

Durham County Animal Shelter
 Budget for Fiscal Year 2025-2026
 draft 12/07/2024

*This is a draft of the shelter operations budget. This is an APS Service Contract Program. It does not reflect all APS Expenses associated with running the shelter.
 All other donations, grants, and donor funds are tracked separately in the organization's budget. Expenses on that budget are paid directly by APS from APS Funds, without commingling with service contract fees.*

	Current Actuals	Projected Actuals	FY25 Approved Budget	FY 2026 Proposed Budget	
	FY 24-25	FY 24-25	FY 24-25	FY 25-26	
Income					
	actuals 10/31				
Durham County Service Contract Fees	\$ 561,717.64	\$ 1,123,435.00	\$ 1,123,435.00	\$ 1,222,097.00	8.78% increase request
APS Cash Contribution to the Shelter Operations Account	\$ 78,267.00	\$ 187,840.77	\$ 187,840.77	\$ 187,840.77	holding stable to continue funding other shelter subsidy programs
Judgments actual 10/31/2024	\$ 40.00	\$ 1,500.00	\$ 2,500.00	\$ 1,500.00	
Total D.C.A.S.	\$ 640,024.64	\$ 1,312,775.77	\$ 1,313,775.77	\$ 1,411,437.77	
Shelter Programs					
	actuals 10/31				
Cat Adoption Fee	\$ 33,047.00	\$ 99,000.00	\$ 95,000.00	\$ 99,000.00	forecast using pattern from last year
Dog Adoption Fee	\$ 36,430.00	\$ 110,000.00	\$ 110,000.00	\$ 108,000.00	forecast using pattern from last year
Pocket Pet Adoption Fee	\$ 546.00	\$ 650.00	\$ 400.00	\$ 650.00	forecast using pattern from last year
Adoption Fees	\$ 70,023.00	\$ 209,650.00	\$ 205,400.00	\$ 207,650.00	
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	
Total Shelter Programs	\$ 70,023.00	\$ 209,650.00	\$ 205,400.00	\$ 207,650.00	
Total Shelter Income	\$ 710,047.64	\$ 1,522,425.77	\$ 1,519,175.77	\$ 1,619,087.77	
Expense					
DCAS EXPENSES	24/25 fiscal year	actuals 10/31			
PERSONNEL					
Fulltime Salaries	\$ 325,551.43	\$ 893,386.31	\$ 860,194.28	\$ 920,187.90	fully staffed with 3% cost of living increases
Overtime	\$ 9,041.65	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	
Bookkeeper/Payroll Service	\$ 6,488.23	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	bookkeeper and payroll company to keep books and handle payroll
Total payroll expenses	\$ 341,081.31	\$ 928,386.31	\$ 895,194.28	\$ 955,187.90	
Employer FICA/Medicare	\$ 26,901.37	\$ 68,375.76	\$ 68,375.76	\$ 71,854.81	
NC ESC	\$ 709.27	\$ 2,113.44	\$ 2,113.44	\$ 2,214.08	rate for 2023 is (.00340) w/ 28,000.00 base rate for 2024 (.00340) W/ 29,600.00 base rate
Workers Comp	\$ 6,550.41	\$ 18,000.00	\$ 17,506.65	\$ 18,000.00	The renewal on 7/19/2023 came in higher than expected/ budgeting for a 5% increase this fiscal year
Health Insurance	\$ 78,196.98	\$ 171,600.00	\$ 171,600.00	\$ 180,000.00	basic health, life and EAP open enrollment 11/1
Staff Training	\$ 21.34	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	CET/ CRV training expenses will decrease due to certified CET Trainer employee.
Uniforms	\$ -	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	
Rabies Pre-exposure included titers	\$ -	\$ 2,500.00	\$ 5,853.46	\$ 2,500.00	Reserve for new hires and titers as needed.
Total Taxes and Benefits for Employees	\$ 112,379.37	\$ 266,889.20	\$ 269,749.31	\$ 278,868.89	
Total PERSONNEL	\$ 453,460.68	\$ 1,195,275.51	\$ 1,164,943.59	\$ 1,234,056.79	increased employment costs
Animal Food	\$ 22,908.27	\$ 68,724.81	\$ 25,000.00	\$ 35,000.00	Intake is up significantly and food costs are up.
Litter/Bedding	\$ 4,465.99	\$ 13,397.97	\$ 11,000.00	\$ 11,000.00	litter expenses have stabilized
Medical Equipment Maintenance	\$ 1,048.48	\$ 3,145.44	\$ 1,000.00	\$ 1,000.00	inspection and repair of surgery equipment. Hoses and monitors. Should be done yearly
Body Disposal Supplies	\$ 264.99	\$ 794.97	\$ 4,000.00	\$ 2,000.00	euthanasia solution/ syringes, needles and cadaver bags
Medical Supplies Expense General	\$ 26,794.31	\$ 80,382.93	\$ 70,000.00	\$ 82,000.00	intake has increased. antibiotics, fluids, dewormers, bandages, blood tests, fecal supplies
Medical Supplies Expense Vaccination (Parasit	\$ 11,817.93	\$ 35,453.79	\$ 37,000.00	\$ 37,000.00	Da2pp, FVRCP, Bordetella and parasite prevention and control
Outside Vet Expense	\$ 10,681.76	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	Money paid out for nighttime/ weekend and holiday emergency vet visits for strays, cruelties and surrenders taken to the vet by Animal Services.
Rabies Tags/Vaccines	\$ 2,912.04	\$ 8,736.12	\$ 11,000.00	\$ 9,000.00	vaccinating all animals on intake for rabies to meet Department of Agriculture Guidelines and requests from the local veterinary community
	\$ -	\$ -	\$ -	\$ -	

s/n costs increased	Spay/Neuter Costs	\$ 42,745.52	\$ 128,236.56	\$ 95,000.00	\$ 95,000.00	Increased cost to spay/ neuter animals
	Kennel Supplies	\$ 6,227.83	\$ 18,683.49	\$ 16,000.00	\$ 16,000.00	any supplies needed to maintain the kennel area, disinfecting, cleaning, gloves ex...
	Housekeeping Cleaning Supplies	\$ 3,705.83	\$ 11,117.49	\$ 12,000.00	\$ 12,000.00	some of the house cleaning supplies such as bleach are used in the kennel. (will continue to solicit donations)
	Licenses and Permits	\$ 130.00	\$ 130.00	\$ 150.00	\$ 1,030.00	FY24 DEA Registration \$888.00 and NC DHHS- State Drug License \$130.00 / will only need to renew state license in FY25
Total Program Costs		\$ 133,702.95	\$ 379,803.57	\$ 293,150.00	\$ 312,030.00	increased medical and staffing costs
ADMINISTRATION EXPENSE						
	Copy & Printing Expense Expenses	\$ 1,990.36	\$ 5,701.08	\$ 3,600.00	\$ 3,600.00	all costs associated with copying and printing at the shelter.
	Stamps	\$ 90.15	\$ 270.45	\$ 300.00	\$ 300.00	This expense should stabilize
toner included w/ copie	Office Supplies	\$ 357.60	\$ 1,072.80	\$ 750.00	\$ 750.00	paper, pens, ink for printers, folders, filing supplies etc...
	Office Equip./Repair/Maint.	\$ 1,004.77	\$ 3,000.00	\$ 2,500.00	\$ 2,500.00	copier and office maintenance fees/ and repairs.
	Advertising Help Wanted/Clinics	\$ -	\$ -	\$ -	\$ 350.00	the cost to advertise has increased.
	Liability Insurance	\$ 2,788.01	\$ 8,364.03	\$ 7,161.00	\$ 8,500.00	budgeting at current rate
	Crime Policy Insurance	\$ 2,072.00	\$ 2,072.00	\$ 2,176.00	\$ 2,176.00	renewed 8.2023/ budgeting for a 5% increase
	Processing Program/Subscriptions	\$ 188.00	\$ 9,062.00	\$ 9,100.00	\$ 9,100.00	DocuSign to process adoptions and surrenders
	Credit Card Processing Expense	\$ 4,102.03	\$ 12,306.06	\$ 6,750.00	\$ 7,750.00	credit card processing fees
	Chameleon Training	\$ -	\$ -	\$ -	\$ -	
	External Audit	\$ 16,602.40	\$ 17,000.00	\$ 7,500.00	\$ 15,000.00	Required by contract/ audit fees have increased
TOTAL ADMINISTRATION COSTS		\$ 29,195.32	\$ 58,848.42	\$ 39,837.00	\$ 50,026.00	
Vehicle Cost						
	Van Fuel	\$ 273.98	\$ 821.95	\$ 775.00	\$ 775.00	
	Van Repair	\$ -	\$ 1,000.00	\$ 800.00	\$ 800.00	our vans are aging
	Van Insurance	\$ 2,018.70	\$ 6,056.01	\$ 4,460.00	\$ 6,100.00	Budgeting at the current rate, insurance costs have increased in NC
	Auto Tax	\$ -	\$ -	\$ 600.00	\$ 600.00	2 vehicles 04 ford Econoline; 15 ford transit
	Van License combined with tax	\$ -	\$ -	\$ -	\$ -	tax and registration are now a combined bill.
Total Vehicle Cost		\$ 2,292.68	\$ 7,877.96	\$ 6,635.00	\$ 8,275.00	
Utilities						
	Telephone	\$ 2,252.61	\$ 6,757.83	\$ 5,600.00	\$ 5,600.00	phone bill cost, plus Mitel Assurance software for phone system
	Cell on Call	\$ 2,568.78	\$ 7,706.34	\$ 4,900.00	\$ 4,900.00	
	Alarm Maintenance	\$ 483.76	\$ 1,451.28	\$ 500.00	\$ 500.00	Yearly monitoring, plus repairs.
	Container Service	\$ 1,705.88	\$ 3,700.00	\$ 3,610.00	\$ 3,700.00	trash service for the shelter and animal services/ company increases rates yearly
Total UTILITIES		\$ 7,011.03	\$ 19,615.45	\$ 14,610.00	\$ 14,700.00	
Total Expense		\$ 625,662.66	\$ 1,661,420.91	\$ 1,519,175.59	\$ 1,619,087.79	
Expenses for the first three months of FY25				\$ 0.18	\$ (0.02)	