

COUNTY COUNCIL OF CECIL COUNTY, MARYLAND  
LEGISLATIVE SESSION DAY 2020-15

RESOLUTION NO. 45-2020

**Title of Resolution:** Supplemental Appropriations – Fund Balance – Board of Education – Small Capital Projects

**Synopsis:** A Resolution to amend the Annual Budget and Appropriation Ordinance for Cecil County, Maryland for the fiscal year ending June 30, 2021 in order to provide the Board of Education Small Capital Budget within the General Fund, expenditure appropriation authority to authorize \$137,767 to be expended for FY2020 small capital projects, which were not completed by June 30, 2020.

**Introduced by:** Council President on behalf of the County Executive

**Introduced and ordered posted on:** July 21, 2020

**Scheduled for consideration on:** ~~August 4, 2020~~, AUGUST 11, 2020

By: James Massey  
Council Manager

Notice and title of Resolution having been posted by July 21, 2020 at the County Administration Building, 200 Chesapeake Blvd., Elkton and consideration by the Council having been scheduled on ~~August 4, 2020~~ AUGUST 11, 2020.

By: James Massey  
Council Manager

**Explanation:** CAPITAL LETTERS INDICATE LANGUAGE ADDED TO EXISTING DOCUMENT  
~~Strike through~~ indicates language deleted from existing document  
Underlining indicates language added to document by amendment.  
~~Double Strike through~~ indicates language stricken from document by amendment



**Supplemental Appropriations – Fund Balance – Board of Education – Small Capital Projects**

1           **WHEREAS**, in accordance with Section 505 of the Cecil County Charter, on April 1, 2020, the County  
2 Executive submitted a proposed budget to the County Council for Fiscal Year 2021; and

3           **WHEREAS**, in accordance with Section 506 of the Cecil County Charter, the County Council held  
4 public hearings on the proposed budget submitted by the County Executive for Fiscal Year 2021; and

5           **WHEREAS**, in accordance with Section 507(b) of the Cecil County Charter, on May 19, 2020, the  
6 Budget for Cecil County was adopted for Fiscal Year 2021; and

7           **WHEREAS**, the County Executive is revising the Fiscal Year 2021 revenue estimate for Cecil County  
8 to increase use of the Assigned Fund Balance for the Board of Education by \$137,767 to allow the following  
9 appropriation within the General Fund: the addition of \$137,767 in expenditures for two incomplete  
10 FY2020 small capital projects. The FY2020 Approved Budget for small capital projects at Cecil County Public  
11 Schools was funded in the amount of \$1,203,913 of which \$250,000 was appropriated for the startup of the  
12 diesel program at the Cecil County School of Technology. In a letter dated May 14, 2020, the County was  
13 notified by the Cecil County Public Schools and shared that due to staff support in the renovations of the  
14 space for the diesel program, the budget for the startup had a realized savings of \$184,767. In that same  
15 letter, Cecil County Public Schools requested and the County Executive approved the use of those funds for  
16 other small capital projects. However, not all of those projects were completed by June 30, 2020. Cecil  
17 County Public Schools is requesting to have the funds available in FY2021 to complete the work to the  
18 Administrative Services Center HVAC Dual Piping Replacement Project (\$98,767) and a new playground at  
19 Cecil Manor Elementary School (\$39,000); and

20           **WHEREAS**, such appropriation is necessary to provide \$137,767 of the FY2020 assigned fund  
21 balance for the General Fund for expenditures.

22           **NOW THEREFORE, BE IT HEREBY RESOLVED BY THE COUNTY COUNCIL OF CECIL COUNTY,**  
23 **MARYLAND**, that the Annual Budget and Appropriation Ordinance for Cecil County, Maryland for Fiscal  
24 Year 2021 is amended for the supplemental appropriation; and by amending the Current Budget to  
25 appropriate \$137,767 of additional expenditures in the General Fund to fund the small capital budget of  
26 Cecil County Public Schools.

27           **AND BE IT FURTHER RESOLVED BY THE COUNTY COUNCIL OF CECIL COUNTY, MARYLAND**, that this  
28 Resolution shall take effect on the date of its passage.



Supplemental Appropriations – Fund Balance – Board of Education – Small Capital Projects

INTRODUCED: July 21, 2020

ADOPTED: August 11, 2020

ATTEST:

James Massey  
Council Manager

  
President of the Council





# CECIL COUNTY, MARYLAND

## DEPARTMENT OF FINANCE

### FISCAL NOTE

#### **SUMMARY OF LEGISLATION**

SPONSOR: Council President Meffley at the request of the County Executive

**RESOLUTION NO. 45-2020 – Supplemental Appropriation - Fund Balance – Board of Education – Small Capital Projects.**

**SYNOPSIS:** A resolution to amend the Annual Budget and Appropriation Ordinance for Cecil County, Maryland for the fiscal year ending June 30, 2021 in order to provide the Board of Education Small Cap Budget within the General Fund, expenditure appropriation authority to authorize \$137,767 to be expended for FY2020 small cap projects that were not completed by June 30, 2020..

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**FISCAL IMPACT SUMMARY:** The approval of this bill will have a net fiscal impact on the Cecil County of \$137,767, by expending the FY2020 assigned fund balance designated by the County Executive to provide carryover funding for the unspent Cecil County Public Schools small cap budget.

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#### **FISCAL ANALYSIS:**

At the end of FY2020, Cecil County Public Schools informed the County it would be unable to complete two of its scheduled FY2020 small capital projects by the end of the fiscal year. The two incomplete projects that were approved by the County Executive earlier in the fiscal year due to realized savings from the diesel program are the new playground at Cecil Manor Elementary School (\$39,000) and the replacement of the HVAC Dual temperature piping at the Administrative Services Center building. As CCPS's small cap budget is part of the County's annual operating budget, any funds not spent by June 30 revert back to the fund balance of the general fund. In anticipation of not completing the two project by fiscal year end, CCPS proactively asked for the funds to be carried over to FY2021. In order to appropriate the funds back to the school system, the County Executive has assigned the funds to CCPS to allow the completion of the two small cap projects.

Although the County Executive has the power to assign fund balance, the Council, per Charter, must approve changes to the approved budget.

A copy of the letter requesting the transfer of funds from the diesel start up to other small projects is attached along with the County Executive's approval. The County Executive has the ability to approve the use of small cap operating funds for different uses as the funds for small capital projects are together in one expense line item of the general fund budget.



**CECIL COUNTY PUBLIC SCHOOLS  
OFFICE OF THE SUPERINTENDENT**

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER  
201 BOOTH STREET • ELKTON, MD 21921

phone: 410.996.5499 • fax: 410.996.5137 • www.ccps.org

Jeffrey A. Lawson, Ed.D.  
Superintendent of Schools

William H. Malesh  
President, Board of Education

May 14, 2020

Dr. Alan McCarthy  
County Executive, Cecil County Government  
200 Chesapeake Boulevard, Suite 2100  
Elkton, MD 21921

Dear Dr. McCarthy:

The purpose of this amendment is to adjust the County allocations for school construction projects supported by County pay-go funding.

The Cecil County School of Technology Diesel Program Renovation project is expected to realize savings due to CCPS staff performing portions of the renovation. We request to transfer funds to the new projects listed below.

Pay-Go Funds				
Project Name		Project Budget	Amendment	Amended Budget
Multi - School	Energy performance contract	\$ 803,913.00	\$ -	\$ 803,913.00
School of Technology	Diesel program renovations	322,878.00	(184,766.23)	138,111.77
North East Middle	New school	53,000.00		53,000.00
Cecilton Elementary	Secure Entrance	245,658.00		245,658.00
Holly Hall Elementary	Secure Entrance	158,501.00		158,501.00
Leeds Elementary	Secure Entrance	271,335.00		271,335.00
Cecil Manor Elementary	Secure Entrance	348,628.00		348,628.00
Holly Hall Elementary	Pavement Repair		15,000.00	15,000.00
Bay View Elementary	Sidewalk Repair		7,000.00	7,000.00
Cecil Manor Elementary	Pavement Repair		10,000.00	10,000.00
North East High	Sidewalk Repair		12,000.00	12,000.00
ASC	Sidewalk Repair		3,000.00	3,000.00
ASC	HVAC Dual Temp. Piping Replace		98,766.23	98,766.23
Cecil Manor Elementary	Playground Repairs	-	39,000.00	39,000.00
<b>TOTAL</b>		<b>\$ 2,203,913.00</b>	<b>\$ -</b>	<b>\$ 2,203,913.00</b>

If you have questions, please do not hesitate to contact me.

Sincerely,

Jeffrey A. Lawson, Ed.D.

*Our Mission: CCPS serves equitably through positive relationships as a safe, collaborative community. We will ensure all learners acquire the knowledge, skills, and qualities to be responsible, caring, and ethical citizens.*

Alan J. McCarthy  
County Executive

Alfred C. Wein, Jr.  
Director of Administration



Office: 410.996.5202  
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County Information  
410.996.5200  
410.658.4041

**CECIL COUNTY, MARYLAND**  
Office of the County Executive  
200 Chesapeake Boulevard, Suite 2100, Elkton, MD 21921

June 12, 2020

Dr. Jeffrey A. Lawson  
Superintendent  
Cecil County Public Schools  
201 Booth Street  
Elkton, MD 21921

Dear Dr. Lawson:

I am in receipt of your request dated May 14, 2020 to make a change to the FY2020 Approved Small Capital Pay-Go project funding. Your request is to transfer funds from the Cecil County School of Technology diesel program renovations project (\$184,766.23) to the following projects:

Holly Hall Elementary	Pavement Repair	\$ 15,000.00
Bay View Elementary	Sidewalk Repair	7,000.00
Cecil Manor Elementary	Pavement Repair	10,000.00
North East High	Sidewalk Repair	12,000.00
ASC	Sidewalk Repair	3,000.00
ASC	HVAC Repairs	98,766.23
Cecil Manor Elementary	Playground Repairs	<u>39,000.00</u>
		\$ 184,766.23

Upon my review of the justification to transfer funding between the projects, I am approving your request. As you know the County's fiscal year end is June 30, 2020, and the small capital budget to support CCPS will no longer be available for expenditure after that date. If your team would please inform Finance (Becky Anderson and/or Lisa Saxton) in early July, which projects did not get completed as of June 30, so at my request they will submit a resolution to Council to assign the funds to complete the above projects, with the explanation of timing/fiscal year end as the reason for FY2021 assignment to CCPS.

If you have any additional concerns about the Small Capital Budget for FY2020, please don't hesitate to give me a call

Respectfully,

A handwritten signature in black ink, appearing to read "Alan J. McCarthy".

Alan J. McCarthy  
Cecil County Executive

