



2022 DIVISION of Law

Manager's Proposed Budget Worksheet

Submitted to County Council on: October 19, 2021

| DEPARTMENT | 2021 Adopted Revenue | 2022 Proposed Revenue | 2021 Adopted Expenses | 2022 Proposed Expenses |
|-------------------|----------------------|-----------------------|-----------------------|------------------------|
| 16.4151-Solicitor | \$50,000 | \$50,000 | \$1,104,640 | \$1,164,348 |

Position Count:

Non-Rep. as of 1/1/2022: 10

Rep. as of 1/1/2022: 0

Non-Rep. 2021: 10

Rep. 2021: 0

Merit Increase 2022: \$5,521

Accounts with changes over 10% and/or \$10,000

REVENUES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|----------------|---------------------|-----------------------|-----------------|------------------|
| | | | | |

EXPENSES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|--|---------------------|-----------------------|-----------------|---|
| 540.14 Office Supplies | \$3,000 | \$3,500 | 16.66%/ \$500 | Increase due to current balance. |
| 540.70 Small tools and Minor Equipment | \$800 | \$1,000 | 25%/ \$200 | Increase due to current balance. |
| 550.15 Other Contractual Services | \$18,000 | \$30,000 | 6.66%/ \$12,000 | Increase in Clio Contract. |
| 560.61 Subscriptions | \$9,280 | \$15,000 | 61.63%/ \$5,720 | Increase in West Law Subscription. |
| 560.64 Meeting / Conference/ Training Fees | \$1,000 | \$2,000 | 100%/ \$1,000 | Increased based on pre pandemic budgeted figures. |



2022 DIVISION of Law

Manager's Proposed Budget Worksheet

Submitted to County Council on: October 19, 2021

| DEPARTMENT | 2021 Adopted Revenue | 2022 Proposed Revenue | 2021 Adopted Expenses | 2022 Proposed Expenses |
|--------------------------|-------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|
| 16.4154-Conflict Counsel | \$0.00 | \$0.00 | \$1,053,354 | \$1,102,512 |

Position Count:

Non-Rep. as of 1/1/2022: 7

Rep. as of 1/1/2022: 0

Non-Rep. 2021: 8

Rep. 2021: 0

Merit Increase 2022: \$6,180

Accounts with changes over 10% and/or \$10,000

REVENUES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|-----------------------|----------------------------|------------------------------|------------------------|-------------------------|
| | | | | |

EXPENSES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|---|----------------------------|------------------------------|------------------------|---|
| 550.15 Other Contractual | \$225,000 | \$250,000 | 11.11%/ \$25,000 | Increase due to council decrease in 2021 adopted. |
| 550.19 Special Legal | \$280,000 | 325,000 | 16.07%/\$45,000 | Additional cases anticipated for 2022 when court goes to normal schedule. |
| 560.64 Meeting/ Conference/ Training Fees | \$1,250 | \$5,000 | 300%/\$3,750 | Increase to numbers budgeted before pandemic. |



2022 DIVISION of Budget and Finance

Manager's Proposed Budget Worksheet

Submitted to County Council on: October 19, 2021

| DEPARTMENT | 2021 Adopted Revenue | 2022 Proposed Revenue | 2021 Adopted Expenses | 2022 Proposed Expenses |
|--|----------------------|-----------------------|-----------------------|------------------------|
| 100.20.4114- Budget and Finance Administration | \$192,000 | \$102,000 | \$1,044,319 | \$1,134,216 |

Position Count:

Non-Rep. as of 1/1/2022: 8

Rep. as of 1/1/2022: 3

Non-Rep. 2021: 8

Rep. 2021: 3

Merit Increase 2022: \$7,583

Accounts with changes over 10% and/or \$10,000

REVENUES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|------------------------------------|---------------------|-----------------------|-----------------|------------------------------------|
| 455.16 Interest Income-Investments | \$100,000 | \$50,000 | -50% | Interest rates are down currently. |
| 465.10 Easy Procure PNC P-Card | \$90,000 | \$50,000 | -44.44% | Due to current market. |

EXPENSES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|-------------------------------------|---------------------|-----------------------|------------------|---|
| 540.14 Office Supplies | \$3,500 | \$4,925 | 40.71% | Increase to reflect current balance. |
| 550.15 Other Contractual | \$530,000 | \$554,000 | 4.52%/ \$24,000 | Increase due to contracts and decrease of adopted budget. |
| 550.34 Insurance-Liability/Casualty | \$1,300 | \$3,500 | 169.23%/ \$2,200 | Director bond. |
| 560.60 Dues/Memberships | \$375 | \$1,500 | 300%/ \$1,125 | Increased meetings to figure before pandemic. |



2022 DIVISION of Budget and Finance

Manager's Proposed Budget Worksheet

Submitted to County Council on: October 19, 2021

| DEPARTMENT | 2021 Adopted Revenue | 2022 Proposed Revenue | 2021 Adopted Expenses | 2022 Proposed Expenses |
|-----------------------|-------------------------|-----------------------------|-----------------------------|------------------------------|
| 100.20.4136-Assessors | \$906,500 | \$880,700 | \$795,039 | \$869,325 |

Position Count:

Non-Rep. as of 1/1/2021: 2

Rep. as of 1/1/2022: 17

Non-Rep. 2021: 2

Rep. 2022: 17

Merit Increase 2022: \$750

Accounts with changes over 10% and/or \$10,000

REVENUES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|---------------------|---------------------|-----------------------|-----------------|---|
| 405.38 Appeals | \$55,000 | \$40,000 | (27.27%) | To reflect actual funds received. |
| 415.13 PIN Certs | \$800,000 | \$810,000 | 1.25%/\$10,000 | To reflect actual funds received. |
| 445.10 Other Income | \$45,000 | \$25,200 | (44.00%) | Due to COVID and to reflect actual numbers. |

EXPENSES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|---|---------------------|-----------------------|-----------------|--------------------------------------|
| 550.15 Other Contractual Services | \$63,500 | \$84,000 | 32.28% | Contract for CAMA. |
| 550.29 Mileage Reimbursement | \$21,600 | \$24,500 | 13.42% | Increase due to actual number spent. |
| 560.64 Meeting/Conference/Training Fees | \$3,000 | \$20,000 | 566.66% | For Assessment CPE Credits. |



2022 DIVISION of Budget and Finance

Manager's Proposed Budget Worksheet

Submitted to County Council on: October 19, 2021

| DEPARTMENT | 2021 Adopted Revenue | 2022 Proposed Revenue | 2021 Adopted Expenses | 2022 Proposed Expenses |
|------------------------|-------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|
| 20.4137 Tax Collection | \$117,252,000 | \$119,052,500 | \$1,079,445 | \$1,079,031 |

Position Count:

Non-Rep. as of 1/1/2022: 0

Rep. as of 1/1/2022: 1

Non-Rep. 2021: 0

Rep. 2021: 1

Accounts with changes over 10% and/or \$10,000

REVENUES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|--------------------------------------|----------------------------|------------------------------|------------------------|---|
| 400.10 Real Estate Current Year Levy | \$116,684,500 | 118,500,000 | 1.55%/ \$1,815,500 | Due to current market and value of homes. |
| 405.28 Pmts in lieu of taxes | \$225,000 | \$200,000 | (11.11) | Lowered due to previous actual numbers. |
| 435.48 Public Utility lieu of tax | 100,000 | 110,000 | 10.00 | Increase to reflect numbers currently received. |

EXPENSES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|-----------------------|----------------------------|------------------------------|------------------------|-------------------------|
| | | | | |



2022 DIVISION of Budget and Finance

Manager's Proposed Budget Worksheet

Submitted to County Council on: October 19, 2021

| DEPARTMENT | 2021 Adopted Revenue | 2022 Proposed Revenue | 2021 Adopted Expenses | 2022 Proposed Expenses |
|-------------------|-------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|
| 20.4138 Tax Claim | \$8,950,000 | \$9,450,000 | \$0.00 | \$0.00 |

Position Count:

Non-Rep. as of 1/1/2022: 0

Rep. as of 1/1/2022: 0

Non-Rep. 2021: 0

Rep. 2021: 0

Accounts with changes over 10% and/or \$10,000

REVENUES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|-----------------------------|----------------------------|------------------------------|------------------------|--|
| 400.19 R/E Taxes Prior Year | \$8,500,000 | \$8,975,000 | 5.58%/ \$475,000 | Figures per Elite and actually received. |
| 415.15 Fees | \$450,000 | 475,000 | 5.55%/ \$25,000 | Figures per Elite and actually received |

EXPENSES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|-----------------------|----------------------------|------------------------------|------------------------|-------------------------|
| | | | | |



2022 DIVISION of Budget and Finance

Manager's Proposed Budget Worksheet

Submitted to County Council on: October 19, 2021

| DEPARTMENT | 2021 Adopted Revenue | 2022 Proposed Revenue | 2021 Adopted Expenses | 2022 Proposed Expenses |
|-------------------|----------------------------|-----------------------------|-----------------------------|------------------------------|
| 20.4139 Treasurer | \$102,500 | \$110,500 | \$176,477 | \$186,035 |

Position Count:

Non-Rep. as of 1/1/2022: 2

Rep. as of 1/1/2022: 2

Non-Rep. 2021: 2

Rep. 2021: 2

Merit Increase 2022: \$2,847

Accounts with changes over 10% and/or \$10,000

REVENUES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|---------------------------------|---------------------|-----------------------|-----------------|--------------------------------|
| 400.13 Hotel Room Rental tax | \$62,000 | \$70,000 | 12.90% | To reflect current numbers. |

EXPENSES

| <u>Account</u> | <u>2021 Adopted</u> | <u>2022 Requested</u> | <u>% Change</u> | <u>Narrative</u> |
|----------------|---------------------|-----------------------|-----------------|------------------|
| | | | | |

2022 Budget and Finance General Government Rent of Buildings

| <u>Entity</u> | <u>Amount</u> |
|-------------------------|---------------|
| Brominski Building Rent | \$ 470,600 |
| Elite Revenue Rent | \$ 69,000 |
| MH/DS | \$ 64,000 |
| Aging | \$ 30,500 |
| C&Y | \$ 30,500 |
| Planning Commision Rent | \$ 16,800 |
| Keystone Job | \$ 12,000 |
| Center City Café | \$ 6,600 |
| Total | \$ 700,000 |

2022 Budget and Finance Admin Other Contractual Services

| <u>Entity</u> | <u>Amount</u> |
|------------------------------|---------------|
| ADP | \$ 130,000 |
| New World System | \$ 130,000 |
| Kronos | \$ 84,000 |
| Bank Fee for Debt Service | \$ 65,000 |
| Bank Fee for Bank Accounts | |
| DAC - filing agent for emma | \$ 20,000 |
| Cost Allocation Plan | \$ 20,000 |
| PNC Banking | \$ 50,000 |
| Kronos timeclocks | \$ 15,000 |
| New World/Kronos/ADP updates | \$ 20,000 |
| Additional Audit Support | \$ 20,000 |
| Total | \$ 554,000 |