



# Carroll County Farm Advisory Committee

- **Mission:** Optimal use of county farm assets for the benefit of Carroll County residents and taxpayers.
- Look at the current county farm operation and identify, to the best of our abilities, the budget impacts of the county farm
- Identify options and alternatives to improve utilization of the county resources.
  - Conduct an analysis of Carroll County Farm (Strengths, Weaknesses, Opportunities and Threats)
  - Conduct an inventory of farm buildings and equipment
  - Hold public listening sessions to gather citizen input

# Financial Impact of the Farm

## Identifying time spent/ salary spent on Farm versus DPW

- In FY 2016, beginning 4/1/2016 two full time employees for DPW/Farm
- Salary for another 60% time employee, who supervises inmates when they are working outside, was shifted over to the House of Corrections
- Salary data for employee that was let go 3/31/2016 was not included.
- Beginning 4/1/2016, DPW employees began coding their hours based on DPW, wood and hay
- We were given the hours and salary numbers for employees for the time frame 1/1/2016 – 10/7/2016
- First step is to identify total time spent between 4/1/2016 – 10/7/2016 because this is the timeframe we have hours broken out by task.

# Identifying time spent/ salary spent on Farm versus DPW

- Between 1/1/2016 – 10/7/2016 two employees worked:
  - 3,348.46 hours and earned \$ 76,020.41
- There are 201 workdays (including holidays during this time 1/1 – 10/7)
- There are 136 workdays (including holidays) in the time frame 4/1/2016 – 10/7/2016.
- $3348.46 \text{ hours} \times 136/201 = 2265.62 \text{ hours}$  worked between 4/1 – 10/7
- $\$ 76,020.41 \times 136/201 = \$51,436.70$  total wages 4/1 – 10/7

# Breakdown of Hours 4/1/2016 – 10/7/2016

<b>2016</b>	<b>Total Hours 4/1/-10/7</b>	<b>DPW Hours 4/1 – 10/7</b>	<b>Wood Hours 4/1/ - 10/7</b>	<b>Hay Hours 4/1 – 10/7</b>
2 employees	2,265.62	1,766.69	209.5	289.43
Percent Time		77.79%	9.24%	12.77%
		78%	9%	13%

## Breakdown of Salary 4/1/2016 – 10/7/2016

<b>2016</b>	<b>Total Salary 4/1/-10/7</b>	<b>DPW Salary 4/1 – 10/7</b>	<b>Wood Salary 4/1/ - 10/7</b>	<b>Hay Salary 4/1 – 10/7</b>
2 employees	\$ 51,436.70	\$ 40,387.01	\$ 4,118.15	\$ 6,931.54
Percent Salary		78.52%	8.006%	13.476
		79%	8%	13%

Since we are interested in the financial impacts of the farm, we are using the Salary figures.

# Methodology/Calculations 2016 salaries

- From the two quarters of information we have, the farm requires 21% of salary time from 2 full time employees and the DPW responsibilities take up 79%
- For these two quarters, hay takes up 13% of time/salary and wood takes up 8%
- Next step is to expand this out to a full year
- Maintenance Supervisor confirmed that 21% time is a reasonable estimate of time spent on farm activities on an annual basis
- Hay activities are concentrated in 2<sup>nd</sup> and 3<sup>rd</sup> quarters

# Extrapolating percentages out to cover the full year

- Determine salary total for 2016:
  - We know that the salary total for 201 days (1/1/16-10/7/16) is \$ 76,020.41
  - A full year includes 260 work days.
  - $\$ 76,020.41 / 201 = x / 260$ . Total salary amount for 2016 = \$ 98,334.86
  - Farm portion of total = 21% of \$ 98,334.86 = \$ 20,650.32
  - Hay total for the year = \$ 6,931.54 (all done in quarters 2 and 3)
  - Wood total for year = \$ 20,650.32 - \$ 6,931.54 = \$ 13,718.78
  - Percentages for full year :
    - Hay:  $\$ 6,931.54 / \$ 98,334.86 = 7\%$
    - Wood:  $\$ 13,718.78 / \$ 98,334.86 = 14\%$

# 2016 Salary and Benefits

	<b>Total</b>	<b>DPW</b>	<b>Wood</b>	<b>Hay</b>
Wages	\$ 98,334.86	\$ 77,684.54	\$ 13,766.88	\$ 6,883.44
Medicare	\$ 1,384.52	\$ 1,093.77	\$ 193.83	\$ 96.92
Social Security	\$ 5,920.29	\$ 4,677.03	\$ 828.84	\$ 414.42
Retirement	\$ 11,369.92	\$ 8,982.24	\$ 1,591.79	\$ 795.89
Medical and Dental	\$ 38,770.11	\$ 30,628.39	\$ 5,427.82	\$ 2,713.91
Worker's Compensation Insurance and Unemployment Tax	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total</b>	<b>\$ 155,779.70</b>	<b>\$ 123,065.97</b>	<b>\$ 21,809.16</b>	<b>\$ 10,904.58</b>

# 2015 Salary Information

## Methods

2.6 employees (Salary for Maintenance Coordinator I is not included as his time is predominantly water, sewer and DPW)

Start with 2016 percentages of DPW 79%, Wood 14%, Hay 7%, add in time for small garden:

DPW 78.25%, Wood 14%, Hay 7%, Garden 1.5% in 2<sup>nd</sup> and 3<sup>rd</sup> quarters or 0.75% on annual basis

# Methodology/Calculations 2015 Salaries

	<b>Total</b>	<b>DPW 78.25%</b>	<b>Wood 14%</b>	<b>Hay 7%</b>	<b>Garden and Blueberries 0.75%</b>
Wages	\$ 107,497.50	\$ 84,116.79	\$ 15,049.65	\$ 7,524.83	\$ 806.23
Medicare	\$ 1,467.73	\$ 1,148.50	\$ 205.48	\$ 102.74	\$ 11.01
Social Security	\$ 6,275.61	\$ 4,910.66	\$ 878.59	\$ 439.29	\$ 47.07
Retirement	\$ 10,201.13	\$ 7,982.38	\$ 1,428.16	\$ 714.08	\$ 76.51
Medical and Dental	\$ 40,391.14	\$ 31,606.07	\$ 5,654.76	\$ 2,827.38	\$ 302.93
Worker's Compensation Insurance and Unemployment Tax	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total</b>	<b>\$ 165,833.11</b>	<b>\$ 129,764.40</b>	<b>\$ 23,216.64</b>	<b>\$ 11,608.32</b>	<b>\$ 1,243.75</b>

# Separating Farm and DPW supplies and other expenses

## Categories for supplies include:

- Supplies/Services/Contracted fees
- Office Supplies
- Dues/Licenses/Subscriptions
- Postage
- Uniforms
- Electric
- Gasoline
- Waste Removal
- Diesel Fuel
- Telephone
- Vehicle Equip Lease Purchase
- Vehicle Expenses
- Seeds
- Fertilizer
- Sand/Salt
- Chemicals
- Generator Expense
- Building Maintenance/Repair
- Equipment Repairs
- Insurance
- New Equipment
- Surplus-Contingency
- Purchase/Resale

# Expenses

2015 includes a full year's worth of supplies and other expenses

2016 includes supplies and expenses through 9/22/2016 (and salaries for the full year)

In 2015, expenses were broken out across four budgets: DPW, farm, water and sewer

For the majority of categories,  
 Will identified each cost item as  
 DPW, Wood, Hay, %, and  
 Garden/Blueberries

(ex, Equipment Repairs)

			Hay	wood	garden
PISTON WEDGE/WOODSPLITER	w	80		80	
HYDRAULIC SWIVEL	w	123.9		123.9	
HYDRAULIC FILTER	w	21.13		21.13	
5G FLUID/PINS-HITCH/COTT	w	49.02		49.02	
FILTERS WOOD PROCESSOR	w	40.08		40.08	
ST INSP/STERRING ROD REP	w	435.53		435.53	
REP RT SIDE SEAL ON TILL	g	67.8			67.8
REPAIR WOOD PROCESSOR	w	65		65	
BATTERY	w	134		134	
LOCK NUTS	w	3.58		3.58	
GAUGE	w	26.99		26.99	
RED LENS TAPE	w	3.14		3.14	
HY GARD TM OIL	h	76.26	76.26		
DEPOSIT-TEDDER TEETH	h	131.1	131.1		
KEY-PROCESSOR PARTS	w	11.99		11.99	

# Expenses

Telephone and Electric Expenses were calculated using the percentages:

2016: DPW 79%, Wood 14%, Hay 7%

2015: DPW 78.25%, Wood 14%, Hay 7%, Garden/Blueberries 0.75%

Buildings do not have separate electric meters.

Four monthly electric bills. Much of electric costs are likely related to water and sewer system, so we charged two highest monthly bills to water and sewer and the two lower bills to farm and DPW. We could not separate these out.

Phones: Included land line, service contract and cell phones for Maintenance Supervisor and Maintenance Coordinator II.

2016

	<b>Total</b>	<b>DPW</b>	<b>Wood</b>	<b>Hay</b>	<b>Blueberries/ Garden</b>
Personnel Costs	\$ 155,779.70	\$ 123,065.96	\$ 21,809.16	\$ 10,904.58	\$ 0
Operating Costs	\$ 44,233.79	\$ 27,348.89	\$ 12,688.73	\$3,921.71	\$ 274.46
Total Expenses	\$ 200,013.49	\$ 150,414.85	\$ 34,497.89	\$ 14,826.29	\$ 274.46

2015

	<b>Total</b>	<b>DPW</b>	<b>Wood</b>	<b>Hay</b>	<b>Blueberries/ Garden</b>
Personnel Costs	\$ 165,833.11	\$ 129,764.41	\$ 23,216.64	\$ 11,608.32	\$ 1,243.75
Operating Costs	\$ 82,332.41	\$ 34,053.41	\$ 34,822.15	\$ 9,999.74	\$ 3,457.11
Total Expenses	\$ 248,165.52	\$ 163,817.82	\$ 58,038.79	\$ 21,608.06	\$ 4700.86

# Revenues 2016

	Wood	Hay	Garden and Blueberries	
			Value	Donations
Hay: 4,305 bales were sold in FY 2016 thru 9/22/2016; 7,779 bales were produced in FY 2016		\$ 22,218.50		
Wood: 4+ cords of firewood and scrap wood were sold 9,775 bags of campfire wood were sold	\$ 1,500 \$ 33,061			
Blueberries: Produced 175.75 quarts of blueberries These were sold as PYO at \$4/quart			\$ 704	
Vegetables: garden not planted				

# Revenues 2015

	Wood	Hay	Garden/Blueberries	
			Value	Donations
Hay: 5,412 bales were sold in FY 2015; 5,129 bales were produced in FY 2015 some were sold from previous year		\$ 25,505		
Wood: 70+ cords of firewood and scrap wood were sold 7,050 bags of campfire wood were sold (150 bags/cord)	\$ 20,485.00 \$ 20,537.50			
Blueberries: Produced 1,545 pints of blueberries 594 pints were sold to local vendors at \$2.50/pint 951 pints were provided to MVC			\$ 1,485	\$ 2,377.50 donation value
Vegetables: Produced over 2,326 lbs 320 lbs sold to local vendors 2,006 lbs provided to MVC and local food pantries			\$ 528.75	\$ 3,543.30 donation value

# 2016 Farm Expenses and Revenues

	<b>Total Farm Related</b>	<b>Wood</b>	<b>Hay</b>	<b>Garden and Blueberries</b>
Personnel Costs	\$ 32,713.74	\$ 21,809.16	\$ 10,904.58	\$ 0
Supply Costs	\$ 16,884.90	\$ 12,688.73	\$ 3,921.71	\$ 274.46
<b>Total Expenses</b>	<b>\$ 49,598.64</b>	<b>\$ 34,497.89</b>	<b>\$ 14,826.29</b>	<b>\$ 274.46</b>
<b>Farm Revenues</b>	<b>\$ 57,483.50</b>	<b>\$ 34,561.00</b>	<b>\$ 22,218.50</b>	<b>\$ 704</b>
Additional Revenues				
Timber Sale	\$1,700.45	\$ 1,700.45		
<b>Total Revenues</b>	<b>\$ 59,183.95</b>	<b>\$ 36,261.45</b>	<b>\$ 22,218.50</b>	<b>\$704</b>

# 2015 Farm Expenses and Revenues

	<b>Total Farm Related</b>	<b>Wood</b>	<b>Hay</b>	<b>Garden and Blueberries</b>
Personnel Costs	\$36,068.71	\$ 23,216.64	\$ 11,608.32	\$ 1,243.75
Supply Costs	\$ 48,279.00	\$ 34,822.15	\$ 9,999.74	\$ 3,457.11
<b>Total Expenses</b>	<b>\$84,347.71</b>	<b>\$ 58,038.79</b>	<b>\$ 21,608.06</b>	<b>\$4,700.86</b>
<b>Farm Revenues</b>	<b>\$ 68,541.25</b>	<b>\$ 41,022.50</b>	<b>\$ 25,505.00</b>	<b>\$ 2,013.75</b>
Additional Revenues				
Donation Value for produce and berries	\$5,920.80			\$5,920.80
Timber Sale	\$10,978.97	\$10,978.97		
<b>Total Revenues</b>	<b>\$85,441.02</b>	<b>\$ 52,001.47</b>	<b>\$ 25,505.00</b>	<b>\$7,934.55</b>

# What does this mean?

In 2016 we are on track to be generating some revenue from farm operations.

In FY 2015:

- Generated approximately \$ 3,896.94 in revenue from Hay Production.  
(\$25,505 in income - \$21,608.06 in expenses)
- Expenses for wood production exceeded revenues by between \$ 6,037.32 and \$ 17,016.29 depending on whether revenues from timber sale are included in income.  
Expenses for wood production include: \$9,758.99 payment for the wood processor, and \$17,000 to replenish wood inventory.
- Mixed story on the garden and blueberries: Expenses exceeded revenues by \$2,687.11, but we generated food for the nursing home and food pantries with a value of \$ 5,920.80. If you include the wholesale value of the donated food the garden and blueberries generated \$3,233.69.

# Value of Inmate Labor toward DPW and Farm activities

- The average inmate hours per year is 7500
- Activities include: lawn maintenance, hay, wood, snow removal, blueberries and other DPW functions
- An FTE (Full Time Equivalent) = 40 hours X 52 Weeks = 2080 hours
- Inmate labor contributes approximately **3.6 FTE's to DPW and Farm**

$$(7500/2080 = 3.6)$$

# Next Steps and Things to Consider

CCFAC plans to assemble information about what we learned as we went through the budgets

- \* We assigned salaries to farm activities based upon the amount of time employees spent on these activities. Telephone charges and electric costs were determined this way as well.

Matter for discussion: Will these costs be incurred to maintain the DPW whether or not the farm activities occur?

- \* How do we account for maintaining wood inventory year to year? Some years we generate hardwood pulpwood from timber sales, other years we don't generate much. This inventory expense is charged to one year, but we are still processing wood purchased in additional years.

Continue to explore funding sources for feasibility study of the farm operations