

CAPE COD REGIONAL GOVERNMENT
ASSEMBLY OF DELEGATES
2025 Session
Ordinance No. 4

To make appropriations for Barnstable County's operating budget for the Fiscal Year 2026, including one-time and new initiatives introduced in the upcoming fiscal year.

The Cape Cod regional government, known as Barnstable county, hereby ordains;

SECTION 1. To provide for the operations of the General Government, County Services, Health and Human Services, Center for Public Safety Training and shared costs associated with one-time appropriations and newly introduced programs, goods and services, personnel costs and associated benefits, the several agencies, the sums set forth in Section Two and Section Three for the several purposes and subject to the conditions specified in Section Four through Ten, are hereby appropriated from the County General Fund; subject to the 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 twenty-six.

SECTION 2.

ONE-TIME COSTS FOR PROGRAMS, PERSONNEL, GOODS AND SERVICES

To appropriate a total of \$153,472 for one-time costs; For the purposes set forth below:

Cooperative Extension

<u>AMOUNT</u>	<u>DESCRIPTION</u>
<u>\$15,000</u>	Matching funds to contribute to a Barnstable County Wildfire Management Plan executed by DCR with \$50,000 in state funds
\$15,000	

AmeriCorps

<u>AMOUNT</u>	<u>DESCRIPTION</u>
<u>\$25,000</u>	Increase in funding for house maintenance for critical projects
\$25,000	

Finance

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$33,114	Anticipated retirement of Assistant Treasurer
<u>\$16,068</u>	8 week training for new Assistant Treasurer in light of retirement
\$49,182	

Facilities

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$16,423	Anticipated retirement of Executive Assistant
\$8,707	4 week training for new Executive Assistant in light of retirement
\$11,000	Recycle Shed Repairs (materials)
\$10,000	Tree Work (County Complex)
<u>\$12,160</u>	Building operating system upgrade (First District)
\$58,290	

Information Technology

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$6,000	Physical network infrastructure, replacement of primary firewall.
<u>\$50,000</u>	Technology upgrades to the Mary Pat Flynn Conference room.
\$56,000	

NEW AND RECURRING COSTS FOR PROGRAMS, PERSONNEL, GOODS AND SERVICES

To appropriate a total of \$691,985 for new and recurring costs; For the purposes set forth below:

County Commissioners' Office

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$40,954	Part-time (0.5 FTE, 19 hours per week, no fringe benefits) position of Executive Assistant for administrative support for the Human Resources Director.
\$593	Medicare for Executive Assistant for administrative support for the Human Resources Director.
<u>\$41,547</u>	

Finance

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$5,000	Reestablish Deputy Director/County Accountant Position and elevate Finance Assistant II to Financial Analyst
\$14,172	On-call finance assistance
\$15,000	Grant Management System, Annual Subscription
\$5,200	Fixed Asset Management Software, Annual Subscription
<u>\$10,000</u>	Bolster subject matter experts for consulting on financial matters
\$98,554	

Facilities

<u>AMOUNT</u>	<u>DESCRIPTION</u>
<u>\$5,300</u>	Equipment Repairs - Innovation (elevator, misc)
\$5,300	

Health and Environment

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$5,287	Pay increase for seasonal Public Health Assistants from \$21/hour to \$23/hour. This also accounts for an extra week this summer due to early Memorial Day Holiday. This is a \$5,287 increase over last year.
\$135,313	Lab assistant Director-Necessary to meet MA DEP requirements and to provide a dedicated QA/QC for all laboratory analyses
\$127,397	Chem II-full time. Position previously funded by ARPA. Necessary to continue PFAS analysis.
\$35,345	Chem II-micro-lab- Part-time. Position previously funded by ARPA-to meet increasing demand
<u>\$18,450</u>	Pay increase for seasonal beach samplers and lab assistants from \$21/hour to \$23/hour. This also accounts for an extra week this summer due to early Memorial Day Holiday. This is a \$18,450 increase over last year.
\$321,792	

Human Services

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$2,022	Employee sick time buy-back. Will appear annually as applicable.
<u>\$90,800</u>	SHINE PM salary. Fully charged to GF as we are awaiting grant notification for FY26. In previous years, approximately 30% of salary is charged to grant.

\$92,822

Information Technology

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$5,794	Employee sick time buy-back.
\$15,500	Cloud infrastructure, increased to reflect actual utilization in FY24-25.
\$3,000	Increased frequency of e-waste pickup and volume of secure data destruction needs.
\$8,000	Electronic signature services, increased to reflect actual utilization.
\$1,400	Online forms/workflows, increased utilization among County staff.
\$1,500	IT support ticketing, vendor-driven service cost increase.
\$2,900	Encryption, increased to reflect actual utilization.
\$5,500	Adobe (software) Vendor-driven service cost increase.
\$2,200	Social media and publishing tools, increased utilization.
\$1,000	Remote access for IT support, increased utilization.
<u>\$1,200</u>	Travel - Increased regional work.
\$47,994	

Miscellaneous/Contingency

<u>AMOUNT</u>	<u>DESCRIPTION</u>
\$20,000	County wide HR training
\$12,680	HR Advertising/job postings
<u>\$3,453</u>	Reserve for sign-on bonus
\$36,133	

Center for Public Safety

<u>AMOUNT</u>	<u>DESCRIPTION</u>
<u>\$47,025</u>	Firefighter protective clothing for fire instruction, recurs 2027
\$47,025	

SECTION 3.

TOTAL FY 2026 ONE-TIME AND NEW OPERATING BUDGET COSTS

To appropriate a total of \$ 845,457 to fund one-time and new programs, personnel, goods and services within the General Fund operating budget of Barnstable County to be funded as follows: Registry of Deeds Excise Revenue to support one-time and new programs, personnel goods and services \$845,457 according to the schedule set forth in Section 4.

SECTION 4.

<u>SOURCES OF GENERAL FUNDS</u>		<u>FY 2026 BUDGET</u>
REGISTRY OF DEEDS EXCISE REVENUE		845,457
GENERAL FUND REVENUE		845,457
<u>USES OF GENERAL FUNDS</u>	<u>CATEGORY</u>	<u>FY 2026 BUDGET</u>
COUNTY COMMISSIONERS OFFICE	A	40,954
	C	593
	TOTAL	41,547
INFORMATION TECHNOLOGY SERVICES	A	5,794
	D	98,200
	TOTAL	103,994
FINANCE	A	68,354
	D	30,200
	TOTAL	98,554
FACILITIES	A	25,130
	B	12,160
	D	26,300
	TOTAL	63,590
COOPERATIVE EXTENSION	B	25,000
	D	15,000
	TOTAL	40,000
HEALTH & ENVIRONMENT	A & C	321,792
	TOTAL	321,792
HUMAN SERVICES	A	92,822
	TOTAL	92,822
CENTER FOR PUBLIC SAFETY TRAINING	D	47,025
	TOTAL	47,025
MISC. & CONTINGENCY EXPENSES.	D	32,680
	TOTAL	32,680
SALARY RESERVE	A	3,453
	TOTAL	<u>3,453</u>
		845,457

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 & 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 Regional 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 Regional Commissioners of the amount and circumstances of any such liability and the ratification of such approval by a majority vote of the Assembly of Delegates which shall act on said approval by resolution.

SECTION 7. Transfers to departmental budget items or programs may be made from the Reserve Fund (Budget Item 910 and 5730) for extraordinary, unforeseen, necessary, non-recurring liabilities, provided that any such transfer shall be approved by the Board of Regional Commissioners and by a vote of the Assembly of Delegates, representing a majority of the population of Barnstable County.

SECTION 8. 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 deductions. Such transfers shall be determined by the Director of Finance/treasurer, with the approval of the Board of Regional 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 Regional 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

Regional Commissioners. The Board of Regional 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.

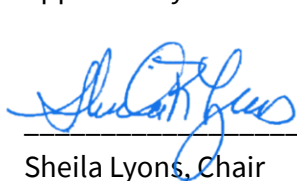
SECTION 10. The Board of Regional Commissioners may borrow money in anticipation of, and to be repaid from, the County tax for the fiscal year ending June thirtieth, two thousand and twenty-six levied pursuant to Section thirty and thirty-one of Chapter thirty-five of the general laws, and obligated 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 up to one year, which may be renewed from time to time; not to exceed ten years and the mandatory pay-downs per State statute. 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 Board of Regional Commissioners; any discount to be treated as interest paid in advance, pursuant to Section thirty-seven of Chapter 35 of the general laws, Article 4, Section 4-2 (l) 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 Regional Commissioners, and shall expressly be made payable from the taxes or state revenues of said fiscal year, but shall nevertheless be negotiable.

Adopted by the Assembly of Delegates on May 7, 2025.



Randi Potash, Speaker

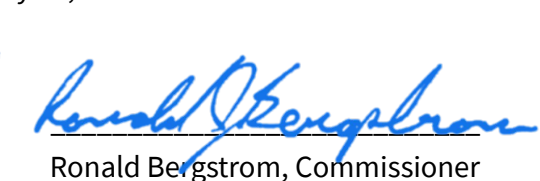
Approved by the Board of Regional Commissioners on May 14, 2025.



Sheila Lyons, Chair



Mark Forest, Vice Chair



Ronald Bergstrom, Commissioner