

Proposed Budget 02.25.21 - Notes

Revenues

Transfer Tax (4000100)

23% higher than FY21 Budget 7%
higher than 5 year average

Accommodations Tax (4000200)

Raised by 10k based on Mayor thoughts

Cable TV Franchise (4000300)

Increased by \$1,000 based on history

Real Estate Agents (4010400)

No longer required

Seasonal Parking Permits (4010500)

Put back to FY21 budget numbers per workshop 01.21.21

900 @ \$150

300 @ \$200

450 @ \$250

908, 238 & 381 summer 2020 respectively

Daily Parking Permits (4010600)

Put back to FY21 budget numbers per workshop 01.21.21

Parking Meters (4010700)

Put back to FY21 budget numbers per workshop 01.21.21

Building Permits (4010800)

10% increase over historic low as even though properties are transferring, building revenue will depend on interest rates brought about by new administration

Dog Licenses (4011100)

Kept same due to ee's able to upsell many to lifetime license, thus limiting short term needs. Online access to short term licenses may help but not substantial as transferring from in person to online

Parking Tickets (4020100)

put to 21 budget at workshop

added 6k for delinquent since not using delinquent anymore

Delinquent Parking Tickets (4020150)

this was for First Collect but have not been using them - collecting in house and all goes to parking tickets.

Ordinance Fines & Court Fees (4020300)

Put back to FY21 budget numbers per workshop 01.21.21

Traffic Fines (4020400)

Put back to FY21 budget numbers per workshop 01.21.21

Traffic Fines – Other Courts (4020700 / 4020800)

grouping all "other court" fines as one since doesn't matter what court, just that we get monies

Public Hearing Fees (4040100)

Per JD

Interest Income (4040300)

Based on FY2020 actual

Donations (4040500)

Removed totally – Beach Patrol as well as Town Solicited. Beach Patrol Donations are offset by purchases that are made by Beach Patrol for Beach Patrol.

COVID Revenue (4040950)

All monies received to date to offset COVID expenses.

Monthly Towards 300k (Ends July 2021) (4080100)

This is now put directly to balance sheet decreasing receivable. No longer recorded as revenue

Expenses

Bank Card & Credit Card Fees (6010100)

FY2020 was down due to fewer people being in town, however if visitor levels go back up, credit card use fees will rise

Bank Fees – Transfer Tax (6010125)

if increase in transfer tax continues, fees will go up.

Collection Agency Fees (6010150)

35% of delinquent civil and parking tickets however agency not being used anymore

Commissioner & Committee Expenses (6010200)

per JD

Election Expenses (6010250)

raised to 5k per commissioner request

IT (6010900)

Managed Services: \$25,393; VIMEO - \$2,988; Conference Line - \$1,020; Stream Host - \$1,860; T2 Systems - \$13,450; EVO Studios - \$1,800; PayPal Pay Flow - \$500; Govolution - \$100; Adobe - \$360; Edmunds - Hardware - \$662; Edmunds - Software Main - \$6,643; Edmunds Cloud Hosting - \$4,000 - New laptop (\$1700) and scanner (\$1100) for Building Inspector

Set Asides

Set aside amounts based on revenue amounts

entries made first week of following month. Current through end of year with this balance

Beautification (6012100)

Christmas decorations / lights for town included in this.

COVID Expenses (6012150)

All expenses incurred due to COVID

Trash (6012200)

Waste Industries Annual Contract - \$15,921.

Iron Mountain (Shredding) - \$1,000. Dog Waste Bags - \$5,000. Misc. Tipping Fees & Enclosure Repairs - \$600. Use

Municipal Street Aid Expenditures (6012600)

These expenditures are accounted for in other line items (street & traffic lights, signs, etc.) then reimbursed out of the MSA account

Storm Water / Street Flooding (6012800)

not budget line item per bill s.

Administration – Seasonal Salary & Wages (6020300)

8 hours per week X 19 weeks X \$15.00 per hour = \$1,995.

Add UD Summer Intern - \$7,500.

The window duties for this position were covered by SG & KB over summer 2020 and could be done this next year also. Bonfires & Movie coverage done by volunteers

Administration – Building Expenses – Utilities (6020530)

Comcast - 1,652.28

Delmarva Power - 3,505.65 Sussex

Co - 1,825.32 Verizon - LD -

1,003.63 Verizon (3 accts) -

7,861.54

TM – Phone \$100/mo

Administration – Mileage Reimbursement (6020605)

TM \$400 / mo

Administration – Operations – Postage (6021000)

mass mailings going out with postage included in printing package

all postage for town will go through this one account no matter what department

Administration – Operations – Professional Fees (6021100)

Replaced Luff w/ Financial Director - same rate, Jim Dedes \$29,768, EZPayroll - \$3,116.94, Lyons - increase in amount to \$700 per month = 8,400, Sure Scan - \$2,583 (174 / mo. + 495 annual), EAP Services \$975

Administration – Operations – Insurance (6021200)

Decreased by 3k 02.24.21

Administration – Operations – Training (6021400)

More virtual training due to pandemic.

Administration – Operations – Printing (6021600)

doubled from FY21 due to printing more out of house

Police – Employee Expenses – Payroll Taxes (6030110)

includes taxes on special event payroll

Police – Employee Expenses – Employee Benefits (6030130)

benefit total down b/c lost ee who had full fam cov replaced by ee w/only ee & spouse

Police – Employee Expenses – Employee Pension (6030140)

16.84% from April - June 16.03%

for July - March

Police – Employee Expenses – Uniforms (6030150)

New bullet proof vests are needed

Paid for with LESO funds for this year only.

Police – Seasonal Employee Expenses – Salary & Wages (6030300)

20 officers

match 1st & 2nd year pay of lifeguards for 1st & 2nd year guards

Police – Seasonal Employee Expenses – Payroll Taxes (6030310)

this is at 9% due to the unemployment threshold that seasonals don't hit.

Police – Building Expenses – Utilities (6030500)

Comcast - 1,652.28 Video

Server - 2,144.64

Delmarva Power - 3,505.65 Sussex

Co - 1,825.32 Verizon 6,811.03

Verizon Wireless(3 accts) - 6,779.50

Police – Vehicles – Gas (6030600)

Monthly avg for FY21 is \$2,021.98 but prices are going back up.

Police – Vehicles – Auto Repairs & Maintenance (6030610)

vehicles are aging leading to more repairs

Police – Operations - Professional Fees (6031100)

Lexipol subscription - \$7,000. Strategic Plan - \$2,500. Misc. Support - \$7,500. Additional funds for major policy review requested by Chief

Police – Operations – Insurance (6031200)

rates decreasing

Police – Operations – Dues & Publications (6031300)

based on FY21 usage

Police – Operations – Training (6031400)

Additional funds for training requested by Chief Paid

for with LESO funds for this year only

Maintenance – Employee Expenses – Salary & Wages (6040100)

Part time employee – 16 hours / week / 25 weeks @\$15 / hour included in here

Maintenance – Building Expenses – Utilities (604500)

City of Rehoboth - Water - 354.24, Delmarva Power - 1,143.26, Sewer - 295, Verizon - 779.88, Wireless 9 556.65

Code Enforcement – Employee Expenses – Salary & Wages (6050100)

02.08.21 changed back to FY21 total

Code Enforcement – Seasonal Employees – Salary & Wages (6050300)

Reduced hours and rate per workshop 01.21.21

6000 hrs. / 22 weeks = 270 hrs. / week / 10 employees = 27 hrs. / ee / week @\$14/hr = 84k

Code Enforcement – Seasonal Employees – Payroll Taxes (6050310)

this is at 9% due to the unemployment threshold that seasonals don't hit.

Code Enforcement – Building Expenses – Utilities (6050500)

Comcast - 3,302.64

Delmarva Power - 4,117.92 Sussex

County Water - 1,039.56

Verizon Wireless + Merle compensation - 4,049.40

Code Enforcement – Building Expenses – Maintenance (6050530)

added 3.3k for new a/c unit

02.24.21

Code Enforcement – Vehicles – Gas (6050600)

for gator & / or van
50% higher than lifeguards

Code Enforcement – Vehicles – Maintenance (6050610)

added for gator and/or van

Code Enforcement – Operations – Training (6051400)

In person training frozen for year

Building Inspector – Employee Expenses – Salary & Wages (6060100)

removed extra person but kept 15k for assistance per workshop 01.21.21

Building Inspector – Employee Expenses – Workers Comp Insurance (6060160)

decreased to 350 02.24.21

Alderman – Employee Expenses – Salary & Wages (6070100)

FY21 Budget didn't include bailiff pay in estimate
Nraise for judges
new clerk at \$16.50/hr.

Alderman – Employee Expenses – Uniforms (6070150)

Includes new robe for Assistant Alderman

Alderman – Operations – Supplies (6071500)

New worktable and new flag stands were requested (\$200 & \$130 respectively)

Alderman – Operations – Misc (6071700)

Would include alterations to clerk office

Lifeguards – Employee Expenses – Salary & Wages (6080100)

21,404.50 regular hours
425.25 OT hours
\$14.50 average rate
Todd - 17,200

Lifeguards – Employee Expenses – Payroll Taxes (6080110)

this is at 9% due to the unemployment threshold that seasonals don't hit.

Lifeguards – Employee Expenses – Uniforms (6080150)

per captain
upped to 6500 02.24.21

Lifeguards – Building Expenses – Utilities (6080500)

Comcast - 4,231.80 - increased bandwidth, increased cost
Comcast - office - \$2264.64
Delmarva Power - 1,869.91 Sussex
County Water - 1,326.96

Lifeguards – Building Expenses – Cleaning (6080510)

\$50 per week during season

Lifeguards – Operations – Training (6081400)

EMT training & USLA Certifications
Estimated high return rate - TF

Lifeguards – Operations - Donation Purchases (6081800)

Removed as these are offset by the exact donations that are raised and are not part of Town Operations.

Lifeguards – Operations – Equipment Maintenance (6081900)

The last 4 years this has been higher than the \$2300 Captain requested