

MEMORANDUM

THRU: Craig Whiteford, Budget Manager
Alfred C. Wein, Jr., County Administrator

TO: Cecil County Board of Estimates

FROM: *W. Scott Flanigan*
W. Scott Flanigan, P.E., Director of Public Works

SUBJECT: Department of Public Works FY12 Operating Budget Request

DATE: February 1, 2011

1. Enclosed is the Department of Public Works' (DPW) FY12 operating budget request.
2. In accordance with the guidance from the County Budget Manager, it reflects a very lean budget in recognition of the County's current fiscal situation. Such low funding levels, however, are not sustainable over time.
3. As was the case with the FY11 operating budget request, the Roads Division budget continues to be, in my judgment, the most underfunded. It does not include any County funds for asphalt paving; the \$255K in the Asphalt Overlay account represents funds remaining from the \$1.5M in American Reinvestment and Recovery Act (ARRA, i.e. federal Stimulus Funds) transportation funds which will be used to mill and repave Jackson Station Road.
4. The FY12 Development Services Division budget requests \$91K within the Professional Services account to continue to address shortfalls in the County's stormwater management program. As you have heard me say before, Cecil County is not currently in compliance with the National Pollutant Discharge Elimination System (NPDES) General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4's). These funds will allow us to continue to address our programmatic shortcomings. While it will take several years of concerted effort to bring the County's program completely into compliance, we feel it is imperative that we continue the work that we started in the past two years. Failure to do so could leave the County subject to civil and/or criminal penalties under the Clean Water Act and/or other federal and state statutes.
5. I and the other members of the DPW leadership team look forward to the opportunity to provide additional details on our budget request at our formal budget presentation to the Board of Estimates which is currently scheduled for March 22, 2011.



Cecil County Department of Public Works

Mission

The Cecil County Department of Public Works contributes to the health, safety, economic well-being, and quality of life of the citizens of Cecil County by providing a full range of public works products and services in the areas of roads, bridges, water, wastewater, stormwater management, development management, and solid waste management.



Cecil County Department of Public Works

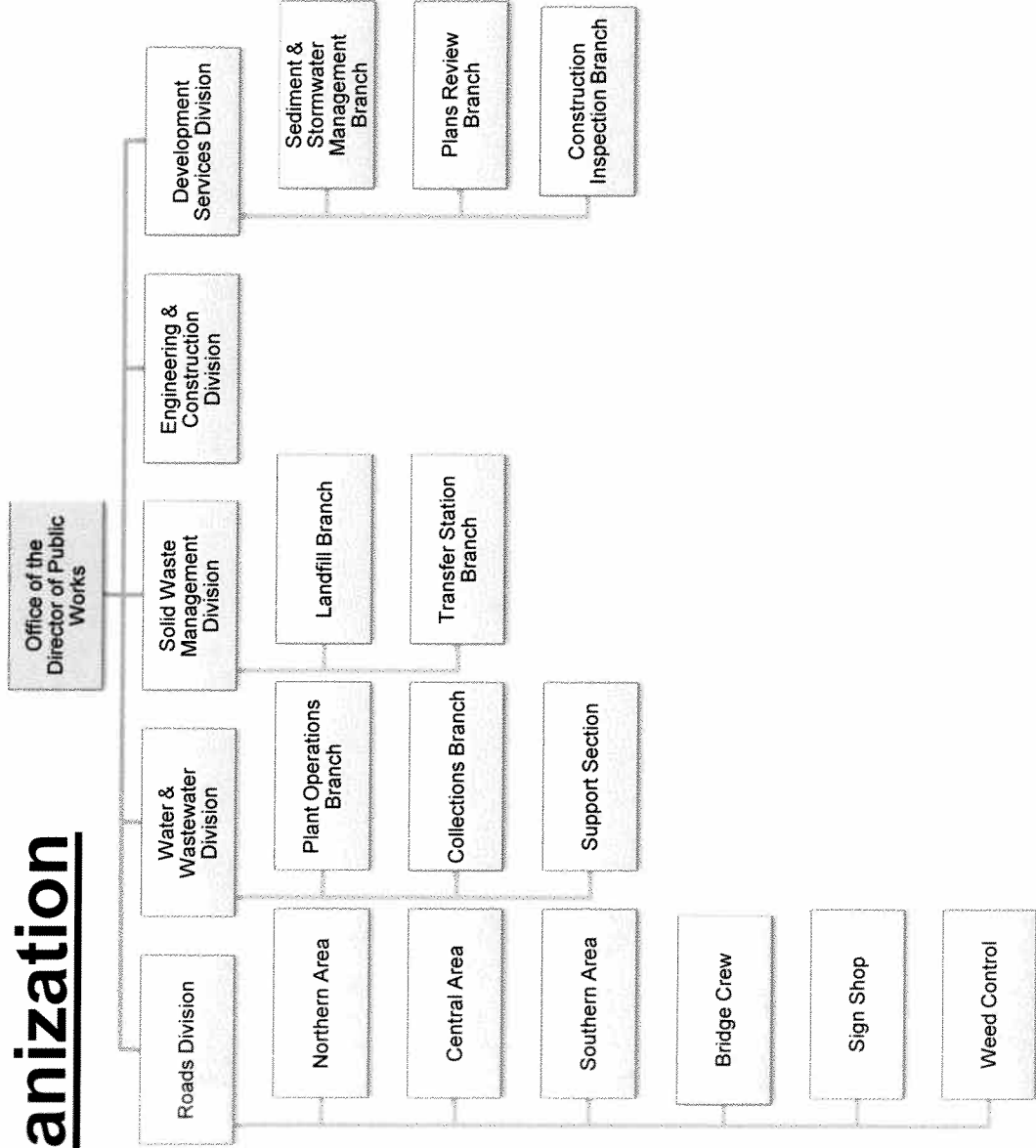
Strategic Goals

- Increase public awareness of and support for public works services and initiatives
 - Develop an integrated solid waste management system that provides for the environmentally and economically sound management of the County's solid waste
 - Provide adequate water and sewer infrastructure to support the County's strategic objectives in terms of Smart Growth, economic development, quality of life, and protection of the environment
 - Improve the County's transportation infrastructure to support the County's objectives in terms of Smart Growth, economic development, quality of life, and protection of the environment
 - Improve customer service provided by DPW activities
 - Improve the management of the DPW equipment and vehicle fleet
 - Promote environmental stewardship
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Cecil County Department of Public Works

DPW Organization



Cecil County Public Works Organizational Chart 1/01/11

Office of the Director

Director:
W. Scott Flanigan, P.E.

Deputy Director:
David Hollenbaugh

Administrative Asst.:
Tammy Wehner

SCHEDULE A

(\$ 5,000 per unit or greater)

MACHINERY & EQUIPMENT

by Department

(Excludes CIP Budget)

*include on Schedule C

Department DPW - OFFICE OF THE DIRECTOR

FY2011

Description of Item	(A) Rank by Priority (1=high, 5=low)	(B) Current Existing Inventory	(C) Planned Additions	(D) Planned Deletions use ()	(E) \$ Unit Cost	(F) (= C * E) Extended Cost	Justification (use additional sheets, if necessary)
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	

TOTAL

0 0 0 0 0 0 0

SCHEDULE B

Cecil County Government
Budget Request Forms

REVENUE SOURCES
by Department

Department OFFICE OF THE DIRECTOR

FY2011

Account Title or Description of Source	FY 2010 Current Year Amended Budget	FY 2011 Requested Budget	Budget Comments
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TOTAL

0

0

SCHEDULE C

Cecil County Government
Budget Request Forms

OPERATING EXPENDITURES
by Department
(excluding Salaries, Fringes)
(include OT, shift diff., holiday)

DPW-OFFICE OF THE DIRECTOR

FY2012

Account Title	FY2011 Current Year Amended Budget	FY2012 Requested Budget	Comments
SAL-DPT HD	106,154	106,154	
SAL-CLERCL	47,611	47,611	
SAL-OTHER	93,063	93,063	
WORK COMP	5,075	5,075	
FICA	17,493	17,493	
PENS-STATE	30,713	30,713	
HEALTH INS	45,495	45,495	
LIFE INSUR	275	275	
EMP ASSIST	66	66	
FLEXPLAN	51	51	
DEF COMP	750	750	
SICK LV-BB	0	0	
SUPPLIES	9,000	6,000	
TRAVEL	3,000	2,000	
TRAINING & EDUCATION	4,000	3,000	
DUES,PUBS & MEMBERSHIPS	1,000	750	
PROFESSIONAL SERVICES	0	350	GPS (PING)
POSTAGE	750	500	
TELEPHONE	2,000	1,750	
ADVERTISING	750	500	
VEHICLE GAS	1,500	1,000	
VEHICLE REPAIRS & MAINTENANCE	2,000	1,500	
EQUIPMENT RENTAL/LEASE	2,500	2,100	COPIER RENTAL
SPECIAL PROJECTS: WINDIING BROOK	57,669	72,793	GRASS MOWING/TRASH REMOVAL (Increased Mowing \$2596/year)
			(Increased in Trash Service: \$12,528/Year)
TOTAL	430,915	438,989	

SCHEDULE D

Cecil County Government
Budget Request Forms

FY2011

DPW - OFFICE OF THE DIRECTOR

Department

STAFFING SUMMARY

(express in FTE, 2080 hours = 1 FTE)

Position Listing (by title)	FY 2010 Authorized Positions	FY 2011 Requested Total Positions	Comments
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DIRECTOR

1.00

1.00

DEPUTY DIRECTOR

1.00

1.00

ADMINISTRATIVE ASSISTANT

1.00

1.00

TOTAL

3.00

3.00