

BARNSTABLE COUNTY

In the Year Nineteen Hundred and Ninety-Three

Ordinance No. 93-5

To make appropriations for Barnstable County's operating budget for the Fiscal Year 1994, 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 to establish a revenue loan order including a provision relative to the County tax levy for said fiscal year.

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 Three for the several purposes and subject to the conditions specified in Sections Four through Eleven, 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; and the Sheriff's Public Safety Fund (SPS Fund) which includes (a) the Deeds Excise Tax Fund established by Chapter 193, of the Acts of 1989, re-authorized through Chapter 133, of the Acts of 1992, (b) funding for operational costs from the Commonwealth of Massachusetts as approved by the Executive Office of Public Safety, and (c) miscellaneous revenues related to the statutorily authorized public safety programs, subject to provisions of Massachusetts General Laws regulating the disbursement of public funds and the approval thereof, for the fiscal year ending June Thirtieth, Nineteen Hundred and Ninety-four.

GENERAL GOVERNMENT

Section 2.

(a) To appropriate \$630,810. from the General Fund to fund the General Government Program for the purposes set forth below:

EXECUTIVE

To supervise and direct all county agencies. To redefine existing County services and define future needs. To complete the restructuring of the County's personnel policies and procedures.

LEGISLATIVE

To deliberate and refine legislative proposals and conduct public hearings on such proposals. To conduct oversight inquiries on County agencies. To appropriate the County's annual operating and capital budgets. To formulate legislative initiatives to address issues of importance to Barnstable County.

ADVISORY

To consider all expenditures proposed for the County budget and file a report with the Assembly of Delegates containing its recommendations for the annual budget.

FINANCIAL

To coordinate all financial services and activities. To assist in the preparation of the annual operating and capital budget. To assist towns in maximizing the purchasing power of their public funds through central purchasing. To administer a group medical and dental insurance plan for County and other town and district employees.

COUNTY SERVICES

(b) To appropriate \$2,563,020. from the General Fund to fund the County Services Program for the purposes set forth below:

BUILDING & GROUNDS MAINTENANCE

Provides for maintenance and custodial services, utility costs, ground and parking lot main-tenance, telephone and mail system for the county complex, the Second District courthouse in Orleans and some county residences.

COOPERATIVE EXTENSION SERVICE

The Extension Service, linked to the University of Massachusetts, educates residents through local workshops, publications and phone inquiries on issues such as nutrition, health, water quality, horticulture, agriculture, marine resources, natural resources, 4-H, volunteer leadership, family strength and economic security; disseminates and applies research information into practical use for the benefit of local residents.

REGISTRY OF DEEDS

The Registry of Deeds provides a permanent public record of the title to property, copies of all transfers and plans to the fifteen Boards of Assessors on Cape Cod and records for the general public. In FY'93 the Registry Plans to expand its computer system to meet increasing demands and develop an imaging system that will reduce personnel and space requirements.

HEALTH & HUMAN SERVICES

(c) To appropriate \$6,132,243. from the General Fund to fund the Health & Human Services Program for the purpose set forth below:

DEPARTMENT OF HEALTH & THE ENVIRONMENT

To protect public health, physical and mental health and social well-being of the residents of Barnstable County; identifying and reducing risk factors of chronic and communicable diseases, exposure to environmental hazards and lifestyle risks; assistance to local Boards of Health; to maintain and operate the water quality testing laboratory; to provide public information and foster improved health and human service coordination.

DEPARTMENT OF HUMAN SERVICES

To strengthen the overall delivery of human services in Barnstable County through regional efforts designed to improve coordination and communication among human services providers. To work in conjunction with the Health and Human Services Advisory Council, the program seeks to enhance the level of participation and collaboration of local service providers and private citizens in the overall management of human services.

GRANTS FOR HUMAN SERVICES

The County grants funding to Elder Services, Project COACH and R.S.V.P. Elder Services is a central resource for information and referral, coordinates care, advocates and provides direct care. A non-profit Alternative Sentencing Program, Project COACH offers residential detention, community service, placement, evaluation and referral services as an alternative to incarceration. The Retired Senior Citizen Program (R.S.V.P.) provides retired persons 60 or over opportunities to participate in the community through volunteer services.

BARNSTABLE COUNTY HOSPITAL

Provides intensive rehabilitation services and the medical management of patients with chronic illness in both inpatient and outpatient settings. The patients served reside in Barnstable County and surrounding communities. There shall be a review of the FY '94 hospital expenditures, revenues and patient census on a quarterly basis by a committee comprised of the County Commissioners, two members of the A.B.C.E. (it's Chairman and his/her designee) and the members of the Assembly of Delegates Standing Committee on Finance. The meetings of this

committee will be held on the third Wednesdays of October, January, April and July and said committee will report on their findings to members of the A.B.C.E. and the Assembly of Delegates on at least a semi-annual basis or as may be necessary.

SHERIFF'S DEPT. & DEPARTMENT OF PUBLIC SAFETY

(d) To appropriate \$1,501,627. from the General Fund and \$3,773,750. from the Sheriff's Public Safety Fund for a total of \$5,275,377. to fund the Sheriff's Departments and the Public Safety Program for the purposes set forth below:

COUNTY SHERIFF

The elected Sheriff, responsible under Chapter 27 of MGL to carry out his duties, seeks reduction of the Jail's inmate population as a continuing objective. The program includes prevention of recidivism through classification, day reporting, work release and furlough.

JAIL & HOUSE OF CORRECTION

Primary function of the House of Correction is administration of the Jail in a manner to contribute to the security of the community and well-being of the inmates, providing education, social rehabilitation, medical care and work details designed to increase inmate participation in release programs.

FIRE & POLICE ACADEMY

The Fire and Police Academies provide technical resources for all fire and rescue departments in the county and training sites for municipal police departments and fire departments. They also provide training and safety programs for Boston Edison Pilgrim Station and private industry.

POLICE & BCI TRAINING

The Training School and Bureau of Criminal Investigation instruct deputy sheriffs, constables and police officers within the County in use of firearms, criminal investigation and detection, as well as prosecution of criminal cases in court.

POLICE RADIO

The Barnstable County Police Radio Service provides communication services to the public safety agencies throughout the county and serves as a clearing house. It provides emergency service, installation and maintenance support, assistance in writing technical specifications for equipment, its technicians install and maintain radios, emergency equipment and lighting as well as cell block video cameras, monitors and switchers used by all county police departments and the Jail.

DRUG BUREAU

Collects, processes and disseminates information about crimes involving drug use, substance abuse and drug traffic; furnishes educational materials related to drugs; conducts prevention programs; supports the Drug Task Force, and carries out drug-related research.

PLANNING & DEVELOPMENT

(e) To appropriate \$130,000. from the General Fund for the Economic Development Council and \$2,323,863. from the Cape Cod Environmental Protection Fund for the Cape Cod Commission for a total of \$2,453,863 to fund the Planning and Development Program for the purposes set forth below:

CAPE COD COMMISSION

To develop, implement and manage programs to accomplish the Commission goals; to centralize the Commission's indirect costs; provide support services; produce a bi-weekly newsletter and other publications for public information and education. Implementation of Regional Policy Plan; implementation of the Districts of Critical Planning Concern (DCPC) process; co-ordinate, identify and promote economic development opportunities; collect, analyze and disseminate demographic and economic information. Process Developments of Regional Impact (DRI); process Districts of Critical Planning Concern (DCPC); process Environmental Notification Forms (ENFs) and Environmental Impact Forms (EIRs); promulgate regulations. To co-ordinate all technical activities of the Commission; to provide technical expertise in Transportation, Coastal Zone Management, Waste Management, Geographic Information System (GIS).

ECONOMIC DEVELOPMENT COUNCIL

This public-private entity has the responsibility to: sustain, support and stimulate existing Cape Cod business; increase employment opportunities by attracting desirable businesses to Cape Cod; including clean, light manufacturing; foster and promote communication between the community, local government and the business community; provide for economic analysis and long-range planning; promote education and job training; recommend certain areas as economic development areas for inclusion in the Regional Policy Plan for Cape Cod and for designation as Districts of Critical Planning Concern for the purposes of economic development as well as make further recommendations to the Cape Cod Commission; facilitate and coordinate site selection opportunities for economic growth; encourage the development of self-sustaining not-for-profit organizations.

SHARED COSTS AND DEBT SERVICE

(f) To appropriate \$3,002,302. from the General Fund, \$1,090,916. from the Sheriff's Public Safety Fund, and \$500. from the Cape Cod Environmental Protection Fund for a total of \$4,093,718. for the several purposes set forth below:

EMPLOYEE BENEFITS

To fund a portion of the County share of group health and dental insurance for employees and retirees. To fund County retirement obligations as well as a reserve for contractual salary agreements and other salary adjustments.

SHARED COSTS

To provide funds for various professional services including accounting and legal services; insurance coverages and unemployment expenses; special projects not identified with one particular department; for the establishment of a Reserve Fund for extraordinary, un-foreseen, non-recurring expenses; to fund the Stabilization Fund; and for the payment of bills from prior years.

DEBT SERVICE

To fund the third of eighteen payments for the \$1M Issue, dated April 24, 1991 and to fund the first payment of the \$1.25M Issue, dated March 1993, and for interest payments for permanent and temporary borrowing.

TOTAL FY 1994 OPERATING & CIP BUDGET

Section 3. To appropriate \$13,960,002. from the General Fund, \$4,864,666. from the Sheriff's Public Safety Funds (SPS Fund) and \$2,324,363. from the Cape Cod Environmental Protection Fund (CCEP Fund); for a total of \$21,149,031. to fund the operating and Capital Improvement Plan Budgets for Fiscal Year 1994 according to the schedule set forth below:

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	SPS FUND	CCEP FUND
GENERAL GOVERNMENT						
0030	BOARD OF COUNTY COMM.	1	178,807			
		2	7,025			
		3	2,400			
		4	4,355			
		5	200	192,787		
0270	ASSEMBLY OF DELEGATES	1	52,287			
		2	20,750			
		3	5,010			
		4	560			
		5	200	78,807		
2500	A.B.C.E.	1	650			
		2	100	750		
2500	PERSONNEL ADVISORY COM.	2		0		
3000	DEPARTMENT OF FINANCE	1	310,000			
		2	16,975			
		3	12,250			
		4	2,950			
		5	4,575			
		9	11,716	358,466		
GENERAL GOVERNMENT PROGRAM TOTAL			630,810	630,810		
COUNTY SERVICES						
0006	BUILDING & GROUNDS MAINTENANCE	1	421,501			
		2	297,775			
		3	70,800			
		4	13,400			
		5	4,600			
		6	2,500	810,576		
0008	COOPERATIVE EXT. SVCES.	1	307,358			
		2	16,300			
		3	14,650			
		4	6,400			
		5	2,800	347,508		
0034	REGISTRY OF DEEDS	1	1,043,911			
		2	95,700			
		3	30,000			
		4	30,325			
		6	205,000	1,404,936		
COUNTY SERVICES PROGRAM TOTAL			2,563,020	2,563,020		

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	SPS FUND	CCEP FUND
DEPARTMENT OF HEALTH & THE ENVIRONMENT						
1610	DEPT. OF HEALTH & ENVIRONMENT	1	441,487			
		2	100,186			
		3	55,212			
		4	7,753			
		5	5,960			
		9	2,655	613,253		
1611	HUMAN SERVICES	1	65,471			
		2	4,826			
		3	2,500			
		4	250			
		5	3,000			
		9	4,807	80,854		
1615	GRANTS FOR HUMAN SVCES.	2	61,200			
		2	15,000			
		2	7,700	83,900		
1621	BARNSTABLE COUNTY HOSPITAL	1	3,222,994			
		2	573,080			
		3	394,550			
		4	111,675			
		5	16,000			
		9	1,035,937	5,354,236		
HEALTH & HUMAN SERVICES PROGRAM TOTAL			6,132,243	6,132,243		
SHERIFF'S DEPT. & DEPT. OF PUBLIC SAFETY						
3500	COUNTY SHERIFF	1	82,897			
		2	17,180			
		3	4,400			
		4	450	19,072	85,855	
3510	JAIL & HOUSE OF CORRECTION	1	2,745,514			
		2	502,000			
		3	490,702			
		4	5,845			
		5	26,500			
		6	1,000	994,718	2,776,843	
3620	FIRE & POLICE ACADEMY	1	7,000			
		2	73,880			
		3	12,700			
		4	750			
		5	13,750			
		6	5,000	113,080		
3630	POLICE & BCI TRAINING	1	376,373			
		2	22,716			
		3	40,975			
		4	3,450			
		5	1,650	124,341	320,823	
3640	POLICE RADIO	1	567,579			
		2	37,100			
		3	23,150			
		4	1,465			
		5	360	210,462	419,192	

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	SPS FUND	CCEP FUND
3650	DRUG BUREAU	1	170,016			
		2	7,125			
		3	33,100			
		4	750	39,954	171,037	
SHERIFF'S DEPT. & PUBLIC SAFETY PROGRAM TOTAL			5,275,377	1,501,627	3,773,750	
PLANNING & DEVELOPMENT						
1990	CAPE COD COMMISSION	1	1,320,325			
		2	541,650			
		3	62,400			
		4	93,530			
		5	19,705			
		9	286,253			2,323,863
2000	ECONOMIC DEVELOPMENT COUNCIL	1	80,000			
		2	34,000			
		3	8,500			
		4	4,500			
		5	3,000	130,000		
PLANNING & DEVELOPMENT PROGRAM TOTAL			2,453,863	130,000		2,323,863
SHARED COSTS & DEBT SERVICE						
EMPLOYEE BENEFITS:						
4000	Employee Group Ins.	9	1,221,379	875,825	345,554	
4001	Reserve/Salary Adj.	1	490,000	315,000	175,000	
4002	Contrib. Retirement	4	55,300			
		9	806,037	524,526	336,811	
4003	Non-Contrib. Pension	1	33,046	33,046		
SHARED COSTS:						
4004	Misc. & Contingent	1	33,462			
		2	305,378			
		3	450			
		4	256,931			
		5	5,000			
		9	260,067	637,737	223,551	
4010	Reserve Fund	8	35,000	35,000		
4011	Capital Stabilization	8	30,000	30,000		
4012	Payment of Unpaid Bills	8	15,500	5,000	10,000	500
4020	Payment of Int.on Debt	8	141,168	141,168		
4020	Reduction of County Debt	8	405,000	405,000		
SHARED COSTS & DEBT SERVICE PROGRAM TOTAL			4,093,718	3,002,302	1,090,916	500
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TOTAL FY 1994 OPERATING & CIP BUDGET			21,149,031	13,960,002	4,864,666	2,324,363

Section 4. (a) Appropriations shown according to numbered groups within departmental Budget Items and Programs are made for expenditure for general purposes as follows:

- Group 1 - for salaries and other compensation for personal services;
- Group 2 - for contractual services;
- Group 3 - for supplies and materials;
- Group 4 - for other current charges and obligations
- Group 5 - for equipment; and
- Group 6 - for capital structures and improvements.
- Group 8 - for not otherwise classified;
- Group 9 - for fringe benefits.

(b) Funds appropriated in any group other than group 6 may be transferred to another group within the same departmental Budget Item or Program with the written approval of the County Administrator, Director of Finance or other County official designated by the Board of County Commissioners to determine the expenditures from such departmental Budget Item or Program, provided that no such transfer shall operate to exceed the total appropriation for such departmental Budget Item or Program.

(c) The total appropriations for functional Budget Items from which are paid employee fringe benefits, insurance premiums and other aggregated indirect costs may be supplemented by transfers from departmental Budget Items or Programs in amounts determined by the Director of Finance and the Treasurer, or either of them, to be necessary to meet the County's costs therefor. Such functional Budget Items include 10 Miscellaneous & Contingent, 18 Employee Group Insurance and 31-2 Contributory Retirement.

Section 5. 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 County Administrator or the Director of Finance. The amount and circumstances of any such liability approved by the Board of County Commissioners, the County Administrator or the Director of Finance shall be reported to the Assembly of Delegates not later than its second regular meeting following such approval.

Section 6. No transfers shall be made from the Capital Stabilization Fund (Budget Item 24) except pursuant to a supplemental appropriation ordinance.

Section 7. Transfers to departmental Budget Items or Programs may be made from the Reserve Fund (Budget Item 12) 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 Advisory Board on County Expenditures representing a majority of the population of Barnstable County. Any such transfer shall be promptly reported to the Standing Committee on Finance of the Assembly of Delegates.

Section 8. Transfers from the Reserve for Salary Adjustments (Budget Items 12A and 19-99A) 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.

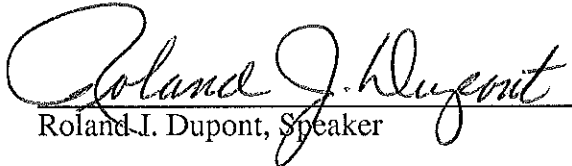
Section 9. Usual expenses of travel, including highway tolls and parking fees, necessary for the performance of the duties of any County official or employee, other than travel from home to the regular workplace of such official or employee, shall be eligible for reimbursement, provided that no expenditure 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.

Section 10. Notwithstanding any other provision of this ordinance, expenditures from the appropriation for the Assembly of Delegates (Budget Item 27) shall be as determined by the Assembly of Delegates which may authorize the Speaker or the Deputy Speaker 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 11. 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, nineteen hundred and ninety-three 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 borrowings 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 therefor 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 2.5 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.

Adopted on May 25, 1993 by the Assembly of Delegates.


Roland J. Dupont, Speaker

Approved by the Board of County Commissioners June 9, 1993, at, 2:00 p.m.
Date Time

