

BARNSTABLE COUNTY

In the Year Nineteen Hundred and Ninety-Seven

Ordinance 97-4

To make appropriations for Barnstable County's operating budget for the Fiscal Year 1998, 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 therefor.

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 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 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, Nineteen Hundred and Ninety-eight.

GENERAL GOVERNMENT

Section 2.

(a) To appropriate a total of \$862,681, including grants of \$56,010, 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 provide the towns and residents on Cape Cod with regional services in the most efficient and effective manner possible. The County seeks to develop new areas and services on a regional basis and to provide for ever more efficient use of public funds.

RESOURCE DEVELOPMENT OFFICE

To improve the professional administration of County grant programs, provide technical assistance to Cape Cod communities regarding grants and other resource development issues; and secure funding for and oversee the development and implementation of regional projects.

REGIONAL EMPLOYMENT BOARD

A private-public partnership which provides employment training and education, maximizes opportunities by coordinating resources and activities, and facilitates the involvement of the private sector.

ASSEMBLY OF DELEGATES

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. To pursue legislation that will restructure Barnstable County government into the Cape Cod regional government known as Barnstable County.

ADVISORY BOARD ON COUNTY EXPENDITURES

To review the County's annual operating and capital budgets, as well as any supplemental budget requests that may be proposed during the fiscal year and file a report with the Assembly of Delegates containing its recommendations.

DEPARTMENT OF FINANCE

To coordinate all financial services and activities. To assist in the preparation of the annual operating and capital budget. To administer a group medical and dental insurance plan for County and other town and district employees. To enable the County to coordinate financial and analytic activities, control costs, and improve the overall operational effectiveness of the County.

COUNTY SERVICES

(b) To appropriate a total of \$4,465,659, including grants of \$28,214, bonds of \$254,000, and other funding of \$581,233, with the balance being general funds to fund the County Services Program for the purposes set forth below:

DEPARTMENT OF FACILITIES

Provides for all Physical Plant Operations, general maintenance, and planning within the County Complex, Second District Courthouse in Orleans, and certain County residences and the Barnstable County Hospital. The maintenance and operation costs of Barnstable County Hospital, Jail/House of Correction are budgeted within their own programs.

COOPERATIVE EXTENSION SERVICE

The Extension Service, linked to the University of Massachusetts and the United States Department of Agriculture, educates residents through programs that focus on marine, water quality, household hazardous wastes, horticulture, agriculture, 4-H, youth development, leadership development, nutrition and food, natural resources, 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 facilitates the processing and dissemination of the volumes of instruments, documents and plans handled by staff daily; expanding its base of information retrieval and storage to better assist the public and improve its recording and research needs. In FY '98 the Registry will begin the process of converting many of the older record books to a smaller, more manageable format that will allow more efficient use of available storage space. This department has sustained a major relocation and renovation program. The goal being to introduce new data processing and data storage techniques to this realm of operations, which will increase efficiency while maintaining the integrity of the documents being recorded and stored.

COUNTY DREDGE

In FY '97, the County began operating the County Dredge, "The Codfish", 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 the the Towns in the form of lower dredging rates. At present, Towns are in the process of obtaining permits and securing funding for work in

Dennis/Yarmouth, Falmouth, Mashpee, and potentially in Bourne; projects will take place during the dredging season of September through April.

HEALTH SERVICES

(c) To appropriate a total of \$1,950,358, including grants of \$416,507, and bonds of \$78,900, to fund the Health & Human Services Programs for the purpose set forth below:

DEPARTMENT OF HEALTH & THE ENVIRONMENT

To protect the public health, as well as promote physical and mental health and social well-being of the residents of Barnstable County; preventing human exposure to environmental and lifestyle risk factors which are associated with chronic and communicable diseases; preventing environmental exposures from leaking underground fuel tanks, hazardous materials, lead paint, sanitary landfill leachates, septic systems, radon, and other contaminant sources; public health programs which include Tobacco Control and Chronic Disease Prevention; assistance to local Boards of Health; to maintain and operate the water quality testing laboratory; provide public information and foster improved health and human service condition; to support and be an advocate for studies to determine the causes of elevated cancer rates on Cape Cod.

DEPARTMENT OF HUMAN SERVICES

To plan, develop and implement programs which enhance the overall delivery of human services in Barnstable County; to promote the health and social well being of County residents through regional efforts designed to improve coordination and efficiency of human services; to serve as a liaison to the Barnstable County 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 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. The organization works through communities and their citizens to identify and respond to the needs, problems and concerns of elders and their families. The organization is a central resource for information and referral, coordinates care, advocates and provides direct care.

BARNSTABLE COUNTY HOSPITAL

Continued funding provides for the year for a one-person maintenance staff, supplies and materials; continuing operation of the physical plant on a reduced capacity basis; facility and other insurance obligations, Fiscal Year 1998 retiree health care costs; potential worker's compensation claims and other fringe benefit costs for the limited staff presence.

PUBLIC SAFETY

(d) To appropriate a total of \$3,019,789, including bonds of \$7,500, to fund State mandated county support of corrections and other authorized functions of the Public Safety Program and the Fire Academy for the purposes set forth below:

COUNTY CONTRIBUTION TO THE SHERIFF'S DEPARTMENT

Provides for those departments under the authority of the Barnstable County Sheriff. The County is mandated by the state to appropriate and transfer to the Sheriff's fund not less than one hundred and

two and one-half percent of the prior year obligations for county corrections as a maintenance of effort. The County also appropriates the deeds excise funds for corrections to the Sheriff's fund.

FIRE ACADEMY

To maintain open communications with the Barnstable County Fire Chief's and all organizations and agencies involved with the Fire and Rescue Services within the County; a liaison between the County and the Massachusetts Fire Fighting Academy; provide training programs and technical resources for all Fire and Rescue Services; utilize the Training Academy in the most efficient manner; and in FY '98, the County will begin utilizing the new burn facility.

PLANNING & DEVELOPMENT

(e) To appropriate a total of \$2,961,445, of which \$119,905 is from the general fund, grants of \$486,834, other funding of \$101,609 and \$2,253,097 which is appropriated from the Cape Cod Environmental Protection Fund 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 biweekly newsletter and other publications for public information and education. Implementation of Regional Policy Plan; implementation of the Districts of Critical Planning Concern (DCPC) process; coordinate, 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 Reports (EIRs); promulgate regulations. To coordinate all technical activities of the Commission; to provide technical expertise in Transportation, Coastal Zone Management, Waste Management and Geographic Information System (GIS).

ECONOMIC DEVELOPMENT COUNCIL

This public-private entity has the responsibility to: sustain, support and stimulate existing Cape Cod businesses; 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 and facilitate and coordinate site selection opportunities for economic growth; and encourage the development of self-sustaining not-for-profit organizations.

SHARED COSTS AND DEBT SERVICE

(f) To appropriate a total of \$1,409,376 for the several purposes set forth below:

GROUP INSURANCE

To fund a portion of the County share of group health, dental and life insurance for County retirees. To fund the County contribution for retirees health care plans.

SALARY RESERVE

To fund contractual increases, COLA's for non-union employees, department coverage in the event employees take family leave, and for potential regrades and reclassifications.

CONTRIBUTORY RETIREMENT

Allocates the County's retirement assessment to sub-programs based on the department's salary percentage to the County as a whole.

SHARED COSTS

To provide funds for miscellaneous architectural and engineering services, auditing services, general counsel and special counsel services, printing and distributing the County Annual Report, Insurance coverages, 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

To fund the County's principal and interest on long-term debt and interest on short term borrowings.

TOTAL FY 1998 OPERATING & CIP BUDGET

Section 3. To appropriate a total of \$14,669,308 to fund the Operating and Capital Improvement Plan Budgets for Fiscal Year 1998 according to the schedule set forth below:

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

Ordinance No. 97-4: Barnstable County's Operating Budget FY '98

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE			BONDS
					CCEP FUND	GRANTS	OTHER	
GENERAL GOVERNMENT								
0030	COUNTY COMMISSIONERS	1	124,538					
		2	8,690					
		3	3,700					
		4	5,420					
		5	1,505					
		9	<u>46,127</u>					
			189,980	189,980				
0007	RESOURCE DEVELOPMENT OFFICE	1	87,537					
		2	900					
		3	600					
		5	450					
		9	<u>10,698</u>					
			100,185	100,185				
0032	REGIONAL EMPLOYMENT BOARD	1	49,010					
		9	<u>7,000</u>					
			56,010			56,010		
0270	ASSEMBLY OF DELEGATES	1	61,772					
		2	15,100					
		3	3,250					
		4	170					
		5	3,072					
		9	<u>17,601</u>					
			100,965	100,965				
3000	DEPARTMENT OF FINANCE	1	284,045					
		2	37,700					
		3	12,125					
		4	11,668					
		5	3,000					
		9	<u>67,003</u>					
			415,541	415,541				
GENERAL GOVERNMENT TOTAL			862,681	806,671		56,010		

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE				
					CCEP FUND	GRANTS	OTHER	BONDS	
0006	DEPARTMENT OF FACILITIES	1	566,146						
		2	343,050						
		3	105,650						
		4	30,295						
		5	11,650						
		6	29,850						
		9	<u>162,585</u>						
			1,249,226	1,201,226		19,000			29,000
0008	COOPERATIVE EXT. SVCS.	1	394,172						
		2	40,901						
		3	20,287						
		4	7,950						
		9	<u>75,869</u>						
			539,179	510,965		28,214			
0034	REGISTRY OF DEEDS	1	1,283,794						
		2	131,700						
		3	65,000						
		4	90,100						
		5	7,000						
		6	225,000						
		9	<u>312,427</u>						
			2,115,021	1,890,021					225,000
1000	COUNTY DREDGE	1	135,925						
		2	63,455						
		3	14,100						
		4	126,773						
		5	52,500						
		8	154,552						
		9	<u>14,928</u>						
			562,233			562,233			
COUNTY SERVICES TOTAL			4,465,659	3,602,212		28,214		581,233	254,000

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

Ordinance No. 97-4: Barnstable County's Operating Budget FY '98

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE			OTHER	BONDS
					CCEP FUND	GRANTS			
HEALTH & HUMAN SERVICES									
1610	DEPT. OF HEALTH & THE ENVIRONMENT	1	746,809						
		2	83,054						
		3	71,130						
		4	24,552						
		5	62,750						
		9	<u>189,283</u>						
			1,177,578	779,671		349,007			48,900
1611	HUMAN SERVICES	1	177,724						
		2	12,800						
		3	6,850						
		4	4,450						
		8	30,000						
		9	<u>33,192</u>						
			265,016	167,516		67,500			30,000
1615	GRANTS FOR HUMAN SVCS.	2	50,000	50,000					
1621	BARNSTABLE COUNTY HOSPITAL	1	36,604						
		2	73,100						
		3	12,000						
		4	38,100						
		8	2,000						
		9	<u>295,960</u>						
			457,764	457,764					
HEALTH & HUMAN SERVICES TOTAL			1,950,358	1,454,951		416,507			78,900

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

Ordinance No. 97-4: Barnstable County's Operating Budget FY '98

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE			OTHER	BONDS
					FUND	GRANTS	CCEP		
PUBLIC SAFETY									
3501	COUNTY CONTRIBUTION - SHERIFFS	4	2,841,604	2,841,604					
3620	FIRE & POLICE ACADEMY	1	7,650						
		2	115,875						
		3	17,895						
		4	3,365						
		5	17,900						
		6	8,500						
		8	<u>7,000</u>						
			178,185	170,685					7,500
			3,019,789	3,012,289					7,500
PUBLIC SAFETY TOTAL									
PLANNING & DEVELOPMENT									
1990	CAPE COD COMMISSION	1	1,530,008						
		2	534,770						
		3	78,900						
		4	87,018						
		5	47,500						
		9	338,135						
1991	CAPE COD COMMISSION	1	43,100						
	SALARY RESERVES	8	<u>500</u>						
			2,659,931			406,834			
2000	ECONOMIC DEVELOPMENT	1	194,485						
	COUNCIL	2	39,000						
		3	10,750						
		4	15,951						
		5	2,500						
		9	<u>38,828</u>						
			301,514	119,905			80,000		101,609
			2,961,445	119,905			486,834		101,609
			2,961,445	2,253,097			486,834		101,609
PLANNING & DEVELOPMENT TOTAL									

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

Ordinance No. 97-4: Barnstable County's Operating Budget FY '98

DEPT. #	SUB PROGRAM	GRP. #	BUDGET AMOUNT	GENERAL FUND	FUNDING SOURCE		
					FUND	GRANTS	OTHER
SHARED COSTS & DEBT SERVICE							
4000	Group Health Ins.	9	450,000				
4001	Salary Reserves	1	120,000				
4002	Contributory Retirement	4	35,000				
4004	Misc. & Contingent	2	85,800				
		3	680				
		4	126,800				
		5	1,000				
		9	53,000				
		8	20,000				
4010	Reserve Fund	8	20,000				
4011	Stabilization Fund	8	20,000				
4012	Prior Years Bills	8	8,000				
4013	Non-Contributory Pension	1	<u>39,096</u>				
			959,376				
4020	Debt Service	8	450,000				

SHARED COSTS & DEBT SERVICE TOTAL 1,409,376 1,409,376

TOTAL FY 1998 OPERATING BUDGET 14,669,308 10,405,404 2,253,097 987,565 682,842 340,400

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 CIP Equipment;
- Group 6 - for capital structures, improvements and CIP;
- Group 8 - for not otherwise classified; and
- Group 9 - for fringe benefits.

(b) Funds appropriated in any group other than group 6 and group 9 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.

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 4011) 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 4010) 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. (a) Transfers from the Reserve for Salary Adjustments (Budget Items 4001 and 1990-A) 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 and the Treasurer, or either of them, with approval of the 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 0270) 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.

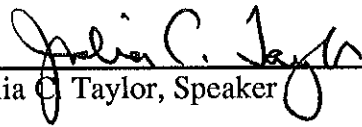
Section 11. The Board of County Commissioners may borrow money in anticipation of, and to be repaid from, the County tax for the fiscal year ending June thirtieth, nineteen hundred and ninety-eight levied pursuant to Section thirty and thirty-one of Chapter thirty-five of the general laws, and obligated 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 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.

Section 12. (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 '98 Capital Improvement Plan.

(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, three hundred and forty thousand and four hundred dollars, and may issue bonds or notes of the County therefor, which shall bear on their face the words, Barnstable County Facilities and Equipment Loan, County Ordinance of 1997. 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 on May 21, 1997 by the Assembly of Delegates.



Julia C. Taylor, Speaker

Approved by the Board of County Commissioners May 28, 1997, at, 11:03 a.m..
Date Time

