

FY2022 SPENDING PLAN & FY2023 MAINTENANCE ESTIMATE & BUDGET REQUEST

DISTRICT NAME / ACCOUNT #: **Norfolk Mosquito Control / 2520-1200**

SECTION I	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>NOTES:</u>
Prior Year Rollover:	\$102,193.66	\$134,998.58	\$147,000.00	Rollover into FY23 is currently projected to be about \$147,000
FY21 Revene Collected / FY22 Certified				
Budget / FY23 Request:	\$2,001,626.00	\$2,061,678.00	<u>\$2,113,220.00</u>	
Other:	\$3,608.19			
Total Funds:	<u>\$2,107,427.85</u>	<u>\$2,196,676.58</u>	<u>\$2,260,220.00</u>	

Object Code	Description	<u>FY2021 (as of 8/09/21)</u>	<u>FY2022 (est)</u>	<u>FY2023 (est)</u>	<u>NOTES:</u>
A01	Salaries: Inclusive	\$887,933.20	\$912,602.00	\$942,783.00	
A07	Shift Differential Pay	\$14,286.47	\$13,815.00	\$14,243.00	
A08	Overtime Pay	\$3,584.76	\$4,000.00	\$5,000.00	
A10	Holiday Pay	\$379.59			
A13	Vacation-In-Lieu				
AA1	Salaries: Supplemental	\$7,760.00	\$8,400.00	\$8,800.00	
AXX	Other				
AA	Payroll Actuals Summary:	<u>\$913,944.02</u>	<u>\$938,817.00</u>	<u>\$970,826.00</u>	
B01	Out of State Travel		\$5,000.00	\$5,000.00	
B02	In-State Travel		\$1,200.00	\$1,800.00	
B05	Conf Train Registration Memb	\$395.82	\$300.00	\$400.00	
B08	Industrial Clothing & Uniforms	\$1,811.82	\$1,300.00	\$1,500.00	
B10	Exigent Job Related Expenses	\$3,671.52	\$2,500.00	\$1,500.00	
B91	Empl Reimb Accounts Payable Non-Tax			\$2,500.00	
BXX	Other				
BB	Travel Summary:	<u>\$5,879.16</u>	<u>\$10,300.00</u>	<u>\$12,700.00</u>	
C04	Contracted Seasonal Employees	\$10,619.00	\$17,000.00	\$23,120.00	
C98	Travel - Contracted Employees	\$122.35			
CXX	Other				
CC	Seasonal Employees Summary:	<u>\$10,741.35</u>	<u>\$17,000.00</u>	<u>\$23,120.00</u>	
D09	Fringe & Payroll Tax	\$215,494.29	\$219,308.00	\$225,925.00	
D15	Workers Comp	\$1,061.62			
D20	County Pension / Retirement	\$224,786.00	\$241,892.00	\$260,000.00	
DXX	Other				
DD	Fringe / Pension Actuals / Summary	<u>\$441,341.91</u>	<u>\$461,200.00</u>	<u>\$485,925.00</u>	
E01	Office & Admin Supplies	\$1,082.27	\$2,000.00	\$1,000.00	
E02	Printing Expenses & Supplies	\$1,684.28	\$1,000.00	\$1,500.00	
E04	Central Reprographic Chargeback				
E06	Postage		\$200.00	\$200.00	
E12	Subscriptions & Licensing Fees	\$310.00	\$500.00	\$500.00	
E13	Advertising Expenses	\$299.60	\$500.00	\$500.00	
E14	Exhibits/Displays		\$500.00	\$0.00	
E15	Bottled Water	\$507.76	\$550.00	\$600.00	
E19	Fees, Licenses, Permits & Chrgbks	\$1,300.00	\$2,000.00	\$2,000.00	
E20	Motor Vehicle Chargeback	\$24,546.41	\$30,000.00	\$30,000.00	
E32	Tort Claims Liab Mgnt Reduc Fd				
E53	Non-Employee Settlements & Judgments				
E42	In-State Travel				
EE2	Conf, Training & Registration	\$716.00	\$3,500.00	\$3,500.00	
EXX	Other				
EE	Admin Costs Actuals / Summary	<u>\$30,446.32</u>	<u>\$40,750.00</u>	<u>\$39,800.00</u>	
F05	Laboratory Supplies	\$7,038.53	\$4,000.00	\$5,000.00	
F06	Medical & Surgical Supplies	\$342.29			
F09	Clothing & Footwear	\$811.24	\$3,000.00	\$2,000.00	
F10	Facility Furnishings				
F11	Laundry & Cleaning Supplies				
F19	ManufactreSupply &Raw Materials				
F24	Vehicle Maint & Repair Parts	\$6,669.46	\$2,000.00	\$2,000.00	
FXX	OTHER				

FF	Lab/Materials/Vehicle - Summary:	<u>\$14,861.52</u>	<u>\$9,000.00</u>	<u>\$9,000.00</u>
G01	Space Rental	\$181,277.00	\$185,809.00	\$190,454.00
G03	Electricity	\$4,134.44	\$4,000.00	\$4,000.00
G05	Fuel For Vehicles	\$14,196.82	\$18,000.00	\$18,000.00
G06	Fuel for Buildings / Heat Oil			
G08	Sewage Disposal And Water	\$665.34	\$300.00	\$400.00
G11	Natural Gas	\$4,083.62	\$5,000.00	\$5,000.00
GXX	Other			
GG	Lease / Utilities / Fuel - Summary:	<u>\$204,357.22</u>	<u>\$213,109.00</u>	<u>\$217,854.00</u>
H09	Attorneys/Legal Services	\$42.77		
HH2	Engineering, Research & Scientific Services			
HH	Consultant Service Contracts	<u>\$42.77</u>	<u>\$0.00</u>	<u>\$0.00</u>
J25	DPH Testing	\$0.00	\$10,000.00	\$10,000.00
J27	Laundry Services			
J62	Board Memb Exps			
JJ2	Auxiliary Services	\$21.95		
JJ3	Security Costs			
JJ	Program Operational Summary:	<u>\$21.95</u>	<u>\$10,000.00</u>	<u>\$10,000.00</u>
K04	Vehicle Equipment	\$194.00	\$20,000.00	\$25,000.00
K05	Office Equipment	\$5,558.02	\$500.00	\$1,000.00
K06	Printing, Photocopying Equip			
K07	Office Furnishings			\$500.00
K11	Heavy Equip, Trucks, Spray Equip			\$17,000.00
K12	Television Broadcasting Equipment			
KXX	OTHER			
KK	Programmatic Equipment - Summary:	<u>\$5,752.02</u>	<u>\$20,500.00</u>	<u>\$43,500.00</u>
L24	Motorized Vehicle Equip Rental			
L26	Printing / Copy Equip Rent/Lease		\$1,243.00	\$1,243.00
L44	Vehicle Equipment Maint/Repair	\$20,944.31	\$9,000.00	\$10,000.00
L46	Print/Copy Equip Maint/Repair			
L51	Heavy Equipment Maint/Repair	\$3,654.80	\$5,000.00	\$10,000.00
L63	Program Equip Maint & Repair			
LXX	OTHER			
LL	Program Rentals /Heavy Equip Maint	<u>\$24,599.11</u>	<u>\$15,243.00</u>	<u>\$21,243.00</u>
N50	Facility Maint/Repair			
N52	Facility Maint & Repair Tools	\$5,800.72	\$5,000.00	\$5,000.00
N60	Lawn&Grounds Equipment Maint & Repair			
N61	Lawns & Grounds Equipment			
N64	Pesticides, Garden Tools&Supplies	\$223,712.49	\$200,000.00	\$200,000.00
N70	Cleaners/Janitors	\$4,521.15	\$5,000.00	\$5,400.00
N71	Exterminators/Pest Mgmt	\$60,964.00	\$100,000.00	\$100,000.00
N72	Hazardous Waste Removal Services			
N73	Waste Removal Serv Non-Hazard	\$4,600.74	\$4,700.00	\$5,000.00
NXX				
NN	Facility / Tools / Pesticide Summary:	<u>\$299,599.10</u>	<u>\$314,700.00</u>	<u>\$315,400.00</u>
U01	Telecommunication Serv - Data	\$2,640.53	\$2,500.00	\$2,500.00
U02	Tele Voice Services	\$2,139.94	\$2,000.00	\$2,000.00
U03	Software & IT Licenses	\$1,409.62	\$1,500.00	\$1,500.00
U05	Info Tech Professionals			
U06	Info Tech Cabling			
U07	Info Tech Equipment	\$1,238.00	\$2,500.00	\$1,000.00
U09	Information Technology (IT) Equipment Rental Or Lease			
U10	IT Equip. Maint. & Repair	\$13,326.36	\$5,750.00	\$5,750.00
UXX	OTHER			
UU	IT / Phone Costs - Summary:	<u>\$20,754.45</u>	<u>\$14,250.00</u>	<u>\$12,750.00</u>
	Total:	<u>\$1,972,340.90</u>	<u>\$2,064,869.00</u>	<u>\$2,162,118.00</u>
	Projected Balance Forward:	\$135,086.95	\$131,807.58	\$98,102.00

SECTION II
FTE Tracker

Current FTE

 Count: **12**

Backfills: Position #

Anticipated Start Date

Bi-weekly Pay of New Hire

Total Backfills: 0

New Positions: Position Title
0

Total New Positions:

Anticipated Vacancies: Position # Bi-weekly Pay
0

Total Anticipated Vacancies: 0

Total FTE Count: 12

FTE count (as of 7/31/21)



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Field Operations Manager

Norfolk County Mosquito Control District: Narrative Memo Highlighting Justification of the FY 2023 Proposed Budget Request May, 2022 update

FY 2023: The Norfolk County Mosquito Control District is proposing an FY 2023 2.5% budget increase over FY2022, to \$2,113,220.

Primary factors contributing to this proposed budget increase are as follows:

- 1) Operational costs were high in 2021 due to a very rainy season with extreme mosquito outbreaks on the Neponset River flood plain. There was high use of adulticide and larvicide products, the costs of which extend beyond FY 2022.
- 2) The District continues fulfilling an ongoing Fleet Management Plan that involves replacing older and high mileage vehicles each fiscal year. The Fleet Management Plan has seen the planned ongoing replacement of aging vehicles from FY 2013 through FY2022. FY 2023 will likely not see a budgeted vehicle replacement as we plan for replacement of our Sterling transport truck. A new truck, with trade in of the Sterling, will likely cost over 110,000. We hope to apply increased rollover funds (from #3 below) to this purchase, which will likely be completed in FY2024.
- 3) Employee COLA and pay increases, with the accompanying fringe costs, remain a continuing year to year cost increase. The District lost two field Technicians in the last quarter of the calendar year 2021. Two hires are projected to replace these vacancies. There will be some cost savings from this transition. For FY 2023, no additional FTE hires are projected.
- 4) Retirement costs:
The unfunded liability of the Norfolk County Retirement System (NCRS) grew substantially since 2010, principally due to the 2008/2009 financial crisis. For the NCRS to maintain the 2031 funding schedule, The NCMCD has absorbed 10% direct cost increases that continued into FY 2019. The FY 2020 retirement increase, decreased to around 6%. FY 2021 rates were a 6.6% increase over FY2020 and FY2022 is a 7% increase. FY 2023 rates are increasing by 7.26%. I would continue to expect rates to increase yearly at less than 10% going forward, but probably still well above maintenance 2.5% levels. The Covid-19

pandemic may push these rates higher yet again in the near future. Current direct retirement cost to the District in FY2022 is about \$242,000

- 5) The district attempts to keep a significant rollover amount each year in anticipation of potential floodplain aerial larvicide applications and other unexpected situations. The rollover into FY2023 is currently projected to be about \$147,000.
- 6) Other than minor adjustments up or down, most other expense categories will remain basically level or contain only minor estimated increases due to normal inflationary cost increases.

David Lawson, Director
The Norfolk County Mosquito Control District