

COUNTY COUNCIL

John P. McBlain Chairman

Colleen P. Morrone Vice Chairman

Michael F. Culp Kevin M. Madden Brian P. Zidek

COUNTY OF DELAWARE GOVERNMENT CENTER BUILDING

201 W. FRONT STREET **MEDIA, PENNSYLVANIA 19063**

AREA CODE (610) 891-4453 FAX NUMBER (610) 891-0647

> Marianne Grace **Executive Director**

November 4, 2019

Dear Chairman McBlain:

Enclosed please find the Executive Director's proposed 2020 budget for your review and consideration.

This office has once again worked closely with the various departments throughout this year in order to reduce expenses and increase revenues wherever possible, which is reflected in this budget. We appreciate the cooperation of the Court, elected officials, department heads and other staff members during the budget process.

Council has expressed a desire not to have a millage increase for 2020 in light of the significant reserves currently held by the County. In keeping with this policy directive, this budget proposes utilizing the Unassigned Fund Balance. This proposed budget maintains the current millage rate, balances the budget and keeps the County within its Fund Balance Policy.

As you know, the County has maintained its excellent bond ratings with both Standard and Poor's Rating Service and Moody's Investors Service at AA and Aa1, respectively. This has been accomplished in no small part due to County Council's commitment to maintain the reserve levels outlined in the County's Fund Balance Policy and we urge Council to continue this practice in the future.

Also enclosed is the proposed 5-year Capital Spending Plan. The plan includes major projects such as the Orange St. complex and related County facility needs, purchase and implementation of a new voting system, renovations to Fair Acres and the prison, the County-wide reassessment, upgrade of the 911 radio system, and an Energy Savings Contract (ESCO). In order to meet these needs, this plan contemplates a borrowing of \$20 million in 2020, as well as additional borrowings for the years 2021 through 2023.

Below is a suggested schedule for various budget-related actions. The dates correspond to deadlines established in the Home Rule Charter and will provide three (3) occasions for public comment.

Sincerely,

Marianne Grace

Marianne Grace

cc: Colleen P. Morrone Michael F. Culp Kevin M. Madden Brian P. Zidek

2020 Budget Timeline

November 4, 2019	Executive Director's 2020 Budget due to County Council
November 18, 2019	Submit Council's report on the 2020 Budget to the County Clerk
November 25, 2019	County Clerk to give public notice of a time and place for Public Hearing on the 2020 Budget
December 4, 2019	First Reading of the 2020 Budget Ordinance at the regularly scheduled meeting of County Council
December 4, 2019	Public Hearing at 6:00 P.M. in the County Council Meeting Room
December 11, 2019	Second Reading and Final Adoption of the 2020 Budget at the regularly scheduled County Council meeting

COUNTY OF DELAWARE OFFICE OF THE EXECUTIVE DIRECTOR 2020 PROPOSED BUDGET

Prepared by: Marianne Grace, Executive Director

James P. Hayes, Budget Director

COUNTY OF DELAWARE OFFICE OF THE EXECUTIVE DIRECTOR

2020 PROPOSED BUDGET

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County of Delaware Budget Summary (in 000's) General Fund

Description	2020 BUDGET
	#25.10 6
Unassigned Fund Balance - Beginning	\$25,196
Revenue	334,982
Total Funds Available	360,178
Expenditures	358,133_
Unassigned Fund Balance - Ending	\$2,045
Tax Requirements	
Net Current Year Tax Requirement- Net	\$165,493
Assessment	\$31,819,480
Millage Requirement	5.201
Add 5% Delinquent	0.260
Total Millage Requirement	5.461

GENERAL FUND - REVENUE (in 000's)

<u>Description</u>	2020 <u>BUDGET</u>	2019 <u>BUDGET</u>	2018 <u>ACTUALS</u>
REAL ESTATE TAXES			
Current Year Discount (Current Year) Delinquent Penalty Total Real Estate Taxes	\$168,870 (3,377) 5,000 1,300 \$171,793	\$168,330 (3,367) 5,000 1,300 \$171,263	\$173,174 (3,081) 5,703 1,238 \$177,034
RECEIPTS IN LIEU OF TAXES			
Public Utility Realty Tax Other Payments in Lieu of Taxes Phila. International Airport Total Receipts in Lieu of Taxes	\$200 200 621 \$1,021	\$200 200 621 \$1,021	\$184 130 621 \$935
LICENSES AND PERMITS	\$2	\$2	\$2
DEPARTMENTAL EARNINGS			
Fair Acres Private Pay & Maint. Income Fair Acres - Other Judicial Support Recorder of Deeds Sheriff Register of Wills Bail Bond 911 Surcharge 911 Regional Prison Park Board Planning Public Works Voter Registration Motor Vehicles Electronic Recording Center Information Technology Consumer Affairs Legal Audio Visual Treasurer Tax Assessment	\$3,082 1,128 3,900 3,000 1,500 1,900 795 12,500 565 2,893 140 100 3 2 80 165 41 300 22 38 75	\$3,109 1,129 3,910 3,000 1,700 1,775 917 12,500 747 2,765 150 100 3 0 0 152 130 300 20 38 75	\$2,703 1,228 3,502 2,672 1,567 1,963 839 12,451 419 2,642 108 155 0 0 0 162 110 300 26 20 72 18
Medical Examiner/Coroner Public Defender Court Financial Fees	17 2 27	17 2 27	18 0 31
Domestic Relations Fees Total Departmental Earnings	\$32,277	\$32, 592	25 \$31,013

GENERAL FUND - REVENUE (in 000's)

Description	2020 <u>BUDGET</u>	2019 <u>BUDGET</u>	2018 <u>ACTUALS</u>
COURT COSTS AND FINES			
District Justice Court Costs County Court Costs Forfeited Bail, Confiscated County Fines District Justice Fines Constable Fees Electronic Monitoring Substance Abuse Education Juvenile Certification Fund Total Court Cost and Fines	\$2,375 1,097 15 167 10 160 19 85 16 \$3,944	\$2,200 1,123 15 141 14 134 13 92 13 \$3,745	\$2,218 985 0 140 13 134 12 82 0 \$3,584
INTEREST AND RENTAL FEES			
Interest on Investments Rental Income Total Interest and Rents	\$1,900 725 \$2,625	\$1,380 725 \$2,105	\$1,889 653 \$2,542
FEDERAL GRANTS			
Fair Acres Medicare TANF Title IV-E Domestic Relations Title IV-D Support Enforcement Title IV-D IV-E Admin. Cost Reimbursement Title I Reimbursement National School Lunch Program Soil and Water Conservation Total Federal Grants	6,117 810 100 7,407 620 60 0 45 195	6,670 810 100 8,181 709 80 10 34 185	5,990 784 198 6,867 665 235 0 29 208
STATE GRANTS			
Fair Acres Medical Assistance Juvenile Court/Detention - Act 148 Juvenile Court - YDC / YFC Juvenile Probation Programs Court of Common Pleas Senior Judge - Reimb. Costs Act 24 Guardianship Juvenile Probation Adult Probation Act 35/Offender Supervision Fee Interpreter Fee Total State Grants	\$58,231 11,875 450 33 1,000 102 64 684 677 2,014 76	\$60,279 11,925 420 33 1,000 100 64 684 671 1,976 75	\$58,772 9,504 407 21 957 100 64 684 674 1,738 75 \$72,996
Executive Director	(3)		

(3)

Proposed Budget

GENERAL FUND - REVENUE (in 000's)

Description	2020 <u>BUDGET</u>	2019 <u>BUDGET</u>	2018 <u>ACTUALS</u>
COMMISSIONS			
Tax Claim Bureau Recorder of Deeds ARD Fees DUI - Administrative Fees DUI Evaluations DUI Education Maintenance & Costs - Juvenile Juvenile Consent Decree Tax Certifications Total Commissions	\$3,910 350 223 122 311 178 300 1 38	\$3,907 300 254 136 319 200 300 3 3 8 \$5,457	\$4,045 337 226 122 287 135 269 2 46 \$5,469
OTHER INCOME			
Act 164 Airport Transp. Fee Gaming Revenue Miscellaneous Sale of Plot Maps Senior Games State Tax Equalization Board Summer Festival Donations Total Other Income	\$1,300 \$7,500 2,445 14 20 700 25 \$12,004	\$925 \$7,875 2,400 14 20 625 20 \$11,879	\$1,074 \$7,815 2,781 7 17 608 26 \$12,328
REIMBURSED EXPENSES			
Fringe Benefits Recovered Total Reimbursed	\$5,700 \$5,700	\$5,450 \$5,450	\$6,098 \$6,098
TRANSFERS		•	
Fair Acres, Other Total Transfers	\$9,623 \$9,623	\$7,811 \$7,811	\$6,941 \$6,941
TOTAL REVENUE	\$334,982	\$335,331	\$333,918

<u>Description</u>	2020 BUDGET	2019 <u>BUDGET</u>	2018 <u>ACTUALS</u>
I. SOCIAL WELFARE			
Fair Acres Social Service Programs	\$74,266 7,500	\$76,873 7,173	\$71,596 6,923
TOTAL SOCIAL WELFARE	\$81,766	\$84,046	\$78,519
Percentage of Total Budget	22.8%	23.7%	24.2%
II. ADMINISTRATION OF JUSTICE			
COURTS			
Adult Probation & Parole	\$5,678	\$5,587	\$4,854
Bail Agency	1,182	1,086	956
Court Administrator	2,056	2,119	1,657
Court Support & Services	6,789	6,913	5,786
Diagnostic Services	823	800	647
District Justice	8,519	8,131	6,613
Domestic Relations	6,598	6,696	5,584
Electronic Recording Center	897	914	819
Financial Services	253	251	230
Juvenile Court	10,924	11,043	9,799
Juvenile Detention Home	4,547	4,576	3,629
Juvenile Detention Kitchen	603	650	466
Legal Audio Visual	244	248	201
Maintenance of Juveniles	7,630	7,630	4,867
TOTAL COURTS	\$56,743	\$56,644	<u>\$46,108</u>
CRIMINAL JUSTICE			
Community Corrections	\$1,095	\$1,071	\$948
Court Clerk Services	906	927	731
Criminal Investigation Dept.	4,388	4,332	3,920
District Attorney	6,222	6,369	5,782
Emergency Services	12,756	12,517	11,993
Judicial Support	1,602	1,638	1,284
Medical Examiner/Coroner	1,033	968	908
Prison - Administration & Utilities	2,871	2,921	2,969
Prison - Operational Mgt. Contract	50,837	49,841	48,559
Public Defender	4,688	4,783	4,003
Register of Wills	607	609	485
Sheriff	4,306	4,161	3,762
Special Council-Indigent Prisoners	135	135	111
Support Enforcement	578	624	549
TOTAL CRIMINAL JUSTICE	\$92,024	\$90,896	\$86,004
TOTAL ADMIN, OF JUSTICE	\$148,767	<u>\$147,540</u>	\$132,112
Percentage of Total Budget	41.5%	41.6%	40.8%

<u>Description</u>	2020 <u>BUDGET</u>	2019 <u>BUDGET</u>	2018 <u>ACTUALS</u>
III. TRANSPORTATION			
SEPTA	\$9,120	\$8,560	\$8,162
Percentage of Total Budget	2.5%	2.4%	2.5%
IV. PARKS & RECREATION	\$1,795	\$1,804	\$1,473
Percentage of Total Budget	0.5%	0.5%	0.5%
V. REGISTRATION & ELECTIONS			
Bureau of Elections	\$987	\$848	\$786
Voter Registration	464	476	406
Voting Machines	379	560	512
TOTAL REGISTRATION & ELECTIONS	\$1,830	\$1,884	\$1,704
Percentage of Total Budget	0.5%	0.5%	0.5%
VI. TAX ADMINISTRATION			
Assessment	\$1,179	\$1,204	\$1,047
Claim Bureau	1,168	1,183	958
Collection	236	243	188
TOTAL TAX ADMINISTRATION	\$2,583	\$2,630	\$2,193
Percentage of Total Budget	0.7%	0.7%	0.7%
VII. FINANCIAL MANAGEMENT			
Budget	\$243	\$244	\$224
Controller	1,266	1,220	776
Treasurer	566	565	470
TOTAL FINANCIAL MANAGEMENT	\$2,075	\$2,029	\$1,470
Percentage of Total Budget	0.6%	0.6%	0.5%

VIII. GENERAL GOVERNMENT	
Administrative Services \$384 \$197 \$3	17
Board of Personnel Grievances 16 16	0
Constables 1,491 1,391 1,3	17
A A LICE ALICE ALICE AND A LICE A	83
county count	91
	24
Courthouse & Park Police 1,480 1,344 1,2	
_,	25
Facilities Management 3,484 3,511 3,1	
Information Technology 3,556 3,681 3,1	
And the second s	35
Library Services 1,300 1,299 1,1	
1 visciniti	00
-7	65
	87
1 4010 17 0110	33
T th that high	17
1,000 table of Books	60
Records & Archives 308 20	84
Risk Management 97 97	9
Solicitor 1,470 1,470 1,3	
Telecommunications 1,135 1,138 9	95
TOTAL GENERAL GOVERNMENT \$20,495 \$20,379 \$17,3	88
Percentage of Total Budget 5.7% 5.7% 5.	4%
IX. MISCELLANEOUS	
Agricultural Extension \$161 \$160 \$1	37
	32
County Motor Vehicle Mgt. 315 309	14
Military and Veterans Affairs 351 360 2	51
•	20
Training Center 233 239	92_
TOTAL MISCELLANEOUS \$2,016 \$2,034 \$1,4	46
Percentage of Total Budget 0.6% 0.6% 0.	4%
X. OTHER SUBSIDIES	
Grant Appropriations & Other Subsidies - net \$3,910 \$1,875 \$5,8	03
TOTAL OTHER SUBSIDIES \$3,910 \$1,875 \$5,8	03
Percentage of Total Budget 1.1% 0.5% 1.	8%

Description	2020 <u>BUDGET</u>	2019 <u>BUDGET</u>	2018 <u>ACTUALS</u>
XI. OTHER EXPENDITURES			
Tax Refunds	\$700	\$700	\$299_
TOTAL OTHER EXPENDITURES	<u>\$700</u>	\$700	\$299
Percentage of Total Budget	0.2%	0.2%	0.1%
XII. DEBT SERVICE	\$29,326	\$29,396	\$28,355
Percentage of Total Budget	8.2%	8.3%	8.8%
XIII. EMPLOYEE FRINGE BENEFITS	\$48,000	\$46,500	\$39,295
Percentage of Total Budget	13.4%	13.1%	12.1%
XIV. INSURANCE	\$5,750 <u></u>	\$5,500	\$5,610
Percentage of Total Budget	1.6%	1.5%	1.7%
TOTAL EXPENDITURES	\$358,133	\$354,877	\$323,829

Schedule I
Supplemental Schedule of Expenditures (in 000's)

	20	020 BUDGET	
Description	<u>Salaries</u>	Expenses	Total
Adult Probation & Parole	\$5,267	\$411	\$5,678
Bail Agency	922	260	1,182
Court Administrator	1,566	490	2,056
Court Support & Services	4,461	2,328	6,789
Diagnostic Services	393	430	823
District Justice	4,559	3,960	8,519
Domestic Relations	5,913	685	6,598
Electronic Recording Center	375	522	897
Financial Services	236	17	253
Juvenile Court	4,820	6,104	10,924
Juvenile Detention Home	3,553	994	4,547
Juvenile Detention Kitchen	303	300	603
Legal Audio Visual	202	42	244
Maintenance of Juveniles	0	7,630	7,630
TOTAL COURTS	\$32,570	\$24,173	\$56,743
Community Corrections	\$1,162	(\$67)	\$1,095
Court Clerk Services	861	45	906
Criminal Investigation Dept.	3,861	527	4,388
District Attorney	5,600	622	6,222
Emergency Services	7,540	5,216	12,756
Judicial Support	1,464	138	1,602
Medical Examiner/Coroner	672	361	1,033
Prison - Administration & Utilities	479	2,392	2,871
Prison - Operational Mgt. Contract	0	50,837	50,837
Public Defender	4,079	609	4,688
Register of Wills	498	109	607
Sheriff	3,197	1,109	4,306
Special Council-Indigent Prisoners	135	0	135
Support Enforcement	489	89	578
TOTAL CRIMINAL JUSTICE	\$30,037	\$61,987	\$92,024

NOTE: These Supplemental Schedules relate to the 2020 Expenditures on Pages 5 through 7.

Schedule I
Supplemental Schedule of Expenditures (in 000's)

	2	020 BUDGET	
Description	<u>Salaries</u>	Expenses	<u>Total</u>
TOTAL PARKS & RECREATION	\$887	\$908	\$1,795
			42,177
Bureau of Elections	\$289	\$698	\$987
Voter Registration	328	136	464
Voting Machines	155	224	379
TOTAL REGISTRATION & ELECTIONS	\$772	\$1,058	\$1,830
Assessment	\$755	\$424	\$1,179
Claim Bureau	424	744	1,168
Collection	139	97	236
TOTAL TAX ADMINISTRATION	\$1,318	\$1,265	\$2,583
	than a c	45	фо.42
Budget	\$236	\$7	\$243
Controller	893	373	1,266
Treasurer	492	74	566
TOTAL FINANCIAL MANAGEMENT	\$1,621	<u>\$454</u>	\$2,075
Administrative Services	\$369	\$15	\$384
Board of Personnel Grievances	ф309 0	Ψ15 16	φ304 16
Constables	247	1,244	1,491
Consumer Affairs	262	37	299
County Clerk	133	7	140
County Council	404	25	429
Courthouse & Park Police	2,621	(1,141)	1,480
Executive Director	624	601	1,225
Facilities Management	1,256	2,228	3,484
Information Technology	2,062	1,494	3,556
Intercommunity Health	320	94	414
Library Services	431	869	1,300
Personnel	829	(189)	640
Planning	924	230	1,154
Public Relations	217	58	275
Public Works	282	(99)	183
Purchasing	276	50	326
Recorder of Deeds	615	74	689
Records & Archives	288	20	308
Risk Management	0	97	97
Solicitor	1,131	339	1,470
Telecommunications	352	783	1,135
TOTAL GENERAL GOVERNMENT	\$13,643	\$6,852	\$20,495

Schedule I
Supplemental Schedule of Expenditures (in 000's)

		2020 BUDGET	
<u>Description</u>	<u>Salaries</u>	Expenses	<u>Total</u>
Agricultural Extension	\$48	\$113	\$161
Civil Defense	658	54	712
County Motor Vehicle Mgt.	398	(83)	315
Military and Veterans Affairs	227	124	351
Soil and Water Conservation	230	14	244
Training Center	255	(22)	233
TOTAL MISCELLANEOUS	\$1,816	\$200	\$2,016

Schedule II

Supplemental Schedule of Fair Acres Expenditures (in 000's)

	2020	
	BUDGET	
Salaries	\$35,807	
Fringe Benefits	12,571	
Insurance	1,555	
Administration	4,488	
Finance	1,737	
Facilities Management	2,505	
Power Plant	595	
Nursing	3,661	
Pharmacy	875	
Food Services	3,911	
Laundry	564	
Housekeeping	257	
Other Operating Expenditures	5,740	
TOTAL	\$74,266	

SUPPLEMENTAL INFORMATION

FEDERAL AND STATE GRANTS

As has been the case with County budgets in past years, amounts shown for certain activities under Social Welfare in the 2020 Budget reflect only the portion to be borne by the County General Fund.

During 2020 it is anticipated that in addition to the County contributions the following amounts will be received from Federal or State Agencies and expended by the County:

	(in 000's)
Children & Youth Services	\$37,160
Mental Health	34,695
Intellectual Disabilities	14,126
Early Intervention	5,854
Behavioral Health Managed Care	139,676
Early Learning Resources Center	60,314
Drug & Alcohol	5,444
Services for the Aging	14,478
Other Grants	14,881
TOTAL	\$326,628

		County of D	elaware			
Capital Improvements Program						
	2020	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Source of Funds						
Beginning Balance	\$ 25,200,000	\$ 3,150,000	\$ 8,088,000	\$ 6,231,000	\$ 8,494,000	25,200,000
Net Proceeds from New Financings	20,000,000	90,000,000	40,000,000	15,000,000	-	165,000,000
Interest Income	-	500,000	500,000	500,000	500,000	2,000,000
Other Income	448,000	448,000	448,000	448,000	448,000	2,240,000
Total Funds Available	45,648,000	94,098,000	49,036,000	22,179,000	9,442,000	194,440,000
Use of Funds						
Building Improvements	9,316,000	33,383,000	26,475,000	2,000,000	2,000,000	73,174,000
Equipment	9,536,000	4,100,000	2,230,000	2,235,000	2,240,000	20,341,000
911 Center	1,450,000	5,550,000	10,250,000	5,250,000	250,000	22,750,000
Reassessment	1,000,000	-	-	- 1	-	1,000,000
Fair Acres	9,000,000	14,000,000	1,000,000	1,000,000	1,000,000	26,000,000
Juvenile Detention Center	380,000	250,000	200,000	200,000	200,000	1,230,000
Prison	230,000	10,727,000	250,000	500,000	500,000	12,207,000
ESCO Projects	7,000,000	13,000,000	-	-	- :	20,000,000
Open Space Projects	2,500,000	2,700,000	-	-		5,200,000
SEPTA Projects	2,086,000	2,300,000	2,400,000	2,500,000	2,600,000	11,886,000
Subtotal	42,498,000	86,010,000	42,805,000	13,685,000	8,790,000	193,788,000
Ending Cash Balances	\$ 3,150,000	\$ 8,088,000	\$ 6,231,000	\$ 8,494,000	\$ 652,000	652,000

<u>County of Delaware</u> <u>Statement of Bonded Indebtedness</u> <u>Projected at 12/31/19</u>

County of Delaware Non-Electoral Debt	<u>Pri</u>	tstanding ncipal nount	<u>Maturity</u> <u>Year</u>
General Obligation Note, 1997 Series	\$	7,686,000	2022
General Obligation Note, 2002 Series	\$	12,220,000	2022
General Obligation Note, 2007 A Series b	\$	14,270,000	2027
General Obligation Bonds, 2010 Series a	\$	22,566,000	2028
General Obligation Bonds, 2010 Series b	\$	22,574,000	2028
General Obligation Notes, 2012 Series	\$	19,993,000	2032
General Obligation Notes, 2013 Series	\$	24,994,000	2033
General Obligation Bonds, 2014 Series a	\$	2,699,000	2023
General Obligation Bonds, 2014 Series b	\$	42,457,000	2025
General Obligation Notes, 2015 Series	\$	24,996,000	2035
General Obligation Bonds, 2016 Series	\$	23,040,000	2021
General Obligation Notes, 2018 Series	\$	39,999,000	2038
General Obligation Notes, 2019 Series	\$	22,710,000	2039
Total County of Delaware Non-Electoral Debt	\$	280,204,000	

Delaware County Solid Waste Authority (SWA) Lease Rental Debt	Outstanding Principal Amount	<u>Maturity</u> Year
Guaranteed Revenue Note, 2009 A Series Guaranteed Revenue Note, 2009 B Series Guaranteed Revenue Note, 2009 C Series Guaranteed Revenue Notes, 2012 Series Total Delaware County SWA Lease Rental Debt	\$ 1,404,000 \$ 1,520,000 \$ 1,632,000 \$ 2,816,000 \$ 7,372,000	2029 2030 2031 2032