

Introduced 4-5-2021  
Public Hearing 4-19-2021  
Council Action 5-3-2021  
Executive Action 5-11-2021  
Effective Date 5-16-2021

## County Council of Howard County, Maryland

2021 Legislative Session

Legislative Day No. 6

Bill No. No. 25 - 2021

Introduced by: The Chairperson at the request of the County Executive

AN ACT transferring \$500,000 from the General Fund, Contingency Reserve and \$1,175,000 from the Department of Police to the Department of Public Works for unanticipated expenses related to snow removal.

Introduced and read first time April 5, 2021. Ordered posted and hearing scheduled.

By order Michelle Harrod  
Theo Wimberly, Acting Administrator

Having been posted and notice of time & place of hearing & title of Bill having been published according to Charter, the Bill was read for a second time at a public hearing on April 19, 2021.

By order Michelle Harrod  
Theo Wimberly, Acting Administrator

This Bill was read the third time on May 3, 2021 and Passed , Passed with amendments \_\_\_\_\_, Failed \_\_\_\_\_.

By order Michelle Harrod  
Theo Wimberly, Acting Administrator

Sealed with the County Seal and presented to the County Executive for approval this 5 day of May, 2021 at 5:00 a.m./p.m.

By order Michelle Harrod  
Theo Wimberly, Acting Administrator

Approved by the County Executive May 6, 2021

Calvin Ball  
Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

1           **WHEREAS**, Section 609(a) of the Howard County Charter authorizes and  
2 empowers the Howard County Council, only after recommendation of the Executive, to  
3 transfer appropriations between general classifications of expenditures in the current  
4 expense budget within the same fund during the last quarter of the fiscal year; and

5  
6           **WHEREAS**, Section 610(a) of the Howard County Charter authorizes and  
7 empowers the Howard County Council to make supplementary appropriations from the  
8 unexpended and unencumbered funds set aside for contingencies in the County budget;  
9 and

10  
11           **WHEREAS**, the County has incurred unanticipated expenses for snow removal  
12 since the budget for Fiscal Year 2021 was adopted; and

13  
14           **WHEREAS**, pursuant to Section 609(a) of the Howard County Charter, the County  
15 Executive is recommending the transfer of \$1,175,000 from the General Fund, Department  
16 of Police to the Department of Public Works to cover expenses for snow removal; and

17  
18           **WHEREAS**, pursuant to Section 610(a) of the Howard County Charter, the County  
19 Executive is also requesting the authorization to transfer \$500,000 from the General Fund,  
20 Contingency Reserve to the Department of Public Works to cover expenses for snow  
21 removal; and

22  
23           **WHEREAS**, the Director of Finance has certified that the appropriation to be  
24 transferred is not encumbered and is available for transfer.

25  
26       ***Section 1. Be It Enacted** by the County Council of Howard County, Maryland, that the*  
27 *following supplementary and transfer of appropriation of funds is authorized and approved*  
28 *for the fiscal year beginning July 1, 2020 and ending June 30, 2021, as indicated below:*

29  
30       **Donor Account:**  
31       **General Fund, Contingency Reserve**

1	1999999999-8888-8888000000-9999999999999999999999999900-99	
2	Fiscal Year 2021 Appropriation before transfer	\$500,000
3	Less amount transferred to the Department of Public Works	<u>(\$500,000)</u>
4	Fiscal Year 2021 Appropriation after transfer	\$0

5

6     **Department of Police**

7	1000000000-1500-1520000000-9999999999999999999999999900-50	
8	Fiscal Year 2021 Appropriation before transfer	\$37,953,485
9	Less amount transferred to the Department of Public Works	<u>(\$1,175,000)</u>
10	Fiscal Year 2021 Appropriation after transfer	\$36,778,485

11

12     **Recipient Account:**

13     **Department of Public Works; Bureau of Highways**

14	1000000000-3100-3122000000-9999999999999999999999999900	
15	Fiscal Year 2021 Appropriation before transfer	\$926,000
16	Plus amount transferred from the General Fund,	
17	Contingency Reserve	\$500,000
18	Plus amount transferred from the Department of Police	<u>\$1,175,000</u>
19	Fiscal Year 2021 Appropriation after transfer	\$2,601,000

20

21     ***Section 2. And Be It Further Enacted*** by the County Council of Howard County,  
22     Maryland that this *Supplementary Budget and Appropriation Ordinance* shall be effective  
23     upon its enactment.

BY THE COUNCIL

This Bill, having been approved by the Executive and returned to the Council, stands enacted on May 16, 2021.

Michelle Harrod  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been passed by the yeas and nays of two-thirds of the members of the Council notwithstanding the objections of the Executive, stands enacted on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having received neither the approval nor the disapproval of the Executive within ten days of its presentation, stands enacted on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, not having been considered on final reading within the time required by Charter, stands failed for want of consideration on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, having been disapproved by the Executive and having failed on passage upon consideration by the Council stands failed on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council

BY THE COUNCIL

This Bill, the withdrawal of which received a vote of two-thirds (2/3) of the members of the Council, is withdrawn from further consideration on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Michelle Harrod, Administrator to the County Council



HOWARD COUNTY DEPARTMENT OF FINANCE

3430 Court House Drive Ellicott City, Maryland 21043


410-313-2195

Rafiu O. Ighile, CPA, CGMA, MBA  
Director of Finance  
[rigihile@howardcountymd.gov](mailto:rigihile@howardcountymd.gov)

FAX 410-313-4064  
TDD 410-313-2323

March 25, 2021

To: Lonnie R. Robbins  
Chief Administrative Officer

From: Rafiu O. Ighile   
Director of Finance

**Re: Funds Certification**

I hereby certify that funds are unencumbered and available for transfer as follows:

<b>FROM:</b>	
1999999999-8888-8888000000-999999999999999999999900-99 General Fund, Contingency Reserve	\$500,000
1000000000-1500-1520000000-999999999999999999999999999900-50 Department of Police	\$1,175,000
 <b>TO:</b>	
1000000000-3100-3122000000-999999999999999999999999999900 Department of Public Works; Bureau of Highways	\$1,675,000



# Howard County

## Internal Memorandum

**SUBJECT:** FY 2021 Snow Removal SAO - Testimony and Fiscal Impact Statement  
**TO:** Lonnie Robbins  
 Chief Administrative Officer  
**FROM:** Holly Sun  
 Budget Administrator  
**DATE:** March 24, 2022

### Summary

The Department of Public Works is requesting a SAO to cover a shortfall in funding available for snow removal expenses in the Bureau of Highways.

### Background

The County had eight snow/weather events in Fiscal 2021. The cost for the Bureau of Highways to respond to these events was about \$3.6 million, far in excess the Fiscal 2021 snow removal budget of \$926,000. The Department of Public Works was able to use prior year earmarks totaling \$1.0 million towards current year expenses, which leaves a net shortfall of \$1.7 million requiring a supplemental appropriation.

Account	Budget	Obligations	Surplus/(Deficit)
<b>Current Year Appropriation</b>	<b>\$926,000</b>	<b>\$2,612,396</b>	<b>(\$1,686,396)</b>
500100 - Salary Regular	0	256,171	(256,171)
500900 - Snow Overtime	185,000	570,718	(385,718)
501100 - Benefits - FICA	15,000	61,395	(46,395)
511825 - Snow Equipment Maintenance	0	4,878	(4,878)
513200 - Lodging	0	15,888	(15,888)
513300 - Meals - Snow	0	1,082	(1,082)
513900 - Other Travel Expenses	0	727	(727)
515900 - Snow Other Contractual Services	0	730,191	(730,191)
518060 - Snow Rental Other	0	43,000	(43,000)
521500 - Snow Food Purchases	24,000	54,603	(30,603)
521730 - Snow Hardware & Related Suppl	60,000	4,372	55,628
521790 - Other Facility Equipment and Suppl	0	2,577	(2,577)
522190 - Snow Other Vehicle Equipment/Sup	30,000	5,449	24,551
522200 - Road Maint Eq & Sup	0	11,831	(11,831)
522220 - Snow Removal Supplies	590,000	849,514	(259,514)
522233 - Calcium	22,000	0	22,000
<b>Prior Year Earmarks</b>	<b>\$1,037,349</b>	<b>\$1,025,950</b>	<b>\$11,399</b>
<b>Total</b>	<b>\$1,963,349</b>	<b>\$3,638,346</b>	<b>(\$1,674,997)</b>

### Fiscal Impact

The \$1.7 million net shortfall in the snow removal budget is proposed to be covered with use of \$500,000 from the General Fund contingency and \$1.2 million from unanticipated current year surplus in Police overtime expenses mostly resulting from a drop in special events due to COVID-19.

CC: Thomas Meunier  
 Brook Mamo  
 Jennifer Sager

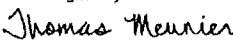
  
**Howard County**  
*Internal Memorandum*

---

**SUBJECT:** *Testimony and Fiscal Impact Statement*

**TO:** Lonnie Robbins  
County Administrative Officer

**FROM:** Thomas Meunier, Director  
Department of Public Works

DocuSigned by:  
  
977F1202E3D14B4...

**DATE:** March 22, 2021

The Department of Public Works requests the transfer of **\$1,674,997** for unanticipated expenses for snow removal and salt procurement in the Bureau of Highways. We have exceeded our budget by **\$1,674,997** through eight snow/weather events.

Thank you for your consideration. Should you have any questions or need additional information, please feel free to contact me.

Enclosure: FY21 Bureau of Highways Winter Season Costs

cc: Kris Jagarapu, Bureau of Highways Chief  
Michele Dudek, DPW Administrative Manager

**Bureau of Highways**  
**FY21 - Winter Season Costs (Storm 1-8)**

3/12/2021		SAP IQ 1425 (3/12/21)				Cost vs. Orig	
GL	Description	Orig Budget	Remaining Encum	Expenditures	Total Costs	Bud	Comment
500100	Salary- Regular	0	0	259,717	259,717	(259,717)	
500900	Snow Overtime	185,000	0	570,718	570,718	(385,718)	
501100	Benefits - FICA	15,000	0	61,341	61,341	(46,341)	
511825	Snow Equipment Maintenance	0	0	4,878	4,878	(4,878)	
513200	Logging	0	0	15,888	15,888	(15,888)	BOU charges
513300	Meals - Snow	0	0	1,082	1,082	(1,082)	BOU Charges
513900	Other Travel Expenses	0	0	727	727	(727)	
515900	Snow Other Contractual Services	0	117,650	962,295	1,087,295	(1,087,295)	
518060	Snow Rental Other	0	0	0	175,000	(175,000)	Hwys and BOU loader estimate for season
520900	Safety Equipment & Supplies	0	0	0	0	0	
521500	Snow Food Purchases	24,000	0	49,603	54,603	(30,603)	Add'l \$5,000 est. for outstanding meal invoices
521730	Snow Hardware & Related Suppl	60,000	0	372	4,372	(55,628)	Add'l \$4,000 est. for outstanding snow chains Inv
521780	Other Facility Equipment and Suppl	0	0	2,577	2,577	(2,577)	
522190	Snow Other Vehicle Equipment & Sup	30,000	0	449	5,449	(24,551)	Add'l \$5,000 est. for outstanding AVL invoices
522200	Road Maint Eq & Sup	0	0	11,831	11,831	(11,831)	Snow plow repairs
522220	Snow Removal Supplies	590,000	156,257	125,227	1,362,864	(792,864)	
522233	Calcium	22,000	0	0	0	(22,000)	
	Sub-total (FY21 funds)	915,000	273,707	1,663,173	3,638,346	(2,712,346)	
Earmark 608	Contracts	118,549	0	117,800	0	(118,549)	FY20
Earmark 779	Contracts	380,000	0	307,800	0	(380,000)	FY20
Earmark 777	Materials	419,000	0	413,930	0	(419,000)	FY20
PD 25763	Materials	119,800	0	117,800	0	(119,800)	FY20
	Sub-total (FY20 funds)	1,037,349	0	958,750	0	(1,037,349)	
	<b>Totals</b>	<b>1,952,349</b>	<b>273,707</b>	<b>2,621,923</b>	<b>3,638,346</b>	<b>(1,674,957)</b>	



FY21 Snow Events

Internal Order 1425

3/12/2021

Event	Day	Date	Functional Area Code	Kronos
1	Wednesday	12/16/2020	PWPWHMSREVENT001	STM001
	Thursday	12/17/2020	PWPWHMSREVENT001	STM001
2	Monday	1/25/2021	PWPWHMSREVENT002	STM002
	Tuesday	1/26/2021	PWPWHMSREVENT002	STM002
3	Sunday	1/31/2021	PWPWHMSREVENT003	STM003
	Monday	2/1/2021	PWPWHMSREVENT003	STM003
	Tuesday	2/2/2021	PWPWHMSREVENT003	STM003
4	Sunday	2/7/2021	PWPWHMSREVENT004	STM004
5	Wednesday	2/10/2021	PWPWHMSREVENT005	STM005
	Thursday	2/11/2021	PWPWHMSREVENT005	STM005
6	Saturday	2/13/2021	PWPWHMSREVENT006	STM006
7	Thursday	2/18/2021	PWPWHMSREVENT007	STM007
	Friday	2/19/2021	PWPWHMSREVENT007	STM007
8	Monday	2/22/2021	PWPWHMSREVENT008	STM008
	Tuesday	2/23/2021	PWPWHMSREVENT008	STM008

# FY21 - Snow Materials

From Daily Report Worksheets  
3/12/2021

## Salt Usage

Event	Day	Date	Salt Tons Cookeville	Salt Tons Dayton	Salt Tons Mayfield	Provided to Outside Agencies	Total Tons	Rate/ton	Total	
1	Wednesday	12/16/2020	180	0	700	40	920	\$50.59	\$46,543	
	Thursday	12/17/2020	390	1037	350	0	1,777	\$50.59	\$89,898	
									<b>Event 1</b>	<b>\$136,441</b>
2	Monday	1/25/2021	200	864	900	0	1,964	\$50.59	\$99,359	
	Tuesday	1/26/2021	130	864	45	50	1,089	\$50.59	\$55,093	
									<b>Event 2</b>	<b>\$154,451</b>
3	Sunday	1/31/2021	284	2850	1445	390	4,969	\$50.59	\$251,387	
	Monday	2/1/2021	212	0	1420	25	1,657	\$50.59	\$83,828	
	Tuesday	2/2/2021	328	0	625	115	1,068	\$50.59	\$54,030	
									<b>Event 3</b>	<b>\$389,239</b>
4	Sunday	2/7/2021	452	724	946	66	2,188	\$50.59	\$110,691	
									<b>Event 4</b>	<b>\$110,691</b>
5	Wednesday	2/10/2021	241	857	600	175	1,873	\$50.59	\$94,755	
	Thursday	2/11/2021	167		400	30	597	\$50.59	\$30,202	
									<b>Event 5</b>	<b>\$124,957</b>
6	Saturday	2/13/2021	309	742	1100	0	2,151	\$50.59	\$108,819	
									<b>Event 6</b>	<b>\$108,819</b>
7	Thursday	2/18/2021	463	1416	1200	141	3,220	\$50.59	\$162,900	
	Friday	2/19/2021	103		600	34	737	\$50.59	\$37,285	
									<b>Event 7</b>	<b>\$200,185</b>
8	Monday	2/22/2021	406	629	600	140	1,775	\$50.59	\$89,797	
	Tuesday	2/23/2021	30				30	\$50.59	\$1,518	
									<b>Event 8</b>	<b>\$91,315</b>
<b>Totals</b>			<b>3,895</b>	<b>9,983</b>	<b>10,931</b>	<b>1,206</b>	<b>26,015</b>		<b>\$1,316,099</b>	

Orders	Confirm #	Status	Location	Tons	Funding
1/30/2021	51900159	Received	Dayton - large barn	3,000	FY20 PO 25763 (\$120k) & PO 27503 (\$75k - Earmark 777)
2/2/2021	5190016545	Received	Dayton - large barn	4,000	PO 27503 CO (\$200k - Earmark 777)
2/10/2021	51900183	Received	Dayton - large barn	4,000	PO 27503 CO (\$33.5k - Earmark 777 & \$168k - 3122)
2/19/2021	5190020166	On-going	Dayton - large barn	4,000	PO 27503 CO (\$110k - Earmark 777 & \$90k 3122 - 522220)

15,000 tons received this season

Refill Amt 11,015 tons      Refill Cost \$557,248.85

Salt Capacity 33,300 tons

Current Salt on-hand 22,285 tons      66.92%

## Salt Brine

Event	Day	Date	Brine Gal Cookeville	Brine Gal Dayton	Brine Gal Mayfield	Provided to Outside Agencies	Total Gal	Rate/gal	Total
-------	-----	------	-------------------------	---------------------	-----------------------	------------------------------------	-----------	----------	-------

1	Wednesday	12/16/2020	4,000	0	6,000	0	10,000	\$0.50	\$5,000
	Thursday	12/17/2020	50	13,865	0	0	13,915	\$0.50	\$6,958
								<b>Event 1</b>	<b>\$11,958</b>
2	Monday	1/25/2021	4,500	9,100	6,000	0	19,600	\$0.50	\$9,800
	Tuesday	1/26/2021	70	9,100	0	0	9,170	\$0.50	\$4,585
								<b>Event 2</b>	<b>\$14,385</b>
3	Sunday	1/31/2021	4,500	17,525	7,000	1,450	30,475	\$0.50	\$15,238
	Monday	2/1/2021	70	0	0	0	70	\$0.50	\$35
	Tuesday	2/2/2021	0	0	0	0	0	\$0.50	\$0
								<b>Event 3</b>	<b>\$15,273</b>
4	Sunday	2/7/2021	4,500	7,500	6,000	550	18,550	\$0.50	\$9,275
								<b>Event 4</b>	<b>\$9,275</b>
5	Wednesday	2/10/2021	0	1,100	0	0	1,100	\$0.50	\$550
	Thursday	2/11/2021	0	0	0	0	0	\$0.50	\$0
								<b>Event 5</b>	<b>\$550</b>
6	Saturday	2/13/2021	0	3,000	0	1,100	4,100	\$0.50	\$2,050
								<b>Event 6</b>	<b>\$2,050</b>
7	Thursday	2/18/2021	4,500	13,100	6,000	0	23,600	\$0.50	\$11,800
	Friday	2/19/2021	0	0	0	0	0	\$0.50	\$0
								<b>Event 7</b>	<b>\$11,800</b>
8	Monday	2/22/2021	0	2,950	0	0	2,950	\$0.50	\$1,475
	Tuesday	2/23/2021	0	0	0	0	0	\$0.50	\$0
								<b>Event 8</b>	<b>\$1,475</b>
Totals			22,190	77,240	31,000	3,100	133,530		\$66,765

Total Mats

\$1,382,864