105,374.00	119,904.00	104,903.87		114,133.00	8.3%
-----							
901 COUNTY RETIREES							
-----							
9 FRINGES							
-----							
0019019 5983 HDL INS	804,494.10	1,023,637.00	1,178,119.90	800,560.85		1,044,110.00	2.0%
0019019 5983 0136 HLT MITIG	29,860.43	.00	33,394.57	31,159.23		.00	.0%
TOTAL FRINGES	834,354.53	1,023,637.00	1,211,514.47	831,720.08		1,044,110.00	2.0%
TOTAL COUNTY RETIREES	834,354.53	1,023,637.00	1,211,514.47	831,720.08		1,044,110.00	2.0%
-----							
903 NON-CONTRIBUTORY PENSIONS							
-----							
1 SALARIES & WAGES							
-----							
0019031 5100 SAL NC EMP	3,070.32	15,000.00	15,000.00	1,792.49		10,000.00	-33.3%
TOTAL SALARIES & WAGES	3,070.32	15,000.00	15,000.00	1,792.49		10,000.00	-33.3%
-----							
9 FRINGES							
-----							
0019039 5983 GRP INS	.00	5,000.00	10,000.00	.00		.00	-100.0%
TOTAL FRINGES	.00	5,000.00	10,000.00	.00		.00	-100.0%
TOTAL NON-CONTRIBUTORY PENSI	3,070.32	20,000.00	25,000.00	1,792.49		10,000.00	-50.0%
-----							
904 WORKERS' COMPENSATION							
-----							
9 FRINGES							
-----							
0019049 5982 WC	52,020.30	50,000.00	71,751.11	56,131.59		60,000.00	20.0%
TOTAL FRINGES	52,020.30	50,000.00	71,751.11	56,131.59		60,000.00	20.0%
TOTAL WORKERS' COMPENSATION	52,020.30	50,000.00	71,751.11	56,131.59		60,000.00	20.0%
TOTAL FRINGE BENEFITS	993,493.15	1,199,011.00	1,428,169.58	994,548.03		1,228,243.00	2.4%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

MISC. & CONTINGENCY EXP.	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
<b>910 MISCELLANEOUS &amp; CONTINGENCY</b>							
<b>1 SALARIES &amp; WAGES</b>							
0019101 5100 0023 PND/LKSAL	4,950.00	.00	4,280.03	.00		.00	.0%
0019101 5110 0012 REG W/ SAL	2,056.52	.00	43,163.44	13,557.21		.00	.0%
0019101 5110 0014 BEACH SAL	.00	.00	11,401.50	.00		.00	.0%
<b>TOTAL SALARIES &amp; WAGES</b>	<b>7,006.52</b>	<b>.00</b>	<b>58,844.97</b>	<b>13,557.21</b>		<b>.00</b>	<b>.0%</b>
<b>2 CONTRACTUAL SERVICES</b>							
0019102 5220 UTILITIES	.00	.00	6,975.00	6,975.00	.00	.00	.0%
0019102 5221 ELBC CHGS	131.87	1,000.00	16.92	16.92		1,000.00	.0%
0019102 5232 ARCH/ENG	.00	.00	5,000.16	.00		.00	.0%
0019102 5233 A/A SVC	40,784.31	55,000.00	55,168.42	38,109.80		61,500.00	11.8%
0019102 5235 LEGAL SVC	82,916.31	55,000.00	78,495.12	90,688.43		55,000.00	.0%
0019102 5239 PROF SRVC	25,577.01	.00	.00	10,580.61		.00	.0%
0019102 5241 ED OF EMP	.00	10,000.00	5,912.50	149.00		10,000.00	.0%
0019102 5256 OIL CLNUP	1,680.52	8,000.00	11,019.25	5,170.00		8,000.00	.0%
0019102 5276 0019 W/ SPINR	.00	.00	1,343.00	.00		.00	.0%
0019102 5282 IN-ST TRAV	5,138.11	2,000.00	.00	1,527.00		2,500.00	25.0%
0019102 5282 0012 REGWV TRV	.00	.00	1,200.00	.00		.00	.0%
0019102 5282 0019 W/RES TRV	.00	.00	2,000.00	.00		.00	.0%
0019102 5291 ADVERTISE	15,048.94	16,800.00	17,555.61	18,629.23		16,800.00	.0%
0019102 5295 PRINT/COPY	.00	500.00	.00	.00		500.00	.0%
0019102 5299 MISC CONT	3,477.90	5,000.00	3,925.00	3,925.00		5,000.00	.0%
0019102 5299 0011 W/ IMPL	.00	.00	638.47	638.47		.00	.0%
0019102 5299 0012 REGWV MOT	3,588.00	.00	9,769.00	3,588.00		.00	.0%
0019102 5299 0017 LCP CONTR	3,709.15	.00	13,633.11	3,709.15		.00	.0%
0019102 5299 0048 REG CONT	9,938.20	.00	.00	.00		.00	.0%
0019102 5299 0059 MISC CONT	1,750.00	.00	1,115.00	1,115.00		.00	.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>193,740.32</b>	<b>153,300.00</b>	<b>213,766.56</b>	<b>184,821.61</b>		<b>160,300.00</b>	<b>4.6%</b>
<b>3 SUPPLIES AND MATERIALS</b>							
0019103 5361 POSTAGE	4,385.69	1,000.00	1,000.00	-2,695.74		1,000.00	.0%
0019103 5399 MISC SUPP	.00	.00	750.00	309.75		.00	.0%
0019103 5399 0012 SUPPL	462.16	.00	1,037.84	196.67		.00	.0%
0019103 5399 0019 W/MGT SUP	85.00	.00	830.00	.00		.00	.0%
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>4,932.85</b>	<b>1,000.00</b>	<b>3,617.84</b>	<b>-2,189.32</b>		<b>1,000.00</b>	<b>.0%</b>
<b>4 CHARGES &amp; OBLIGATIONS</b>							
0019104 5431 LIAB INS	100,646.36	90,000.00	96,139.78	98,551.38		105,000.00	16.7%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

MISC. & CONTINGENCY EXP.	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
0019104 5432 BOILER INS	1,354.12	3,500.00	1,424.55	1,424.55		3,500.00	.0%
0019104 5433 OFFIC INS	72,005.07	95,000.00	75,419.65	75,419.65		95,000.00	.0%
0019104 5434 AUTO INS	31,355.99	25,000.00	29,893.65	29,893.65		30,000.00	20.0%
0019104 5437 UNEMP INS	37,606.34	20,000.00	50,577.47	51,950.24		30,000.00	50.0%
0019104 5499 MISC CHGS	228.28	5,000.00	169.73	152.92		5,000.00	.0%
0019104 5499 0017 LCP MISC	15,498.25	.00	16,565.00	16,737.00		.00	.0%
<b>TOTAL CHARGES &amp; OBLIGATIONS</b>	<b>258,694.41</b>	<b>238,500.00</b>	<b>270,189.83</b>	<b>274,129.39</b>		<b>268,500.00</b>	<b>12.6%</b>
<b>5 EQUIPMENT</b>							
0019105 5547 OFF EQUIP	.00	.00	550.00	510.00		.00	.0%
0019105 5559 DP EQUIP	3,991.74	5,000.00	4,450.00	.00		.00	-100.0%
0019105 5599 0011 NW IMPL	5,339.20	.00	22.33	.00		.00	.0%
0019105 5599 0012 REGNW MSC	2,799.74	.00	3,000.26	.00		.00	.0%
<b>TOTAL EQUIPMENT</b>	<b>12,130.68</b>	<b>5,000.00</b>	<b>8,022.59</b>	<b>510.00</b>		<b>.00</b>	<b>-100.0%</b>
<b>7 OTHER EXPENDITURES &amp; USES</b>							
0019107 5750 0134 OTH EXP	34,750.00	.00	.00	.00		.00	.0%
0019107 5790 XFER OUT G	27,870.15	.00	25,189.28	25,189.28		.00	.0%
0019107 5790 0017 LCP TRNS	620.28	.00	.00	.00		.00	.0%
0019107 5790 0023 FND/LKE TR	687.49	.00	8,814.80	6,353.82		.00	.0%
0019107 5799 FY UNPAID	3,968.70	4,500.00	4,310.72	1,839.02		5,000.00	11.1%
<b>TOTAL OTHER EXPENDITURES &amp; U</b>	<b>67,896.62</b>	<b>4,500.00</b>	<b>38,314.80</b>	<b>33,382.12</b>		<b>5,000.00</b>	<b>11.1%</b>
<b>TOTAL MISCELLANEOUS &amp; CONTIN</b>	<b>544,401.40</b>	<b>402,300.00</b>	<b>592,756.59</b>	<b>504,211.01</b>		<b>434,800.00</b>	<b>8.1%</b>
<b>TOTAL MISC. &amp; CONTINGENCY EX</b>	<b>544,401.40</b>	<b>402,300.00</b>	<b>592,756.59</b>	<b>504,211.01</b>		<b>434,800.00</b>	<b>8.1%</b>

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

			2013	2014	2014	2014	2014	2015	PCT
DEBT SERVICE & INTEREST			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	Adopted	CHANGE
-----									
920	DEBT SERVICE & INTEREST								
-----									
7	OTHER EXPENDITURES & USES								
-----									
0019207	5780	DEBT PRIN	.00	50,000.00	50,000.00	.00		65,000.00	30.0%
0019207	5785	DEBT INT	.00	175,000.00	175,000.00	.00		200,000.00	14.3%
	TOTAL OTHER EXPENDITURES & U		.00	225,000.00	225,000.00	.00		265,000.00	17.8%
	TOTAL DEBT SERVICE & INTERES		.00	225,000.00	225,000.00	.00		265,000.00	17.8%
	TOTAL DEBT SERVICE & INTERES		.00	225,000.00	225,000.00	.00		265,000.00	17.8%

PROJECTION: 2015 FY 2015 COUNTY BUDGET

FOR PERIOD 12

ACCOUNTS FOR:

APPROPRIATED RESERVES	2013 ACTUAL	2014 ORIG BUD	2014 REVISED BUD	2014 ACTUAL	2014 PROJECTION	2015 Adopted	PCT CHANGE
-----							
930 APPROPRIATED RESERVES							
-----							
1 SALARIES & WAGES							
-----							
0019301 5199 SAL RES	.00	125,000.00	14,563.00	.00		125,000.00	.0%
TOTAL SALARIES & WAGES	.00	125,000.00	14,563.00	.00		125,000.00	.0%
7 OTHER EXPENDITURES & USES							
-----							
0019307 5730 RES FND	.00	25,000.00	25,000.00	.00		25,000.00	.0%
0019307 5731 STAB CAP	.00	25,000.00	35,000.00	.00		25,000.00	.0%
0019307 5732 STAB LEGAL	.00	.00	90,000.00	.00		.00	.0%
0019307 5733 STAB PENSN	.00	.00	365,000.00	.00		.00	.0%
TOTAL OTHER EXPENDITURES & U	.00	50,000.00	515,000.00	.00		50,000.00	.0%
TOTAL APPROPRIATED RESERVES	.00	175,000.00	529,563.00	.00		175,000.00	.0%
TOTAL APPROPRIATED RESERVES	.00	175,000.00	529,563.00	.00		175,000.00	.0%

## **APPENDIX**

- **FY 2015 APPROVED BUDGET ORDINANCE**

# **BARNSTABLE COUNTY**

In the Year Two Thousand and Fourteen

Ordinance 14-02

To make appropriations for Barnstable County's operating budget for the Fiscal Year 2015 , including the operations of the County Assembly, Executive branch, County agencies, boards, commissions, departments and institutions and the maintenance of certain County functions; for interest, reserve funds and serial bond requirements of the County, and for County Capital improvements and to borrow money to pay therefore.

***BARNSTABLE COUNTY hereby ordains:***

**Section 1.** To provide for the operations of the County Assembly, Executive branch, the several agencies, boards, commissions, departments and institutions of the County, and for sundry other functions, and to meet certain requirements of law, the sums set forth in Sections Two and Section Three for the several purposes and subject to the conditions specified in Sections Four through thirteen, are hereby appropriated from the County General Fund; the Cape Cod Environmental Protection Fund (CCEP Fund) established by Section 18 of the Acts of 1989, Chapter 716, as amended; the License Plate Fund; Grants and authorized borrowing, subject to provisions of Massachusetts General Laws regulating the disbursement of public funds and the approval thereof, for the fiscal year ending June thirtieth, two thousand and fifteen .

## **GENERAL GOVERNMENT**

### **Section 2.**

(a) To appropriate a total of \$4,367,757 for General Government; \$3,566,257 is from the County General Fund, Bonds of \$791,500 , and License Plate Funds of \$10,000 for the purposes set forth below:

### **EXECUTIVE**

The mission of the County is to promote and sustain a pro-active open government that enhances the quality of life for the citizens of Barnstable County. The budget established each year for Barnstable County is based on the program priorities and objectives of each County department. The emphasis in the fiscal year 2015 budget process has been on finding ways to enhance the delivery of services in a cost control environment and to maintain the delivery of vital services to the towns and residents of Barnstable County. Goals and objectives are developed in conjunction with the budgets for each department.

As outlined in Article 3 of the Barnstable County Home Rule Charter, the Executive powers of the County shall be vested solely in the Board of County Commissioners and may be exercised either directly by such Board, or through the several County agencies under its direction and supervision. The Board of County Commissioners shall cause this Charter, the laws, ordinances and orders for the government and administration of the County to be enforced. The Chief Administrative Officer for the County shall be the County Administrator, who shall be appointed by a majority vote of the County Commissioners to serve for an indefinite term. The County

**BARNSTABLE COUNTY**

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Administrator shall have, possess and may exercise all the powers, rights, and duties commonly associated with the office of chief administrator of a local government.

The Barnstable County Commissioners meet weekly on Wednesdays at the Superior Courthouse on Route 6A in Barnstable. Through these meetings the County Commissioners make County policy, establish the goals of the County, and conduct the day-to-day business of the County.

**RESOURCE DEVELOPMENT OFFICE**

The Resource Development Office, founded in the belief that common problems can be solved through regional solutions, is committed to the advancement of grant programs and creative uses of existing resources on Cape Cod. Since 1994 the office has worked to build, strengthen and expand the capacity of Barnstable County departments and the 15 towns. The objective of the department is to develop methods that facilitate communication between County officials, the public, and local officials, share information and develop partnerships to further enhance regional efforts and innovations. The mission of the office is achieved through Grant Administration within Barnstable County department, Grant Development to assist the 15 Cape Cod towns, and Outreach and Education to share specialized knowledge and understanding of grant writing and grant administration to the Cape Cod community.

AmeriCorps Cape Cod is dedicated to offering a diverse group of 26 or more community service focused adults an opportunity to enhance their personal development, foster civic values, build community leadership and to address environmental and disaster preparedness and response risks in Barnstable County communities. AmeriCorps members serving in this coastal, rural residential living experience are dedicated to: Natural Resource Management, Disaster preparedness and Response, Volunteer Engagement, and Community Outreach and Education. There are also 2 Vista volunteers serving one year each that are engaged through a grant developed, implemented and managed through the RDO.

**ASSEMBLY OF DELEGATES**

The Barnstable County Assembly of Delegates is the legislative branch of County Government. As the County's law-making body, the Assembly's work takes the form of ordinances and resolutions which may be initiated by Delegates, Assembly committees, the Board of County Commissioners or by an initiative petition. The Assembly of Delegates appropriates the County's annual operating and capital budgets and supplemental requests. At the direction of the Speaker and the Chair of the Standing Committee on Finance, each Standing Committee of the Assembly participates in the review of the County budget. The Standing Committees meet with department managers and discuss the effectiveness of each program being operated within Barnstable County and also examine future needs for regional services within the County.

Because it is difficult to forecast the number and/or complexities of legislative initiatives that the Assembly of Delegates will be required to deal with, it is impossible to predict what the volume of output or priorities will be in any given year. The budget is designed to assure that the functions of the Assembly of Delegates are carried out and that the public is well served.

## **DEPARTMENT OF FINANCE**

The Finance Department is responsible for the oversight of all financial activities of the County including financial reporting and auditing, management of County funds, administration of debt, processing of payroll and accounts payable, and the annual development and ongoing monitoring of the County operating and capital budgets.

The Department is also charged with the management of purchasing and group insurance programs, as well as the provision of information systems and data processing. The services provided by the Department enable the County to coordinate financial and analytic activities, control costs, and improve the overall operational effectiveness of the County with its object to identify, prioritize and provide services on a regional basis in areas of need.

## **INFORMATION TECHNOLOGY OFFICE**

The mission of the Information Technology Office is to provide the County of Barnstable with high quality advice and support in the high technology and communication field. The IT staff will maintain the infrastructure needed to keep the County working productively. The IT staff also administers the County's networks and multi-user systems.

## **COUNTY SERVICES**

(b) To appropriate a total of \$9,395,185 for County Services; \$6,896,474 is from the County General Fund, Grants of \$215,847 , Other Funding of \$1,028,437, Bonds of \$1,214,200 , and License Plate Funds of \$40,227, for the purposes set forth below:

## **DEPARTMENT OF FACILITIES**

The Department of Facilities is responsible for all physical plant operations, general maintenance, and planning within the County Complex, Second District Courthouse in Orleans, Children's Cove, Extension Farmhouse, White House Administration building (formerly Sheriff's Administration building), and certain county residences.

## **COOPERATIVE EXTENSION SERVICE**

Cape Cod Cooperative Extension is Barnstable County's Education Department. County Extension programs are conducted in Barnstable County in cooperation with the University of Massachusetts in Amherst, the United States Department of Agriculture and the Woods Hole Oceanographic Institution Sea Grant Program. Cooperative Extension is supported by county, federal and state funds and operates under county, federal, state laws and agreements. The Extension staff serves as a direct link with the University of Massachusetts and the Woods Hole Oceanographic Sea Grant Program. New research findings are translated into practical applications and shared with people and communities through workshops, conferences, field demonstrations, technical assistance, educational materials, exhibits, newspaper articles, radio and television. Education programs focus on horticulture/agriculture, aquaculture, shellfish

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management, coastal processes, natural resources, nutrition and food safety, water quality conservation and management, recycling, hazardous products, and 4-H youth development issues facing the County.

**REGISTRY OF DEEDS**

The mission of the Registry of Deeds is to deliver effective and efficient services to all users of the Registry of Deeds. The primary responsibility of the Registry of Deeds is to receive for recording instruments, documents and plans, pertaining to the titles of real estate in Barnstable County. The Registry indexes and scans these instruments, creating a database of landowners, lien holders and all other interested parties. These records are available to be researched in both book and computer formats. The Registry of Deeds has continued to expand its base of information retrieval and storage to better assist the public in its recording and research needs. Computerization of these functions has progressed a long way in allowing the Registry of Deeds to successfully handle the volume of plans and instruments processed for recording.

**COUNTY DREDGE**

Fiscal Year 2015 will be the nineteenth year of operation of the Barnstable County Dredge. In 1996, the County Dredge, the "Codfish" began operating to maintain the channels and harbors of the towns of Cape Cod. Through a \$1 million grant from the Massachusetts Department of Environmental Management (DEM), the County was able to capitalize the acquisition of equipment, and pass the resulting cost savings on to the Towns in the form of lower dredging rates.

The County Dredge is a 670 Series Dragon Model cutterhead dredge built by Ellicott International. The dredge is capable of dredging to a depth of 26 feet and has a rated pumping capacity of 245 cubic yards per hour. The dredge is 69 feet long and 20 feet wide. The County also owns and operates a dredge tender boat, the J. W. Doane, and a booster pump.

The dredge is managed and operated by the County with input from the Dredge Advisory Committee. The Committee is comprised of the County and a representative from each of the fourteen participating towns. The Committee provides guidance on the operational aspects of the dredge program.

**HEALTH AND HUMAN SERVICES**

(c) To appropriate a total of \$4,396,689 for Health and Human Services; \$3,497,160 is from the County General Fund, Grants of \$439,933 , Other Funding of \$363,495 and Bonds of \$96,100 for the purposes set forth below:

**DEPARTMENT OF HEALTH & THE ENVIRONMENT**

The Department of Health and the Environment's objective is to protect the public health and environment and to promote the physical and mental health and well being of the residents of Barnstable County. The population growth in the region has presented unprecedented challenges to local Boards of Health to address public health, water quality, community sanitation,

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wastewater disposal, workplace safety, hazardous materials, and a host of other environmental and public health issues that have heightened regional-specific significance. In addition, world events have underscored the need for preparing for emergencies that could undoubtedly challenge the public health emergency response resources. The Department addresses the public health needs of the citizenry as identified primarily by the Boards of Health, and maintains a very high level of expertise to assist both logistically and administratively to carry out programs that protect the public health and environment. Barnstable County is used by the State DPH as a model of regional efficiency as it continues its initiative to implement regionalization statewide for health department services based in part on the successes in Barnstable County. The Department's mission is supported by four divisions within the Department: Administration, Public Health Nursing, Laboratory and Environmental Health.

**DEPARTMENT OF HUMAN SERVICES**

The Barnstable County Human Services department plans, develops, and implements programs that enhance the overall delivery of human services in Barnstable County, and promotes the health and social well being of County residents through regional efforts designed to improve coordination and efficiency of human services and designed to strengthen the fabric of community care available to all.

**CHILDREN'S COVE**

Children's Cove's provides coordinated and comprehensive multidisciplinary services to child victims of sexual abuse/serious physical abuse and their families.

**COUNTY ASSISTANCE TO HUMAN SERVICES PROVIDERS**

Elder Services of Cape Cod and the Islands, Inc. is a not-for-profit, community based organization dedicated to promoting the welfare, enhancing the quality of life, and maintaining the dignity of elder residents of Barnstable, Nantucket, and Dukes Counties (with the exception of the Town of Gosnold). The organization works through communities and their citizens to identify and respond to the needs, problems and concerns of elders and their families.

Elder Services acts as a central resource for information and referral; as an advocate, collaborator, and catalyst for elder services; as a coordinator of services and care; as an educator; and as a provider of direct services such as Meals on Wheels.

**PUBLIC SAFETY**

(d) To appropriate a total of \$1,506,617 from the General Funds for the purposes set forth below:

**COUNTY CONTRIBUTION TO THE SHERIFF'S DEPARTMENT**

The County is mandated by the state to appropriate \$1,064,708 for the unfunded pension liability associated with Sheriff's retirees, in accordance with transfer legislation.

## **FIRE & RESCUE TRAINING ACADEMY**

The Fire and Rescue Training Academy provides current, high-quality, safe and realistic fire and rescue training from beginning to the most advanced levels. As technology changes so does the Fire Service. The Fire and Rescue Training Academy continually reviews each program to see that they meet the most recent accepted standards. The staff of the Academy strives through continued training, practical experience, and education to be highly professional in their course presentations. The Academy designs and builds training props and scenarios that offer the student the opportunity to experience real life situations that they will have to mitigate. The Academy starts with students just entering the Fire and Rescue service offering the very basic courses. The Academy offers to the motivated students many advanced courses that are mentally and physically demanding, requiring a high amount of dedication to the Fire and Rescue Services.

### **PLANNING & DEVELOPMENT**

(e) To appropriate a total of \$6,627,152 for Planning and Development; \$601,148 is from the County General Fund, \$3,997,184 is from the Cape Cod Environmental Protection Fund (CCEPF), and \$1,278,820 is from Grants, and Bonds of \$750,000 for the purposes set forth below:

#### **CAPE COD COMMISSION**

Recognizing that Barnstable County possesses unique natural, coastal, historical, architectural and other values and that there is regional, state and national interest in preserving these values, Chapter 716 of the Acts and Resolves of 1989, as amended by Chapter 2 of the Acts and Resolves of 1990, created the Cape Cod Commission as the regional planning and land use agency for Barnstable County. The Commission was granted authority to prepare and oversee the implementation of a regional land use policy plan, to recommend for designation specific areas of Cape Cod as districts of critical planning concern, and to review and regulate developments of regional impact. The purpose of the Cape Cod Commission is to further: the conservation and preservation of natural undeveloped areas, wildlife, flora and habitats for endangered species; the preservation of coastal resources including aquaculture; the protection of groundwater, surface water and ocean water quality, as well as the other natural resources of Cape Cod; balanced economic growth; the provision of adequate capital facilities, including transportation, water supply and solid and hazardous waste disposal facilities; the coordination of the provision of adequate capital facilities with the achievement of other goals; the development of an adequate supply of fair affordable housing; the preservation of historical, cultural, archaeological, architectural, and recreational values.

#### **ECONOMIC DEVELOPMENT COUNCIL**

The Cape Cod Economic Development Council (CCEDC) provides financing, through grants, for activities that lead to the development of a healthy year-round economy, compatible with the Cape Cod environment and culture.

## **WATER QUALITY INITIATIVES**

During fiscal year 2004 Barnstable County created the Blue Ribbon Committee on regional wastewater. This committee was tasked with determining the scope of responsibilities with which a regional wastewater entity would be charged. The committee's mission also was to examine potential funding sources and options that may be created to fund water quality improvement projects on Cape Cod. The product of these efforts is the Cape Cod Water Protection Collaborative.

The objective of the Cape Cod Water Protection Collaborative is: to offer a coordinated approach to enhance the wastewater management efforts of towns, the Regional Government and the Community; and to provide cost effective and environmentally sound wastewater infrastructure, thereby protecting Cape Cod's shared water resources. The Collaborative seeks funding support for the Cape communities, establishes priorities, directs strategy, builds support for action, and fosters regionalism.

## **SHARED COSTS AND DEBT SERVICE**

(f) To appropriate a total of \$2,103,043 from the General Fund for the several purposes set forth below:

This program supports costs, which are not applicable to specific county departments. These types of costs include County insurance coverage, group insurance for retirees, contingencies, and non-contributory retirement costs.

The program budget for Barnstable County is designed to accurately portray the costs of service for each department. All applicable costs have been allocated to the proper sub-program and cost center. Costs associated with employee benefits are allocated to each sub-program or department. Some elements of these programs properly remain in the Shared Costs. The following sub-programs are included in Shared Costs and Debt Service:

### **GROUP INSURANCE**

Funding for Group Insurance includes health, dental and life insurance for County retirees through the Barnstable County Group Insurance Plan (the County contribution for active employees is budgeted within each department). The County contributes 75% of the cost of the health and dental components. The funding included in this sub-program provides the County contribution for retirees' health care plans.

### **SALARY RESERVE**

This item is used to fund contractual increases, potential re-grades and reclassifications.

### **MISCELLANEOUS COSTS/OTHER COSTS**

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This sub-program provides funds for miscellaneous architectural and engineering services, auditing services, general counsel and special counsel services, printing and distributing the County Annual Report, insurance premiums, conducting the County's Self-Insured Workers Compensation Program, reserves for unforeseen emergencies, funding for non-contributory pensions; and for the payment of bills from prior years.

**DEBT SERVICE AND INTEREST**

The County continues to have outstanding debt through the Commonwealth of Massachusetts Water Pollution Abatement Trust for the Septic Betterment Loan Program. The loan repayment proceeds will cover debt payments in principal amounts due in FY 2015 . The debt through the Water Pollution Abatement Trust is zero interest.

**TOTAL FY 2015 OPERATING & CIP BUDGET**

**Section 3.**

To appropriate a total of \$28,397,442 to fund the Operating and Capital Improvement Plan budget for Fiscal Year 2015 , to include \$18,171,699 from the General Fund, \$3,997,184 from the CCEPF, \$1,934,600 from grants, \$1,391,932 from Other Funds, \$2,851,800 from Bonds \$50,227 from the License Plate Fund according to the schedule set forth on the following pages.

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DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE CCEPF FUND	GRANTS	OTHER	BONDS	LICENSE PLATE FUND
100	GENERAL GOVERNMENT COUNTY COMMISSIONERS	1	287,959						
		2	75,500						
		3	8,500						
		4	43,000						
		5	-						
		9	<u>66,983</u>						
			481,942	471,942					10,000
110	RESOURCE DEVELOPMENT OFFICE	1	419,054						
		2	97,492						
		3	46,800						
		4	45,300						
		5	6,000						
		7	58,920						
		8	18,000						
		9	<u>191,025</u>						
			882,591	882,591					
105	INFORMATION TECHNOLOGY	1	575,381						
		2	290,116						
		3	5,000						
		5	74,000						
		8	791,500						
		9	<u>196,515</u>						
			1,932,512	1,141,012				791,500	
130	ASSEMBLY OF DELEGATES	1	88,976						
		2	39,545						
		3	1,500						
		4	536						
		5	600						
		9	<u>169,706</u>						
			300,863	300,863					
140	DEPARTMENT OF FINANCE	1	493,377						
		2	61,625						
		3	12,850						
		4	16,900						
		5	1,000						
		6	-						
		9	<u>184,097</u>						
			769,849	769,849					
	GENERAL GOVERNMENT TOTAL		4,367,757	3,566,257				791,500	10,000

**BARNSTABLE COUNTY**

**Ordinance 14-02: Barnstable County's Operating and Capital Budget for FY 2015**  
**May 30, 2014**

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	FUNDING SOURCE GENERAL FUND	CCEPF FUND	GRANTS	OTHER	BONDS	LICENSE PLATE FUND
200	COUNTY SERVICES DEPARTMENT OF FACILITIES	1	973,128						
		2	857,970						
		3	140,440						
		4	25,200						
		5	10,000						
		8	1,214,200						
		9	<u>423,800</u>						
			3,644,738	2,390,311				1,214,200	40,227
230	COOPERATIVE EXT. SVCS.	1	1,112,646						
		2	212,396						
		3	67,700						
		4	57,650						
		5	7,000						
		6	-						
		9	<u>466,873</u>						
			1,924,265	1,708,418		215,847			
240	REGISTRY OF DEEDS	1	1,799,993						
		2	185,000						
		3	32,000						
		4	3,560						
		5	10,750						
		6	-						
		9	<u>766,442</u>						
			2,797,745	2,797,745					
250	COUNTY DREDGE	1	328,750						
		2	102,250						
		3	148,500						
		4	80,000						
		5	5,000						
		7	226,000						
		8	-						
		9	<u>137,937</u>						
			1,028,437				1,028,437		
260	OFFICE OF REGIONALIZATION	2	-						
	COUNTY SERVICES TOTAL		9,395,185	6,896,474	-	215,847	1,028,437	1,214,200	40,227

**BARNSTABLE COUNTY**

**Ordinance 14-02: Barnstable County's Operating and Capital Budget for FY 2015  
May 30, 2014**

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	FUNDING SOURCE GENERAL FUND	GRANTS	OTHER	BONDS	LICENSE PLATE FUND
300	HEALTH & HUMAN SERVICES DEPT. OF HEALTH & ENVIRONMENT	1	1,805,073					
		2	237,757					
		3	184,384					
		4	5,000					
		5	31,400					
		8	96,100					
		9	<u>623,536</u>					
			2,983,250	2,263,722	259,933	363,495	96,100	
		310	HUMAN SERVICES					
320	CHILDREN'S COVE	1	321,582					
		2	223,250					
		3	17,350					
		4	5,400					
		5	3,000					
		9	<u>78,617</u>					
			649,199	649,199				
			459,013					
			49,720					
	12,000							
	2,500							
	-							
	-							
	<u>161,006</u>							
	684,239	504,239	180,000					
330	COUNTY GRANTS TO HUMAN SERVICE PROVIDERS	2	80,000					
		4	-					
	80,000	80,000						
	4,396,688	3,497,160	439,933	363,495	96,100			
	1,064,708	1,064,708						
<b>HEALTH &amp; HUMAN SERVICES TOTAL</b>								
450	PUBLIC SAFETY COUNTY CONTRIBUTION TO SHERIFFS DEPARTMENTS	9	1,064,708					
			80,000	80,000				
			4,396,688	3,497,160	439,933	363,495	96,100	
			1,064,708	1,064,708				
			-					
450	PUBLIC SAFETY TRAINING	4	-					
460	FIRE & POLICE ACADEMY	1	285,726					
		2	32,300					
		3	36,650					
		4	4,800					
		5	5,000					
		6	-					
		7	8,500					
		9	<u>69,933</u>					
			285,726					
	32,300							
	36,650							
	4,800							
	5,000							
	-							
	8,500							
	<u>69,933</u>							

**BARNSTABLE COUNTY**

Ordinance 14-02: Barnstable County's Operating and Capital Budget for FY 2015  
 May 30, 2014

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE CEEPF FUND	GRANTS	OTHER	BONDS	LICENSE PLATE FUND
	<b>PUBLIC SAFETY TOTAL</b>		442,909	442,909					
			<b>1,507,617</b>	<b>1,507,617</b>					
500	<b>PLANNING &amp; DEVELOPMENT CAPE COD COMMISSION</b>	1	2,918,830						
		2	719,250						
		3	98,150						
		4	210,600						
		5	78,500						
		7	500						
		9	1,100,174						
500	<b>CAPE COD COMMISSION SALARY RESERVES</b>	1	150,000						
			<b>5,276,004</b>		3,997,184	1,278,820			
	<b>COUNTY/CCC JOINT INITIATIVES</b>	1	134,603						
		2	715,186						
		4	8,520						
		9	65,839						
			<b>924,148</b>	174,148				750,000	
560	<b>WATER QUALITY INITIATIVES</b>	1	-						
		2	102,000						
		4	325,000						
		5	-						
		9	-						
			<b>427,000</b>	427,000					
	<b>PLANNING &amp; DEVELOPMENT TOTAL</b>		<b>6,627,152</b>	<b>601,148</b>	<b>3,997,184</b>	<b>1,278,820</b>		<b>750,000</b>	
901	<b>SHARED COSTS &amp; DEBT SERVICE</b>	9	1,044,110						
930	Group Health Ins.	1	125,000						
900	Salary Reserves	9	109,133						
910	Contributory Retirement	2	160,300						
	Miscellaneous & Contingent	3	1,000						
		4	268,500						
		5	-						
		9	65,000						
930	Reserve Fund	7	25,000						
930	Stabilization Fund	7	25,000						
910	Prior Years Bills	7	5,000						
903	Non-Contributory Pensions	1	10,000						
		9	-						
			<b>1,838,043</b>	<b>1,838,043</b>					
920	Debt Service	7	265,000						
			<b>265,000</b>	<b>265,000</b>					

**BARNSTABLE COUNTY**  
**Ordinance 14-02: Barnstable County's Operating and Capital Budget for FY 2015**  
**May 30, 2014**

SHARED COSTS & DEBT SERVICE TOTAL	2,103,043	2,103,043	.	.	.	.
TOTAL FY 2015 BARNSTABLE COUNTY BUDGET	28,397,442	18,171,699	3,997,184	1,934,600	1,391,932	2,851,800
						50,227

**Section 5.**

**(a)** Appropriations shown according to numbered groups within departmental Budget Items and Programs are made for expenditure for general purposes as follows:

Category A - Group 1 - for salaries and other compensation for personal services;

Category B - Group 8 - for capital structures, improvements and CIP;

Category C - Group 9 - for fringe benefits; and

Category D - Group 2 - for contractual services, Group 3 - for supplies and materials, Group 4 - for other current charges, Group 5 - for equipment and CIP Equipment and Obligations, and Group 7 - for not otherwise classified.

**(b)** Funds appropriated in any category may not be transferred to another category without the prior written approval of the Board of County Commissioners and the ratification of such approval by a majority vote of the Assembly of Delegates. Such ratification may be by Resolution.

**Section 6.** No liability in excess of the total appropriations for any departmental Budget Item or Program as provided in this ordinance shall be incurred by any official of the County except in cases of emergency and then only upon the prior written approval of the Board of County Commissioners. The amount and circumstances of any such liability approved by the Board of County Commissioners, the Assembly of Delegates shall act on said approval by Resolution.

**Section 7.** No transfers shall be made from the Capital Stabilization Fund (Budget Item 930) except pursuant to a supplemental appropriation ordinance.

**Section 8.** Transfers to departmental Budget Items or Programs may be made from the Reserve Fund (Budget Item 930) for extraordinary, unforeseen, necessary, non-recurring liabilities, provided that any such transfer shall be approved by the Board of County Commissioners and by a vote of the Assembly of Delegates, representing a majority of the population of Barnstable County.

**Section 9.**

**(a)** Transfers from the Reserve for Salary Adjustments (Budget Items 930 and 500) may be made only for increases in compensation for personal services in accordance with the Barnstable County personnel compensation plan approved in writing by the Board of County Commissioners or pursuant to the terms of any collective bargaining agreement covering employees of Barnstable County executed by the Board of County Commissioners.

**(b)** Transfers within the General Fund for fringe benefits (Group 9) may be made from sub-programs with excess appropriations in Group 9 to sub-programs where original appropriations are insufficient to cover the direct allocation of group insurance costs, retirement assessments, workers' compensation claims, and payroll tax contributions. Such transfers shall be determined by the Director of Finance/Treasurer, with approval of the County Commissioners.

**Section 10.** Usual expenses of travel, including highway tolls and parking fees, necessary for the performance of the duties of any County official or employee, other than travel from home to the regular workplace of such official or employee, shall be eligible for reimbursement, provided

that no expenditure shall be made for the reimbursement of expenses of travel outside the Commonwealth unless such travel shall have been approved in advance in writing by the department head or other County official designated by the Board of County Commissioners to determine the expenditure of funds appropriated for such Budget Item. Such travel by any department head or other such designated official shall have been so approved by the Board of County Commissioners. The Board of County Commissioners shall from time to time promulgate a schedule of standard mileage rates for reimbursement of travel by private automobile designed fairly to reflect the full, actual costs of motor vehicle operation. Such funds shall be expended from the department budget.

**Section 11.** Notwithstanding any other provision of this ordinance, expenditures from the appropriation for the Assembly of Delegates (Budget Item 130) shall be as determined by the Assembly of Delegates which may authorize the Speaker or the Deputy Speaker or a designee of the Assembly to approve for payment any expenditure or liability incurred by any Delegate or by any officer, employee or consultant of the Assembly in the proper performance of his duties as such.

**Section 12.** The Board of County Commissioners may borrow money in anticipation of, and to be repaid from, the County tax for the fiscal year ending June thirtieth, two thousand and fifteen levied pursuant to Section thirty and thirty-one of Chapter thirty-five of the general laws, and obligated state revenues to be paid to the County for said fiscal year. Such borrowing shall not exceed the sum of (i) one half the amount of such tax plus (ii) the amount of such state revenues. They may issue therefore County notes maturing within one year after the date of the loan for which they are issued is incurred. Such notes, if issued for less than one year, may be renewed from time to time; provided, that the period from the date of the original loan to the date of maturity of any refunding loan shall not exceed one year. Notes issued hereunder may be sold at such discount or bear such rate, or rates, of interest as the County Treasurer may deem proper with the approval of the County Commissioners; any discount to be treated as interest paid in advance, pursuant to Section thirty-seven of Chapter thirty-five of the general laws, Article 4, Section 4-2 (1) of the Barnstable County Home Rule Charter and Section 2.6 of the Administrative Code of Barnstable County. Such notes shall be signed by the Treasurer or Assistant Treasurer, countersigned by a majority of the Board of County Commissioners, and shall expressly be made payable from the taxes or state revenues of said fiscal year, but shall nevertheless be negotiable.

**Section 13.**

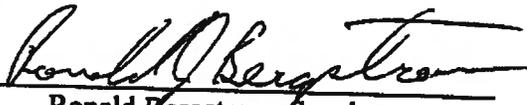
(a) The Board of County Commissioners is hereby authorized to make necessary repairs, replacements and improvements to, and to purchase and install equipment for use in, building and facilities of the County, and to employ professional services for the design of such repairs, replacements, improvements and for the specifications of such purchases and installation of equipment, as presented in the FY 2015 Capital Improvement Plan and appropriated in the FY 2015 departments' budgets.

(b) For the purpose set forth in section 12(a), the County Treasurer, with the approval of the County Commissioners, may borrow from time to time, on the credit of the County, such sums as may be necessary but not exceeding in the aggregate, two million, eight hundred fifty one thousand, eight hundred dollars, , and may issue bonds or notes of the County therefore, which

shall bear on their face the words, Barnstable County Facilities and Equipment Loan, County Ordinance of 2015 . Each authorized issue shall constitute a separate loan, and such loans shall be payable in not more than ten years from their dates.

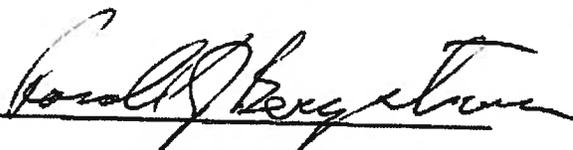
(c) All bonds or notes issued pursuant to the ordinance shall be signed by the County Treasurer and countersigned by a majority of the County Commissioners. The County may sell securities at public or private sale upon such terms and conditions as the County Commissioners may deem proper but not for less than their par value. Indebtedness incurred under this ordinance shall, except as herein provided, be subject to Chapter thirty-five of the Massachusetts General Laws.

Adopted by the Assembly of Delegates on May 21, 2014.

  
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Ronald Bergstrom, Speaker  
Assembly of Delegates

Disapproved by the Board of Regional Commissioners on May 28, 2014.

Override of Commissioners disapproval by the Assembly of Delegates on May 30, 2014.

  
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Ronald Bergstrom, Speaker  
Assembly of Delegates