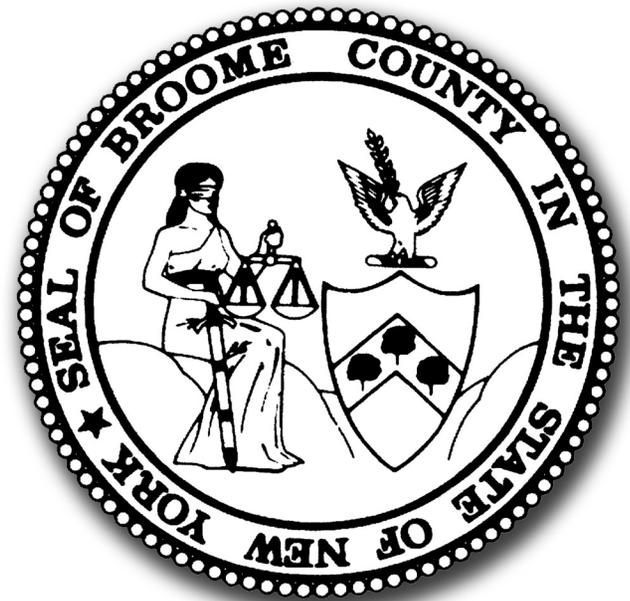


# *Broome County* **BUDGET**

*Adopted*  
**2010**



**TABLE OF CONTENTS**

<u>ITEM</u>	<u>PAGE</u>	<u>ITEM</u>	<u>PAGE</u>
<b>Budget and Appropriations Resolutions</b>	<b>A-1</b>	<b>Public Safety</b>	
<b>Broome County Administration</b>	<b>A-4</b>	Sheriff (Elected Official)	164
<b>2009 Broome County Legislature</b>	<b>A-5</b>	Emergency Services with E-911	179
<b>BUDGET MESSAGE</b>	<b>A-9</b>	Probation	190
<b>Schedule 1 – Summary by Funds</b>	<b>A-19</b>	Security Services/Public Works	203
		Stop-DWI	212
<b>OPERATING BUDGET – Fund type</b>		<b>Health</b>	
<b>General Government</b>		Health and Children with Special Needs	220
Legislature (Elected Official)	2	Mental Health	252
Executive (Elected Official)	10	Willow Point Nursing Facility – Enterprise	263
County Clerk (Elected Official)	15	<b>Transportation</b>	
District Attorney (Elected Official)	29	Aviation – Enterprise	302
Audit & Control	36	Highways/Public Works	310
Central Food – Internal Services	45	County Roads – Special Revenue	310
Coroners	53	Road Machinery - Special Revenue	318
Elections	57	Public Transportation – Enterprise	322
Finance	63	<b>Economic Assistance &amp; Opportunity</b>	
Information (Computer) Technology	70	Aging, Office for (OFA)	332
Law (County Attorney)	87	Community Alternative Systems Agency (CASA)	338
Personnel	99	Social Services (DSS)	344
Public Defender	107	Veterans’ Services	378
Public Works	113	<b>Home &amp; Community Services</b>	
Fleet Management – Internal Services	128	Planning & Economic Development	386
Purchasing	135	Solid Waste Management – Enterprise	393
Real Property Tax Service	141		
Risk & Insurance	149		
Risk Management – Internal Services	149		
Health Insurance – Internal Services	155		
Workers’ Compensation – Internal Services	158		

**ITEM****PAGE****Culture & Recreation**

Veterans Memorial Arena/Parks-Special Revenue	404
Forum (Performing Arts Theater)/Parks	410
En-Joie Golf Course	416
Parks & Recreation	422
Library – Special Revenue	437
Youth Bureau	445

**Unallocated Items**

Special Objects of Expense	452
Other Contract Agencies	457
Debt Service (General Fund only)	461
Interfund Transfers (General Fund only)	463

**CAPITAL BUDGET**

Capital Budget	467
Summary of Debt	476
History of Debt Service	477
Serial Bonds	478
Certificates of Participation	486
BANs	487
Statement of Authorized and Un-borrowed Debt	490
Authorized Capital Projects	493
Debt Statement Summary	500
Community College Debt Liability & Payment History	501

**SUPPLEMENTARY INFORMATION**

Personnel Changes	509
Personnel Summary	512
Financial Summaries	515
Historical Tax Levy/Rate	524
Property Tax Levy by Municipality	526
Property Tax Exemption Summary	528

**County Fees****PAGE**

Arena	530
Forum	531
Parks	532
En-Joie Golf	533
Tax Collection	534
County Clerk	535
DMV	536
Health Department	537
Landfill Tip Fee	540
Mental Health	541
Office For Aging	542
Planning (Mapping & Data)	543
Sheriff	544
Weights & Measures	545
Miscellaneous	546
Greater Binghamton Airport	
Willow Point Nursing Home	
Dog Shelter	
Civil Service Exams	
Legislature	
Library	
Real Property	
911 Emergency Services	
Public Transportation	
Public Defender	

**RESOLUTION NO. 09-500 APPROVING THE 2010-2015 CAPITAL  
IMPROVEMENT PROGRAM**

**Resolved**, that the 2010 Capital Budget and the 2010-2015 Capital Improvement Program as accompanying the tentative budget for 2010, and as corrected and amended is hereby approved and adopted as the 2010 Capital Budget and 2010-2015 Capital Improvement Program for the County of Broome, and be it

**Further Resolved**, that the Budget Officer be and hereby is authorized, empowered, and directed to correct any modification, changes, additions, and/or typographical errors not effecting the substance of the capital budget and capital program, and that the Budget Officer is further directed, after making such corrections, to file the same with the Clerk of the County Legislature and to furnish said clerk with sufficient copies thereof for the members of the County Legislature.

**RESOLUTION NO. 09-502 MAKING APPROPRIATIONS FOR THE CONDUCT OF THE  
BROOME COUNTY GOVERNMENT FOR FISCAL YEAR 2010**

WHEREAS, this County Legislature, by an accompanying Resolution **09-501** of 2009, has adopted a budget for fiscal year 2010, now, therefore be it

RESOLVED, that the several amounts specified in such budget under the various categories and the various objects of expense in the 2010 tentative budget under the recommended column, unless a specific change or correction has been made in the same, in which case such change or corrected figure shall apply, shall be the amount appropriated for such items, effective January 1, 2010, and be it

FURTHER RESOLVED, that the fee schedules changing, deleting or establishing certain fees for the purpose of offsetting operating expenses be adopted, and be it

FURTHER RESOLVED, that the Budget Officer is hereby authorized, empowered and directed to correct any modifications, changes, additions and/or typographical errors not affecting the substance of the budget, and that the Budget Officer is further directed, after making such corrections, to file same with the Clerk of the County Legislature and to furnish said Clerk with sufficient copies thereof for the members of the County Legislature.



## 2009 BROOME COUNTY ADMINISTRATION

### County Executive's Office

Barbara J. Fiala  
Darcy M. Fauci  
Patrick J. Brennan  
Leigh Ann Scheider  
Colleen A. Wagner  
Tammy S. Kocak  
Carolyn M. Penna

**County Executive**  
**Deputy County Executive of Human Services**  
**Deputy County Executive of Physical Services**  
**Executive Assistant**  
**Executive Assistant**  
**Administrative Assistant**  
**Secretary, Deputy County Executive**

### Budget Office

Marie F. Kalka  
Martin J. Gerchman  
Darlene R. Croston

**Director, Budget & Research**  
**Deputy Director, Budget & Research**  
**Secretary, Budget & Research**

### Elected and Appointed Officials

Daniel D. Reynolds  
Richard R. Blythe  
Gerald F. Mollen  
David E. Harder  
Eric S. Denk  
Alex J. McLaughlin  
Eugene D. Faughnan, Esq.  
John L. Perticone, Esq.  
Wadih Diab, MD  
Timothy T. Jones, MD  
Michael T. McCarville, MD  
John C. Prindle, MD  
Dr. John W. Deans

**Chairman, Legislature**  
**County Clerk**  
**District Attorney**  
**Sheriff**  
**Clerk, Legislature**  
**Comptroller, Audit & Control**  
**Commissioner, Elections**  
**Commissioner, Elections**  
**Coroner**  
**Coroner**  
**Coroner**  
**Coroner**  
**Interim President, Broome Community College**

### Heads of County Departments and Administrative Units

Carl R. Beardsley  
Kathleen A. Bunnell  
Michelle M. Berry  
Michelle L. Haus  
Gerald R. Smith  
Terry R. Stark  
Brett B. Chellis  
Jerome Z. Knebel  
Claudia A. Edwards  
Michael J. Restino  
Kim S. McKinney  
Joseph J. Sluzar  
Lisa S. Wise  
Michael W. Klein  
Rita M. Petkash  
Lorraine S. Wilmot  
Jay L. Wilber  
Janet R. Laszewski  
Kevin P. Keough  
Robert E. Murphy  
James D. Dadamio  
Arthur R. Johnson  
George H. Bagnetto  
James F. May  
Brian J. Vojtisek  
Steven P. Reagan  
Beth A. Roberts

**Commissioner, Aviation**  
**Director, Office for Aging**  
**Director, CASA**  
**Director, Central Food**  
**County Historian**  
**Director, Employment & Training**  
**Director, Emergency Services**  
**Commissioner, Finance**  
**Director, Health**  
**Director, Highways**  
**Director, Information Technology**  
**County Attorney, Law**  
**Director, Library**  
**Personnel Officer**  
**Commissioner, Planning & Economic Development**  
**Director, Probation**  
**Public Defender**  
**Agent, Purchasing**  
**Director, Real Property Tax Services**  
**Risk Manager, Risk & Insurance**  
**Director, Security Division**  
**Commissioner, Social Services & Mental Health**  
**Commissioner, Public Transportation**  
**Coordinator, BC STOP-DWI**  
**Director, Veterans' Services**  
**Administrator, Willow Point Nursing Home**  
**Executive Director, Youth Bureau**

# 2009 BROOME COUNTY LEGISLATURE

## LEGISLATORS

District 1	Mark R. Whalen
District 2	Timothy P. Cleary
District 3	Jason T. Garnar
District 4	Joseph S. Sanfilippo
District 5	John F. Hutchings
District 6	Suzanne Gorman Messina
District 7	Marchie Diffendorf
District 8	Wayne L. Howard
District 9	Stephen D. Herz
District 10	Jerry F. Marinich
District 11	Ronald J. Keibel
District 12	Donald T. Moran
District 13	Matthew J. Pasquale
District 14	Richard A. Materese
District 15	Gene E. LaBare
District 16	Mario M. Nirchi
District 17	Suzann W. Buchta
District 18	Barry L. Klipsch
District 19	Daniel D. Reynolds

## STAFF

Eric S. Denk, CMC
<b>Clerk of the Legislature</b>
Carol L. Hall
<b>Deputy Clerk</b>
Joanna M. Kamin
<b>Second Deputy Clerk</b>
Jennifer K. Royer
<b>Third Deputy Clerk</b>
Christopher H. Marion
<b>Legislative Assistant</b>

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# **BUDGET MESSAGE**

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## **BROOME COUNTY BUDGET MESSAGE 2010**

Good evening everyone. Chairman Reynolds, Majority Leader LaBare, Minority Leader Marinich, all of our legislators, thank you for this opportunity.

Members of the media, department heads and employees, as well as residents of Broome County thank you all for coming out tonight.

We are living in unprecedented times. We are facing extraordinary obstacles. We need, more than ever, to work together to solve these daunting challenges.

Before we get too far into this budget message, I did want to take a few moments to acknowledge the hard work of not only our budget office, Marie, Marty and Darlene, but of all the time and due diligence afforded this process by our department heads and their employees. It has really been a team effort.

Our department heads worked with us to trim expenses and increase revenues by almost \$4M. This was not an easy job but they understood and they worked with us. For those who did not work with us, we were forced to make cuts for them.

Between our state, local governments, and school districts, our property taxpayers have been squeezed beyond their ability to take much more.

We feel we have crafted a budget that balances our need to minimize the burden on our taxpayers while preserving

valuable county services.

I have heard so many comments about why we do not simply cut staff. In many situations we are doing just that. But cutting staff leads to cutting services. When you ask those same people about what services they would cut in order to meet their demands for cutting personnel, they are usually hard pressed to name the service they would sacrifice. What is an unnecessary service to one is necessary to another.

We are looking at cutting personnel. More importantly, we are looking top to bottom, at the way the county delivers its services. We have no choice. Our current operating procedures and existing forms of government at all levels are simply not sustainable.

### **CURRENT FISCAL CHALLENGES AND STRATEGIES**

Before getting to next year, I wanted to address our financial challenges this year.

We are taking steps now to stave off financial turmoil in the 2009 current budget. We have already implemented a hiring freeze. We are not purchasing any new equipment. We are not allowing any taxpayer supported travel that is not mandated in the final quarter of 2009. We are asking department heads to freeze spending to the best of their ability. We still have mandated expenses but where we can cut, we will.

Additional measures will probably be necessary. I ask for support from this legislature and our residents as we work our

way through these chaotic times.

## **2010 BUDGET BY THE NUMBERS**

With all of these challenges in mind, and following a tremendous amount of work, the 2010 Broome County budget is calling for a 3.79% increase. That would mean approximately an additional \$44 to the average taxpayer that owns an average \$80,000 home.

This spending plan represents a nearly \$353M appropriation for the next fiscal year. It also limits the increase in spending from a 5½ % increase last year to this year, to a 1½ % increase this year to next year.

No increase is a good increase, but we believe this strikes a balance between the demand on services that our residents require and the escalating costs of doing business.

In difficult times, there is a larger demand on county services. For example, our Department of Social Services has seen the number of families seeking assistance skyrocket. Our workforce office has been inundated with hundreds more people coming through the doors every month looking for assistance in finding a job.

Our library is seeing an influx of new and repeat users who are looking for additional resources as they begin their search for a job.

Our Meals on Wheels program is being stretched to the limit.

These are difficult times indeed. So as we put this spending plan together we took into consideration the need to keep providing these valuable services while again minimizing the extent of the tax rate increase.

## **STAFF REDUCTIONS AND OTHER CUTS**

We are looking to reduce staff by 24 full time equivalent positions. This will remove nearly \$1.7M from our bottom line. These reductions are happening as a result of some offices restructuring the way they operate or simply going without key personnel to support services.

In addition, there will be no administrative raises next year. I know this is a tough blow for many families, but we simply cannot afford it. There were also a number of requests to upgrade positions. That is also not happening next year.

In addition, today, we are announcing an initiative to reduce the ranks of our personnel by offering an early retirement incentive. This effort still has to be approved by our legislators.

However, in anticipation of that approval, we will distribute the eligibility requirements in an email to all employees tomorrow.

Bottom line, we would plan to offer \$13,000 to any eligible employee. If the number of employees participating exceeds 50, the incentive will be \$16,000 and if more than 100 employees participate, the incentive will be \$20,000.

Our goal is to not replace all of the staff members who will leave.

However, we must certainly be cognizant if one department is hit harder than others in terms of losing personnel. We will reserve the right to manage the personnel decisions following this incentive offer.

I make this vow to you our legislators and to our taxpayers that the end result will be fewer personnel AND a reduction in taxpayer supported personnel costs. The savings will more than cover the expected costs of the incentive program.

#### **PLANNING FOR THE FUTURE**

When it comes to future personnel issues, I am also announcing that this administration is going to begin meeting with our department heads in January to begin mapping out a plan for 2011 and beyond.

Will this mean fewer services for our community? I can almost guarantee it. Will it mean fewer hours of operation for some of the offices that deal with the public? Again, I can almost guarantee it.

However, I can also guarantee that before any of these decisions are made, we will thoroughly investigate all of our options and we will make sure we balance the need for these services with the taxpayer support that is necessary to maintain that service.

I ask for this legislature's support when it comes time to make some of these changes. And I ask for the public's support and patience when some of these cuts in service impact them personally.

#### **BC TRANSIT FARE TO INCREASE TWENTY FIVE CENTS**

We did have to make at least one very tough decision for next year and it involves our Broome County Transit operations. We are facing the loss of nearly a \$250,000 transportation grant. That grant allowed us to have Sunday BC Transit hours, as well as extended hours at night. We really did not want to have to cut back on those hours. That would have been devastating for the riders who rely on that service.

However, we had to make up the revenue somehow. Unfortunately, that means an additional twenty five cents will be added to the current base fare. This brings the cost of one ride to \$1.50. There will be proportionate increases for all passes as well. This is a difficult move but we felt it was more important to salvage the service. Those who use the service will have to be called upon to pay a little more.

On a positive note, we are removing the charge for the transfer which is currently thirty cents. So the base rate will be a \$1.50, but there will be no transfer charges.

When compared to other cities of similar size, and even when compared to much larger cities, our \$1.50 is quite competitive.

In Buffalo, the fare is a \$1.75, but there is a thirty cent zone fare and a thirty five cent transfer charge. In Rochester, the base fare is a \$1.00, but riders need to pay for transfers. In Albany, the fares are a \$1.50 as well but there are no free transfers. Syracuse has a \$1.25 fare but they also charge a twenty five cent zone charge. And in Ithaca, they are currently at the same fare that we will charge, a \$1.50 with free transfers.

So I think we, Broome County, compare pretty well. We have also surveyed riders and they overwhelmingly said they would rather pay a little more than have us cut services.

### **CONTRACT AGENCIES FACE CUTS**

We also had to take a very close look at our contract agencies. They all offer extremely important services in our community and we do value them. However, we simply cannot afford to maintain the level of support we have provided in the past. When times were good, we certainly increased support. However, we needed to look across the board and make the appropriate cuts where possible. All of the agencies have been cut back 12.5 %.

We will get through these tough times but there will be some pain. If we manage the issue, I think we can still provide the quality services that our residents have come to enjoy without the costs of those services driving our constituents away.

### **SOME POSITIVE NEWS**

For a moment, let's touch on some of the highlights of 2009,

meaning the positive things that have happened so far this year. And yes, there were some good things.

I want to thank our federal leaders, especially Senator Schumer, who recognized that counties have been carrying a huge part of the Medicaid burden for years now. The stimulus provided billions of dollars to New York for Medicaid relief, with much of that money going directly to counties.

The funds, which are called F-MAP, will amount to an estimated \$7.4M in direct relief for Broome County in 2009 and an estimated \$6M in 2010.

Just so you can all understand the Medicaid burden that our local taxpayers have carried; Medicaid remains our number two overall expense with more than \$60M in local tax dollars underwriting this program in just the last two years.

In case anyone thinks this F-MAP money is a gift, I do not consider it a gift. I think it is a well deserved reimbursement that hopefully can be continued in some form or another in the future. If, however, it is not continued, we stand ready to make the tough choices that will be necessary!

Medicaid spending is a tremendous burden on our local taxpayers but we are not sitting idly by just accepting the bills we are given. We are taking a proactive approach.

Broome County has been actively partnering with the state in conducting Medicaid audits. This is a time consuming process, however, it has paid off.

We hope to soon be able to release details about a large settlement that will more than take care of any expenses related to implementing this program and it will return dollars to county coffers.

We are looking for fraud and abuse, but we are also simply looking for mistakes. Mistakes do happen and sometimes good people and good companies make mistakes.

Our goal is to protect the integrity of the Medicaid program and that is what we are attempting to do.

On another positive note, our Risk and Insurance Office has been doing an excellent job of reducing costs.

- Our 1100 Medicare-eligible retirees and dependents have been moved to the Aetna Medicare Advantage health plan. This results in an annual cash savings of about \$865,000. This also translated into a reduction of our GASB 45 liability of \$61M.
- The RationalMed program was added to our prescription drug plan. First year savings thru July are approximately \$87,000.
- And we have added a Preferred Drug Step Therapy program. Estimated savings for this change are expected to be over \$200,000 annually.

On another positive note, our Enterprise Resource Planning project or ERP is moving forward. The Human Capital

Management phase is completed. While we experienced a few bumps along the way, it was a successful implementation and we are now in the midst of the second phase, which will address our financial issues.

I promise when all is said and done, these software applications will go a long way towards improving the way we do business. It will also provide more accountability. This is something we were ordered to do by the New York State Comptroller's Office and we are complying with those orders. Down the road, it will also provide us more flexibility in providing services to other government entities in Broome County.

In 2008, fuel prices escalated beyond where anyone could have imagined. That put a tremendous amount of pressure on our budgets last year. This year, gas prices, while not exactly economical, are certainly at more manageable levels. We budgeted for additional large spikes in prices this year, and so far that has not happened. Consequently, we are able to apply those savings to this year's bottom line.

Broome County has also implemented a number of energy efficient measures to keep current and long term heating and cooling costs under control. Our Deputy Commissioner of Buildings and Grounds, Mike Lynch, and his staff are to be commended for initiating changes in the way we manage our buildings. The Department's Energy Action Team has changed light bulbs, installed solar panels on the roof of the County Office Building and replaced and repaired equipment to make the items run more efficiently. The estimated annual cost savings add up to nearly \$150,000.

I want to acknowledge our Library Director Lisa Wise and her staff for also recognizing and implementing additional ways to save energy. So far at the library this year, consumption is down 19.5% because of the changes implemented there. The library also received NYSERDA and New York State Public Library Construction Grants to add solar panels to the roof next year. This will take place using no local tax support, but will certainly go a long way in saving future local tax dollars.

### **CHALLENGING TIMES STILL AHEAD**

While there are positive developments, times are still extremely tough. We hear the stories every day. I wanted to share some of the numbers behind these sobering news stories:

- Our sales tax figures are currently tracking 7% below 2008 levels.
- Health insurance remains our number one tax supported expense, still outpacing Medicaid. The estimated increases in rates for next year are in the 5% range.
- Medicaid will eat up nearly \$36M.
- Our pension costs are going up more than 50%.
- The number of installment agreements signed by our Real Property Tax Department has increased 50% over the yearly average of the last several years.

- Our unemployment rate reached heights this summer never before experienced in recent decades.
- Some of our largest and more entrenched companies are laying off workers.
- Broome County has been forced to sue New York State because they have left us holding the bag on a more than \$1M cleanup tab following the accident in the basement of the Governmental Plaza earlier this year.
- And after months of delay, New York still has not announced its rules for natural gas drilling in the Marcellus Shale in the state.

### **MARCELLUS SHALE DEVELOPMENT**

Regarding natural gas drilling, we do expect to hear news any day now from New York's Department of Environmental Conservation.

After the DEC issues the latest version of the Supplemental General Environmental Impact Statement, there will be a public comment period. It is our hope that drilling permits will be issued starting soon into 2010.

This will be good news for our landowners, for our local businesses, and for Broome County which has land to lease, benefitting taxpayers and our community as a whole.

I know not everyone sees eye to eye on this issue, but I stand by my administration's strong belief that we can benefit from this industry, while at the same time protecting our environment.

The Economic Impact Statement commissioned by my office talks about a potential impact in the billions of dollars in direct and indirect benefit. We do see the economic impact, but we also understand and seriously hold tight the need to protect our environment. Without a safe, clean environment, we have nothing.

We have expressed our concerns about potential environmental impacts to the DEC and to the federal government on multiple occasions.

We are not going into this blindly. We have done our research. We believe this industry, if allowed to develop and regulated appropriately, can contribute in a positive way to our community in the future.

## **CONSOLIDATION AND SHARED SERVICES**

Before wrapping up I did want to touch on shared services and consolidation. Under our current circumstances, how could I not? However, I want this to be a hopeful message, not one that focuses on dire consequences.

We have a community right here in Broome County that is taking historic and unprecedented steps to make change. I think we should all salute the residents and the leaders in

Johnson City. They have undertaken this incredible challenge. First, they did the work to get the referendum on the ballot. Then, they did an amazing job of figuring out a way to cover all of the services currently provided under the current form of government.

I have seen their plan. I had also been consulted on some of the matters that involved Broome County Government, specifically the Sheriff's Office.

I have to tell you I think the committee performed its task admirably. Will services be 100% the way they were before? Probably not. However, for communities not going through this process, I can almost guarantee that the services enjoyed by your residents today will not be the same in the future either.

As I mentioned at the beginning of this speech, our current forms of government are simply not sustainable. Does this mean we have to collapse and consolidate all into one form of government? Absolutely not!

I continue my pledge here today that we stand ready to work with anyone who is willing to seriously discuss ways in which we can provide more effective and affordable services to our residents.

But short of that, I encourage you all to work together on your own efforts to find ways to provide some of your services to a broader population, while reducing the tax burden on all of our residents.

One large government may not be the answer, but I think we have reached some conclusions that with 1 city, 16 towns and 7 villages, there could be some reductions in the number of government entities.

Our Attorney General, Andrew Cuomo, has certainly reached this conclusion, and I applaud his efforts to provide for ways in which governments can more easily effect change. I encourage you to read his ideas about consolidation.

I think physically bringing some of our governments together can be done and done well. It is certainly possible between villages and towns, and yes, even between neighboring towns.

I think we should all support the effort in Johnson City. It is a major undertaking, but they have done all of the heavy lifting. We as a community now need to stand by to assist with whatever happens. They are a role model and I hope they are successful in showing many of us and people across the state that change can actually be a good thing.

We are only as strong as the sum of our parts. And right now some of our towns and villages are in need of a little support. Some are doing quite well and should be recognized for their solid efforts. In fact, we hope we can count on some of these communities to help going forward.

If we cannot effect change now, I am not sure it will ever happen in our valley. We have been through, and continue to suffer the consequences of some of the most difficult times since the great depression. We are lucky that our country and

our community are in a much better situation to handle an economic crisis of this magnitude than we were in the 1930's.

However, I fear going forward that unless we undertake transformative change we will be facing many of these same challenges for decades to come.

## CONCLUSION

I stand here today with a lot of hope that the people of our community who are known for their strong work ethic and innovative ways will step up to the challenge.

We will work with anyone who wants to work with us and we will stand by and support any efforts where our towns, villages, and city want to work together.

I know we will weather these turbulent times if we stick together and combine efforts.

We are a strong community with a resilient spirit. We have been tested many times, but we have always met the challenge. I am confident we will persevere. Thank you all again for coming out tonight, and I look forward to working with all of you to meet the challenges that are ahead of us!

Thank you!

**SCHEDULE  
SUMMARY BY FUNDS  
2007 - 2010**

**SCHEDULE 1**  
**2010 Adopted Budget**

	Appropriation	Revenue	Fund Balance	Property Tax Support
<b>General Fund</b>				
GENERAL	\$ 108,588,669	\$ 120,841,127	\$ -	\$ (12,252,458)
SOCIAL SERVICES	\$ 112,957,062	\$ 50,376,874	\$ -	\$ 62,580,188
<b>Enterprise Funds</b>				
AVIATION	\$ 3,888,708	\$ 3,974,054	\$ (85,346)	\$ -
PUBLIC TRANSPORTATION	\$ 12,170,281	\$ 9,909,325	\$ 1,000,000	\$ 1,260,956
SOLID WASTE MANAGEMENT	\$ 12,945,426	\$ 9,834,917	\$ 3,110,509	\$ -
WILLOW POINT NURSING HOME	\$ 30,659,356	\$ 30,821,250	\$ (161,894)	\$ -
<b>Internal Services Funds</b>				
CENTRAL FOOD & NUTRITION	\$ 4,558,890	\$ 4,558,902	\$ (12)	\$ -
FLEET MANAGEMENT	\$ 1,141,120	\$ 872,399	\$ 268,721	\$ -
HEALTH INSURANCE	\$ 42,270,518	\$ 41,394,896	\$ 875,622	\$ -
RISK MANAGEMENT	\$ 2,538,929	\$ 2,538,929	\$ -	\$ -
WORKERS' COMPENSATION	\$ 3,331,034	\$ 3,331,034	\$ -	\$ -
<b>Special Revenue Funds</b>				
COUNTY LIBRARY	\$ 2,536,252	\$ 836,206	\$ 150,000	\$ 1,550,046
ROAD MACHINERY	\$ 2,414,523	\$ 31,000	\$ 100,000	\$ 2,283,523
COUNTY ROAD	\$ 9,682,861	\$ 2,265,184	\$ 800,000	\$ 6,617,677
VETERANS' ARENA	\$ 2,045,986	\$ 754,000	\$ -	\$ 1,291,986
GOLF	\$ 864,369	\$ 911,900	\$ (47,531)	\$ -
<b>TOTALS</b>	<b>\$ 352,593,984</b>	<b>\$ 283,251,997</b>	<b>\$ 6,057,600</b>	<b>\$ 63,331,918</b>
Reserve Uncollected Taxes				\$ 1,000,000
<b>Total Tax Levy</b>				<b>\$ 64,331,918</b>
2009 Totals	\$ 347,552,869	\$ 279,573,244	\$ 8,651,274	\$ 60,340,186
Difference	\$ 5,041,115	\$ 3,678,753	\$ (2,593,674)	\$ 3,991,732
Percentage Diff	1.45%	1.32%	-29.98%	6.62%

	2009	2010	Difference	% Difference
Full Values	\$ 9,256,213,918	\$ 9,997,585,274	\$ 741,371,356	8.009%
Taxable Values	\$ 3,676,914,823	\$ 5,474,666,923	\$ 1,797,752,100	48.893%
Full Value Tax Rate *	\$6.52	<b>\$6.43</b>	(\$0.08)	<b>-1.291%</b>
Taxable Value Tax Rate *	\$16.41	<b>\$11.75</b>	(\$4.66)	<b>-28.395%</b>

\* Note: Negative difference is due to Town of Vestal being reassessed resulting in a 100% equalization rate

**SCHEDULE 1**  
**2010 Revised Recommended Budget**

	Appropriation	Revenue	Fund Balance	Property Tax Support
<b>General Fund</b>				
GENERAL	\$ 109,080,314	\$ 123,011,449	\$ -	\$ (13,931,135)
SOCIAL SERVICES	\$ 112,923,599	\$ 50,376,874	\$ -	\$ 62,546,725
<b>Enterprise Funds</b>				
AVIATION	\$ 3,888,708	\$ 3,974,054	\$ (85,346)	\$ -
PUBLIC TRANSPORTATION	\$ 12,170,281	\$ 9,909,325	\$ 1,000,000	\$ 1,260,956
SOLID WASTE MANAGEMENT	\$ 12,931,857	\$ 9,834,917	\$ 3,096,940	\$ -
WILLOW POINT NURSING HOME	\$ 30,659,356	\$ 30,821,250	\$ (161,894)	\$ -
<b>Internal Services Funds</b>				
CENTRAL FOOD & NUTRITION	\$ 4,558,890	\$ 4,558,902	\$ (12)	\$ -
FLEET MANAGEMENT	\$ 1,141,120	\$ 872,399	\$ 268,721	\$ -
HEALTH INSURANCE	\$ 42,270,518	\$ 41,394,896	\$ 875,622	\$ -
RISK MANAGEMENT	\$ 2,538,929	\$ 2,538,929	\$ -	\$ -
WORKERS' COMPENSATION	\$ 3,331,034	\$ 3,331,034	\$ -	\$ -
<b>Special Revenue Funds</b>				
COUNTY LIBRARY	\$ 2,536,252	\$ 836,206	\$ 150,000	\$ 1,550,046
ROAD MACHINERY	\$ 2,420,523	\$ 31,000	\$ 100,000	\$ 2,289,523
COUNTY ROAD	\$ 9,682,861	\$ 2,265,184	\$ 800,000	\$ 6,617,677
VETERANS' ARENA	\$ 2,045,986	\$ 754,000	\$ -	\$ 1,291,986
GOLF	\$ 864,369	\$ 911,900	\$ (47,531)	\$ -
<b>TOTALS</b>	<b>\$ 353,044,597</b>	<b>\$ 285,422,319</b>	<b>\$ 6,044,031</b>	<b>\$ 61,625,778</b>
Reserve Uncollected Taxes				\$ 1,000,000
<b>Total Tax Levy</b>				<b>\$ 62,625,778</b>
2009 Totals	\$ 347,552,869	\$ 279,573,244	\$ 8,651,274	\$ 60,340,186
Difference	\$ 5,491,728	\$ 5,849,075	\$ (2,607,243)	\$ 2,285,592
Percentage Diff	1.58%	2.09%	-30.14%	3.79%

	2009	2010	Difference	% Difference
Full Values	\$ 9,256,213,918	\$ 9,997,585,274	\$ 741,371,356	8.009%
Taxable Values	\$ 3,676,914,823	\$ 5,474,666,923	\$ 1,797,752,100	48.893%
Full Value Tax Rate *	\$6.52	<b>\$6.26</b>	(\$0.25)	<b>-3.909%</b>
Taxable Value Tax Rate *	\$16.41	<b>\$11.44</b>	(\$4.97)	<b>-30.294%</b>

\* Note: Negative difference is due to Town of Vestal being reassessed resulting in a 100% equalization rate

**SCHEDULE 1**  
**2009 Adopted Budget**

	Appropriation	Revenue	Fund Balance	Property Tax Support
<b>General Fund</b>				
GENERAL	\$ 114,972,003	\$ 125,992,626	\$ 6,410,692	\$ (17,431,315)
SOCIAL SERVICES	\$ 105,893,187	\$ 45,071,904	\$ -	\$ 60,821,283
<b>Enterprise Funds</b>				
AVIATION	\$ 3,795,377	\$ 3,619,329	\$ 176,048	\$ -
PUBLIC TRANSPORTATION	\$ 12,396,613	\$ 9,622,531	\$ -	\$ 2,774,082
SOLID WASTE MANAGEMENT	\$ 10,209,739	\$ 10,348,438	\$ (138,699)	\$ -
WILLOW POINT NURSING HOME	\$ 31,317,724	\$ 29,534,464	\$ -	\$ 1,783,260
<b>Internal Services Funds</b>				
CENTRAL FOOD & NUTRITION	\$ 4,554,056	\$ 4,578,402	\$ (24,346)	\$ -
FLEET MANAGEMENT	\$ 1,545,752	\$ 1,541,065	\$ 350,000	\$ (345,313)
HEALTH INSURANCE	\$ 38,435,996	\$ 38,436,005	\$ (9)	\$ -
RISK MANAGEMENT	\$ 3,001,904	\$ 3,024,316	\$ (22,412)	\$ -
WORKERS' COMPENSATION	\$ 3,341,054	\$ 3,341,054	\$ -	\$ -
<b>Special Revenue Funds</b>				
COUNTY LIBRARY	\$ 2,622,503	\$ 870,763	\$ 150,000	\$ 1,601,740
ROAD MACHINERY	\$ 2,634,803	\$ 31,000	\$ -	\$ 2,603,803
COUNTY ROAD	\$ 10,056,192	\$ 2,052,447	\$ 1,550,000	\$ 6,453,745
VETERANS' ARENA	\$ 1,888,901	\$ 610,000	\$ 200,000	\$ 1,078,901
GOLF	\$ 887,065	\$ 898,900	\$ (11,835)	\$ -
<b>TOTALS</b>	<b>\$347,552,869</b>	<b>\$279,573,244</b>	<b>\$ 8,651,274</b>	<b>59,340,186</b>
Reserve Uncollected Taxes				1,000,000
Total Tax Levy				60,340,186
2008 Totals	\$329,263,193	\$264,613,475	\$7,210,739	58,326,387
Difference	\$18,289,676	\$14,959,769	\$1,440,535	2,013,799
Percentage Diff	5.55%	5.65%	19.98%	3.45%
<b>2008 vs 2009 Comparison</b>				
	2008	2009	Difference	% Difference
Full Values	\$8,326,561,651	\$9,256,213,918	\$929,652,267	11.165%
Taxable Values	\$3,642,795,622	\$3,676,915,373	\$34,119,751	0.937%
Full Value Tax Rate	\$6.64	<b>\$6.52</b>	-\$0.12	<b>-1.847%</b>
Taxable Value Tax Rate	\$16.01	<b>\$16.41</b>	\$0.40	<b>2.493%</b>

**SCHEDULE 1**  
**2008 ADOPTED BUDGET**

SUBFUND	ESTIMATED APPROPRIATIONS	ESTIMATED REVENUES	APPROPRIATED FUND BALANCE	2008 REQUIRED TAX SUPPORT
<b>General Fund</b>				
GENERAL	\$ 108,841,557	\$ 115,058,907	\$ 6,410,692	\$ (12,628,042)
SOCIAL SERVICES	\$ 103,721,885	\$ 47,047,781	\$ -	\$ 56,674,104
<b>Enterprise Funds</b>				
AVIATION	\$ 3,772,819	\$ 3,819,824	\$ (47,005)	\$ -
PUBLIC TRANSPORTATION	\$ 10,008,229	\$ 8,065,500	\$ 456,885	\$ 1,485,844
SOLID WASTE MANAGEMENT	\$ 9,976,986	\$ 9,919,767	\$ 57,219	\$ -
WILLOW POINT NURSING HOME	\$ 28,544,402	\$ 27,654,834	\$ -	\$ 889,568
<b>Internal Services Funds</b>				
CENTRAL FOOD & NUTRITION	\$ 4,302,450	\$ 4,334,840	\$ (32,390)	\$ -
FLEET MANAGEMENT	\$ 1,109,835	\$ 1,511,165	\$ -	\$ -
HEALTH INSURANCE	\$ 37,066,211	\$ 37,066,284	\$ (73)	\$ -
RISK MANAGEMENT	\$ 2,516,213	\$ 2,516,304	\$ (91)	\$ -
WORKERS' COMPENSATION	\$ 3,086,931	\$ 3,086,931	\$ -	\$ -
<b>Special Revenue Funds</b>				
COUNTY LIBRARY	\$ 2,611,592	\$ 855,532	\$ 164,298	\$ 1,591,762
ROAD MACHINERY	\$ 2,117,713	\$ 36,000	\$ -	\$ 2,081,713
COUNTY ROAD	\$ 9,215,028	\$ 2,091,053	\$ 172,604	\$ 6,951,371
VETERANS' ARENA	\$ 1,522,352	\$ 674,753	\$ 28,600	\$ 818,999
GOLF	\$ 824,990	\$ 850,000	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 329,239,193</b>	<b>\$ 264,589,475</b>	<b>\$ 7,210,739</b>	<b>\$ 57,865,319</b>
Reserve Uncoll Taxes				\$ 461,068
Total Tax Levy				\$ 58,326,387
2007 Totals	\$ 328,084,147	\$ 258,065,493	\$ 15,744,894	\$ 55,301,343
Difference	\$ 1,155,046	\$ 6,523,982	\$ (8,534,155)	\$ 3,025,044
Percentage Diff	0.35%	2.53%	-54.20%	5.47%

<b>Cost of proposals if rejected</b>	<b>Dollar increase</b>	<b>Tax Increase</b>
1) Election Chargebacks	\$253,940	0.46%

	2007	2008	Difference	% Difference
Full Values	\$7,292,516,250	\$8,363,852,580	\$1,071,336,330	14.691%
Taxable Values	\$3,623,898,760	\$3,642,795,622	\$18,896,862	0.521%
Full Value Tax Rate	\$7.58	<b>\$6.97</b>	-\$0.61	<b>-8.040%</b>
Taxable Value Tax Rate	\$15.26	<b>\$16.01</b>	\$0.75	<b>4.923%</b>

**SCHEDULE 1**  
2007 Adopted Budget

SUBFUND	TOTAL APPROPRIATIONS *	ESTIMATED REVENUES *	APPROPRIATED FUND BALANCE	2007 REQUIRED TAX SUPPORT
GENERAL	\$107,365,650	\$108,900,739	\$13,897,651	(15,432,740)
SOCIAL SERVICES	\$106,645,709	\$50,970,820	\$0	55,674,889
AVIATION	\$3,644,424	\$3,611,023	\$33,401	0
PUBLIC TRANSPORTATION	\$10,078,207	\$7,698,200	\$1,100,000	1,280,007
SOLID WASTE MANAGEMENT	\$9,985,276	\$9,153,872	\$831,404	0
WILLOW POINT NURSING HOME	\$28,156,574	\$26,254,367	\$0	1,902,207
CENTRAL FOOD & NUTRITION	\$4,389,400	\$4,555,381	(\$165,981)	0
FLEET MANAGEMENT	\$1,169,723	\$857,796	\$311,927	0
HEALTH INSURANCE	\$36,096,224	\$36,096,224	\$0	0
RISK MANAGEMENT	\$2,571,378	\$2,563,904	\$7,474	0
WORKERS' COMPENSATION	\$2,996,783	\$3,177,124	(\$180,341)	0
COUNTY LIBRARY	\$2,685,647	\$855,951	\$164,298	1,665,398
ROAD MACHINERY	\$1,825,941	\$36,000	(\$233,726)	2,023,667
COUNTY ROAD	\$8,253,279	\$2,017,264	\$172,604	6,063,411
VETERANS' ARENA	\$1,496,732	\$593,628	\$28,600	874,504
GOLF	\$723,200	\$723,200	\$0	0
<b>TOTALS</b>	<b>\$328,084,147</b>	<b>\$258,065,493</b>	<b>\$15,967,311</b>	<b>54,051,343</b>
Reserve Uncoll Taxes				1,250,000
Total Tax Levy				55,301,343
2006 Totals	\$311,209,109	\$243,936,334	\$14,744,894	53,277,881
Difference	\$16,875,038	\$14,129,159	\$1,222,417	2,023,462
Percentage Diff	5.42%	5.79%	8.29%	3.80%

	<u>2006</u>	<u>2007</u>	<u>Difference</u>	<u>% Difference</u>
Full Values	\$6,998,440,377	\$7,338,234,041	\$339,793,664	4.855%
Taxable Values	\$3,601,928,784	\$3,623,898,760	\$21,969,976	0.610%
Full Value Tax Rate	\$7.61	<b>\$7.54</b>	-\$0.08	<b>-1.008%</b>
Taxable Value Tax Rate	\$14.79	<b>\$15.26</b>	\$0.47	<b>3.169%</b>

## GENERAL GOVERNMENT

<u>DEPARTMENT/DIVISION</u>	<u>PAGE</u>	<u>DEPARTMENT/DIVISION</u>	<u>PAGE</u>
Legislative Board		Information Technology	
Legislature	2	Information Services	70
Clerk of the Legislature	6	Communication Services	77
		Telecommunications Services	82
Executive		Law	
Executive	10	Law	87
County Clerk		Law—DSS Legal Unit	93
Records	15	Personnel	99
Records Management	21		
Motor Vehicles	25	Public Defender	107
District Attorney	29	Public Works	
Audit & Control		Administration	113
Audit & Control	36	Engineering	118
Weights & Measures	41	Building & Grounds	122
Central Foods	45	Fleet Management	128
Coroners	53	Purchasing	135
Elections	57	Real Property Tax Services	141
Finance	63	Risk & Insurance	
		Risk Management	149
		Health Insurance	155
		Workers Compensation	158

# LEGISLATURE

LEGISLATORS (19)  
(Elected)

Chairman  
Board of Acquisition & Contract  
Capital Program Advisory Committee

- LEGISLATIVE BOARD
- COMMITTEES
  - County Administration
  - Economic Development and Planning
  - Education, Culture, and Recreation
  - Finance
  - Human Services
  - Personnel
  - Public Health and Environmental Protection
  - Public Safety and Emergency Services
  - Public Works
  - Transportation and Rural Development
- RESEARCH SUPPORT

- CLERK OF THE LEGISLATURE
- LEGISLATIVE SUPPORT
  - Local Laws
  - Secretarial
  - Administration
  - Resolutions
  - Legislative Minutes
  - Committee Minutes
  - Journal of Proceedings
  - Software Records Management
  - Ethics Disclosure
- FREEDOM OF INFORMATION (FOI)
- RESEARCH SUPPORT

## **LEGISLATIVE BOARD - 24**

### **LEGISLATURE - 24**

#### **MISSION STATEMENT**

The Broome County Legislature is the policy-making body and taxing authority of Broome County Government. The Legislature is comprised of 19 elected Legislators each representing a District. Through its power to legislate and approve appropriations, the County Legislature shapes the direction of Broome County Government. The Broome County Charter further defines the duties and powers of the Legislature.

#### **DESCRIPTION**

The **County Legislature** is responsible for the adoption of all local legislation and the levy of property taxes in order to fund County governmental operations. Other specific powers include: make appropriations, incur indebtedness and adopt an annual budget; create, alter, combine or abolish positions (job titles) except those units headed by elected officials; to confirm appointments by the County Executive; adopt the equalization rates for the City of Binghamton and the 16 towns; and award all contracts for professional services exceeding \$15,000.

The **Chair of the Legislature** presides at meetings of the County Legislature and appoints all standing and ad hoc committees. The Chair is an ex-officio member of every committee. Additionally, the Chair is a member of the Board of Acquisition and Contract (BAC) and several Advisory Boards pursuant to the provisions of the Broome County Charter.

The Chair of the Finance Committee, the Chair of the Public Works Committee and the Chair of the Legislature are all members of the Capital Projects Advisory Committee.

The **Legislative Assistant** provides research and support to the Chair, the Committees and Legislators and facilitates activities and initiatives of the Legislature.

#### **2010 OBJECTIVES**

- Carefully scrutinize all County spending with the specific goal of controlling property taxes
- Support energy saving measures at all County operated facilities
- Explore opportunities for revenue enhancement
- Consider all possible opportunities for the most efficient delivery of services including but not limited to sharing of resources with municipalities
- Work to create an atmosphere that will promote economic development
- Work to improve the quality of life for residents of Broome County
- Carefully examine the potential effects of mineral exploration in Broome County
- Continue to supplement the research capabilities of the Legislative Assistant through the use of student interns

#### **2010 BUDGET HIGHLIGHTS**

- Actively pursue economic development within the County to enhance the County's tax base and employment opportunities.
- Restricting expenses.

24 0010 LEGISLATURE/Board

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Legislative Assistant	23 Admin	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b><u>PART TIME</u></b>						
Chairman*/County Legislator	Elected	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
County Legislator	Elected	<u>18</u>	<u>18</u>	<u>18</u>	<u>18</u>	<u>18</u>
<b>Total Part-Time Positions</b>		<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>
<b>TOTAL POSITIONS</b>		<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>

\* Elected by peers

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:24 LEGISLATIVE BOARD  
 DIVISION :24 LEGISLATIVE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	8,597	28,865	18,340	52,853	52,853	52,853
1500	SALARIES PART-TIME	244,599	245,000	157,023	245,000	245,000	245,000
1600	SALARIES TEMPORARY	22,985	16,498	3,370			
CHARACTER 10 SUBTOTAL		276,181	290,363	178,733	297,853	297,853	297,853
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4331	FOOD AND BEVERAGES		500	400	500	500	500
4461	MILEAGE AND PARKING-LOCAL	2,122	2,500	835	1,200	1,200	
4462	TRAVEL HOTEL AND MEALS	6,952	6,000	2,635	5,000	5,000	3,500
4463	EDUCATION AND TRAINING	780	3,500	2,030	4,000	4,000	2,000
CHARACTER 40 SUBTOTAL		9,854	12,500	5,900	10,700	10,700	6,000
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK				2,086	2,086	2,086
CHARACTER 41 SUBTOTAL					2,086	2,086	2,086
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	21,268	21,392	7,645	20,574	20,574	20,574
8030	SOCIAL SECURITY	18,845	23,228	13,245	22,785	22,785	22,785
8040	WORKERS COMPENSATION	2,817	2,519	2,519	2,519	2,519	2,519
8050	LIFE INSURANCE	368	480	197	326	326	326
8060	HEALTH INSURANCE	164,764	110,905	27,236	39,940	39,940	39,940
8062	RETIREE HEALTH INSURANCE		82,995	65,129	103,410	103,410	103,410
CHARACTER 80 SUBTOTAL		208,062	241,519	115,971	189,554	189,554	189,554
TYPE X SUBTOTAL		494,097	544,382	300,604	500,193	500,193	495,493
DIVISION 24 SUBTOTAL		-494,097	-544,382	-300,604	-500,193	-500,193	-495,493

**LEGISLATIVE BOARD - 24**  
**CLERK OF THE LEGISLATURE - 25**

**MISSION STATEMENT**

The **Clerk of the Legislature** supervises and coordinates daily activities of the office of the Legislature.

**DESCRIPTION**

This office drafts and distributes all legislation to appropriate committees; processes, certifies, and disseminates all legislation; provides minutes of all Legislative Sessions of the Legislature and all committee meetings; prepares and advertises all public hearings on local laws; prepares and files the required documentation on all approved local laws with the Secretary of State; and provides clerical/secretarial support to the individual Legislators. Prepares, maintains, and distributes (1,000 copies) the Guide to County, City, Town and Village Officials.

The Clerk also serves as the **Records Access Officer** for Broome County Government, processing Freedom of Information Requests on a continual basis.

**2010 OBJECTIVES**

- Continue to make the business of the Legislature accessible to the public through the use of the internet and other technologies
- Continue to make the business of the Legislature accessible to department heads through the use of the intranet and other technologies
- Continue to make accessing public records as easy as possible for the public using a newly designed paper form and a new on-line submission form
- Enhance the capabilities of the office through the use of student interns

**2010 BUDGET HIGHLIGHTS**

- Restricting expenses

24 0028 LEGISLATURE/Clerk of the Legislature

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Clerk of the County Legislature	E Admin	1	1	1	1	1
Deputy Clerk of the County Legislature	19 Admin	1	1	1	1	1
Second Deputy Clerk of the County Legislature	15 Admin	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:24 LEGISLATIVE BOARD  
DIVISION :25 CLERK, LEGISLATIVE BOARD

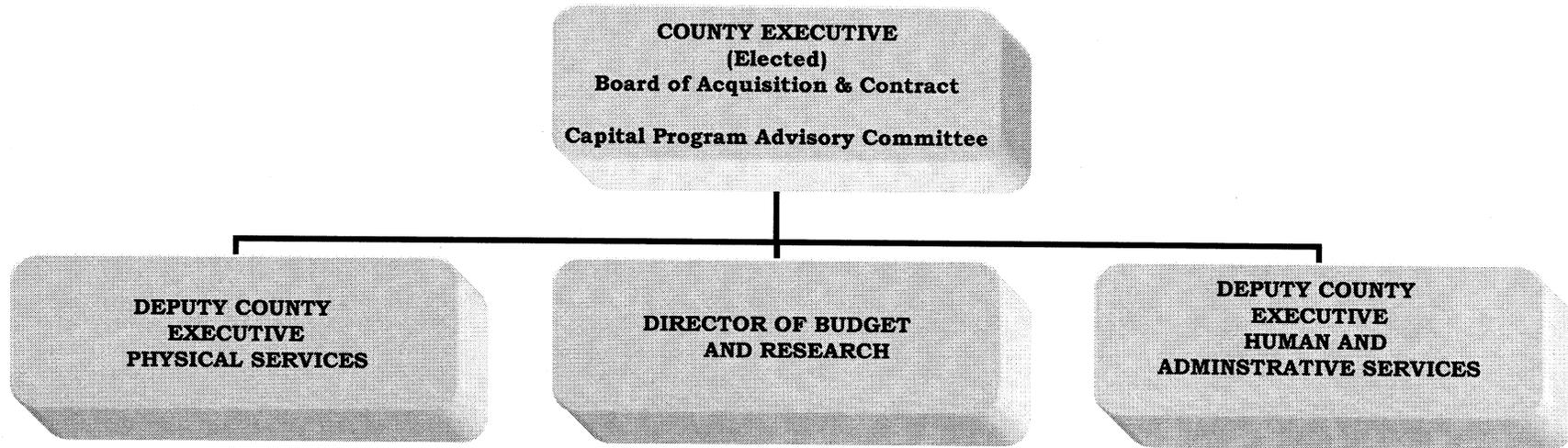
SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0207	MINOR SALES OTHER	1,230	750	1,188	1,200	1,200	1,200
CHARACTER 06	SUBTOTAL	1,230	750	1,188	1,200	1,200	1,200
TYPE R	SUBTOTAL	1,230	750	1,188	1,200	1,200	1,200
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	141,599	146,813	93,198	153,535	153,535	153,535
1600	SALARIES TEMPORARY	20,420	15,000	12,781	19,980	19,980	19,980
CHARACTER 10	SUBTOTAL	162,019	161,813	105,979	173,515	173,515	173,515
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	196	500	213	250	250	250
4318	DUPLICATING AND PRINTING RM SUPPLIE	95	100	186	200	200	200
4319	OFFICE SUPPLIES	1,375	1,400	695	1,400	1,400	1,400
4347	GAS OIL GREASE AND DIESEL FUEL		100				
4359	COMPUTER SOFTWARE AND SUPPLIES	1,687	3,000	439	1,000	1,000	1,000
4411	POSTAGE AND FREIGHT		100	14	100	100	100
4418	DUES AND MEMBERSHIPS	285	300	233	300	300	300
4419	GENERAL OFFICE EXPENSES	2,335	2,400	2,059	2,200	2,200	2,200
4442	PHOTOGRAPHIC EXPENSES		200	466	200	200	200
4448	ADVERTISING AND PROMOTION EXPENSES	3,372	3,000	747	1,020	1,020	1,020
4462	TRAVEL HOTEL AND MEALS		200	86	200	200	200
4463	EDUCATION AND TRAINING	680	1,100	338	1,100	1,100	1,100
4518	COPYING MACHINE RENTALS	756	3,000	1,804	2,832	2,832	2,832
4739	STENOGRAPHIC SERVICES	400	500	200	500	500	500
4747	OTHER FEES FOR SERVICES	5,371	3,500	2,262	20,865	5,416	5,416
CHARACTER 40	SUBTOTAL	16,552	19,400	9,742	32,167	16,718	16,718

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:24 LEGISLATIVE BOARD  
DIVISION :25 CLERK, LEGISLATIVE BOARD

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	702	2,861	2,861	696	696	696
CHARACTER 41	SUBTOTAL	702	2,861	2,861	696	696	696
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,838					
CHARACTER 60	SUBTOTAL	1,838					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	13					
CHARACTER 70	SUBTOTAL	13					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	11,833	15,416	8,372	19,260	19,260	19,260
8030	SOCIAL SECURITY	12,201	12,380	8,006	13,273	13,273	13,273
8040	WORKERS COMPENSATION	939	840	840	788	788	788
8050	LIFE INSURANCE	58	72	38	77	77	77
8060	HEALTH INSURANCE	24,890	5,521	3,517	5,803	5,803	5,803
8062	RETIREE HEALTH INSURANCE		19,340	12,332	20,314	20,314	20,314
CHARACTER 80	SUBTOTAL	49,921	53,569	33,105	59,515	59,515	59,515
TYPE X	SUBTOTAL	231,045	237,643	151,687	265,893	250,444	250,444
DIVISION 25	SUBTOTAL	-229,815	-236,893	-150,499	-264,693	-249,244	-249,244
DEPARTMENT 24	SUBTOTAL	-723,912	-781,275	-451,103	-764,886	-749,437	-744,737

# EXECUTIVE



•Public Works	•Law	•Legislature	•Social Services	•Solid Waste	•Risk & Insurance
•Public Health	•Public Transit	•Sheriff	•Purchasing	•Mental Health	•Aviation
•District Attorney	•Finance	•Office for Aging	•Parks & Recreation	•Public Defender	•Audit & Control
•CASA	•Probation	•County Clerk	•Elections	•OET	•BMTS
•Emergency Services	•Personnel	•Information Technology	•Planning/ Economic Development	•Library	•Youth Bureau
•Central Foods	•Veterans	•Willow Point	•STOP DWI	•Real Property	•Security

## **COUNTY EXECUTIVE - 23**

### **MISSION STATEMENT**

To efficiently manage County departments, projects, and programs in a manner that will provide citizens with the quality and quantity of cost effective services necessary to support their general health, safety, and well being.

To prepare and control the County's operating, capital, and grant budgets.

### **DESCRIPTION**

The office and duties of the County Executive were established by Article III, Sections 301-312 of the Broome County Charter, adopted November 1968. The County Executive is the Chief Executive Officer and administrative head of the County government. The County Executive is an elected position serving a four-year term.

The Broome County Office of Budget & Research recommends and assists the County Executive with the preparation and control of the County budgets for operations, grants, and capital programs as well as the community college.

The Broome County Executive Office is responsible for communicating information regarding County government services, programs, activities, and public policy to the employees, general public, and local, state, and federal elected officials.

The County Executive is responsible for executing local laws and resolutions as defined in the Broome County Charter and Code. The County Executive supervises and directs the internal organization and reorganization of each department or other administrative units. In addition, the County Executive appoints members to County boards and commissions.

### **2010 OBJECTIVES**

- To work closely with New York State and all of our departments to meet the challenges posed by our current economic conditions. We must maintain quality services that still provide the residents of our community with the same value they expect to receive for their investment.
- Executive's office will continue working to contain property taxes by pursuing more efficient operations within Broome County Government. These efforts will include but are not limited to:
  - o Continue to enforce strict spending guidelines for all County departments
  - o Strongly advocate for additional consolidation/shared service opportunities
  - o Closely monitor all capital projects ensuring completion and quality
  - o Make sure all of our projects currently on the drawing board fit within the current economic model and will be sustainable both in the near future and decades from now
  - o Continue to push for improved efficiencies in all departments to improve performance and reduce expenses
- We will continue to work with our partner agencies to spur economic development and help create new and better paying jobs. In addition we will continue to:
  - o Create and push strategies that better market the Greater Binghamton Region.
  - o Work in partnership with New York State and other local leaders to make sure that while protecting our environment, we also make every effort to capitalize on the potential natural gas play that will result from the Marcellus Shale development.

## 23 0037 EXECUTIVE

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
County Executive	Elected	1	1	1	1	1
Deputy County Executive	K Admin	1	2	2	2	2
Director of Budget & Research	J Admin	1	1	1	1	1
Deputy Director of Budget & Research	C Admin	1	1	1	1	1
Executive Asst. to the County Executive (37.5/40)	22 Admin	2	2	2	2	2
Administrative Asst. to the County Executive (40)	22 Admin	1	1	1	1	1
Secretary to Deputy County Executive (40)	14 Admin	1	1	1	1	1
Secretary to Dir. Of Budget & Research (40)	14 Admin	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0558	INDIRECT COSTS CHARGEBACK	1,161,036	3,371,106		2,692,632	2,692,632	2,692,632
CHARACTER 02 SUBTOTAL		1,161,036	3,371,106		2,692,632	2,692,632	2,692,632
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,438					
0229	TRANSFER FROM INSURANCE RESERVE			359			
CHARACTER 07 SUBTOTAL		1,438		359			
TYPE R SUBTOTAL		1,162,474	3,371,106	359	2,692,632	2,692,632	2,692,632
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	519,270	530,927	398,434	670,337	670,337	670,337
1600	SALARIES TEMPORARY	6,242	5,800	2,534	5,800		
CHARACTER 10 SUBTOTAL		525,512	536,727	400,968	676,137	670,337	670,337
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	176	816	456	816	816	816
4319	OFFICE SUPPLIES	5,549	5,234	3,113	5,234	5,234	5,234
4331	FOOD AND BEVERAGES	567	930	418	730	730	730
4347	GAS OIL GREASE AND DIESEL FUEL	92	305	108	105	105	105
4349	MISC OPERATIONAL SUPPLIES		200		100	100	100
4359	COMPUTER SOFTWARE AND SUPPLIES	1,430	1,400	155	1,200	1,200	1,200
4411	POSTAGE AND FREIGHT	114	50		50	50	50
4418	DUES AND MEMBERSHIPS	1,265	2,000	2,103	2,000	2,000	2,000
4419	GENERAL OFFICE EXPENSES	691	372	55	350	350	350
4449	OTHER OPERATIONAL EXPENSES	359	300		250	250	250
4462	TRAVEL HOTEL AND MEALS	3,713	4,500	1,239	4,500	4,500	4,500
4463	EDUCATION AND TRAINING	1,542	2,705	255	2,000	2,000	2,000
4518	COPYING MACHINE RENTALS	630	1,800	994	2,000	2,000	2,000
4523	INSURANCE CLAIMS			359			
4747	OTHER FEES FOR SERVICES	30,000		20,000			
4901	DAY TRIP MEAL REIMBURSEMENT	54		42	100	100	100
CHARACTER 40 SUBTOTAL		46,182	20,612	29,297	19,435	19,435	19,435

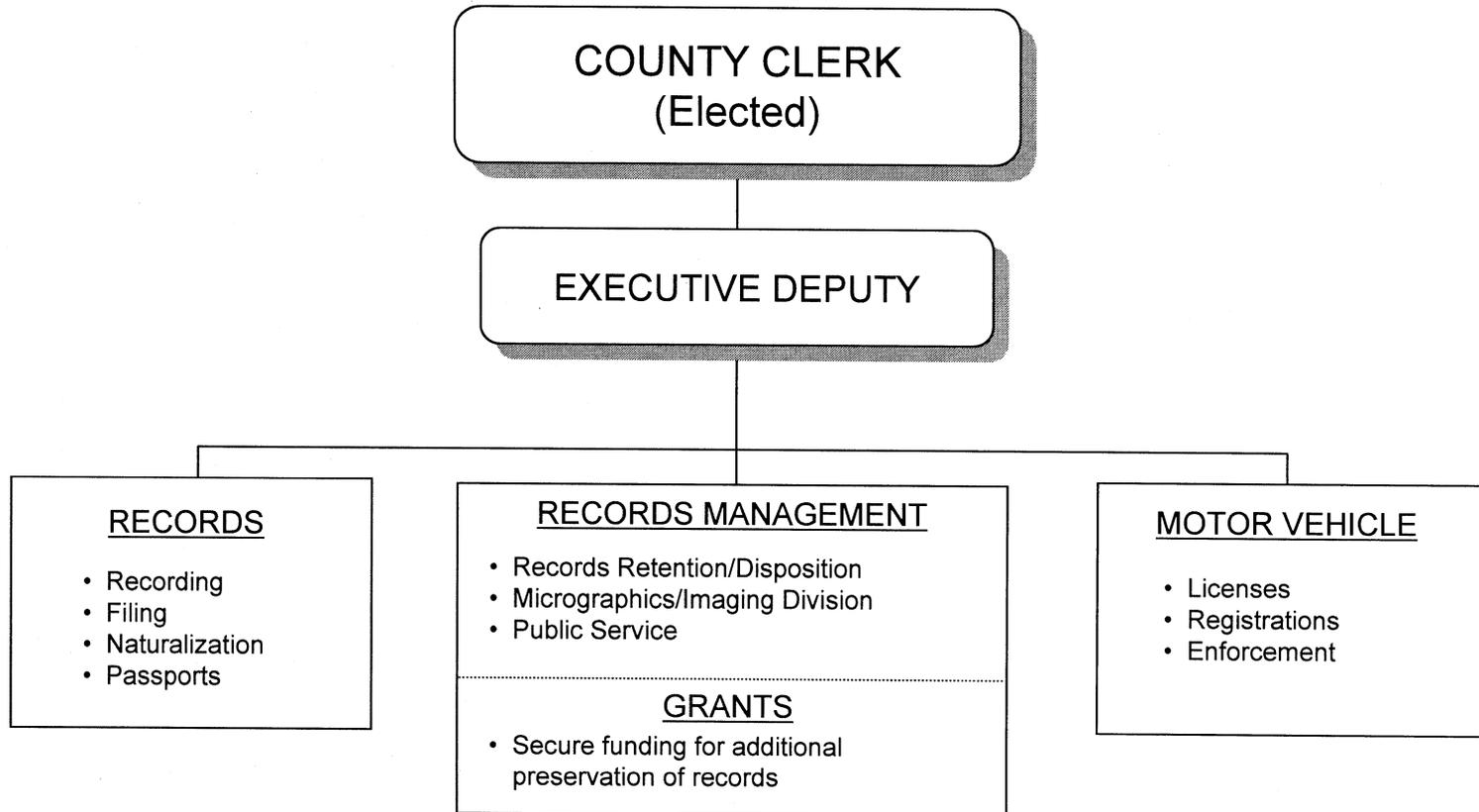
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	9,276	9,276	5,158	3,589	3,589	3,589
4615	GASOLINE CHARGEBACK	1,870	2,686	197	1,950	1,950	1,950
4616	FLEET SERVICE CHARGEBACK	4,414	4,479	4,479	6,627	6,627	6,627
4626	TRANSPORTATION SERVICES CHARGEBACKS				2,605	2,605	2,605
CHARACTER 41	SUBTOTAL	15,560	16,441	9,834	14,771	14,771	14,771
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,022					
CHARACTER 60	SUBTOTAL	1,022					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	53					
CHARACTER 70	SUBTOTAL	53					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	43,310	55,749	32,726	74,407	74,407	74,407
8030	SOCIAL SECURITY	38,568	40,921	29,373	51,725	51,281	51,281
8040	WORKERS COMPENSATION	4,018	3,943	3,943	3,803	3,803	3,803
8050	LIFE INSURANCE	168	216	125	192	192	192
8060	HEALTH INSURANCE	143,125	76,183	54,137	101,360	101,360	101,360
8062	RETIREE HEALTH INSURANCE		82,982	54,088	89,042	89,042	89,042
8070	UNEMPLOYMENT INSURANCE			1,073			
CHARACTER 80	SUBTOTAL	229,189	259,994	175,465	320,529	320,085	320,085
TYPE X	SUBTOTAL	817,518	833,774	615,564	1,030,872	1,024,628	1,024,628
DEPARTMENT 23	SUBTOTAL	344,956	2,537,332	-615,205	1,661,760	1,668,004	1,668,004

# COUNTY CLERK



**COUNTY CLERK - 30****Main Office - 300012****MISSION STATEMENT**

The Broome County Clerk's Office provides services for the efficient filing and recording of documents as required by the Constitution and Laws of New York State.

The Broome County Clerk's Office is a multi-service government agency and acts as an agent for federal, state and local government. The office is one of only a few in New York State offering records for sale over the internet.

**DESCRIPTION**

The County Clerk is an elected position serving a four-year term. The Clerk is the Chief Clerk of the Supreme Court and as such has the responsibility of filing both civil and criminal records. This office provides the necessary services for the efficient filing and recording of land record documents, lien filing, acceptance of passport applications, and naturalization of citizens as required by the State of New York and the federal government.

**2010 OBJECTIVES**

Our major objective in 2010 is to continue our program of scanning court records with the goal of making them available online within the same search program used for deeds and mortgages. We hope to promote increased usage of the e-filing program for certain types of court actions.

**2010 BUDGET HIGHLIGHTS**

- Preserve a minimum of four deed books and re-cover fifty books in the office
- No change in staff
- The office revenues will continue to exceed expenses
- Replacement of scanning equipment
- Continue to hold Passport Fairs off site

30 0012 COUNTY CLERK/Records

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
County Clerk	Elected	1	1	1	1	1
Executive Deputy County Clerk	C Admin	1	1	1	1	1
Deputy County Clerk (40)	17 Admin	3	3	3	3 *	3
Paralegal (40)	15 Admin	1	1	1	1	1
Secretary to the County Clerk (40)	14 Admin	1	1	1	1	1
Senior Index Clerk (40)	9 CSEA	1	1	1	1	1
Index Clerk (40)	8 CSEA	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
<b>Total Full-Time Positions</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>PART TIME</b>						
Clerk	6 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

\* One Position Unfunded 2010

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:30 COUNTY CLERK  
 DIVISION :30 RECORDS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0014	CHGS FOR TAX ADV/REDEMPTION EXP	-3					
0015	CLERK FEES	1,102,821	1,600,000	891,420	1,525,000	1,525,000	1,525,000
0016	XEROX MACHINE	11,227	6,500	11,131	7,000	7,000	7,000
0017	MORTGAGE TAX	291,896	296,445	172,926	319,348	319,348	319,348
0027	MISCELLANEOUS	67,424	20,000	2,808	3,000	3,000	3,000
0599	REMOTE ACCESS CHARGE	46,661	50,000	29,298	50,000	50,000	50,000
CHARACTER 02	SUBTOTAL	1,520,026	1,972,945	1,107,583	1,904,348	1,904,348	1,904,348
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	10,890	11,000	705	1,000	1,000	1,000
CHARACTER 03	SUBTOTAL	10,890	11,000	705	1,000	1,000	1,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			3,037			
CHARACTER 07	SUBTOTAL			3,037			
TYPE R	SUBTOTAL	1,530,916	1,983,945	1,111,325	1,905,348	1,905,348	1,905,348

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:30 COUNTY CLERK  
DIVISION :30 RECORDS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	502,402	534,191	328,759	544,443	501,364	544,443
1500	SALARIES PART-TIME	9,441	11,375	2,771	10,982	10,982	10,982
1600	SALARIES TEMPORARY	12,242					
1700	SALARIES OVERTIME	1,162	1,836	894	1,890	1,890	1,890
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	525,247	547,402	332,424	557,315	514,236	557,315
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	184	750	133	750	750	750
4318	DUPLICATING AND PRINTING RM SUPPLIE		200	317	200	200	200
4319	OFFICE SUPPLIES	6,153	9,000	5,774	9,000	9,000	9,000
4326	FUEL AND HEATING SUPPLIES	125					
4331	FOOD AND BEVERAGES	301	260	119	260	260	260
4342	PHOTOGRAPHIC SUPPLIES	691	1,250		1,250	1,250	1,250
4359	COMPUTER SOFTWARE AND SUPPLIES	616		282			
4411	POSTAGE AND FREIGHT		200		450	450	450
4418	DUES AND MEMBERSHIPS	419	507	330	480	480	480
4419	GENERAL OFFICE EXPENSES	6,751	5,585	5,632	13,175	13,175	13,175
4427	ELECTRIC CURRENT	-125					
4429	BUILDING AND GROUNDS EXPENSES		250		250	250	250
4461	MILEAGE AND PARKING-LOCAL	72	293	43	250	250	250
4462	TRAVEL HOTEL AND MEALS	421	1,500	174	1,500	1,500	1,500
4463	EDUCATION AND TRAINING	297	300		300	300	300
4513	SOFTWARE MAINTENANCE	32,934	48,523	41,510	49,922	49,922	49,922
4514	HARDWARE MAINTENANCE	10,923	9,195	9,986	10,501	10,501	10,501
4518	COPYING MACHINE RENTALS	2,392	3,378	1,989	3,250	3,250	3,250
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CHARACTER 40	SUBTOTAL	62,154	81,191	66,289	91,538	91,538	91,538

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:30 COUNTY CLERK  
DIVISION :30 RECORDS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	2,031	4,290	4,290	2,654	2,654	2,654
4604	DPW SECURITY CHARGEBACKS	7,414	9,340	4,672	10,486	10,486	10,486
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	9,445	13,630	8,962	13,140	13,140	13,140
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	981					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	981					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	201					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	201					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	42,978	57,478	27,118	61,862	56,864	61,862
8030	SOCIAL SECURITY	38,252	41,875	24,313	42,637	39,193	42,637
8040	WORKERS COMPENSATION	10,803	12,858	12,858	12,233	12,233	12,233
8050	LIFE INSURANCE	242	336	163	269	250	250
8060	HEALTH INSURANCE	191,828	129,704	69,211	119,417	103,748	119,418
8062	RETIREE HEALTH INSURANCE		88,899	57,256	92,533	92,533	92,533
8063	DISABILITY INSURANCE	737	840	484	903	903	903
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	284,840	331,990	191,403	329,854	305,724	329,836
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	882,868	974,213	599,078	991,847	924,638	991,829
		-----	-----	-----	-----	-----	-----
DIVISION 30	SUBTOTAL	648,048	1,009,732	512,247	913,501	980,710	913,519

## **COUNTY CLERK - 30**

### **Records Management – 31 / 300004**

#### **MISSION STATEMENT**

To systematically effect the efficient administration of Broome County records in accordance with relevant regulations, by carefully balancing value, use, security, and cost.

#### **DESCRIPTION**

The Records Management Division provides practical guidance and expertise to departments in the following capacities:

- Determine retention and disposition of records.
- Review of requests for records storage and equipment.
- Coordinate all Imaging/Micrographics projects for all County departments
- Ensure compliance with state and federal retention guidelines.

The Records Management Center is located at 161 Jensen Road in Vestal. The Records Center houses all inactive County records, all original reels of microfilm and CD's, all information technology computer back-up, as well as housing the records management offices, personnel & imaging/micrographics center.

Our imaging/micrographics division operates 4 scanners, 2 quality control stations, 1 planetary camera & a document archive writer. The technology allows the department to scan County projects/record series & return all information on CDs or microfilm, as needed to satisfy all NYS Archive requirements & each department's specific needs.

#### **2010 OBJECTIVES**

Our major objective in 2010 is to continue to promote the reduction in the volume of paper records maintained by County departments while providing each department with efficient retrieval, and safe retention of their valuable documents. To that end in 2009, the Broome County Legislature approved the installation of dark fiber between the County Office Building and the Broome County Records Center, which will provide the added security of the County IT back up systems to all scanning projects at the records center. This new fiber connection also provides a much faster, reliable connection to the County departments and will be the first step in upgrading our software and accessibility to all County departments.

#### **2010 BUDGET HIGHLIGHTS**

Records management division is continually working to learn new and more efficient methods to best store and preserve our essential County documents. The Records Manager has been appointed to the NYS Regional Advisory Committee to review and recommend the most efficient and effective ways to keep our records. Working together with other records professionals throughout NYS, we have put together an Electronic Document Management Symposium which will provide needed information as all counties, towns, school districts & villages move into electronic record keeping to some degree. In Broome County we are working towards scanning many departmental record series (paper documents) and archiving the digital images.

The Records Manager has also requested that our County be part of a NYS Archives Pilot Program for a County-wide records inventory project.

## 30 0004 COUNTY CLERK/Records Center

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Records Management Officer (40)	18 Admin	1	1	1	1	1
Sr. Records Clerk (40)	9 CSEA	1	1	1	1	1
Records Clerk (40)	7 CSEA	1	1	1	1	1
Clerk (40)	6 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:30 COUNTY CLERK  
DIVISION :31 RECORDS MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS		100	247	100	100	100
CHARACTER 02 SUBTOTAL			100	247	100	100	100
TYPE R SUBTOTAL			100	247	100	100	100
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	130,243	139,822	85,077	142,177	142,177	142,177
CHARACTER 10 SUBTOTAL		130,243	139,822	85,077	142,177	142,177	142,177
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4318	DUPLICATING AND PRINTING RM SUPPLIE		360		720	360	360
4319	OFFICE SUPPLIES	1,497	1,500	875	1,500	1,500	1,500
4326	FUEL AND HEATING SUPPLIES	3,984	7,500	698	8,000	7,500	7,500
4329	BLDG AND GROUNDS SUPPLIES		500		500	500	500
4331	FOOD AND BEVERAGES			30			
4342	PHOTOGRAPHIC SUPPLIES	4,363	3,000	1,004	3,300	3,000	3,000
4359	COMPUTER SOFTWARE AND SUPPLIES	1,953	2,000		2,000	2,000	2,000
4411	POSTAGE AND FREIGHT	28	100	8	100	100	100
4418	DUES AND MEMBERSHIPS	30	100	60	100	100	100
4419	GENERAL OFFICE EXPENSES	2,044	2,000	1,200	3,000	3,000	3,000
4422	BUILDING AND LAND RENTAL	43,757	44,851	44,851	55,000	55,000	47,000
4425	WATER AND SEWAGE CHARGES	196	440	152	440	440	440
4427	ELECTRIC CURRENT	5,977	6,987	2,906	6,987	6,987	6,987
4429	BUILDING AND GROUNDS EXPENSES	4,051	3,180	2,123	3,230	3,180	3,180
4448	ADVERTISING AND PROMOTION EXPENSES	28					
4461	MILEAGE AND PARKING-LOCAL		500		500	500	500
4462	TRAVEL HOTEL AND MEALS	1,078	1,200	1,082	1,200	1,200	1,200
4463	EDUCATION AND TRAINING	80		80	200	200	200
4466	ADVISORY BD/TRUSTEES EXPENSES	30					
4514	HARDWARE MAINTENANCE	804	3,075	992	4,175	4,175	4,175
4516	HARDWARE RENTAL	8,597	12,480	9,360	12,480	12,480	12,480
4518	COPYING MACHINE RENTALS	726	1,450	597	1,100	1,100	1,100
4901	DAY TRIP MEAL REIMBURSEMENT			8			
CHARACTER 40 SUBTOTAL		79,223	91,223	66,026	104,532	103,322	95,322

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:30 COUNTY CLERK  
 DIVISION :31 RECORDS MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	10,835	14,862	6,721	16,212	16,212	16,212
8030	SOCIAL SECURITY	9,533	10,696	6,227	11,173	11,173	11,173
8050	LIFE INSURANCE	77	96	51	77	77	77
8060	HEALTH INSURANCE	24,330	25,947	16,492	27,212	27,212	27,212
8062	RETIREE HEALTH INSURANCE		15,782	10,055	16,591	16,591	16,591
8063	DISABILITY INSURANCE	391	360	248	387	387	387
CHARACTER 80 SUBTOTAL		45,166	67,743	39,794	71,652	71,652	71,652
TYPE X SUBTOTAL		254,632	298,788	190,897	318,361	317,151	309,151
DIVISION 31 SUBTOTAL		-254,632	-298,688	-190,650	-318,261	-317,051	-309,051

## **COUNTY CLERK - 30**

### **Motor Vehicles – 38 / 300020**

#### **MISSION STATEMENT**

The Broome County Department of Motor Vehicles is a multi-service agency committed to acting as a liaison in fulfilling the legal responsibilities of NYS Department of Motor Vehicles and the federal government, while serving the residents of Broome County in a courteous and timely manner.

#### **DESCRIPTION**

For 2010, the Department of Motor Vehicles will have 5 offices serving the public:

- (1) 181 Clinton Street, Binghamton
- (2) 44 Hawley Street, County Office Building
- (3) 124 Washington Avenue, Endicott
- (4) Conklin Town Hall
- (5) Triangle Town Hall

A dealer hotline exists to enable dealers to contact a clerk directly for any questions they may have relating to car sale paperwork.

A public hotline exists and is maintained on a daily basis so as to provide answers to general questions of our prospective customers.

The five offices can process as many as 800 customers a day, occasionally 900!

#### **2010 OBJECTIVES**

One of our major objectives is to continue to educate the public with regard to the Enhanced Driver License/Non-Driver ID option. We are optimistic that New York State and Homeland Security will stabilize the requirements soon, in order that we can provide more definitive information about documents required.

We will be utilizing our website in order to educate the public and disseminate information as soon as it is available to us.

We continue to strive to serve the public in a courteous and timely manner. With regulations changing continually, we are always working to keep staff up to date on state and federal regulations in order to provide consistent and accurate information to the public.

We continue to work hand in hand with our local dealers and solicit work from car dealers by providing a weekly pickup of work.

We will expand evening hours to accommodate renewal applicants.

We continue to offer more hours than almost any other office in New York State.

#### **2010 BUDGET HIGHLIGHTS**

- We will continue to educate the public with regard to the Enhanced Driver License/Non-Driver ID option.
- A long term agreement will be negotiated so as to improve the conditions of the parking available to our customers.
- We will be working with our staff in an attempt to continue improving in the areas of consistent and accurate information.
- We will be pursuing more of a security presence at the two major locations to ensure the safety of our staff.

## 30 0020 COUNTY CLERK/Motor Vehicles

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Principal Motor Vehicle Clerk (40)	11 CSEA	1	1	1	1	1
Senior Motor Vehicle Clerk (40)	9 CSEA	3	3	3	3	3
Motor Vehicle Clerk (40)	8 CSEA	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
<b>Total Full-Time Positions</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b><u>PART TIME</u></b>						
Motor Vehicle Clerk (Part-time)	8 CSEA	<u>9</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
<b>Total Part-Time Positions</b>		<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>TOTAL POSITIONS</b>		<b>22</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:30 COUNTY CLERK  
DIVISION :38 MOTOR VEHICLES BUREAU

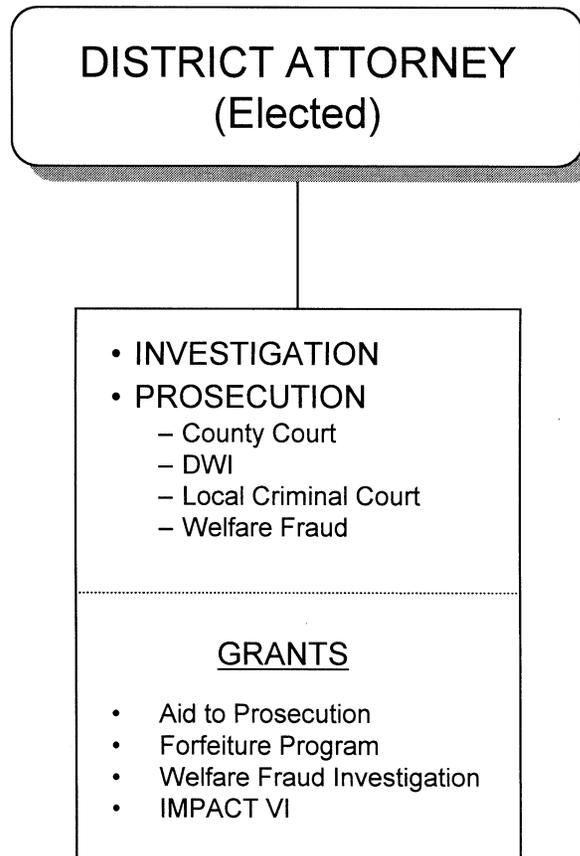
SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0018	MOTOR VEHICLE	2,006,728	2,100,745	1,309,960	2,319,220	2,319,220	2,319,220
0019	COLLECTION OF SALES TAX	17,728	18,000	9,876	18,000	18,000	18,000
0027	MISCELLANEOUS	912		664			
CHARACTER 02 SUBTOTAL		2,025,368	2,118,745	1,320,500	2,337,220	2,337,220	2,337,220
TYPE R SUBTOTAL		2,025,368	2,118,745	1,320,500	2,337,220	2,337,220	2,337,220
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	398,306	417,817	253,043	432,660	432,660	432,660
1500	SALARIES PART-TIME	118,444	140,438	89,496	139,412	139,412	138,442
1600	SALARIES TEMPORARY	1,303					
1700	SALARIES OVERTIME	22,798	18,566	14,734	22,474	22,474	21,944
CHARACTER 10 SUBTOTAL		540,851	576,821	357,273	594,546	594,546	593,046
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	920	950	940	905	905	905
4319	OFFICE SUPPLIES	5,314	7,750	3,491	9,200	7,750	7,750
4323	BLDG MAINTENANCE SUPPLIES		500		500	500	500
4326	FUEL AND HEATING SUPPLIES	4,328	7,775	3,365	7,775	7,775	7,775
4329	BLDG AND GROUNDS SUPPLIES	5,838	900		900	900	900
4359	COMPUTER SOFTWARE AND SUPPLIES	787	4,000				
4411	POSTAGE AND FREIGHT	13					
4419	GENERAL OFFICE EXPENSES	695	1,600	3,543	1,834	1,834	1,834
4422	BUILDING AND LAND RENTAL	39,518	49,718	33,238	54,718	54,718	54,718
4425	WATER AND SEWAGE CHARGES	499	600	438	625	625	625
4427	ELECTRIC CURRENT	14,549	13,320	8,035	13,975	13,975	13,975
4429	BUILDING AND GROUNDS EXPENSES	14,892	15,578	9,295	17,057	17,057	17,057
4461	MILEAGE AND PARKING-LOCAL	773	2,159	315	1,558	1,558	1,558
4462	TRAVEL HOTEL AND MEALS	477	800	140	800	800	800
4463	EDUCATION AND TRAINING	99	300		300	300	300
4522	TO RESERVE FUND	3,600					
4747	OTHER FEES FOR SERVICES	1,000					
CHARACTER 40 SUBTOTAL		93,302	105,950	62,800	110,147	108,697	108,697

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:30 COUNTY CLERK  
 DIVISION :38 MOTOR VEHICLES BUREAU

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	1,943	1,459	1,459	730	730	730
4604	DPW SECURITY CHARGEBACKS	8,000	9,340	4,672	18,932	18,932	18,932
4614	OTHER CHARGEBACK EXPENSES			160			
4615	GASOLINE CHARGEBACK	779	800	101	802	802	802
4616	FLEET SERVICE CHARGEBACK	2,207	2,239	2,239	2,209	2,209	2,209
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CHARACTER 41	SUBTOTAL	12,929	13,838	8,631	22,673	22,673	22,673
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	44,972	58,633	27,735	67,634	67,634	67,468
8030	SOCIAL SECURITY	39,522	42,704	26,055	46,869	46,869	46,754
8040	WORKERS COMPENSATION				3,914	3,914	3,914
8050	LIFE INSURANCE	309	552	206	307	307	307
8060	HEALTH INSURANCE	160,817	149,872	66,403	110,554	110,554	110,554
8062	RETIREE HEALTH INSURANCE		52,155	33,250	54,795	54,795	54,795
8063	DISABILITY INSURANCE	2,090	2,760	1,308	2,063	2,063	2,063
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CHARACTER 80	SUBTOTAL	247,710	306,676	154,957	286,136	286,136	285,855
TYPE X	SUBTOTAL	894,792	1,003,285	583,661	1,013,502	1,012,052	1,010,271
DIVISION 38	SUBTOTAL	1,130,576	1,115,460	736,839	1,323,718	1,325,168	1,326,949
DEPARTMENT 30	SUBTOTAL	1,523,992	1,826,504	1,058,436	1,918,958	1,988,827	1,931,417

# DISTRICT ATTORNEY



**DISTRICT ATTORNEY - 33****MISSION STATEMENT**

To represent the People of the State of New York and Broome County fairly and effectively in all criminal proceedings in Broome County.

**DESCRIPTION**

The Broome County District Attorney's Office represents the People of the State of New York in all criminal proceedings, which include traffic and penal law violations, misdemeanors, and felonies. In each case, the prosecution must (1) determine what happened by gathering the facts and evidence; (2) determine what criminal offenses, if any, were committed; (3) if criminal offenses were committed, decide whether criminal prosecution is warranted, and (4) if prosecution is warranted, insure that prosecution is conducted fairly and competently.

**2010 OBJECTIVES**

In the face of reduced or static funding from grant funding sources (STOP DWI, Aid to Prosecution and IMPACT), the most important objective is to provide for adequate personnel and funding for the Office of the District Attorney to be able to competently:

- Perform the basic investigation and prosecution functions of the office.
- Prosecute the significant number of pending cases involving violence related to gang activity and drug trafficking.
- Continue to provide prosecution service to the increased (and still increasing) number of specialized court and criminal justice programs, such as Drug Court, Domestic Violence Court, Integrated Domestic Violence Court and Road to Recovery, as well as for litigation related to the Sex Offender Registration Act (SORA) classifications. A new Mental Health Court is now in the planning stage.

**2010 BUDGET HIGHLIGHTS**

- Maintain funding for current personnel.
- Provide adequate funding for essential prosecution services, including increased stenographic expenses, witness and travel expenses associated with the prosecution of pending cases, in particular for expert witnesses and out-of-state witnesses, and to maintain our current computer legal research capability.

33 0001 DISTRICT ATTORNEY

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
District Attorney	Elected	1	1	1	1	1
Senior Assistant District Attorney	AT-3	5	5	5	5	5
Assistant District Attorney II	AT-2	5	5	5	5	5
Assistant District Attorney I	AT-1	4	4	4	4	4
Chief Investigator - DA	27 Admin	1	1	1	1	1
Administrative Assistant to the DA	22 Admin	1	1	1	1	1
Investigator - DA	22 Admin	3	3	3	3	3
Paralegal	15 Admin	1	1	1	1	1
Secretary	13 CSEA	3	3	3	3	3
Keyboard Specialist	8 CSEA	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u> *	<u>5</u>
<b>Total Full-Time Positions</b>		<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>

\* One Position Unfunded 2010

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0127	OTHER CHARGES	34,153	100,230	24,113	84,746	84,746	84,746
0559	OTHER DEPARTMENTAL CHARGEBACK	40,000	40,000	38,048	40,000	40,000	40,000
	CHARACTER 02 SUBTOTAL	74,153	140,230	62,161	124,746	124,746	124,746
CHARACTER :05	FINES AND FORFEITURES						
0518	(A2625) FORFEITURE OF CRIME PROCEED		50,000		50,000	50,000	50,000
	CHARACTER 05 SUBTOTAL		50,000		50,000	50,000	50,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	2,622		73			
0229	TRANSFER FROM INSURANCE RESERVE	2,600		499			
	CHARACTER 07 SUBTOTAL	5,222		572			
CHARACTER :08	STATE AID						
0241	DISTRICT ATTORNEY'S SALARY	54,804	49,528		49,528	49,528	49,528
0263	CAREER CRIMINAL PROSECUTION	15,322		13,322			
	CHARACTER 08 SUBTOTAL	70,126	49,528	13,322	49,528	49,528	49,528
	TYPE R SUBTOTAL	149,501	239,758	76,055	224,274	224,274	224,274

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,579,228	1,674,845	1,037,128	1,679,270	1,653,796	1,679,270
1950	SALARY ADJUSTMENTS	10,499	28,279		28,279	28,279	
CHARACTER 10 SUBTOTAL		1,589,727	1,703,124	1,037,128	1,707,549	1,682,075	1,679,270
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	26,159	17,000	13,132	17,000	17,000	17,000
4319	OFFICE SUPPLIES	21,237	18,000	12,853	18,000	18,000	18,000
4326	FUEL AND HEATING SUPPLIES	10,623	11,000	8,435			
4331	FOOD AND BEVERAGES			113			
4342	PHOTOGRAPHIC SUPPLIES		400		400	400	400
4347	GAS OIL GREASE AND DIESEL FUEL	1,937	1,000	811	1,400	1,400	1,400
4359	COMPUTER SOFTWARE AND SUPPLIES	3,281		944			
4374	AUDIOVISUAL MATERIALS	-62					
4411	POSTAGE AND FREIGHT	2,556	2,000	1,079	2,000	2,000	2,000
4418	DUES AND MEMBERSHIPS	1,495	1,100	1,150	2,225	2,225	2,225
4419	GENERAL OFFICE EXPENSES	5,858	5,500	4,728	5,500	5,500	5,500
4422	BUILDING AND LAND RENTAL		131,320	131,320	131,320	131,320	131,320
4427	ELECTRIC CURRENT	16,844	19,050	9,673			
4429	BUILDING AND GROUNDS EXPENSES	15,850	13,000	8,952	3,000	3,000	3,000
4442	PHOTOGRAPHIC EXPENSES	511	1,200	509	1,200	1,200	1,200
4449	OTHER OPERATIONAL EXPENSES	16		4			
4457	SUBCONTRACTED PROGRAM EXPENSE	8,000	10,000	4,000	10,000	10,000	10,000
4461	MILEAGE AND PARKING-LOCAL	7,106	4,400	3,589	6,000	6,000	6,000
4462	TRAVEL HOTEL AND MEALS	1,110	9,000	7,203	9,000	9,000	9,000
4463	EDUCATION AND TRAINING	100	6,000	1,074	6,000	6,000	6,000
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	27,196	20,000	10,076	20,000	20,000	20,000
4469	OTHER PERSONAL EXPENSES		200	116	200	200	200
4518	COPYING MACHINE RENTALS	4,323	7,300	5,683	7,300	7,300	7,300
4520	PROPERTY LOSS	2,600		499			
4703	LAB SERVICES	4,300	3,000		3,000	3,000	3,000
4734	WITNESS EXPENSES	27,982	35,000	24,340	35,000	35,000	35,000
4735	INVESTIGATIONS EXPENSES	3,500	6,000	1,590	6,000	6,000	6,000
4737	COURT ASSIGNED ATTORNEY-PUBLIC DEFE	-30					
4738	COURT ASSIGNED ATTORNEY-FAMILY COUR	4,252					
4739	STENOGRAPHIC SERVICES	100,707	65,000	55,040	75,000	75,000	75,000
4764	CASH SHORT AND OVER			-4			
4901	DAY TRIP MEAL REIMBURSEMENT			16			
CHARACTER 40 SUBTOTAL		297,451	386,470	306,925	359,545	359,545	359,545

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	21,637	19,235	19,235	8,201	8,201	8,201
4615	GASOLINE CHARGEBACK	2,822	3,958	495	3,597	3,597	3,597
4616	FLEET SERVICE CHARGEBACK	8,829	8,958	8,958	8,836	8,836	8,836
4626	TRANSPORTATION SERVICES CHARGEBACKS		3,954		2,605	2,605	2,605
CHARACTER 41	SUBTOTAL	33,288	36,105	28,688	23,239	23,239	23,239
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	33,455					
CHARACTER 60	SUBTOTAL	33,455					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	82,594					
CHARACTER 70	SUBTOTAL	82,594					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	131,716	178,828	81,159	188,396	185,568	185,256
8030	SOCIAL SECURITY	117,224	128,516	76,520	128,673	126,724	126,509
8040	WORKERS COMPENSATION	14,983	13,771	13,771	16,631	16,631	16,631
8050	LIFE INSURANCE	522	696	357	557	538	557
8060	HEALTH INSURANCE	226,623	270,450	149,193	265,582	265,582	265,582
8062	RETIREE HEALTH INSURANCE		21,627	13,779	22,736	22,736	22,736
8063	DISABILITY INSURANCE	829	960	659	1,032	903	1,032
8070	UNEMPLOYMENT INSURANCE	2,666					
CHARACTER 80	SUBTOTAL	494,563	614,848	335,438	623,607	618,682	618,303

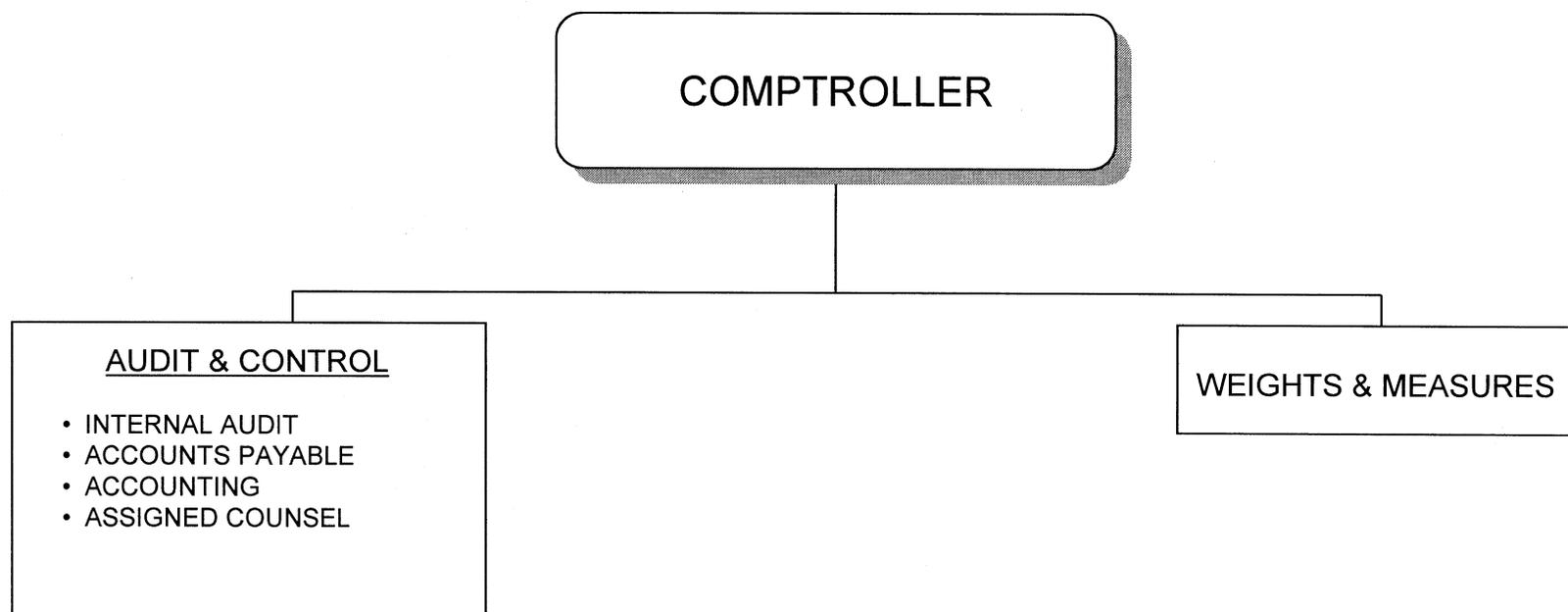
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:33 DISTRICT ATTORNEY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	129,338	129,338		174,612	158,280	158,280
CHARACTER 90	SUBTOTAL	129,338	129,338		174,612	158,280	158,280
TYPE X	SUBTOTAL	2,660,416	2,869,885	1,708,179	2,888,552	2,841,821	2,838,637
DEPARTMENT 33	SUBTOTAL	-2,510,915	-2,630,127	-1,632,124	-2,664,278	-2,617,547	-2,614,363

# AUDIT AND CONTROL



## **AUDIT & CONTROL -36**

### **MISSION STATEMENT**

To provide professional internal auditing services, in accordance with applicable professional standards, to the County of Broome. To help the organization identify and control business risks. To help insure that the County's resources are used in an ethical, effective, and efficient manner and that assets are adequately safeguarded. To insure that all County bank accounts are reconciled in a proper and timely manner. To provide the final review and approval of all disbursements of County funds, and to do so in a fair, efficient and expeditious manner. To administer and provide oversight relative to the disbursement of funds for the provision of indigent defense services in Broome County (except in cases where such services are provided directly by the Broome County Public Defender's Office).

### **DESCRIPTION**

The Audit and Control Division of the Department of Audit and Control performs audits of various programs, departments, agencies, etc; reconciles all of the County's bank accounts; pays all of the County's bills and administers the County's assigned counsel program.

### **2010 OBJECTIVES**

- Administer control self assessment process with County departments, contract agencies, and libraries.
- Provide instructional materials for departments in accounts payable and internal controls.
- Maintain compliance with continuing education and training standards promulgated by the Comptroller General of the United States.
- Pay all instruments received within one cycle of receipt.
- Develop and implement controls for non-accounts payable disbursements.
- Reconcile all bank accounts within 30 days of receipt of statement.
- Use internal audit resources to help the County identify and mitigate business risks.

## 36 0008 AUDIT AND CONTROL

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Comptroller	J Admin	1	1	1	1	1
Secretary to the Comptroller	14 Admin	1	1	1	1	1
Internal Auditor/Trainee	21/19 CSEA	2	2	2	2	2
Accountant (County)	16 CSEA	1	1	1	1	1
Accounts Payable Auditors	15 CSEA	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
<b>Total Full-Time Positions</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b><u>PART TIME</u></b>						
Secretary	14 Admin	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:36 AUDIT AND CONTROL  
DIVISION :01 AUDIT AND CONTROL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS						
0545	SINGLE AUDIT CHARGEBACK	50,436	47,033		48,855	48,855	48,855
CHARACTER 02 SUBTOTAL		50,436	47,033		48,855	48,855	48,855
CHARACTER :08	STATE AID						
0242	INDIGENT PAROLEES	8,747		62,411			
0815	COURT ASSIGNED ATTORNEYS	976,942	976,942	945,276	976,942	976,942	976,942
CHARACTER 08 SUBTOTAL		985,689	976,942	1,007,687	976,942	976,942	976,942
TYPE R SUBTOTAL		1,036,125	1,023,975	1,007,687	1,025,797	1,025,797	1,025,797
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	340,023	400,380	221,471	411,942	411,942	411,942
1500	SALARIES PART-TIME	24,697	25,368	19,666	33,228	33,228	33,228
1600	SALARIES TEMPORARY	7,590	2,763	15,236	2,802	2,802	2,802
CHARACTER 10 SUBTOTAL		372,310	428,511	256,373	447,972	447,972	447,972

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:36 AUDIT AND CONTROL  
DIVISION :01 AUDIT AND CONTROL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		400	703	400	400	400
4319	OFFICE SUPPLIES	1,405	1,200	1,769	1,200	1,200	1,200
4359	COMPUTER SOFTWARE AND SUPPLIES		1,000		1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	18	60		60	60	60
4418	DUES AND MEMBERSHIPS	765	790	730	790	790	790
4419	GENERAL OFFICE EXPENSES		1,440		1,440	1,440	1,440
4461	MILEAGE AND PARKING-LOCAL	56	500	73	500	500	500
4462	TRAVEL HOTEL AND MEALS	1,501	1,500	3,248	1,500	1,500	1,500
4463	EDUCATION AND TRAINING	785	3,500	1,415	3,500	3,500	3,500
4722	AUDIT FEES	189,850	180,300	163,700	185,709	185,709	185,709
4737	COURT ASSIGNED ATTORNEY-PUBLIC DEFE	1,299,426	1,425,000	585,196	1,425,000	1,355,000	1,355,000
4738	COURT ASSIGNED ATTORNEY-FAMILY COUR	1,273,636	955,000	947,524	955,000	955,000	955,000
4901	DAY TRIP MEAL REIMBURSEMENT	8					
CHARACTER 40	SUBTOTAL	2,767,450	2,570,690	1,704,358	2,576,099	2,506,099	2,506,099
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	1,546	279	279	279	279	279
CHARACTER 41	SUBTOTAL	1,546	279	279	279	279	279
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	30,391	42,458	19,062	46,965	46,965	46,965
8030	SOCIAL SECURITY	27,374	32,782	18,962	34,270	34,270	34,270
8040	WORKERS COMPENSATION	4,273	4,289	4,289	4,056	4,056	4,056
8050	LIFE INSURANCE	154	216	102	172	172	172
8060	HEALTH INSURANCE	120,838	64,563	31,703	63,965	63,965	63,965
8062	RETIREE HEALTH INSURANCE		85,774	44,368	73,131	73,131	73,131
8063	DISABILITY INSURANCE	652	720	414	774	774	774
CHARACTER 80	SUBTOTAL	183,682	230,802	118,900	223,333	223,333	223,333
TYPE X	SUBTOTAL	3,324,988	3,230,282	2,079,910	3,247,683	3,177,683	3,177,683
DIVISION 01	SUBTOTAL	-2,288,863	-2,206,307	-1,072,223	-2,221,886	-2,151,886	-2,151,886

## **AUDIT & CONTROL – 36**

### **Weights & Measures – 20**

#### **MISSION STATEMENT**

To assure a fair and equitable marketplace for both the buyer and the seller by conducting annual inspections and testing of commercially used weighing and measuring devices. To enforce New York State Agriculture & Markets Law Article 16, the New York State Code of Rules and Regulations 1NYCRR – Parts 220 through 224, and apply the procedures set forth by the National Institute of Standards and Technology.

#### **DESCRIPTION**

The Division of Weights & Measures inspects and tests, in accordance with the requirements promulgated by the New York State Department of Agriculture & Markets – Bureau of Weights & Measures, the accuracy and proper operation of commercially used weighing and measuring devices, the accuracy of labeled-by-weight packed in store commodities, and the quality of gasoline and diesel fuel.

#### **2010 OBJECTIVES**

- Continue participation in the state's octane testing program
- Continue to investigate and resolve all complaints in a timely manner
- Perform annual safety training review
- Insure that all inspections required by law are done on a timely basis

36 0016 AUDIT AND CONTROL/Weights and Measures

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Director of Weights & Measures	21 Admin	1	1	1	1	1
Weights & Measures Inspector	15 CSEA	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total Full-Time Positions</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:36 AUDIT AND CONTROL  
DIVISION :20 WEIGHTS AND MEASURES

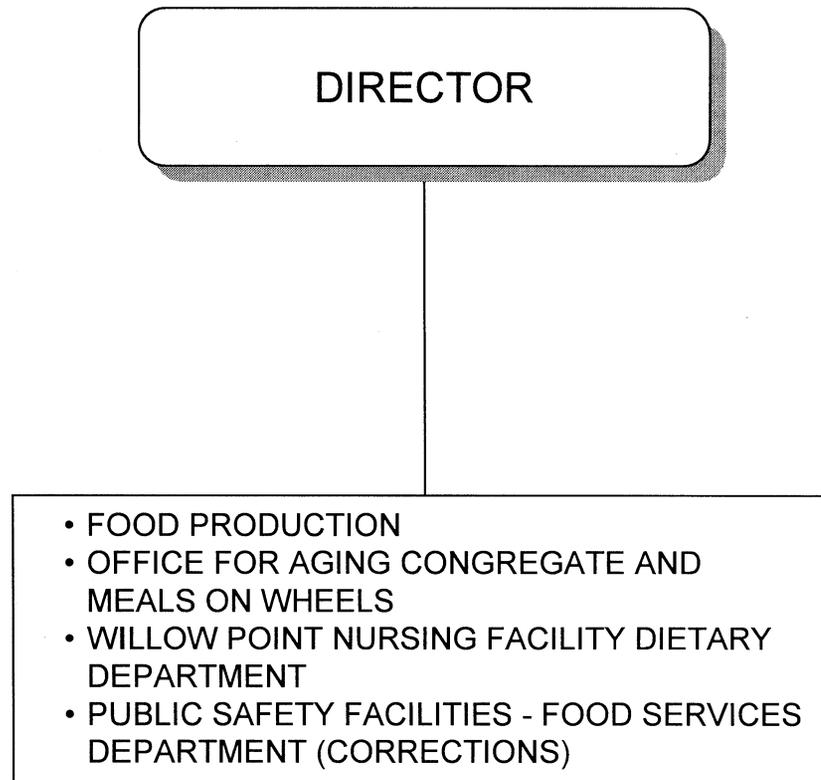
SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0070	FEEES FOR SERVICES	57,515	55,000	48,100	55,000	55,000	55,000
0141	FINES-WEIGHTS AND MEASURES	2,100					
	CHARACTER 02 SUBTOTAL	59,615	55,000	48,100	55,000	55,000	55,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,969		2,033			
	CHARACTER 07 SUBTOTAL	1,969		2,033			
	TYPE R SUBTOTAL	61,584	55,000	50,133	55,000	55,000	55,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	141,714	146,257	92,257	150,534	150,534	150,534
1600	SALARIES TEMPORARY	263	4,135		4,202	4,202	4,202
	CHARACTER 10 SUBTOTAL	141,977	150,392	92,257	154,736	154,736	154,736
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	146	100		100	100	100
4319	OFFICE SUPPLIES		300		300	300	300
4347	GAS OIL GREASE AND DIESEL FUEL		500		500	500	500
4349	MISC OPERATIONAL SUPPLIES	1,341	1,005	1,086	1,005	1,005	1,005
4356	UNIFORMS	323	1,500		1,500	1,500	1,500
4358	SAFETY SUPPLIES	240		80			
4418	DUES AND MEMBERSHIPS	69	265	69	265	265	265
4449	OTHER OPERATIONAL EXPENSES	-4,911		-1,945			
4462	TRAVEL HOTEL AND MEALS	393	750	74	750	750	750
4463	EDUCATION AND TRAINING	165	1,250	48	1,250	1,250	1,250
4901	DAY TRIP MEAL REIMBURSEMENT	48		32			
	CHARACTER 40 SUBTOTAL	-2,186	5,670	-556	5,670	5,670	5,670

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:36 AUDIT AND CONTROL  
DIVISION :20 WEIGHTS AND MEASURES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	48	41	41	41	41	41
4615	GASOLINE CHARGEBACK	3,700	4,625	533	4,151	4,151	4,151
4616	FLEET SERVICE CHARGEBACK	4,414	4,479	4,479	4,418	4,418	4,418
4626	TRANSPORTATION SERVICES CHARGEBACKS	6,535					
CHARACTER 41	SUBTOTAL	14,697	9,145	5,053	8,610	8,610	8,610
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	11,806	15,792	7,288	17,175	17,175	17,175
8030	SOCIAL SECURITY	10,391	11,504	6,772	11,837	11,837	11,837
8050	LIFE INSURANCE	58	72	38	58	58	58
8060	HEALTH INSURANCE	49,200	25,947	16,531	27,275	27,275	27,275
8062	RETIREE HEALTH INSURANCE		28,105	18,309	30,547	30,547	30,547
8063	DISABILITY INSURANCE	261	240	166	258	258	258
CHARACTER 80	SUBTOTAL	71,716	81,660	49,104	87,150	87,150	87,150
TYPE X	SUBTOTAL	226,204	246,867	145,858	256,166	256,166	256,166
DIVISION 20	SUBTOTAL	-164,620	-191,867	-95,725	-201,166	-201,166	-201,166
DEPARTMENT 36	SUBTOTAL	-2,453,483	-2,398,174	-1,167,948	-2,423,052	-2,353,052	-2,353,052

# CENTRAL FOOD AND NUTRITION SERVICES



## **CENTRAL FOOD & NUTRITION SERVICES – 23 (Fund 251)**

### **MISSION STATEMENT**

Central Food and Nutrition Services provides food management and production services within applicable codes and regulations to County operated facilities and programs.

### **DESCRIPTION**

The Central Food's Administrative Offices and the Central Production Facility are located at 2001 East Main Street in Endicott. The facility was opened June 1988 and expanded and renovated in 1995. State-of-the-art cook-chill and conventional food production methods are utilized. In 2010, it is anticipated 1,244,594 meals will be prepared and served by Central Foods.

### **2010 OBJECTIVES**

- Continue to refine and maximize the Cook-Chill food production system to reduce costs and assure high level of user acceptance for Office for Aging, Willow Point Nursing Facility, and the Public Safety Facility.
- Continue to work with the Office for the Aging staff to develop menus and recipes to meet the changing needs of the clients, as well as to establish new and expand existing programs.
- Continue to work with the Willow Point Nursing Facility staff and administration to meet the changing needs of the residents for meals, snacks, special functions and hydration status, while monitoring the cost of these programs
- Continue to work with the Sheriff's Department, the Corrections Administration, and the medical staff to meet the nutritional needs of the inmates within the established guidelines.
- Refine the use of the CBord software system to improve the efficiency of production, inventory, and purchasing procedures.
- Continue to work with the Binghamton Housing Authority to provide meals to kids in an after school gang prevention program and provide pre school meals to the younger kids.

### **2010 BUDGET HIGHLIGHTS**

- CBORD our software program can provide us with much more than it currently does. Training for the final phases that will help streamline our work is scheduled for 2010.
- Will continue to work within our means to keep costs competitive.

23 0045 EXECUTIVE/Central Food & Nutrition Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Central Food & Nutrition Service	24 Admin	1	1	1	1	1
Sr. Food Service Director*	21 Admin	1	1	1	1	1
Food Service Director (40)	20 BAPA	1	1	1	1	1
Dietitian (40)	19 BAPA	2	2	2	2	2
Senior Food Service Manager	18 BAPA	1	1	1	1	1
Food Service Manager*	14 BAPA	3	3	3	3	3
Principal Account Clerk	13 CSEA	1	1	1	1	1
Assistant Food Service Manager	10 CSEA	0	0	1	1	1
Stores Clerk	10 CSEA	2	2	1	1	1
Senior Food Service Helper	9 CSEA	3	3	3	3	3
Cook	8 CSEA	3	3	3	3	3
Assistant Cook	7 CSEA	2	2	2	2	2
Food Service Helper	5 CSEA	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
<b>Total Full-Time Positions</b>		<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>PART TIME</b>						
Delivery Driver	10 CSEA	6	6	6	6	6
Senior Account Clerk	9 CSEA	1	0	0	0	0
Food Service Helper	5 CSEA	<u>15</u>	<u>15</u>	<u>14</u>	<u>14</u>	<u>14</u>
<b>Total Part-Time Positions</b>		<b>22</b>	<b>21</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>TOTAL POSITIONS</b>		<b>47</b>	<b>46</b>	<b>45</b>	<b>45</b>	<b>45</b>

\* One position unfunded in the current budget

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :251 CENTRAL FOODS OPERATING  
 DEPARTMENT:23 COUNTY EXECUTIVE  
 DIVISION :02 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	1					
CHARACTER 06	SUBTOTAL	1					
CHARACTER :07	MISC/INTERFUND REVENUES						
0227	TRANSFER FROM GENERAL FUND	11,500					
CHARACTER 07	SUBTOTAL	11,500					
TYPE R	SUBTOTAL	11,501					
DIVISION 02	SUBTOTAL	11,501					

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :251 CENTRAL FOODS OPERATING  
 DEPARTMENT:23 COUNTY EXECUTIVE  
 DIVISION :03 CENTRAL FOODS AND NUTRITION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	713					
0531	CHARGES FOR FOOD SERVICE	4,290,295	4,577,402	2,500,295	4,603,158	4,557,902	4,557,902
0628	CONTRACTED MEALS	10,264		23,417			
	CHARACTER 02 SUBTOTAL	4,301,272	4,577,402	2,523,712	4,603,158	4,557,902	4,557,902
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	723	1,000		1,000	1,000	1,000
	CHARACTER 03 SUBTOTAL	723	1,000		1,000	1,000	1,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	767		372			
0217	PREMIUM & ACCRUED INT ON OBLIGATION	8,125		3,363			
0229	TRANSFER FROM INSURANCE RESERVE			312			
0233	EARNINGS ON TEMPORARY INVESTMENTS	11,660					
	CHARACTER 07 SUBTOTAL	20,552		4,047			
	TYPE R SUBTOTAL	4,322,547	4,578,402	2,527,759	4,604,158	4,558,902	4,558,902

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :251 CENTRAL FOODS OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE  
DIVISION :03 CENTRAL FOODS AND NUTRITION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	802,153	832,327	429,380	859,676	859,676	859,676
1500	SALARIES PART-TIME	335,933	362,594	219,311	365,575	365,575	365,575
1600	SALARIES TEMPORARY	45,463	43,750	21,696	43,655	43,655	43,655
1700	SALARIES OVERTIME	11,668	14,869	4,482	15,837	15,837	15,837
1910	OUT OF TITLE PAY	3,444		1,962			
1940	OTHER PERSONNEL SERVICES	5,125	5,200		5,200	5,200	5,200
CHARACTER 10 SUBTOTAL		1,203,786	1,258,740	676,831	1,289,943	1,289,943	1,289,943
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	435	500	150			
4319	OFFICE SUPPLIES	2,638	4,400	1,788	3,700	3,700	3,700
4323	BLDG MAINTENANCE SUPPLIES	1,508	1,500	90	1,500	1,500	1,500
4326	FUEL AND HEATING SUPPLIES	39,476	58,599	24,026	53,004	53,004	53,004
4329	BLDG AND GROUNDS SUPPLIES	48	800		800	500	500
4331	FOOD AND BEVERAGES	1,940,402	1,889,162	1,088,851	1,918,412	1,890,038	1,890,038
4332	KITCHEN AND DINING ROOM SUPPLIES	243,332	278,705	124,229	278,705	265,405	265,405
4335	CLOTHING AND INMATE SUPPLIES			19			
4349	MISC OPERATIONAL SUPPLIES	37,699	46,500	40,340	48,000	48,000	48,000
4358	SAFETY SUPPLIES	4,813	5,160	2,266	5,160	5,160	5,160
4359	COMPUTER SOFTWARE AND SUPPLIES				400	400	400
4418	DUES AND MEMBERSHIPS	200		216	500	500	500
4419	GENERAL OFFICE EXPENSES	109	30	109	30	30	30
4425	WATER AND SEWAGE CHARGES	2,925	3,600	2,163	3,660	3,660	3,660
4426	HEATING AND AIR COND PLANT EXP		2,000		2,000	2,000	2,000
4427	ELECTRIC CURRENT	67,383	71,076	41,610	80,292	80,292	80,292
4429	BUILDING AND GROUNDS EXPENSES	42,056	48,724	26,180	53,009	49,759	49,759
4431	KITCHEN & DINING ROOM EXPENSES	25,348	40,017	14,653	42,669	42,669	42,669
4432	LAUNDRY AND DRY CLEANING EXPENSES	3,055	4,920	1,705	3,960	3,960	3,960
4441	MOTOR EQUIP REPAIRS AND MAINT	2,767	1,880	1,614	2,810	2,810	2,810
4448	ADVERTISING AND PROMOTION EXPENSES	141	500	68	500	500	500
4449	OTHER OPERATIONAL EXPENSES		500		1,000	1,000	1,000
4461	MILEAGE AND PARKING-LOCAL	37			175	175	175
4462	TRAVEL HOTEL AND MEALS		300	79	125	125	125
4463	EDUCATION AND TRAINING	551	1,000	398	3,400	3,400	3,400
4513	SOFTWARE MAINTENANCE	10,430	10,722	10,722	11,130	11,130	11,130
4518	COPYING MACHINE RENTALS	1,484	2,856	2,158	3,360	3,360	3,360
4520	PROPERTY LOSS			312			
4741	DIETARY SERVICES	7,408	7,823	4,300	7,991	7,991	7,991
CHARACTER 40 SUBTOTAL		2,434,245	2,481,274	1,388,046	2,526,292	2,481,068	2,481,068

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :251 CENTRAL FOODS OPERATING  
 DEPARTMENT:23 COUNTY EXECUTIVE  
 DIVISION :03 CENTRAL FOODS AND NUTRITION SERVICES

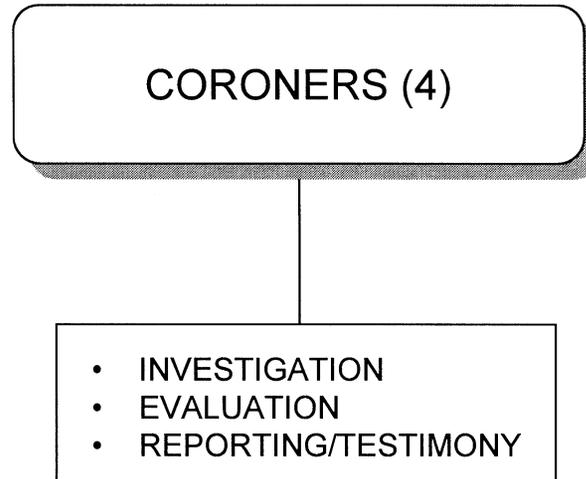
SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	82,000	82,000		82,000	82,000	82,000
4602	INSURANCE PREMIUM CHARGEBACK	1,259	1,053	1,103	1,010	1,010	1,010
4610	PERSONAL SERVICES CHARGEBACKS	407					
4614	OTHER CHARGEBACK EXPENSES		1,044		407	407	407
4615	GASOLINE CHARGEBACK	19,540	35,562	5,595	28,551	28,551	28,551
4616	FLEET SERVICE CHARGEBACK	17,658	18,920	17,916	19,880	19,880	19,880
4619	BUILDING SERVICE CHARGEBACK	6,826	10,000	3,869	10,000	10,000	10,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	7,181					
CHARACTER 41	SUBTOTAL	134,871	148,579	28,483	141,848	141,848	141,848
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		11,896		12,396	12,396	12,396
6001	PRINCIPAL ON BANS		78,943		80,443	80,443	80,443
CHARACTER 60	SUBTOTAL		90,839		92,839	92,839	92,839
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS		4,663	1,407	4,215	4,215	4,215
7001	INTEREST ON BANS	-86	18,361	5,418	12,884	12,884	12,884
7005	INTEREST ON CAPITAL LEASE	116					
CHARACTER 70	SUBTOTAL	30	23,024	6,825	17,099	17,099	17,099

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :251 CENTRAL FOODS OPERATING  
 DEPARTMENT:23 COUNTY EXECUTIVE  
 DIVISION :03 CENTRAL FOODS AND NUTRITION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	94,460	111,040	49,167	117,230	117,230	117,230
8030	SOCIAL SECURITY	88,076	97,295	48,871	98,673	98,673	98,673
8040	WORKERS COMPENSATION	25,442	22,428	22,428	23,932	23,932	23,932
8041	WORKERS COMP LT LIABILITY	-38,567					
8050	LIFE INSURANCE	709	1,056	459	722	722	722
8060	HEALTH INSURANCE	253,970	270,051	147,343	249,231	249,231	249,231
8062	RETIREE HEALTH INSURANCE		44,790	25,063	41,806	41,806	41,806
8063	DISABILITY INSURANCE	3,809	4,440	2,460	3,999	3,999	3,999
8070	UNEMPLOYMENT INSURANCE	7,581	500	147	500	500	500
CHARACTER 80 SUBTOTAL		435,480	551,600	295,938	536,093	536,093	536,093
TYPE X SUBTOTAL		4,208,412	4,554,056	2,396,123	4,604,114	4,558,890	4,558,890
DIVISION 03 SUBTOTAL		114,135	24,346	131,636	44	12	12
DEPARTMENT 23 SUBTOTAL		125,636	24,346	131,636	44	12	12
SUBFUND 251 SUBTOTAL		125,636	24,346	131,636	44	12	12

# CORONERS



**CORONERS - 25****MISSION STATEMENT**

To investigate unattended deaths, suspected homicide, suicide, medical misadventure or disease of public health significance.

**DESCRIPTION**

This department is responsible for the investigation, recovery and transportation of the bodies of deceased in Broome County to the morgue. This includes all deaths caused by violence or unlawful acts, unusual or unexplained death, death in a public institution other than a hospital or nursing home, and death unattended by a doctor. Pathologists are contracted to perform the autopsies. The Coroners are duly licensed physicians and provide court testimony concerning the results of their investigations.

Routine Administration is done by the Law Department.

**2010 OBJECTIVES**

- Maintain current levels of service.

25 0001 Coroner

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
<b>Total Full-Time Positions</b>		0	0	0	0	0
<b><u>PART TIME</u></b>						
Coroner	NA	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Part-Time Positions</b>		4	4	4	4	4
<b>TOTAL POSITIONS</b>		4	4	4	4	4

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:25 MEDICAL EXAMINERS AND CORONERS

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1500	SALARIES PART-TIME	111,662	112,000	71,129	112,000	112,000	112,000
CHARACTER 10 SUBTOTAL		111,662	112,000	71,129	112,000	112,000	112,000
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4418	DUES AND MEMBERSHIPS		100	200	200	200	200
4453	TRANSPORTATION SERVICES	31,988	31,000	19,220	31,000	31,000	31,000
4462	TRAVEL HOTEL AND MEALS	1,413	2,000	1,606	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	823	2,000	900	2,000	2,000	2,000
4707	MEDICAL AND HOSPITAL SERVICES	174,944	177,000	102,987	177,000	177,000	177,000
CHARACTER 40 SUBTOTAL		209,168	212,100	124,913	212,200	212,200	212,200
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	9,331	5,886	3,509	9,324	9,324	9,324
8030	SOCIAL SECURITY	8,544	8,568	5,441	8,568	8,568	8,568
8040	WORKERS COMPENSATION	826	866	433	805	805	805
8050	LIFE INSURANCE		96				
CHARACTER 80 SUBTOTAL		18,701	15,416	9,383	18,697	18,697	18,697
TYPE X SUBTOTAL		339,531	339,516	205,425	342,897	342,897	342,897
DEPARTMENT 25 SUBTOTAL		-339,531	-339,516	-205,425	-342,897	-342,897	-342,897

# ELECTIONS

ELECTION COMMISSIONERS (2)

DEPUTY COMMISSIONERS (2)

- Voter Registration
- Elections
  - Primaries
  - General
- File Maintenance
- Redistricting - Annual
- Reapportionment - Decennial

## **ELECTIONS - 41**

### **MISSION STATEMENT**

To insure that all eligible County citizens are offered an opportunity to register and vote; to maintain a complete and accurate voter file of all the registered voters in the Broome County; to insure that the integrity of the balloting process is maintained throughout Broome County; to enforce all provisions of the New York State Election Law. To institute all federal and state HAVA guidelines.

### **DESCRIPTION**

The Board of Elections is responsible for the honest and efficient operation of all national, state, and local elections in Broome County. The Board is established pursuant to Section 3-200 of the New York State Election Law.

### **2010 OBJECTIVES**

To replace lever machines that have been a fixture in Broome County for decades with the new BMD. We will continue to work with New York State Board of Elections to become 100% HAVA compliant.

### **2010 BUDGET HIGHLIGHTS**

There will be increased costs in labor due to training of inspectors and the general public. Storage of all machines in a central location is a first for Broome County.

41 0001 ELECTIONS

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Deputy Commissioner of Elections	C Admin	2	2	2	2	2
Election Auditor	14 CSEA	1	1	1	1	1
Election Data Specialist	14 CSEA	2	2	2	2	2
Election Registrar	14 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>PART TIME</b>						
Commissioner of Elections	NA	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total Part-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>TOTAL POSITIONS</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:41 ELECTIONS

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0161	CHARGES FOR SERVICES	253,940	270,314	270,312	298,640	298,640	298,640
CHARACTER 02 SUBTOTAL		253,940	270,314	270,312	298,640	298,640	298,640
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0210	MINOR SALES - ELECTIONS	734	1,000	344	750	750	750
CHARACTER 06 SUBTOTAL		734	1,000	344	750	750	750
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	50		100			
0229	TRANSFER FROM INSURANCE RESERVE	284		356			
CHARACTER 07 SUBTOTAL		334		456			
TYPE R SUBTOTAL		255,008	271,314	271,112	299,390	299,390	299,390
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	269,726	274,263	171,871	282,009	282,009	282,009
1500	SALARIES PART-TIME	15,057	15,000	9,598	25,000	15,000	15,000
1600	SALARIES TEMPORARY	111,153	128,800	47,471	221,000	200,200	200,200
1700	SALARIES OVERTIME	40,377	17,490	12,830	25,000	25,000	25,000
CHARACTER 10 SUBTOTAL		436,313	435,553	241,770	553,009	522,209	522,209

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:41 ELECTIONS

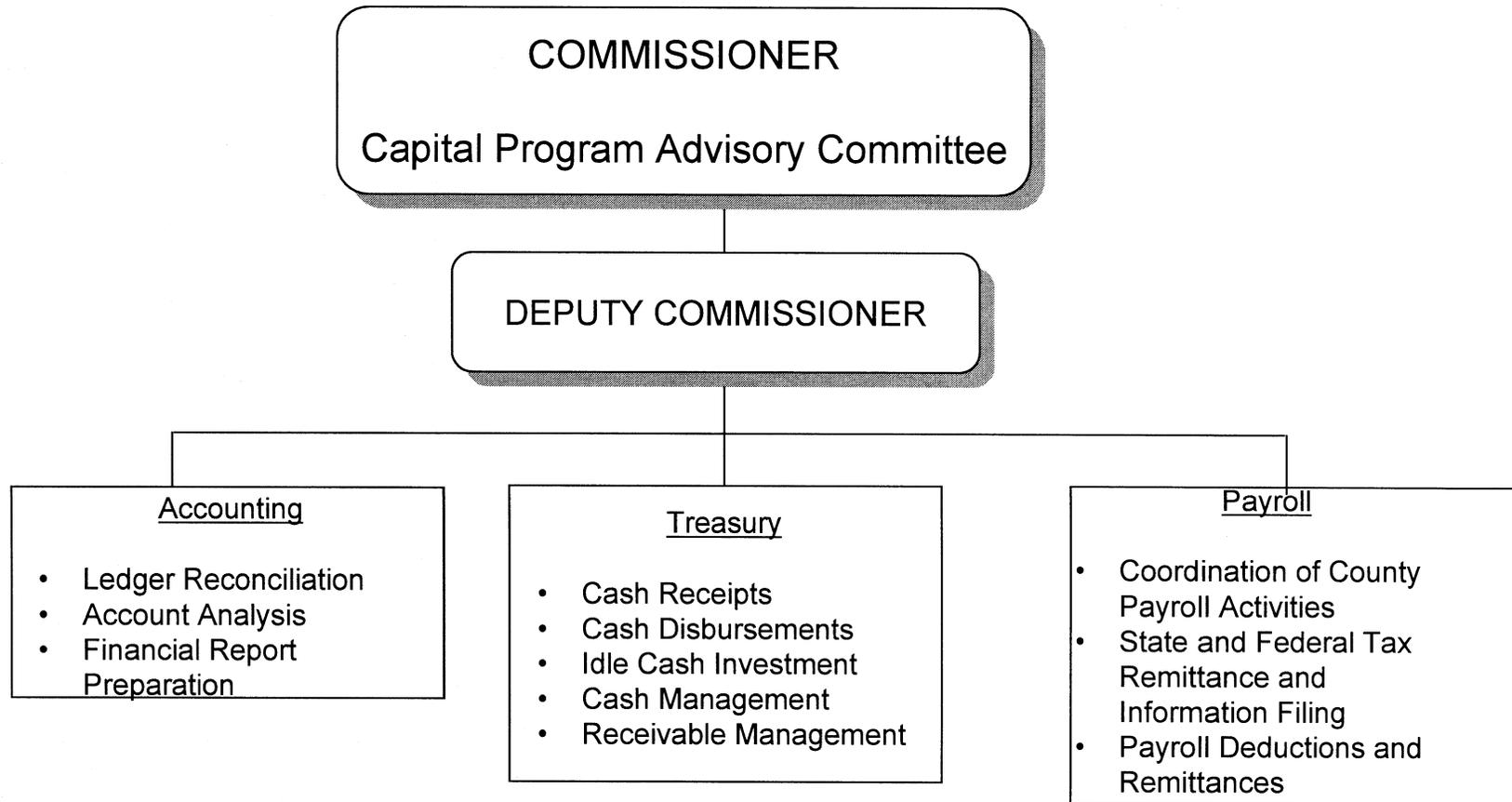
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	781	500	331	500	500	500
4318	DUPLICATING AND PRINTING RM SUPPLIE	126,605	196,040	9,245	232,990	222,990	222,990
4319	OFFICE SUPPLIES	12,838	8,000	5,134	12,000	12,000	12,000
4359	COMPUTER SOFTWARE AND SUPPLIES	9,137	1,500	624	9,500	9,500	9,500
4411	POSTAGE AND FREIGHT	29,493	26,000	23,176	26,000	26,000	26,000
4418	DUES AND MEMBERSHIPS		210	140	210	210	210
4419	GENERAL OFFICE EXPENSES	4,211	5,000		5,200	5,200	5,200
4422	BUILDING AND LAND RENTAL		51,495	39,979	60,200	60,200	60,200
4448	ADVERTISING AND PROMOTION EXPENSES	10,883	15,000		15,000	15,000	15,000
4449	OTHER OPERATIONAL EXPENSES	493,555	274,431	41,473	316,305	316,305	316,305
4461	MILEAGE AND PARKING-LOCAL	9,743	1,500	1,937	8,000	5,000	5,000
4462	TRAVEL HOTEL AND MEALS	1,274	1,500	1,215	2,500	1,500	1,500
4463	EDUCATION AND TRAINING	30	500	110	250	250	250
4513	SOFTWARE MAINTENANCE	42,450	55,426	55,426	55,427	55,427	55,427
4518	COPYING MACHINE RENTALS	2,200	1,980	1,671	3,000	3,000	3,000
4520	PROPERTY LOSS			356			
4523	INSURANCE CLAIMS	284					
4747	OTHER FEES FOR SERVICES				8,000	8,000	8,000
4901	DAY TRIP MEAL REIMBURSEMENT			40			
CHARACTER 40	SUBTOTAL	743,484	639,082	180,857	755,082	741,082	741,082
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	222	1,981	1,981	2,682	2,682	2,682
4616	FLEET SERVICE CHARGEBACK				2,209	2,209	2,209
CHARACTER 41	SUBTOTAL	222	1,981	1,981	4,891	4,891	4,891

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:41 ELECTIONS

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	26,925	31,424	15,665	34,697	34,142	34,142
8030	SOCIAL SECURITY	32,458	34,445	18,062	36,471	34,113	34,113
8040	WORKERS COMPENSATION	3,926	5,929	5,929	8,042	8,042	8,042
8050	LIFE INSURANCE	173	192	109	153	153	153
8060	HEALTH INSURANCE	115,217	58,388	30,138	48,748	48,748	48,748
8062	RETIREE HEALTH INSURANCE		61,873	45,025	74,122	74,122	74,122
8063	DISABILITY INSURANCE	527	480	331	516	516	516
8070	UNEMPLOYMENT INSURANCE	4,595		3,492			
CHARACTER 80	SUBTOTAL	183,821	192,731	118,751	202,749	199,836	199,836
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	5,326					
CHARACTER 90	SUBTOTAL	5,326					
TYPE X	SUBTOTAL	1,369,166	1,269,347	543,359	1,515,731	1,468,018	1,468,018
DEPARTMENT 41	SUBTOTAL	-1,114,158	-998,033	-272,247	-1,216,341	-1,168,628	-1,168,628

# FINANCE



## **FINANCE - 34**

### **MISSION STATEMENT**

The Department of Finance is established by Article V of the Broome County Charter. The Commissioner of Finance is Chief Fiscal Officer of the County. Accurate and complete accounting and reporting of County financial operations in conformance with current governmental Generally Accepted Accounting Principles is a core departmental function. The Commissioner of Finance is also the County Treasurer, receives County funds and invests idle cash to maximize return. The department coordinates the biweekly employee payroll process and prepares necessary state and federal tax and employment information filings. Tax receivable account maintenance is a notable core responsibility.

### **DESCRIPTION**

The Finance Department prepares the County's financial reports. The Comprehensive Annual Financial Report and the Annual Update Document required by the State Comptroller are prepared in accordance with Generally Accepted Accounting Principles. The department works extensively with external auditors and prepares revised reports as necessary.

The department performs data entry into the County's accounting system. This includes all accounting journal entries, voucher payments to vendors, encumbrances for goods and services provided by vendors, and budgetary transactions affecting County appropriations and estimated revenues.

The real property tax warrants and bills are prepared annually. Information needed for their preparation is gathered from various sources. Legislative resolutions are drafted and submitted for approval to the Broome County Legislature.

Certain agreements between local businesses and the Broome County Industrial Development Agency require Payments in Lieu of Taxes by the businesses. The Finance Department computes charges based on these agreements and prepares billings.

Town tax collectors' warrants expire in April and school and village warrants expire in November. Upon expiration of the warrants, the County becomes the receiver of taxes. Amounts of unpaid school and village taxes are returned annually to the County. These amounts are remitted to the school districts and villages the following April.

A property tax receivable database is maintained and reconciled to the County's general ledger. The annual tax sale, foreclosure, and auction are recorded by this department.

The department also receives and records state and federal reimbursement for grant-in-aid and capital programs, departmental income transmittals, sales tax transmittals, mortgage tax transmittals, and proceeds from the issuance of debt.

Sales tax is received from New York State and distributed to local municipalities quarterly. Mortgage tax is received from the Office of the County Clerk and distributed to local municipalities semi-annually. Mortgage tax reports are completed and filed with New York State.

Debt is issued by the Finance Department based on cash needs for County capital programs. An Offering Statement is prepared and distributed in order to obtain the best interest rate. Computations to determine arbitrage earnings are performed and mandatory filings are completed and submitted to the federal government.

Occupancy tax forms are mailed quarterly pursuant to Local Occupancy Tax Law. Receipts are made and delinquencies are pursued with the assistance of the County Attorney's Office.

The Finance Department maintains County bank accounts using a pooled cash approach to cash management. Certain accounts are legally required to be segregated. The amount of cash which is not invested is minimized. Earnings are maximized within legally restricted investment alternatives.

The department coordinates the County's payroll function. This coordination includes various reconciliations and computer system software maintenance.

While many revenue accounts presented in the department's budget require various levels of administrative activities, only Administrative Fees (revenue subobject 0012) and Commissioner of Finance Fees (revenue subobject 0013) directly underwrite the department's activities.

The Commissioner is also the Secretary/Treasurer of the Broome Tobacco Asset Corporation, maintaining the financial records and preparing the Corporation's financial reports.

## **2010 OBJECTIVES**

- Preparation of the County's Comprehensive Annual Financial Report, federally required Single Audit Report and Landfill Financial Assurance Plan.
- Preparation of the annual State Comptroller Financial report.
- Maintenance of the financial records and reports of the Broome Tobacco Asset Corporation.
- Continued training and cross-training of financial personnel both internal and external to the Finance department.
- Continue review and documentation of processes.
- Issuance of debt as necessary, emphasis on capital project management. This will likely be a serial bond issuance in 2010.
- A new payroll system was initiated on January 1, 2009. Final electronic payroll and human resource modules and enhancements will be completed this year.
- Implementation of a new accounting system will be implemented beginning with January 2010.

## **2010 BUDGET HIGHLIGHTS**

- Interest revenue reflects deteriorating interest rates.
- A long term serial bond issuance is likely for 2010.

## 34 0000 FINANCE

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Commissioner of Finance	J Admin	1	1	1	1	1
Deputy Commissioner of Finance	F Admin	1	1	1	1	1
Treasury Manager (40)	23 BAPA	1	1	1	1	1
Senior Financial Analyst (40)	21 BAPA	1	1	1	1	1
Treasury Associate (40)	19 BAPA	1	1	1	1	1
Payroll Supervisor (40)	19 CSEA	1	1	1	1	1
Financial Analyst (40)	19 CSEA	1	1	1	1	1
Accountant County(40)	16 CSEA	1	1	1	1	1
Treasury Clerk (40)	14 CSEA	3	3	3	3	3
Data Entry Machine Operator (40)	8 CSEA	1	1	1	1	1
Account Clerk (40)	7 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:34 FINANCE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :01	TAX ITEMS						
0001	REAL PROPERTY TAXES	58,101,644	59,340,186	59,357,007	62,625,778	62,625,778	64,331,918
0003	PAYMENT IN LIEU OF TAXES	700,828	700,000	699,838	750,000	750,000	750,000
0004	INTEREST & PENAL-REAL PROP TAX	2,996,403	2,300,000	2,374,146	2,800,000	2,800,000	2,800,000
0005	SALES AND USE TAX	69,192,666	74,189,900	34,789,136	67,952,242	67,952,242	65,981,920
CHARACTER 01	SUBTOTAL	130,991,541	136,530,086	97,220,127	134,128,020	134,128,020	133,863,838
CHARACTER :02	DEPARTMENTAL INCOME						
0012	PUBLIC ADMINISTRATOR FEES	17,979	2,500	4,417	2,500	2,500	2,500
0013	COMMISSIONER OF FINANCE	57,506	70,000	54,277	90,000	90,000	90,000
0015	CLERK FEES	-1					
0027	MISCELLANEOUS	54	5,000,000	-14	5,000,000	5,000,000	5,000,000
0179	COMMUNITY COLLEGE CAPITAL COSTS	408,654	340,000	372,183	400,000	400,000	400,000
0500	CASH/OVER SHORT			110			
0527	FINANCE DEPT CHARGEBACKS	1,076					
CHARACTER 02	SUBTOTAL	485,268	5,412,500	430,973	5,492,500	5,492,500	5,492,500
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	305,088	800,000	35,510	400,000	400,000	200,000
CHARACTER 03	SUBTOTAL	305,088	800,000	35,510	400,000	400,000	200,000

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:34 FINANCE

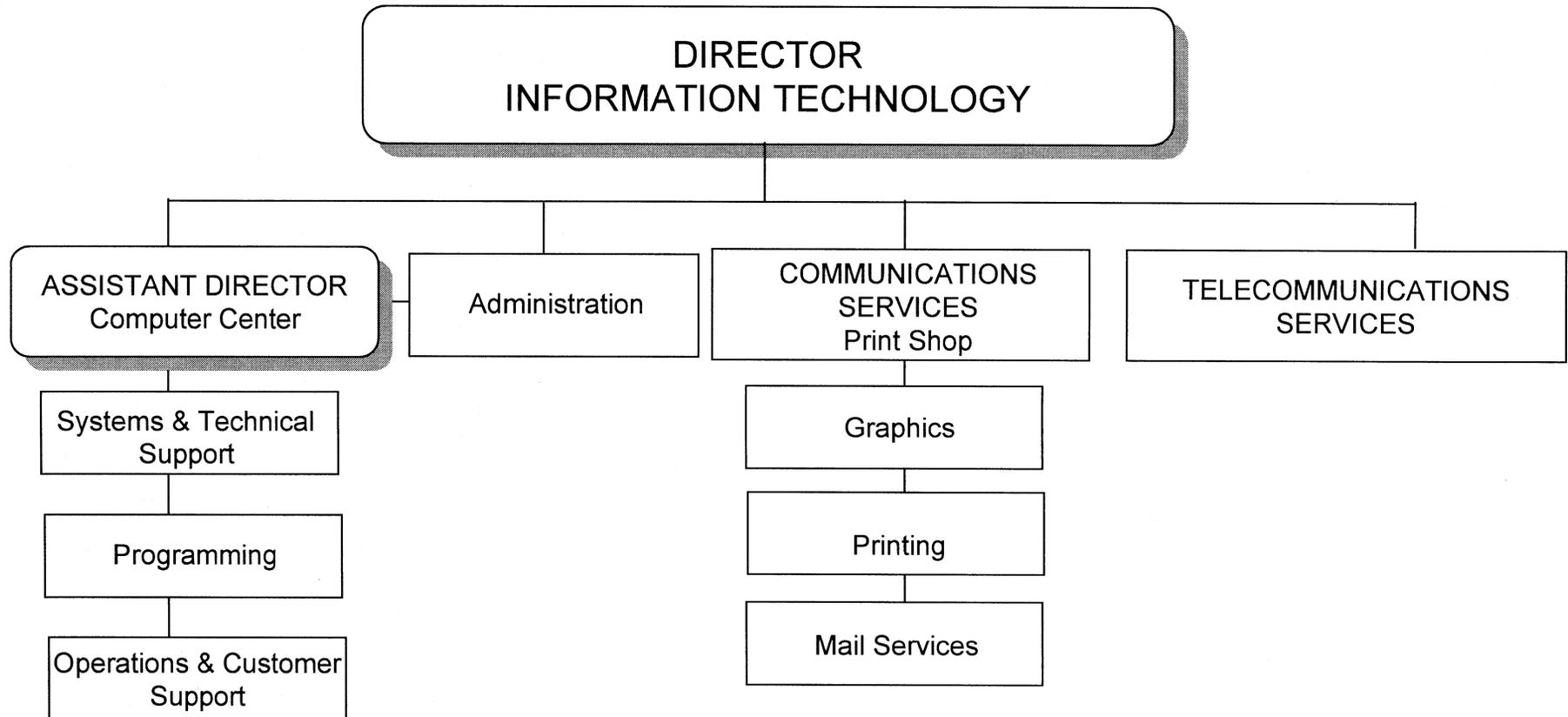
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :05 FINES AND FORFEITURES							
0808	HANDICAPPED PARKING SURCHARGE	1,149					
CHARACTER 05 SUBTOTAL		1,149					
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0212	SALES OF REAL PROPERTY			4,000			
CHARACTER 06 SUBTOTAL				4,000			
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	2,352					
0217	PREMIUM & ACCRUED INT ON OBLIGATION	108,311		61,582			
0219	OTB - DISTRIBUTED EARNINGS	548,907	600,000	324,826	500,000	500,000	500,000
0225	TRANSFER FROM ENTERPRISE FUND				2,480,616	2,480,616	2,480,616
0233	EARNINGS ON TEMPORARY INVESTMENTS			679			
CHARACTER 07 SUBTOTAL		659,570	600,000	387,087	2,980,616	2,980,616	2,980,616
TYPE R SUBTOTAL		132,442,616	143,342,586	98,077,697	143,001,136	143,001,136	142,536,954
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	621,156	664,090	376,883	668,240	668,240	668,240
1700	SALARIES OVERTIME	5,098		94	7,000		
CHARACTER 10 SUBTOTAL		626,254	664,090	376,977	675,240	668,240	668,240

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:34 FINANCE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	2,151	1,295	195	1,570	1,270	1,270
4319	OFFICE SUPPLIES	4,611	4,500	1,377	4,500	3,500	3,500
4411	POSTAGE AND FREIGHT	314	270	109	270	270	270
4418	DUES AND MEMBERSHIPS	900	1,020	900	1,020	1,020	1,020
4419	GENERAL OFFICE EXPENSES	1,176	1,200	1,028	1,200	1,200	1,200
4462	TRAVEL HOTEL AND MEALS	8	400		400	400	400
4463	EDUCATION AND TRAINING		400	65	400	400	400
4518	COPYING MACHINE RENTALS		3,020		3,150	3,150	3,150
4736	LEGAL CHARGES AND FEES	48	300	1,112	300	300	300
4760	INTEREST AND PENALTIES	16					
4764	CASH SHORT AND OVER	22					
CHARACTER 40 SUBTOTAL		9,246	12,405	4,786	12,810	11,510	11,510
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	261	219	219	208	208	208
CHARACTER 41 SUBTOTAL		261	219	219	208	208	208
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	52,443	69,729	29,459	74,175	73,398	73,398
8030	SOCIAL SECURITY	46,343	50,802	27,767	52,344	51,808	51,808
8040	WORKERS COMPENSATION	4,728	4,870	4,800	4,490	4,490	4,490
8050	LIFE INSURANCE	238	312	152	249	249	249
8060	HEALTH INSURANCE	144,869	109,309	64,143	124,782	124,782	124,782
8062	RETIREE HEALTH INSURANCE		60,592	39,995	63,577	63,577	63,577
8063	DISABILITY INSURANCE	1,009	960	642	1,032	1,032	1,032
CHARACTER 80 SUBTOTAL		249,630	296,574	166,958	320,649	319,336	319,336
TYPE X SUBTOTAL		885,391	973,288	548,940	1,008,907	999,294	999,294
DEPARTMENT 34 SUBTOTAL		131,557,225	142,369,298	97,528,757	141,992,229	142,001,842	141,537,660

# INFORMATION TECHNOLOGY



## **INFORMATION TECHNOLOGY - 370007**

### **MISSION STATEMENT**

To deliver Information Technology, Telecommunications, Printing, Graphic, and Mail Services to all County departments, designated agencies, and various non-profit organizations in a cost-effective, efficient, and professional manner.

### **DESCRIPTION**

The Division of Information Technology is comprised of three main sections: Information Services (the Computer Center), Communications Services (printing, graphics and mail services areas), and Telecommunication Services (phones and voice services).

#### **Information Services:**

The Computer Center is comprised of four groups: Administration, Operations & Customer Support, Systems and Technical Support, and Programming.

**Administration** provides overall direction, general administrative, budget related processes, and clerical support for the entire division.

**Operations & Customer Support** staff provide 24 hour/7 days a week support for all mainframe and mini computer systems and are also on-call, for the public safety departments, at all times. Also, operations is responsible for daily and weekly back up of all computer data, printing/bursting/distribution of paychecks, department reports, forms, processing of "Freedom of Information" requests and all County-wide tax bills.

The **Systems and Technical Support** staff supports all computer systems, networks and equipment County-wide. Resolves problems, researches new technology, install new mainframe, AS/400, PC LAN and PC programs. Prepares specifications for all computer equipment and software, orders-receives-tests-installs new computers. The staff also plans all enhancements in equipment, networks and programs, as well as assists the Operations and Programming staff with related matters.

The **Programming** staff maintains all the necessary programs involved in the payroll, financial and database systems, develops computer programs, performs problem resolution, conducts feasibility studies, researches new solutions and software packages, and develops user documentation and training materials for new programs.

#### **Communication Services:**

This division is responsible for providing services such as graphics technician/design, offset printing, color and black/white photocopying, and mail services to all County departments, designated agencies, non-profit organizations, schools, and local governments.

#### **Telecommunication Services:**

This division is responsible for the design, development, implementation and maintenance of Broome County's voice network. Administers and manages the associated contracts, vendors, internal and external billing, as well as end-user education and training. Also, takes care of the ordering and billing for the data communication lines in the County.

## **INFORMATION TECHNOLOGY – 37**

### **2010 OBJECTIVES**

- Provide current technology to the County so that the departments in the County can function more efficiently, communicate effectively with one another, provide better services to their customers within the community, and meet their reporting requirements to the state and federal governments.
- Continue with the ERP Rollout. Focus this year will be financials and e-apps.
- Provide maintenance and support for all computer applications used by various County departments.
- Support Countywide enterprise network environment that provides applications, e-mail, information sharing, data backup and security.
- Continue replacing outdated PCs, servers, and network equipment
- Ensure all PCs will be capable of operating with our new standards and have the capacity to support each employee in their job.
- Provide internet access to all employees that have that requirement.
- Provide the County with capabilities to update their own content on the County website.
- Provide a County intranet that gives County information to employees, a means to submit job requests, and report problems to Information Technology.
- Continue responsiveness to departmental needs by meeting expanding demands for computerization.
- Continue to train the Information Technology staff so that they can support the newer technologies being implemented.

- Support network and computer systems for other local municipalities and agencies
- Support Broome County and outside agencies for police mobile computing, centralized police records, traffic ticket efficiencies, and police and emergency services

### **2010 BUDGET HIGHLIGHTS**

- Shift between various 4000 lines to put expenses in the appropriate lines for clarification.
- 4513 increase due to PeopleSoft maintenance shifting from capital to operating budget.
- 4516 increase due to Cisco Network infrastructure replacement through key government financing.
- Shifted items from telecom budget to IT budget

37 0007 INFORMATION TECHNOLOGY

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Information Services	I Admin	1	1	1	1	1
Assistant Director of Information Technology	H Admin	1	1	1	1	1
Systems Analyst (40)	26 BAPA	2	2	2	2	2
Systems Programmer II (40)	26 BAPA	1	1	1	1	1
Data Base Analyst/Trainee (40)	24/22 BAPA	1	1	1	1	1
Computer Programmer Analyst (40)	23 BAPA	3	3	3	3	3
Computer User Services Coordinator (40)	23 BAPA	1	1	1	1	1
Systems Programmer I /Trainee (40)	23/21 BAPA	1	1	1	1	1
Network Specialist (40)	22 BAPA	2	2	2	2	2
Computer Operations Supervisor (40)	20 BAPA	1	1	1	1	1
Management Associate (40)	18 BAPA	1	1	1	1	1
Web Master/Web Master Trainee *	20/18 CSEA	1	1	1	1	1
Data Communications Technician (40)	18 CSEA	1	1	1	1	1
Computer Hardware Tech/Trainee (40)	16/14 CSEA	3	3	3	3	3
Senior Computer Hardware Technician (40)	18 CSEA	1	1	1	1	1
Senior Computer Operator (40)	16 CSEA	3	3	3	2	2
Customer Support Representative (40)	14 CSEA	1	1	1	1	1
Secretary (40)	13 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>26</b>	<b>26</b>	<b>26</b>	<b>25</b>	<b>25</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>26</b>	<b>26</b>	<b>26</b>	<b>25</b>	<b>25</b>

\* One position unfunded in the current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:37 INFORMATION TECHNOLOGY  
DIVISION :01 INFORMATION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	5,300	6,140	8,323	8,490	8,490	8,490
0034	DATA PROCESSING SERVICES	1,064,480	1,200,034	464,664	1,499,008	1,499,008	1,499,008
CHARACTER 02 SUBTOTAL		1,069,780	1,206,174	472,987	1,507,498	1,507,498	1,507,498
CHARACTER :07 MISC/INTERFUND REVENUES							
0229	TRANSFER FROM INSURANCE RESERVE	2,574					
0234	SERIAL BONDS			-99,786			
CHARACTER 07 SUBTOTAL		2,574		-99,786			
TYPE R SUBTOTAL		1,072,354	1,206,174	373,201	1,507,498	1,507,498	1,507,498
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,383,666	1,481,931	936,742	1,542,949	1,490,510	1,490,510
1600	SALARIES TEMPORARY	12,938	8,000	5,671	12,942	12,942	12,942
1700	SALARIES OVERTIME	370	8,000	2,860	8,000	8,000	8,000
1900	SALARIES SHIFT DIFFERENTIAL	63	266	16	266	150	150
1930	STAND-BY PAY	6,240	7,300	3,580	7,300	7,000	7,000
CHARACTER 10 SUBTOTAL		1,403,277	1,505,497	948,869	1,571,457	1,518,602	1,518,602

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:37 INFORMATION TECHNOLOGY  
 DIVISION :01 INFORMATION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	395	3,000	37	2,500	1,000	1,000
4319	OFFICE SUPPLIES	1,802	1,000	633	1,500	1,000	1,000
4321	DPW BLDG SERVICE SUPPLIES	146					
4349	MISC OPERATIONAL SUPPLIES	8,183	5,000	4,929	9,000	9,000	9,000
4359	COMPUTER SOFTWARE AND SUPPLIES	76,626	30,000	17,415	70,000	33,500	33,500
4389	COMPUTER CENTER SUPPLIES	28,715	34,028	7,822	27,320	27,320	27,320
4411	POSTAGE AND FREIGHT	264	395	34	760	760	760
4418	DUES AND MEMBERSHIPS		550	50	50	50	50
4419	GENERAL OFFICE EXPENSES	9	40	46			
4449	OTHER OPERATIONAL EXPENSES	646	1,000		600		
4461	MILEAGE AND PARKING-LOCAL	521	800	424	800	800	800
4462	TRAVEL HOTEL AND MEALS	3,156	1,000	355	1,000	1,000	1,000
4463	EDUCATION AND TRAINING	2,096	2,000	325	2,000	2,000	2,000
4513	SOFTWARE MAINTENANCE	382,730	366,098	315,268	489,780	489,780	489,780
4514	HARDWARE MAINTENANCE	111,036	128,689	92,606	106,590	106,590	106,590
4515	SOFTWARE RENTAL	36,249	69,860	71,429	100,130	100,130	100,130
4516	HARDWARE RENTAL	19,912	190,410	102,671	292,928	292,928	292,928
4726	CONTRACTED DATA PROCESSING SERV	20,053	45,756	40,856	45,101	15,101	15,101
4901	DAY TRIP MEAL REIMBURSEMENT	48		75	96	96	96
CHARACTER 40	SUBTOTAL	692,587	879,626	654,975	1,150,155	1,081,055	1,081,055
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	5,509	9,442	9,442	8,684	8,684	8,684
4615	GASOLINE CHARGEBACK	934	2,086	418	1,125	1,125	1,125
4616	FLEET SERVICE CHARGEBACK	4,414	4,479	4,479	4,418	4,418	4,418
CHARACTER 41	SUBTOTAL	10,857	16,007	14,339	14,227	14,227	14,227

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:37 INFORMATION TECHNOLOGY  
DIVISION :01 INFORMATION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	119,197					
CHARACTER 60	SUBTOTAL	119,197					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	13,965					
CHARACTER 70	SUBTOTAL	13,965					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	115,596	155,603	74,767	174,884	169,063	169,063
8030	SOCIAL SECURITY	104,144	113,368	70,268	120,529	116,517	116,517
8040	WORKERS COMPENSATION	20,615	10,242	9,739	9,460	9,460	9,460
8050	LIFE INSURANCE	459	600	317	480	461	461
8060	HEALTH INSURANCE	301,140	222,481	133,280	224,028	208,358	208,358
8062	RETIREE HEALTH INSURANCE		131,782	73,560	121,068	136,738	136,738
8063	DISABILITY INSURANCE	1,168	1,200	823	1,290	1,290	1,290
CHARACTER 80	SUBTOTAL	543,122	635,276	362,754	651,739	641,887	641,887
TYPE X	SUBTOTAL	2,783,005	3,036,406	1,980,937	3,387,578	3,255,771	3,255,771
DIVISION 01	SUBTOTAL	-1,710,651	-1,830,232	-1,607,736	-1,880,080	-1,748,273	-1,748,273

**Communications Services – 370049**  
**INFORMATION TECHNOLOGY – 37**

**MISSION STATEMENT** To deliver printing, graphic, and mail services to all County departments and other designated agencies in a cost-effective, efficient, and professional manner.

**DESCRIPTION** The Communications Division provides desktop publishing and design services, offset printing, copy service and mail service, to all County departments, municipalities, non-profit organizations, and schools.

**2010 OBJECTIVES**

- Continue to provide cost saving services to all County departments and organizations while maintaining the highest quality along with a quick turn around time.
- To explore new revenue outlets through consolidating municipality services.

**2010 BUDGET HIGHLIGHTS**

- The US Post Office issued a \$.02 increase in 2009 on all letter size envelopes along with a variable increase in oversized pieces of mail – this increase has affected our postage budget line in 2009 and with the anticipated increase of at least \$.01 per piece for 2010, this will also dramatically affect our budget line 4411, again. We also anticipate a 10% increase in the number of pieces mailed in 2009 from 2008. If this trend continues for 2010 this will also affect spending.
- We will also be negotiating a new lease for our mail equipment for 2010 with hopes of finding cost effective ways through software

and mailing procedures to save money for Broome County along with processing mail more efficiently.

- In 2009 a new contract was negotiated for the copy machines, both black & white and color, with this new contract, we were able to lower contract costs while increasing copy counts per month and adding new features while keeping state of-the-art copy equipment. This allowed for a decrease in line 4518.
- The Communications Division will continue to participate with Experience Works, Inc, an organization funded by the Department of Labor, which employs older Americans in the workplace at no cost to the County.
- Increasing the print shop revenue by creating greater awareness of services available to towns and villages through student marketing internships.

## 37 0049 INFORMATION TECHNOLOGY/Communication (Central) Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Graphic Technician (40)	20 CSEA	1	1	1	1	1
Senior Offset Duplicating Machine Operator (40)	12 CSEA	1	1	1	1	1
Offset Duplicating Machine Operator (40)	11 CSEA	3	3	3	3	3
Courier (40)	9 CSEA	2	2	2	2	2
Senior Account Clerk (40)	9 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>PART TIME</b>						
Mail Clerk	6 CSEA	1	1	1	1	1
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:37 INFORMATION TECHNOLOGY  
 DIVISION :02 COMMUNICATION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	28,997	23,135	7,231	23,135	23,135	23,135
0036	CENTRAL SERVICES CHARGES	207,127	209,990	162,969	247,050	247,050	247,050
0046	TELEPHONE CHGS - OUTSIDE USERS	1,548					
0049	PRINTING CHARGEBACKS	103,492	96,863	67,556	132,300	132,300	132,300
0464	OTHER LOCAL GOVERNMENTS	84,521	100,742	63,740	103,400	103,400	103,400
0559	OTHER DEPARTMENTAL CHARGEBACK	4,223	4,291	2,521	6,375	6,375	6,375
CHARACTER 02	SUBTOTAL	429,908	435,021	304,017	512,260	512,260	512,260
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	12		1			
0229	TRANSFER FROM INSURANCE RESERVE	1,682					
CHARACTER 07	SUBTOTAL	1,694		1			
TYPE R	SUBTOTAL	431,602	435,021	304,018	512,260	512,260	512,260
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	295,074	305,737	180,180	311,607	311,607	311,607
1500	SALARIES PART-TIME	11,596	12,314	7,842	13,014	13,014	13,014
1700	SALARIES OVERTIME			532			
CHARACTER 10	SUBTOTAL	306,670	318,051	188,554	324,621	324,621	324,621

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:37 INFORMATION TECHNOLOGY  
DIVISION :02 COMMUNICATION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	500	500	500	500	500	500
4318	DUPLICATING AND PRINTING RM SUPPLIE	23,240	14,000	10,215	14,000	14,000	14,000
4319	OFFICE SUPPLIES	49,406	50,000	39,104	50,000	50,000	50,000
4359	COMPUTER SOFTWARE AND SUPPLIES	10,409	1,000	485	1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	513,994	535,000	308,129	600,000	590,000	590,000
4419	GENERAL OFFICE EXPENSES	2,575	2,000	1,652	2,000	2,000	2,000
4461	MILEAGE AND PARKING-LOCAL			163			
4518	COPYING MACHINE RENTALS	21,936	68,224	37,111	62,000	62,000	62,000
4520	PROPERTY LOSS	1,682					
CHARACTER 40	SUBTOTAL	623,742	670,724	397,359	729,500	719,500	719,500
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK		3,147	3,147	2,895	2,895	2,895
4615	GASOLINE CHARGEBACK	2,345	3,186	33	2,625	2,625	2,625
4616	FLEET SERVICE CHARGEBACK	2,198	2,239	2,239	2,209	2,209	2,209
CHARACTER 41	SUBTOTAL	4,543	8,572	5,419	7,729	7,729	7,729
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	47,929					
CHARACTER 60	SUBTOTAL	47,929					

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:37 INFORMATION TECHNOLOGY  
 DIVISION :02 COMMUNICATION SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	3,068					
CHARACTER 70 SUBTOTAL		3,068					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	25,540	32,102	14,259	34,588	34,588	34,588
8030	SOCIAL SECURITY	22,368	24,331	13,867	24,834	24,834	24,834
8040	WORKERS COMPENSATION	3,579	3,414	3,506	3,153	3,153	3,153
8050	LIFE INSURANCE	173	216	110	171	171	171
8060	HEALTH INSURANCE	120,471	62,936	35,075	60,360	60,360	60,360
8062	RETIREE HEALTH INSURANCE		71,522	45,443	74,366	74,366	74,366
8063	DISABILITY INSURANCE	1,171	1,080	711	1,161	1,161	1,161
CHARACTER 80 SUBTOTAL		173,302	195,601	112,971	198,633	198,633	198,633
TYPE X SUBTOTAL		1,159,254	1,192,948	704,303	1,260,483	1,250,483	1,250,483
DIVISION 02 SUBTOTAL		-727,652	-757,927	-400,285	-748,223	-738,223	-738,223

**Telecommunication Services – 370056**  
**INFORMATION TECHNOLOGY – 37**

**MISSION STATEMENT** To provide all voice and data telecommunication services and equipment at the lowest possible costs; utilizing state of the art technology, in order to enable each Broome County Department to communicate efficiently and cost-effectively.

**DESCRIPTION** The Telecommunication Services Division is responsible for the design, development, implementation, and maintenance of Broome County's voice and data network telecommunication services.

Administers and manages the associated contracts, vendors, internal and external billing, as well as end-user education and training.

**2010 OBJECTIVES**

- Continue maintaining and developing an efficient, cost effective voice communications network.
- Successful completion of major on-going projects, as well as upcoming department/employee relocations.
- Reduce contractually obligated expenses while maintaining the quality of service our customers (administration & end-users) have come to depend on.
- Provide and support a network connection between Broome County, New York State, and many other local municipalities.
- Support Broome County and outside agencies for police mobile computing project; centralized police records, and police and emergency services dispatching.

**2010 BUDGET HIGHLIGHTS**

- Increase in 4412 (Telephone) to accommodate required circuits for new PBX/VoIP system anticipated for George Harvey Justice Building tenants.
- Expansion of Blackberry services

37 0056 INFORMATION TECHNOLOGY/Telecommunication Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Telecommunications Manager	25 BAPA	1	1	1	1	1
Telephone Technician/Trainee	20/16 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:37 INFORMATION TECHNOLOGY  
DIVISION :04 TELECOMMUNICATIONS SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	32					
0046	TELEPHONE CHGS - OUTSIDE USERS	62,400	63,655	27,826	70,561	70,561	70,561
0047	TELEPHONE CHGS - COUNTY OWNED SYSTE	329,987	334,456	164,343	342,378	342,378	342,378
0464	OTHER LOCAL GOVERNMENTS	771					
CHARACTER 02 SUBTOTAL		393,190	398,111	192,169	412,939	412,939	412,939
TYPE R SUBTOTAL		393,190	398,111	192,169	412,939	412,939	412,939
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	132,719	136,401	79,513	125,766	125,766	125,766
1700	SALARIES OVERTIME	186	640	948	640	640	640
CHARACTER 10 SUBTOTAL		132,905	137,041	80,461	126,406	126,406	126,406
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2850	COMPUTER EQUIPMENT	6,295					
CHARACTER 20 SUBTOTAL		6,295					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:37 INFORMATION TECHNOLOGY  
DIVISION :04 TELECOMMUNICATIONS SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		395		395	395	395
4319	OFFICE SUPPLIES	530	565		565	565	565
4359	COMPUTER SOFTWARE AND SUPPLIES	35,715	4,250	108	2,550	2,550	2,550
4411	POSTAGE AND FREIGHT	217	200	12	450	450	450
4412	TELEPHONE	15,300	35,016	13,732	38,016	27,216	27,216
4413	TELEPHONE EQUIPMENT	536,044	575,740	339,989	582,323	573,323	573,323
4414	TELEPHONE LOCAL CALLS	47,462	60,000	25,387	55,000	55,000	55,000
4415	TELEPHONE LONG DISTANCE	21,895	40,000	19,897	35,000	35,000	35,000
4418	DUES AND MEMBERSHIPS	195	120	55	150	150	150
4449	OTHER OPERATIONAL EXPENSES	70,474	71,724	49,979	51,619	51,619	51,619
4461	MILEAGE AND PARKING-LOCAL	21	50	70	50	50	50
4462	TRAVEL HOTEL AND MEALS				1,200	1,200	1,200
4463	EDUCATION AND TRAINING	223	1,500	49	2,890	2,890	2,890
4513	SOFTWARE MAINTENANCE	285					
4516	HARDWARE RENTAL	2,400	2,400	1,218	2,400	2,400	2,400
4539	EMPLOYMENT GENERATING SERVICE			24			
CHARACTER 40	SUBTOTAL	730,761	791,960	450,520	772,608	752,808	752,808
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	825	699	699	643	643	643
4615	GASOLINE CHARGEBACK	2,463	3,334	429	3,306	3,306	3,306
4616	FLEET SERVICE CHARGEBACK	4,414	4,479	4,479	4,419	4,419	4,419
CHARACTER 41	SUBTOTAL	7,702	8,512	5,607	8,368	8,368	8,368

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:37 INFORMATION TECHNOLOGY  
DIVISION :04 TELECOMMUNICATIONS SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	11,067	14,390	6,146	13,960	13,960	13,960
8030	SOCIAL SECURITY	9,634	10,484	5,874	9,621	9,621	9,621
8040	WORKERS COMPENSATION	2,221	759	779	701	701	701
8050	LIFE INSURANCE	38	48	23	38	38	38
8060	HEALTH INSURANCE	41,448	29,810	15,855	21,473	21,473	21,473
8062	RETIREE HEALTH INSURANCE		15,782	10,055	16,591	16,591	16,591
8063	DISABILITY INSURANCE	130	120	73	129	129	129
CHARACTER 80 SUBTOTAL		64,538	71,393	38,805	62,513	62,513	62,513
TYPE X SUBTOTAL		942,201	1,008,906	575,393	969,895	950,095	950,095
DIVISION 04 SUBTOTAL		-549,011	-610,795	-383,224	-556,956	-537,156	-537,156
DEPARTMENT 37 SUBTOTAL		-2,987,314	-3,198,954	-2,391,245	-3,185,259	-3,023,652	-3,023,652

# LAW

## COUNTY ATTORNEY

### SERVICES PROVIDED BY MAIN LEGAL UNIT

- Litigation
  - Defense
  - Prosecution
- General Counsel to County Executive, Departments, Legislature, Boards and Agencies
- Resolutions
- Interpretation & Opinions
- Contracts & Negotiations
- Legal Drafting
- Liability Assessment
- Program Assessment & Planning
- Liaison Services
- Internal/External Problem Solving
- Prosecute Juvenile Delinquents and Persons in Need of Supervision (PINS)

### SERVICES PROVIDED BY DSS LEGAL UNIT

- Prosecute Child Abuse & Neglect Petitions
- Adult Protective Services
- Recovery & Assistance
- Prosecute Termination of Parental Rights Petitions
- DSS Contracts
- DSS Litigation
- General Counsel to DSS
- Welfare Fraud Investigation
- Dependent Support Enforcement
- Present Paternity Petitions

### SUPPORT PROVIDED TO RISK MANAGEMENT

- Supervision
- General Counsel
- Case Reviews
- Risk Assessment & Coordination

### RISK MANAGEMENT

- Risk Assessment & Prevention
- Counsel
- Investigation
- Case Reviews
- Health Insurance & Compensation Claims Administration
- Claims Fraud Prevention

### SUPPORT PROVIDED TO CORONER

- Legal Counsel
- Budget & Financial Management

### SUPPORT PROVIDED TO JUSTICE & CONSTABLES

- Financial Management

**LAW (County Attorney) - 39****MISSION STATEMENT**

To legally protect and indemnify all Broome County Government in its deliberations and actions by providing effective legal representation and advice for the entire County, including the County Executive, the Legislature, all County departments and various boards.

**DESCRIPTION**

- Draft resolutions, local laws, contracts, and other documents at the request of all Broome County departments, boards, officers and employees.
- Defend the County of Broome, its officers and employees in all civil actions commenced against them in all local, state, and federal courts and to initiate litigation on behalf of the County to recover money and property due the County.
- Assist County departments in resolving disputes with outside vendors, contractors, and landlords to avoid litigation when possible.
- Represent and advise the Broome County Legislature, The Board of Acquisition and Contract, the Public Library, Broome Community College, the Arena Board and other County Legislative and Advisory Boards.
- Prosecute in the name of the County and in the name of the state all children under the age of 16 who either break the law or are in need of supervision.
- Prosecute health code violations and illegal dumping cases.
- Represent the County in all administrative hearings and reviews at the local, state, and federal level.
- Represent the Commissioner of Finance in his capacity as Public Administrator of decedent's estates.
- Provide formal and informal legal advice to all departments, etc.

**2010 OBJECTIVES**

- Continue our policy of vigorously defending the County and settling litigation only when it is clearly indicated to be in the best interest of the County to do so.
- Assist County Administration and Legislature in County's economic development initiatives.
- Assist County Administration and Legislature in management of issues concerning gas drilling in Broome County.
- Assist County Administration and Legislature in shared services and consolidation initiatives.
- Commence internal initiative to develop central digital file for contracts, legal opinions, and similar documents. This will be an extension of and interface with "Law File".

39 0005 LAW (County Attorney)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
County Attorney	AT-6	1	1	1	1	1
Chief Assistant County Attorney	AT-4	1	1	1	1	1
Senior Assistant County Attorney	AT-3	1	1	1	1	1
Assistant County Attorney II	AT-2	2	2	2	2	2
Assistant County Attorney	AT-1	1	1	1	1	1
Secretary to County Attorney	16 Admin	1	1	1	1	1
Paralegal	15 Admin	1	1	1	1	1
Secretary	14 Admin	2	2	2	2	2
Keyboard Specialist*	9 Admin	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

\* Effective 6/1/2010 position downgraded to part time

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:39 LAW  
DIVISION :02 LAW

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0041	COUNTY ATTORNEY FEES & CHARGES	109,044	157,500	69,342	331,885	331,885	331,885
0127	OTHER CHARGES		10,000		12,000	12,000	12,000
0645	LITIGATION RECOVERY	28,000		638			
	CHARACTER 02 SUBTOTAL	137,044	167,500	69,980	343,885	343,885	343,885
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,418					
	CHARACTER 07 SUBTOTAL	1,418					
	TYPE R SUBTOTAL	138,462	167,500	69,980	343,885	343,885	343,885
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	641,582	659,066	423,179	689,618	685,113	685,113
1600	SALARIES TEMPORARY		12,000	977	12,000		
1950	SALARY ADJUSTMENTS				20,000		
	CHARACTER 10 SUBTOTAL	641,582	671,066	424,156	721,618	685,113	685,113

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:39 LAW  
 DIVISION :02 LAW

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	18,015	30,000	9,988	20,000	20,000	20,000
4319	OFFICE SUPPLIES	6,800	6,850	2,530	6,850	6,850	6,850
4359	COMPUTER SOFTWARE AND SUPPLIES	2,935	4,000		4,000	4,000	4,000
4411	POSTAGE AND FREIGHT	785	750	412	750	750	750
4412	TELEPHONE			181			
4418	DUES AND MEMBERSHIPS	3,190	3,000	655	3,000	3,000	3,000
4419	GENERAL OFFICE EXPENSES	90	485	96	485	485	485
4461	MILEAGE AND PARKING-LOCAL	46	100	28	100	100	100
4462	TRAVEL HOTEL AND MEALS	1,499	3,250	1,942	3,250	3,250	3,250
4463	EDUCATION AND TRAINING	1,817	3,500	1,521	3,500	3,500	3,500
4469	OTHER PERSONAL EXPENSES		150	120	150	150	150
4518	COPYING MACHINE RENTALS	1,080	3,300	1,708	2,700	2,700	2,700
4726	CONTRACTED DATA PROCESSING SERV	10,780	12,660	6,809	12,702	12,702	12,702
4731	JUROR FEES AND COURT EXPENSES	1,495	2,500	1,407	2,500	2,500	2,500
4735	INVESTIGATIONS EXPENSES	228	2,000		2,000	2,000	2,000
4736	LEGAL CHARGES AND FEES	24,140	100,000	2,742	100,000	100,000	100,000
4739	STENOGRAPHIC SERVICES	9,195	12,000	3,309	12,000	12,000	12,000
4764	CASH SHORT AND OVER	-21					
CHARACTER 40	SUBTOTAL	82,074	184,545	33,448	173,987	173,987	173,987
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	248	209	210	565	565	565
CHARACTER 41	SUBTOTAL	248	209	210	565	565	565

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:39 LAW  
DIVISION :02 LAW

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,826					
CHARACTER 60 SUBTOTAL		1,826					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	22					
CHARACTER 70 SUBTOTAL		22					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	53,391	70,999	33,431	77,878	77,378	77,378
8030	SOCIAL SECURITY	46,778	51,726	30,740	55,204	53,329	53,329
8040	WORKERS COMPENSATION	6,075	3,748	5,266	4,546	4,546	4,546
8050	LIFE INSURANCE	208	264	141	209	199	199
8060	HEALTH INSURANCE	147,437	154,571	92,594	157,399	152,022	152,022
8062	RETIREE HEALTH INSURANCE		38,438	24,520	40,356	40,356	40,356
CHARACTER 80 SUBTOTAL		253,889	319,746	186,692	335,592	327,830	327,830
TYPE X SUBTOTAL		979,641	1,175,566	644,506	1,231,762	1,187,495	1,187,495
DIVISION 02 SUBTOTAL		-841,179	-1,008,066	-574,526	-887,877	-843,610	-843,610
DEPARTMENT 39 SUBTOTAL		-841,112	-1,008,066	-980,177	-887,877	-843,610	-843,610

## **LAW – DSS LEGAL UNIT - 39**

### **MISSION STATEMENT**

Provide exemplary legal representation and counsel, to effectively support the many programs administered by Broome County's Department of Social Services.

### **DESCRIPTION**

The function of the Legal Unit is to represent the Department of Social Services effectively in court and administrative hearings, and to advise and furnish legal services in support of the department's many programs.

In representing the department's child welfare and child support programs, the Legal Unit is the single highest volume user of Broome County's Family Court system. For 2009, Legal Unit Family Court appearances are projected to total a record high 7,600.

The Legal Unit is the legal safeguard for Broome County's abused & neglected children. Complex Family Court cases involving child abuse, child neglect, and foster children for 2009 are projected to total a record high 2,500 attorney appearances.

Revenue producing cases seeking reimbursement for public assistance and Medicaid expenditures for 2009 are projected to total a record high 5,100 court appearances. Legal Unit attorneys also appear in significant appellate and other

litigation, particularly litigation involving the Department's Medical Assistance and Protective Services for Adults Programs, as well as cases involving permanence for foster children. Each of these cases involves extensive preparation and court time.

For 2010 the Legal Unit will continue its mission of protecting Broome County's abused and neglected children and adults subjected to abuse & financial exploitation, while continuing to be extremely revenue positive. Non-child support collections involving personal injury, property, mortgage, and estate for 2009 are projected to total \$1,200,000. For 2009, child support collections representing recoveries of Public Assistance expenditures are projected to total an additional \$2,500,000. Overall, Legal Unit 2010 child support, non-child support and other reported collections are projected to total \$4,150,000. In addition to actual monetary collections to reimburse cash welfare and Medicaid programs, the Legal Unit continued to obtain significant Medicaid cost savings through securing Court Orders requiring private health insurance to pay for health care, prior to any Medicaid funds being expended. Legal Unit third party health insurance reimbursement efforts substantially contribute to over \$20,000,000 in annual Medicaid savings.

## **2010 HIGHLIGHTS & OBJECTIVES**

- Assure Legal Unit stays abreast of County's increased child protective caseload by integrating additional Assistant County Attorney to prosecute Family Court child abuse and neglect cases.
- Assure ongoing compliance with New York State's permanency legislation, which requires more frequent Legal Unit Family Court appearances to review the status of over 350 children placed in Broome Social Services' foster care.
- Maintain compliance with Federal Title IV-E standards, by assuring legally complaint court orders are obtained involving all foster children, thereby facilitating Broome's continued receipt of substantial federal reimbursement.
- Continue to be revenue positive, through obtaining substantial monetary recoveries to reimburse public assistance and Medicaid expenditures.

39 0021 LAW/DSS Legal Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Deputy County Attorney	AT-5	1	1	1	1	1
Senior Assistant County Attorney	AT-3	2	2	2	2	2
Assistant County Attorney II	AT-2	2	2	2	2	2
Assistant County Attorney	AT-1	1	2	2	2	2
Office Manager	16 Admin	1	1	1	1	1
Paralegal	15 Admin	2	2	2	2	2
Secretary	14 Admin	1	1	1	1	1
Keyboard Specialist	9 Admin	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:39 LAW  
DIVISION :01 LEGAL SUPPORT - DSS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0045	CHARGEBACKS - D S S	896,273	1,058,526	203,804	1,096,875	1,083,475	1,083,475
CHARACTER 02 SUBTOTAL		896,273	1,058,526	203,804	1,096,875	1,083,475	1,083,475
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			130			
CHARACTER 07 SUBTOTAL				130			
TYPE R SUBTOTAL		896,273	1,058,526	203,934	1,096,875	1,083,475	1,083,475
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	627,695	699,100	409,055	722,277	722,277	722,277
1950	SALARY ADJUSTMENTS		3,362		5,008	5,008	5,008
CHARACTER 10 SUBTOTAL		627,695	702,462	409,055	727,285	727,285	727,285
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	12,733	12,800	6,316	12,800	10,800	10,800
4319	OFFICE SUPPLIES	3,614	12,770	19,884	10,570	8,570	8,570
4359	COMPUTER SOFTWARE AND SUPPLIES	1,320		45			
4411	POSTAGE AND FREIGHT	708	500	216	500	500	500
4418	DUES AND MEMBERSHIPS	1,235	1,600		1,600	1,600	1,600
4419	GENERAL OFFICE EXPENSES		1,000		1,000	1,000	1,000
4429	BUILDING AND GROUNDS EXPENSES			734			
4448	ADVERTISING AND PROMOTION EXPENSES	205	1,500		1,500	500	500
4461	MILEAGE AND PARKING-LOCAL		612		612	612	612
4462	TRAVEL HOTEL AND MEALS	838	3,000	1,452	3,000		
4463	EDUCATION AND TRAINING	814	2,200	2,019	4,400		
4469	OTHER PERSONAL EXPENSES	60	120	60	120	120	120
4513	SOFTWARE MAINTENANCE	1,872	1,872	1,872	1,872	1,872	1,872
4514	HARDWARE MAINTENANCE		950		950	950	950
4734	WITNESS EXPENSES		2,500		2,500	1,500	1,500
4736	LEGAL CHARGES AND FEES	13,680	12,000	6,180	12,000	12,000	12,000
4739	STENOGRAPHIC SERVICES	21	500		500	500	500

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:39 LAW  
DIVISION :01 LEGAL SUPPORT - DSS

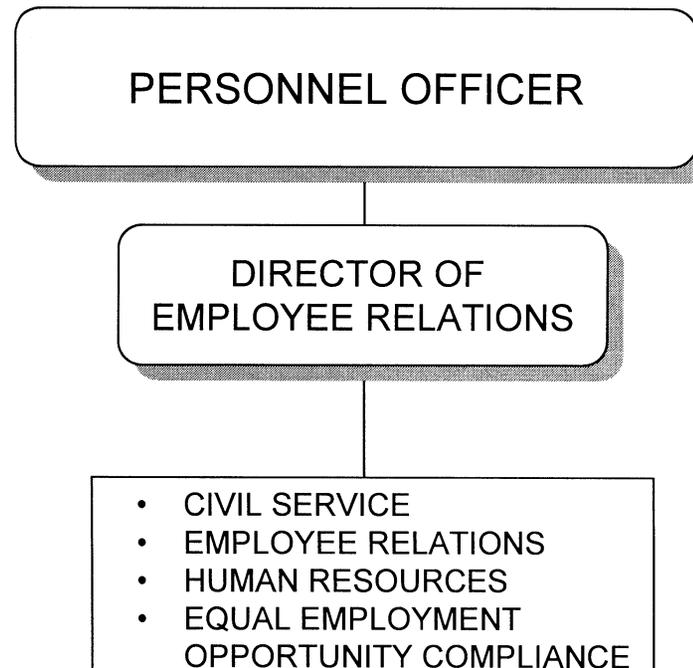
SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
CHARACTER 40	SUBTOTAL	37,100	53,924	38,778	53,924	40,524	40,524

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:39 LAW  
 DIVISION :01 LEGAL SUPPORT - DSS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS				7,100	7,100	7,100
4602	INSURANCE PREMIUM CHARGEBACK	247	211	210	211	211	211
4610	PERSONAL SERVICES CHARGEBACKS	87					
4617	DUPLICATING/PRINTING CHARGEBACK	24					
4618	OFFICE SUPPLIES CHARGEBACK	3,437	4,200	2,071	4,200	4,200	4,200
CHARACTER 41 SUBTOTAL		3,795	4,411	2,281	11,511	11,511	11,511
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	52,270	73,634	33,070	80,153	80,153	80,153
8030	SOCIAL SECURITY	45,889	53,635	29,936	55,233	55,233	55,233
8040	WORKERS COMPENSATION	3,645	5,918	4,833	4,546	4,546	4,546
8050	LIFE INSURANCE	210	288	141	230	230	230
8060	HEALTH INSURANCE	125,602	148,472	81,436	147,402	147,402	147,402
8062	RETIREE HEALTH INSURANCE		15,782	10,055	16,591	16,591	16,591
CHARACTER 80 SUBTOTAL		227,616	297,729	159,471	304,155	304,155	304,155
TYPE X SUBTOTAL		896,206	1,058,526	609,585	1,096,875	1,083,475	1,083,475
DIVISION 01 SUBTOTAL		67		-405,651			

# PERSONNEL



## PERSONNEL-40

### MISSION STATEMENT

To administer, in a fair and equitable manner, the provisions of the New York State Civil service Law and the Broome County Civil Service Rules with respect to the offices and employment in the classified service of 43 Broome County departments and the civil divisions therein, which include sixteen (16) towns, seven (7) village, twelve (12) school districts (except Binghamton) and two (2) special districts of the County.

The department also administers various human resource functions for County government including employee relations, employee benefits, leaves of absence, record management, recruitment, training, and staff development.

In addition, the department is responsible for the administration of various federal, state and local laws, rules and regulations such as the Taylor Law, Fair Labor Standards Act and Family and Medical Leave Act.

### DESCRIPTION

The Broome County Department of Personnel is comprised of four (4) functional units as follows:

1. The **Civil Service Administration Unit** administers New York State Civil Service Law, and develops and maintains the position classification plan. This unit also administers competitive examinations, certifies payrolls, reviews applicant qualifications, reviews and approves appointments and personnel changes, oversees state mandated roster card maintenance,

certifies civil service eligible lists, develops and maintains County civil service rules, provides advice, counsel and support to appointing authorities in the County, the towns, village, school districts and special districts and calculates all lay-offs for the County and the jurisdictions. All civil service functions are mandated by NYS Civil Service Law which forbids charging for any services; however we are allowed to charge exam fees. The state continues to decentralize more exams which is more time consuming for our staff. It is the goal of this unit to uphold the standards of merit and fitness in the hiring of all civil service employees, as required by the New York State Constitution. The unit continues to work with Information Technology toward automating as much of these processes as possible to provide better service.

2. The **Personnel Administration/Benefits Unit** is responsible for the administration of County benefit programs (i.e. health insurance, life insurance, disability insurance, flexible spending accounts and retirement). This unit also administers the central records system (payroll and position control files), unemployment insurance, leaves of absence, is responsible for maintenance and updates of the Personnel Policy and Procedures Manual and Employee Handbook and maintains personnel files and State required roster cards under the guidance of the civil service unit. Other areas of responsibility include monitoring employee performance evaluations, salary and longevity administration, employee assistance program, recruitment, new employee orientation and development/coordination of programs to improve employee productivity and morale such as flu shot programs and coordination of special training requests. Support is provided to the Director of Employee Relations by developing and producing specialized reports and researching employee histories. The unit ensures compliance with the Family and

Medical Leave Act and COBRA Laws. There is coordination with the New York State Retirement System on special events such as early retirement incentives and seminars. This unit is responsible for the distribution of retirement information from the retirement system to the employees. The unit answers all employee verification requests. It is the goal of this unit to provide information services to the employees, department heads and supervisors of Broome County in an efficient and courteous manner.

3. The **Director of Employee Relations** is responsible for negotiating and administering eight (8) collective bargaining agreements. This includes the handling of all grievances, disciplinary matters and improper practices as well as providing advice on topics such as attendance, performance and layoffs. The unit also monitors compliance with and offers guidance on a variety of laws pertaining to the human resource function including Family and Medical Leave Act, Fair Labor Standards Act and Taylor Law. In addition, issues regarding Unemployment Benefits, State Human Rights Complaints, Federal Department of Labor and Equal Employment Opportunity Commission Complaints are addressed by this unit. The Director provides training to supervisors in the areas of discipline and contract administration and attempts to resolve issues in an informal manner. It is his goal to work with County and union representatives to prevent potential problems where possible and to address problems that do arise. He seeks outcomes which are in the best interest of Broome County while also providing a fair and equitable workplace for the employees of Broome County.

In many cases, these outcomes alleviate costly legal expenses from arbitration hearings or other litigation. An example of such was the resolution of the contract dispute in November 2006

with the Broome County Sheriff's Law Enforcement Officers Association. By working together with union officials the County Executive and her administration were able to resolve this contract dispute shortly before Interest Arbitration hearings were to begin. With many days of hearings expected, resolving this contract dispute at this stage resulted in tremendous savings to both the County and union. This cooperative relationship between County administration and the various employee labor unions has proved to be successful in many instances.

In April 2005, Broome County and the Village of Endicott signed an inter-municipal agreement for Broome County provide the Village of Endicott labor relations professional services. This included the negotiation and administration of seven (7) labor agreements for employees in the village. In April 2007, the County Legislature approved a resolution authorizing an agreement with the Binghamton Johnson City Joint Sewage Treatment Board for Labor Relations Professional Services. In 2009, we entered into an agreement with the Village of Johnson City to negotiate a labor agreement with AFSCME public works employees. We anticipate the expansion of intermunicipal agreements for labor relations into 2010.

4. **EEOC**-The Equal Employment Opportunity Compliance Officer (EEOCO) is responsible for developing, administering, and implementing the County's Affirmative Action plan and policies, the Equal Opportunity Minority/Women's Business Enterprise and Disadvantage Business Enterprise programs. The EEOCO also serves as the Local Workforce Investment Act Equal Opportunity Officer for Broome-Tioga Workforce New York, coordinating its obligations under 29 Part 37.

The EEOCO provides education and training to department heads, managers, and staff to insure that the County is compliant with federal and state legislation such as the New York State Human Rights Act, Federal Equal Employment Opportunity laws, the Americans with Disabilities Act (ADA), and NYS disability laws. The EEOCO responsibilities also include; The investigation of alleged discrimination, sexual harassment and non-compliant practices related to equal employment opportunity, analysis of County employment processes including testing, hiring policies, training, promotion, etc., the development of outreach and hiring programs to attract protected class candidates to County employment, outreach activities including participation in public forums focusing on public employment opportunities, the civil service process, and application procedures.

The EEOCO advises and consults with County departments, contractors, and project managers to insure that the County is in compliance with laws, regulations, and contractual agreements with federal and state funding agencies. Approximately 100 million dollars flows into Broome County annually from these sources funding projects such as the Bevier Street Bridge Rehabilitation Project, Airport Taxiway Project, and the Intermodal Project.

### **2010 Objectives**

1. Continue to provide in-house training and education for County departments in the following areas:
  - General Management/Supervision Skills
  - Labor Relations Issues i.e. discipline and discharge impact of Civil Service Law, federal and state labor laws, HIPAA, FMLA, FLSA and Collective Bargaining Agreements on employment issues
2. Continue to expand automation of processes
  - Establishment of Certification of Eligibles electronically for all eligible lists.
  - Continue to work with state to streamline access to exam information
  - Work with IT to make all personnel related forms available for completion on-line
  - Update website and expand on available material
  - Participate in "Statewide Records Management" work group being established under the direction of the NYS Department of Civil Service to identify and share records/report management system currently in place in municipalities throughout the state.
3. Expand program of decentralized exams
  - Include additional decentralized exams (i.e. nearly all IT exams can now be given on-line)
4. Provide education/training to department staff
  - Identify appropriate training to enhance employee skills and improve efficiency
  - New York State Department of Civil Service, NYSAC, and various human resource associations offer free or low cost training
5. Expand training & education for civil service jurisdictions
  - Updates on civil service requirements
  - Increase visits to jurisdictions
6. Continue to support the County administration in its efforts to provide labor relations and human resource support services to municipalities throughout the County.
7. Continue to support the implementation of the new E.R.P. (Peoplesoft) payroll system initiated in June 2008. Testing the new system and training departmental payroll contacts will continue as will efforts to analyze and streamline departmental procedures to match the new system. We also supported the implementation of Phase II (Financial) of the

E.R.P. system which began 2009. In June 2009, we began working on the development of the e-pay, e-benefits, and e-profile systems. These efforts will continue into 2010. Since the inception of the new ERP/PeopleSoft program, our efforts have accounted for 15-20% of the HR/Benefits units' time.

### **2010 Budget Highlights**

- A reduction in projected revenue from civil service examination fees from \$14,500 (projected for 2009) to \$8,000. The anticipated reduction in revenues is primarily the result of two factors: 1) The expansion of fee waivers to include unemployed heads of households, public assistance recipients, candidates eligible for Medicare, candidates eligible for federally funded employment and training services; 2) Modification of the formula for fee sharing with the state civil service commission. In 2008, the County retained 2/3 of the fees collected. In 2010, we will retain 1/3 of the fees.
- Reduction of contractual expenditures

## 40 0002 PERSONNEL

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/09 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Personnel Officer	H Admin	1	1	1	1	1
Director of Employee Relations	E Admin	1	1	1	1	1
Equal Opportunity Compliance Officer	18 Admin	1	1	1	1	1
Senior Personnel Associate	18 Admin	2	2	2	2	2
Personnel Associate/Trainee	16/14 Admin	2	2	2	2	2
Secretary to Personnel Officer	14 Admin	1	1	1	1	1
Personnel Assistant	11 Admin	4	4	4	4	4
Clerk	7 Admin	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>PART TIME</b>						
Clerk*	7 Admin	1	1	1	1	1
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

\* One position unfunded in current budget

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:40 PERSONNEL

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0022	HEALTH CARE ADMINISTRATION	52,097	55,679		57,827	57,827	57,827
0494	CIVIL SERVICE APPLICATION FEE	13,830	14,500	3,870	8,500	8,500	8,500
CHARACTER 02 SUBTOTAL		65,927	70,179	3,870	66,327	66,327	66,327
TYPE R SUBTOTAL		65,927	70,179	3,870	66,327	66,327	66,327
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	541,993	557,537	347,615	580,050	580,050	580,050
1500	SALARIES PART-TIME	11,428	9,724	7,030	11,354		
1600	SALARIES TEMPORARY	9,904	2,800	978	3,400	2,720	2,720
1700	SALARIES OVERTIME	6,766	625	779	1,057	1,057	1,057
CHARACTER 10 SUBTOTAL		570,091	570,686	356,402	595,861	583,827	583,827
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	1,198	900	20	600	100	100
4319	OFFICE SUPPLIES	2,856	2,500	2,485	2,500	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES	216	600	482	600	200	200
4418	DUES AND MEMBERSHIPS	340	300	140	300	300	300
4419	GENERAL OFFICE EXPENSES	-704	400	322	400	400	400
4448	ADVERTISING AND PROMOTION EXPENSES		400		300	300	300
4461	MILEAGE AND PARKING-LOCAL		200		200	200	200
4462	TRAVEL HOTEL AND MEALS	4,337	2,600	2,306	3,000	2,000	2,000
4463	EDUCATION AND TRAINING	575	1,200	475	1,000	539	539
4464	MANAGEMENT TRAINING PROGRAM	1,000	1,200		800	800	800
4469	OTHER PERSONAL EXPENSES		100		100	100	100
4518	COPYING MACHINE RENTALS	1,248	1,300	208	1,300	1,300	1,300
4747	OTHER FEES FOR SERVICES	2,317	3,000	325	3,000	3,000	3,000
4901	DAY TRIP MEAL REIMBURSEMENT	8	100	74	100	100	100
CHARACTER 40 SUBTOTAL		13,391	14,800	6,837	14,200	10,339	10,339

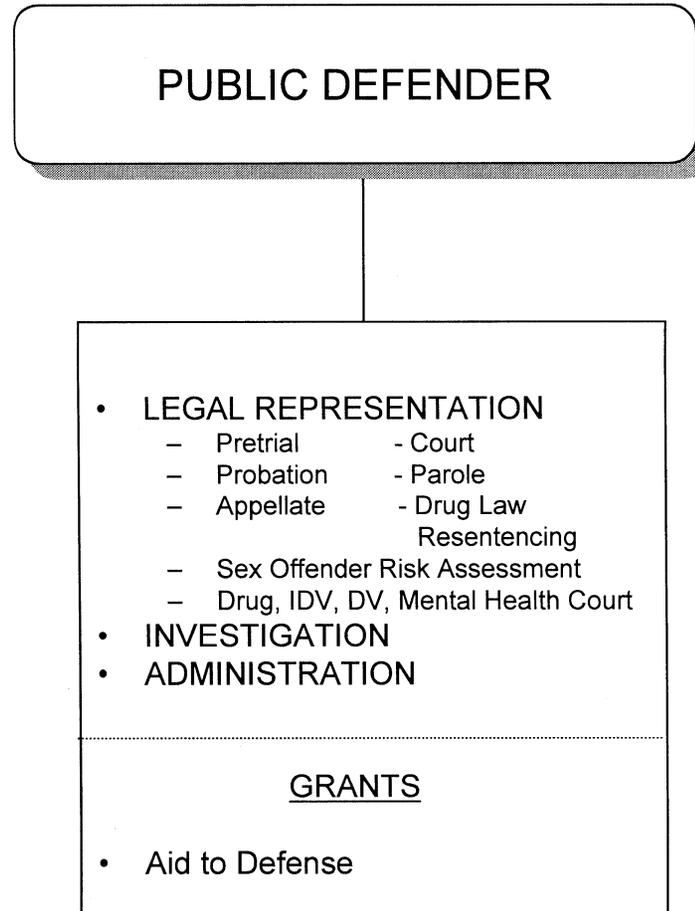
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:40 PERSONNEL

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	409	341	341	321	321	321
4614	OTHER CHARGEBACK EXPENSES	650	3,134	745	650	650	650
CHARACTER 41	SUBTOTAL	1,059	3,475	1,086	971	971	971
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	795					
CHARACTER 60	SUBTOTAL	795					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	91					
CHARACTER 70	SUBTOTAL	91					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	46,497	59,564	28,115	65,644	64,309	64,309
8030	SOCIAL SECURITY	40,883	43,396	25,395	45,242	44,326	44,326
8040	WORKERS COMPENSATION	4,334	4,251	4,251	4,074	4,074	4,074
8050	LIFE INSURANCE	245	336	167	249	249	249
8060	HEALTH INSURANCE	177,483	135,803	84,153	139,311	139,311	139,311
8062	RETIREE HEALTH INSURANCE		66,578	35,899	59,131	59,131	59,131
8063	DISABILITY INSURANCE			3			
8081	EMPLOYEE TUITION REIMBURSEMENT	15,176	15,000	5,700	12,000	12,000	12,000
CHARACTER 80	SUBTOTAL	284,618	324,928	183,683	325,651	323,400	323,400
TYPE X	SUBTOTAL	870,045	913,889	548,008	936,683	918,537	918,537
DEPARTMENT 40	SUBTOTAL	-804,118	-843,710	-544,138	-870,356	-852,210	-852,210

# PUBLIC DEFENDER



**PUBLIC DEFENDER - 53****MISSION STATEMENT**

To defend all indigent persons accused of crimes and offenses punishable by jail.

**DESCRIPTION**

The Public Defender provides legal representation to all indigent persons accused of crimes or offenses in Broome County. This office acts as defense counsel from arraignment through trial and all stages of appeal for cases ranging from simple violations to homicides. This involves the full range of investigatory, pretrial, and appellate representation required in criminal cases. The office services each of the 19 village and town justice courts, the Binghamton City Court, the Broome County Court, and all higher appellate courts. Attorneys and investigators are on call 24 hours a day, seven days a week to assist recent arrestees.

**2010 OBJECTIVES**

Insure sufficient resources to provide effective representation.

**2010 BUDGET HIGHLIGHTS**

- Cases eligible for civil commitment will call for mental health experts in many instances.
- SORA (Sex Offender Risk Assessments) continue to rise as do their appeals and modifications.
- Problem Solving Courts (e.g. Drug Court, IDV Court, DV Court, Mental Health Court)
- Rockefeller Drug Resentencing Cases

53 0006 PUBLIC DEFENDER

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Public Defender	AT-6	1	1	1	1	1
Chief Assistant Public Defender	AT-4	1	1	1	1	1
Senior Assistant Public Defender	AT-3	3	3	3	3	3
Assistant Public Defender II	AT-2	4	4	4	4	3
Assistant Public Defender I	AT-1	2	2	2	2	3
Chief Investigator - Public Defender	27 Admin	1	1	1	1	1
Investigator - Public Defender	21 Admin	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Stenographic Secretary	13 CSEA	1	1	1	1	1
Intake Specialist	11 CSEA	3	3	3	3	3
Keyboard Specialist	8 CSEA	2	2	2	2	2
Receptionist Typist	6 CSEA	1	1	1	1 *	1
<b>Total Full-Time Positions</b>		<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>

\* Position Unfunded in 2010

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0039	PUBLIC DEFENDER SERVICES	1,935	1,500	706	800	800	800
CHARACTER 02 SUBTOTAL		1,935	1,500	706	800	800	800
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	231					
CHARACTER 06 SUBTOTAL		231					
CHARACTER :08	STATE AID						
0242	INDIGENT PAROLEES	25,849	10,000	-15,621			
0264	MAJOR OFFENCE PUBLIC DEFENDER	24,611	27,834	6,490	24,500	24,500	24,500
CHARACTER 08 SUBTOTAL		50,460	37,834	-9,131	24,500	24,500	24,500
TYPE R SUBTOTAL		52,626	39,334	-8,425	25,300	25,300	25,300
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,148,660	1,185,500	764,641	1,254,647	1,230,962	1,225,448
1950	SALARY ADJUSTMENTS		17,904		19,721	19,721	19,721
CHARACTER 10 SUBTOTAL		1,148,660	1,203,404	764,641	1,274,368	1,250,683	1,245,169

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	15,939	19,000	7,710	19,000	19,000	19,000
4319	OFFICE SUPPLIES	10,722	13,000	1,672	13,000	13,000	13,000
4326	FUEL AND HEATING SUPPLIES	4,119	10,600	2,385			
4342	PHOTOGRAPHIC SUPPLIES	37	200		200	200	200
4347	GAS OIL GREASE AND DIESEL FUEL	25	50	35	50	50	50
4359	COMPUTER SOFTWARE AND SUPPLIES	1,341		521	1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	58	250		250	250	250
4418	DUES AND MEMBERSHIPS	320	400	425	300	300	300
4419	GENERAL OFFICE EXPENSES	5,581	6,000	5,547	6,000	6,000	6,000
4422	BUILDING AND LAND RENTAL	137,544	150,644	112,983			
4427	ELECTRIC CURRENT	20,257	23,400	11,199			
4429	BUILDING AND GROUNDS EXPENSES	11,653	7,000	5,220			
4442	PHOTOGRAPHIC EXPENSES	34	125		125	125	125
4461	MILEAGE AND PARKING-LOCAL	14,415	16,000	7,918	19,000	16,000	16,000
4462	TRAVEL HOTEL AND MEALS	163	1,000	525	1,250	1,000	1,000
4463	EDUCATION AND TRAINING	1,933	2,000	2,300	2,000	2,000	2,000
4469	OTHER PERSONAL EXPENSES		200	120	200	200	200
4518	COPYING MACHINE RENTALS	1,452	5,550	2,556	5,550	5,550	5,550
4734	WITNESS EXPENSES	5,175	12,000		12,000	12,000	12,000
4736	LEGAL CHARGES AND FEES	1,133	3,250	80	3,250	3,250	3,250
4739	STENOGRAPHIC SERVICES	870	1,700	387	1,750	1,750	1,750
4901	DAY TRIP MEAL REIMBURSEMENT		200		200	200	200
CHARACTER 40 SUBTOTAL		232,771	272,569	161,583	85,125	81,875	81,875
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	4,978	4,527	4,527	876	876	876
4604	DPW SECURITY CHARGEBACKS				92,044	92,044	92,044
4605	COUNTY ATTORNEY CHARGEBACKS				1,750	1,750	1,750
4606	TELEPHONE BILLING ACCOUNT				12,909	12,909	12,909
4609	DATA PROCESSING CHARGEBACKS				42,303	42,303	42,303
4614	OTHER CHARGEBACK EXPENSES				400	400	400
4615	GASOLINE CHARGEBACK	3,034	5,161	460	3,486	3,486	3,486
4616	FLEET SERVICE CHARGEBACK	4,414	4,479	4,479	6,628	6,628	6,628
4617	DUPLICATING/PRINTING CHARGEBACK				3,000	3,000	3,000
4618	OFFICE SUPPLIES CHARGEBACK				5,650	5,650	5,650
4619	BUILDING SERVICE CHARGEBACK				82,178	82,178	82,178
CHARACTER 41 SUBTOTAL		12,426	14,167	9,466	251,224	251,224	251,224

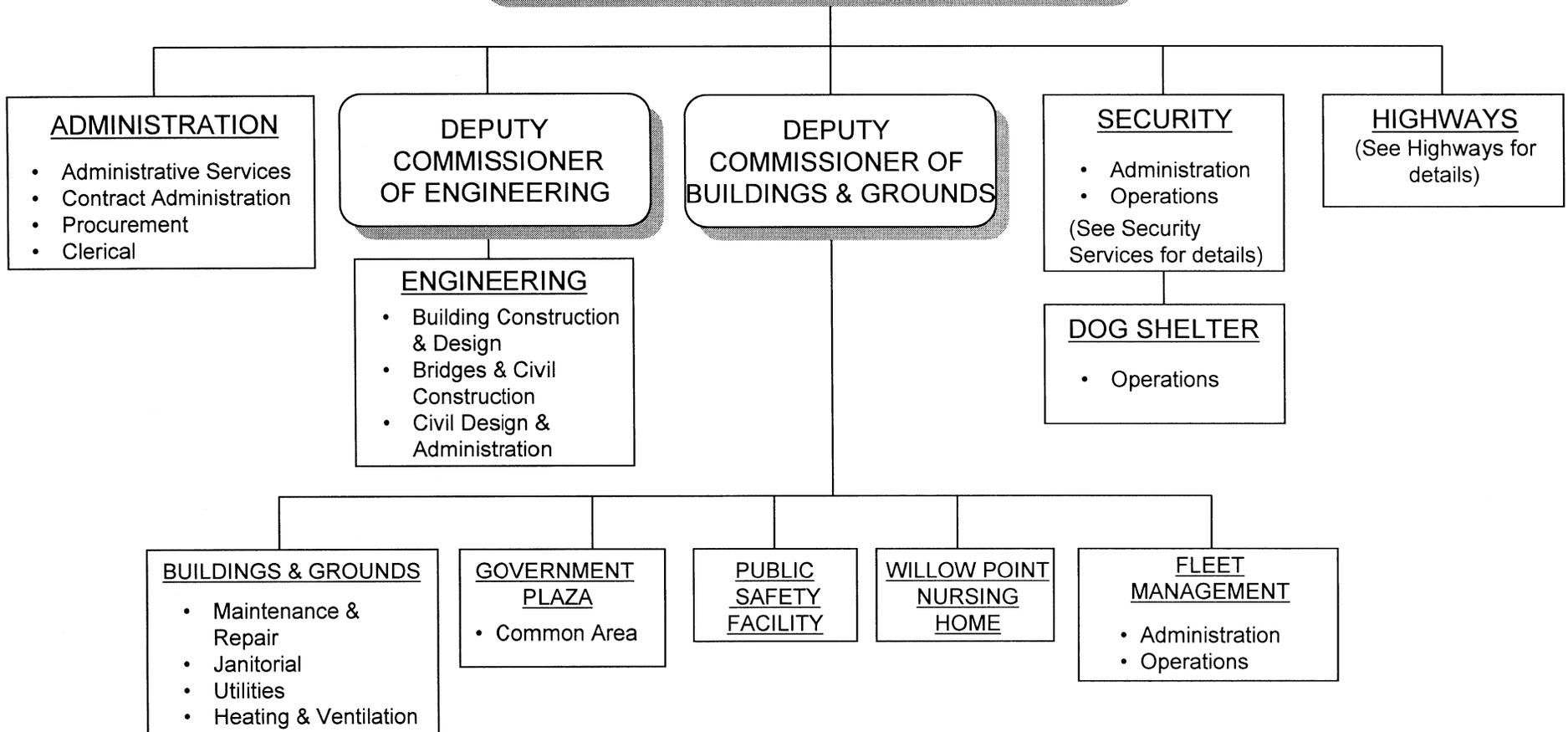
BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:53 PUBLIC DEFENDER

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	2,714					
CHARACTER 60 SUBTOTAL		2,714					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	215					
CHARACTER 70 SUBTOTAL		215					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	95,482	124,474	61,221	139,265	136,636	136,024
8030	SOCIAL SECURITY	84,627	90,692	56,322	95,981	94,169	93,747
8040	WORKERS COMPENSATION	8,818	8,822	8,822	8,261	8,261	8,261
8050	LIFE INSURANCE	390	504	267	399	380	399
8060	HEALTH INSURANCE	197,840	228,549	142,947	237,762	231,959	232,830
8062	RETIREE HEALTH INSURANCE		6,495	4,138	6,827	6,827	6,827
8063	DISABILITY INSURANCE	1,019	960	663	1,032	903	903
8070	UNEMPLOYMENT INSURANCE	5,550	1,000				
CHARACTER 80 SUBTOTAL		393,726	461,496	274,380	489,527	479,135	478,991
TYPE X SUBTOTAL		1,790,512	1,951,636	1,210,070	2,100,244	2,062,917	2,057,259
DEPARTMENT 53 SUBTOTAL		-1,737,886	-1,912,302	-1,218,495	-2,074,944	-2,037,617	-2,031,959

# PUBLIC WORKS

**COMMISSIONER**  
Board of Acquisition & Contract  
Capital Program Advisory Committee



**PUBLIC WORKS - 03****Administration - 01****MISSION STATEMENT**

Provide clerical, accounting, contract administration, and related services to the other Divisions of Public Works.

**DESCRIPTION**

The Division provides staff and support functions to the other Divisions of Public Works and for Department of Public Works Capital Projects.

**2010 OBJECTIVES**

- Maintain high quality of services rendered to other Divisions of Public Works.

03 0015 PUBLIC WORKS/Administration

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Commissioner of Public Works *	I Admin	1	1	1	1	1
Principal Account Clerk	13 CSEA	0	0	1	0	0
Senior Account Clerk	9 CSEA	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

\*Position is unfunded in current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :01 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0559	OTHER DEPARTMENTAL CHARGEBACK	46,168	35,192				
CHARACTER 02 SUBTOTAL		46,168	35,192				
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	25					
CHARACTER 07 SUBTOTAL		25					
TYPE R SUBTOTAL		46,193	35,192				
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	21,521	84,070	19,455	33,646	31,317	31,317
CHARACTER 10 SUBTOTAL		21,521	84,070	19,455	33,646	31,317	31,317
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	1,037	1,000	680	1,000	1,000	1,000
4411	POSTAGE AND FREIGHT		25		25	25	25
4418	DUES AND MEMBERSHIPS		1,200		1,200	1,200	1,200
4419	GENERAL OFFICE EXPENSES			143			
4461	MILEAGE AND PARKING-LOCAL		25		25	25	25
4462	TRAVEL HOTEL AND MEALS		500		500	500	500
4463	EDUCATION AND TRAINING	540	750	175	750	750	750
4518	COPYING MACHINE RENTALS	228	1,717	1,282	1,962	1,962	1,962
4746	ENGINEERING AND ARCHITECTURAL SERV	12,385		18,600			
CHARACTER 40 SUBTOTAL		14,190	5,217	20,880	5,462	5,462	5,462

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :01 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	16,176	15,042	15,042	3,642	3,642	3,642
CHARACTER 41	SUBTOTAL	16,176	15,042	15,042	3,642	3,642	3,642
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	393					
CHARACTER 60	SUBTOTAL	393					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	12					
CHARACTER 70	SUBTOTAL	12					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	1,884	8,875	1,537	3,735	3,476	3,476
8030	SOCIAL SECURITY	1,467	6,231	1,286	2,574	2,396	2,396
8040	WORKERS COMPENSATION	1,363	932	932	743	743	743
8050	LIFE INSURANCE	14	48	13	19	19	19
8060	HEALTH INSURANCE	50,277	27,524	9,437	15,669	15,669	15,669
8062	RETIREE HEALTH INSURANCE		44,651	38,264	62,678	62,678	62,678
8063	DISABILITY INSURANCE	110	120	83	129	129	129
CHARACTER 80	SUBTOTAL	55,115	88,381	51,552	85,547	85,110	85,110
TYPE X	SUBTOTAL	107,407	192,710	106,929	128,297	125,531	125,531
DIVISION 01	SUBTOTAL	-61,214	-157,518	-106,929	-128,297	-125,531	-125,531

**PUBLIC WORKS - 03****Engineering - 02****MISSION STATEMENT**

To provide quality engineering services to maintain and upgrade the infrastructure (highways, bridges, and buildings), and to serve and support other Public Works Divisions, Broome County Departments, and residents of Broome County.

**DESCRIPTION**

The Division provides engineering services (design and construction) and support to the Highway Division of Public Works by implementing the Capital Improvement Program for County roads and bridges, maintaining historical records of prior projects, highway right-of-way, easements, inventories of features on the County road system; and responding to citizen inquiries concerning the above.

Other major users of the Engineering Division include; Aviation, Sheriff's Department (Public Safety Facility), Central Foods, Library, Willow Point Nursing Home and Public Works Building and Grounds Division as well as some support for Broome Community College. The majority of the work effort generated by these departments results from implementing the County's Capital Improvement Program. Technical assistance is also provided in support of operation of the facilities that house these departments.

The Division is also involved with renovations, rehabilitation, new facilities, electrical-mechanical subsystems, consultant management, interior office rearrangements, and administrative support to the County Code Enforcement Officer relating to County Building Permit activities for County facilities. Ancillary services include feasibility studies, cost estimating, analysis reports, and planning and scheduling.

**2010 OBJECTIVES**

The Engineering Division is committed to furnishing engineering services to Broome County in an efficient and cost-effective manner. We strive for engineering excellence and professional development of staff.

- Work in unison with Highways, Parks, Building & Grounds in regards to their maintenance and capital needs.
- Deliver cost effective service that is timely and responsive to departmental needs.
- Continue to re-organize the Division's major reference data bases and filing system for better accessibility and efficiency.
- Promote high technical standards and career development.
- Institute use of project management software for scheduling of projects and staff resource allocation.

03 0023 PUBLIC WORKS/Engineering

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Deputy Commissioner of Public Works/Engineering	G Admin	1	1	1	1	1
Engineer III	28 BAPA	2	2	2	2	2
Engineer II	24 CSEA	2	2	2	2	2
Engineer I	21 CSEA	4	4	4	4	4
Assistant Engineer	17 CSEA	2	2	2	2	2
Clerk	6CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :02 ENGINEERING

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,564					
CHARACTER 07	SUBTOTAL	1,564					
TYPE R	SUBTOTAL	1,564					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	703,441	724,818	421,198	743,490	743,490	743,490
1600	SALARIES TEMPORARY	4,219	6,675	12,270	6,480	6,480	6,480
1700	SALARIES OVERTIME	7,051	6,941	4,708	7,150	7,150	7,150
CHARACTER 10	SUBTOTAL	714,711	738,434	438,176	757,120	757,120	757,120
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,151	4,261		4,261	4,261	2,000
4318	DUPLICATING AND PRINTING RM SUPPLIE	781	3,070	796	1,000	1,000	1,000
4319	OFFICE SUPPLIES	1,782	3,500	970	3,500	3,500	2,500
4323	BLDG MAINTENANCE SUPPLIES	956					
4326	FUEL AND HEATING SUPPLIES	1,829					
4342	PHOTOGRAPHIC SUPPLIES		100		100	100	100
4343	ENGINEERING SUPPLIES	4,600	3,314	436	3,314	3,314	3,314
4349	MISC OPERATIONAL SUPPLIES	11	950	5	950	950	950
4356	UNIFORMS	466					
4358	SAFETY SUPPLIES	626	1,240	1,158	1,240	1,240	1,240
4359	COMPUTER SOFTWARE AND SUPPLIES	13,531	18,146	8,288	23,900	23,900	20,000
4411	POSTAGE AND FREIGHT	20	400	22	400	400	400
4418	DUES AND MEMBERSHIPS	150	470	150	100	100	100
4443	ENGINEERING EXPENSES	18	600		600	600	600
4448	ADVERTISING AND PROMOTION EXPENSES	1,448	1,000	1,666	1,500	1,500	1,500
4449	OTHER OPERATIONAL EXPENSES		1,450		1,450	1,450	1,450
4461	MILEAGE AND PARKING-LOCAL		712		200	200	200
4462	TRAVEL HOTEL AND MEALS	155	750		750	750	750
4463	EDUCATION AND TRAINING	870	2,000	160	3,550	3,550	2,500
4518	COPYING MACHINE RENTALS	-464					
4746	ENGINEERING AND ARCHITECTURAL SERV			2,125			
CHARACTER 40	SUBTOTAL	27,930	41,963	15,776	46,815	46,815	38,604

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :02 ENGINEERING

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	1,803					
4615	GASOLINE CHARGEBACK	5,315	10,753	975	8,439	8,439	8,439
4616	FLEET SERVICE CHARGEBACK	13,243	13,437	13,437	13,254	13,254	13,254
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	20,361	24,190	14,412	21,693	21,693	21,693
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	589					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	589					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	18					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	18					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	59,239	76,132	36,688	82,527	82,527	82,527
8030	SOCIAL SECURITY	52,326	55,468	32,095	56,877	56,877	56,877
8040	WORKERS COMPENSATION	6,128	6,312	6,195	6,090	6,090	6,090
8050	LIFE INSURANCE	230	288	152	230	230	230
8060	HEALTH INSURANCE	241,970	141,324	83,488	143,003	143,003	143,003
8062	RETIREE HEALTH INSURANCE		126,211	87,985	146,332	146,332	146,332
8063	DISABILITY INSURANCE	1,174	1,080	810	1,161	1,161	1,161
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	361,067	406,815	247,413	436,220	436,220	436,220
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,124,676	1,211,402	715,777	1,261,848	1,261,848	1,253,637
		-----	-----	-----	-----	-----	-----
DIVISION 02	SUBTOTAL	-1,123,112	-1,211,402	-715,777	-1,261,848	-1,261,848	-1,253,637

**PUBLIC WORKS - 03****Buildings & Grounds - 03****MISSION STATEMENT**

Provide a diverse range of efficient and cost-effective high quality services, which will ensure uninterrupted facility utilization while providing an atmosphere of professionalism to both internal and external customers.

**DESCRIPTION**

Provides primary maintenance operations to the Court House Complex, the Fleet Garage, George Harvey Justice Building, Edwin L. Crawford County Office Building, Public Safety Facility and Dog Shelter.

Provides secondary maintenance operations to the Binghamton Regional Airport (Edwin A. Link Field), Libraries, Arena, Forum, Health, Mental Health, Transit, Social Services, Central Foods, Department of Motor Vehicles, WPNH, and Highway Garage.

Under the Government Tripartite Agreement – providing primary maintenance operations of the Governmental Plaza.

**2010 OBJECTIVES**

- Provide a pleasant, safe, and healthy environment for Broome County employees and external customers.
- To minimize risk to County employees and residents from natural and man-made disasters.
- To maximize facility assets by minimizing equipment failure.

03 0031 PUBLIC WORKS/Building & Grounds

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Deputy Commissioner of Public Works/Building & Grounds	F Admin	1	1	1	1	1
Facilities Manager	22 BAPA	3	3	3	3	3
Electrician	AFSCME	1	1	1	1	1
Senior Maintenance Mechanic	AFSCME	12	12	12	12	12
Stationary Engineer *	AFSCME	3	3	3	3	3
Maintenance Worker	AFSCME	1	1	1	1	1
HVAC Systems Technician III	AFSCME	4	4	4	4	4
HVAC Systems Technician I	AFSCME	1	1	1	1	1
Custodial Supervisor	AFSCME	1	1	1	1	1
Custodial Worker	AFSCME	<u>14</u>	<u>14</u>	<u>14</u>	<u>14</u>	<u>14</u>
<b>Total Full-Time Positions</b>		<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>
<b>PART TIME</b>						
Custodial Worker	AFSCME	<u>5</u>	<u>5</u>	<u>8</u>	<u>8</u>	<u>8</u>
<b>Total Part-Time Positions</b>		<b>5</b>	<b>5</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>TOTAL POSITIONS</b>		<b>46</b>	<b>46</b>	<b>49</b>	<b>49</b>	<b>49</b>

\*One position unfunded in current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :03 BUILDING AND GROUNDS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0028	BUILDING SERVICE CHARGEBACKS	148,036	157,000	41,223	383,110	383,110	383,110
0044	RENTAL CHARGEBACKS	60,432	60,430		60,430	60,430	60,430
0176	REIMBURSEMENT - GOVERNMENT PLAZA	234,646	160,000		150,000	150,000	150,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	443,114	377,430	41,223	593,540	593,540	593,540
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0211	MINOR SALES - PUBLIC WORKS	4,951	1,500	1,044	1,000	1,000	1,000
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL	4,951	1,500	1,044	1,000	1,000	1,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0220	UNCLASSIFIED REVENUES	1,500					
0229	TRANSFER FROM INSURANCE RESERVE	2,951		1,071,296			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	4,451		1,071,296			
CHARACTER :08	STATE AID						
0589	STATE AID - COURT FACILITIES	483,398	350,000	17,909	400,000	400,000	400,000
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	483,398	350,000	17,909	400,000	400,000	400,000
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	935,914	728,930	1,131,472	994,540	994,540	994,540

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :03 BUILDING AND GROUNDS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,597,430	1,643,064	1,045,928	1,702,087	1,648,156	1,648,156
1500	SALARIES PART-TIME	46,536	66,015	39,481	101,521	101,521	101,521
1600	SALARIES TEMPORARY	52,514	32,000	9,962	32,000	32,000	32,000
1700	SALARIES OVERTIME	72,150	52,000	30,787	55,000	55,000	55,000
1900	SALARIES SHIFT DIFFERENTIAL	4,703	4,000	2,184	5,000	5,000	5,000
1910	OUT OF TITLE PAY	13,696	14,000	9,026	14,000	14,000	14,000
1940	OTHER PERSONNEL SERVICES	8,950	8,000	-275	8,000	8,000	8,000
CHARACTER 10 SUBTOTAL		1,795,979	1,819,079	1,137,093	1,917,608	1,863,677	1,863,677
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2270	DPW BUILDING AND GROUNDS EQUIPMENT	15,460					
CHARACTER 20 SUBTOTAL		15,460					
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	181	700	139	700	700	700
4319	OFFICE SUPPLIES	1,376	3,500	831	3,500	3,500	3,500
4323	BLDG MAINTENANCE SUPPLIES	138,751	151,000	80,763	181,000	181,000	181,000
4326	FUEL AND HEATING SUPPLIES	514,301	634,656	339,452	699,383	699,383	699,383
4329	BLDG AND GROUNDS SUPPLIES	82,736	84,000	53,296	100,000	100,000	100,000
4331	FOOD AND BEVERAGES	207		75			
4341	MOTOR EQUIPMENT SUPPLIES	4,973	2,650	641	2,650	2,650	2,650
4347	GAS OIL GREASE AND DIESEL FUEL	75,282	4,500		4,500	4,500	4,500
4348	TIRES AND TUBES	580					
4349	MISC OPERATIONAL SUPPLIES	44,551	20,000	6,093	20,000	20,000	20,000
4356	UNIFORMS	6,468	16,500	152	16,500	16,500	16,500
4358	SAFETY SUPPLIES	8,142	10,000	4,788	11,000	11,000	11,000
4359	COMPUTER SOFTWARE AND SUPPLIES	12,134	7,000	9,368	7,000	7,000	7,000
4411	POSTAGE AND FREIGHT		600	60	600	600	600
4418	DUES AND MEMBERSHIPS	50	100		100	100	100
4421	DPW BUILDING SERVICE EXPENSES		200		200	200	200
4423	BLDG GROUNDS AND EQUIP REPAIR	23,213	46,000	42,390	46,000	46,000	46,000
4425	WATER AND SEWAGE CHARGES	109,229	149,750	98,312	149,750	149,750	149,750
4426	HEATING AND AIR COND PLANT EXP	10,469	10,000		10,000	10,000	10,000
4427	ELECTRIC CURRENT	815,665	917,641	748,763	1,306,875	1,206,875	1,206,875
4429	BUILDING AND GROUNDS EXPENSES	154,553	248,000	49,686	278,000	278,000	278,000
4441	MOTOR EQUIP REPAIRS AND MAINT	2,049		646	300	300	300

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :03 BUILDING AND GROUNDS

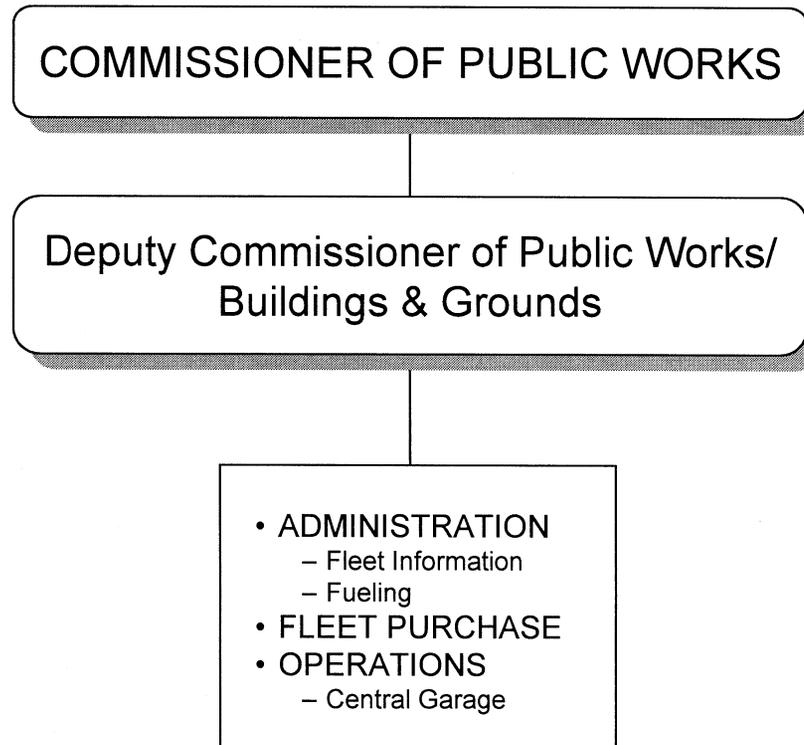
SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4447	OPERATIONAL EQUIPMENT REPAIRS	7,665		6,500			
4449	OTHER OPERATIONAL EXPENSES	246,288	88,000	137,626	88,000	88,000	88,000
4461	MILEAGE AND PARKING-LOCAL			5			
4462	TRAVEL HOTEL AND MEALS	2,383	3,000		3,000	3,000	3,000
4463	EDUCATION AND TRAINING	754	6,000	50	6,000	6,000	4,000
4512	OUTSIDE RENTALS-MACHINERY		200		200	200	200
4518	COPYING MACHINE RENTALS	1,018	500	88	500	500	500
4520	PROPERTY LOSS	2,505		698,344			
4523	INSURANCE CLAIMS	446		381,564			
4746	ENGINEERING AND ARCHITECTURAL SERV		3,500	4,520	3,500	3,500	3,500
4747	OTHER FEES FOR SERVICES			21,970			
4755	TAXES ON COUNTY PROPERTY		500		500	500	500
4764	CASH SHORT AND OVER			13			
CHARACTER 40	SUBTOTAL	2,265,969	2,408,497	2,686,135	2,939,758	2,839,758	2,837,758
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	108,264	83,065	83,065	75,411	75,411	75,411
4604	DPW SECURITY CHARGEBACKS	54,204	76,075		84,293	84,293	84,293
4605	COUNTY ATTORNEY CHARGEBACKS		4,625		131,250	131,250	131,250
4614	OTHER CHARGEBACK EXPENSES	14,381	1,500		1,500	1,500	1,500
4615	GASOLINE CHARGEBACK	50,001	83,862	7,633	60,025	60,025	60,025
4616	FLEET SERVICE CHARGEBACK		46,971	46,971	59,646	59,646	59,646
4619	BUILDING SERVICE CHARGEBACK	21,336	40,000	12,451	40,000	40,000	40,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	58,153	7,907	7,907	7,816	7,816	7,816
CHARACTER 41	SUBTOTAL	306,339	344,005	158,027	459,941	459,941	459,941

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :03 BUILDING AND GROUNDS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	196					
CHARACTER 60 SUBTOTAL		196					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	6					
CHARACTER 70 SUBTOTAL		6					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	145,387	165,644	87,701	202,262	196,276	196,276
8030	SOCIAL SECURITY	131,460	130,578	83,225	146,685	142,559	142,559
8040	WORKERS COMPENSATION	36,020	30,998	30,998	31,060	31,060	31,060
8050	LIFE INSURANCE	782	984	525	768	749	749
8060	HEALTH INSURANCE	541,762	459,272	266,010	441,370	441,370	441,370
8062	RETIREE HEALTH INSURANCE		179,713	115,231	184,179	184,179	184,179
8063	DISABILITY INSURANCE	2					
8070	UNEMPLOYMENT INSURANCE			2,593			
CHARACTER 80 SUBTOTAL		855,413	967,189	586,283	1,006,324	996,193	996,193
TYPE X SUBTOTAL		5,239,362	5,538,770	4,567,538	6,323,631	6,159,569	6,157,569
DIVISION 03 SUBTOTAL		-4,303,448	-4,809,840	-3,436,066	-5,329,091	-5,165,029	-5,163,029

# FLEET MANAGEMENT



**PUBLIC WORKS - 03 (Fund 250)**

**Fleet Management - 12**

**MISSION STATEMENT**

The Fleet Management division's mission is to provide and maintain a fleet of vehicles that will meet the needs of the individual departments with safety, efficiency and ease of operation.

**DESCRIPTION**

We maintain the fleet vehicles from purchase to disposal. Vehicles are purchased according to state contract prices; they are serviced and inspected for safety. Vehicles are disposed of when the vehicle has met its expected life span.

**2010 OBJECTIVES**

- To continue to provide service to vehicles at a cost less than \$.50 per mile.
- To develop a newer more fuel-efficient fleet.
- To continue to purchase new vehicles to meet criteria on alternatively fueled vehicles.
- To reduce the incident ratio on repairs to vehicles.

03 0007 PUBLIC WORKS/Fleet Management

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Head Automotive Mechanic	17 CSEA	1	1	1	1	1
Automotive Mechanic	13 CSEA	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
<b>Total Full-Time Positions</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :250 FLEET MANAGEMENT OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :12 FLEET MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0028	BUILDING SERVICE CHARGEBACKS	5,433					
0032	CHARGES FOR GAS	495,038	814,289	67,388	374,749	374,749	374,749
0514	CHARGEBACKS-MOTOR VEH SERVICE	446,923	452,375	407,524	278,939	278,939	278,939
0559	OTHER DEPARTMENTAL CHARGEBACK	506,250	224,401	185,819	153,711	153,711	153,711
0637	BCC CHARGES	71,425	40,000	3,828	55,000	55,000	55,000
CHARACTER 02	SUBTOTAL	1,525,069	1,531,065	664,559	862,399	862,399	862,399
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	19,831	10,000	4,038	10,000	10,000	10,000
CHARACTER 03	SUBTOTAL	19,831	10,000	4,038	10,000	10,000	10,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			25			
0216	GIFTS AND DONATIONS	8,965					
0217	PREMIUM & ACCRUED INT ON OBLIGATION	1,893		732			
0227	TRANSFER FROM GENERAL FUND	9,002					
0233	EARNINGS ON TEMPORARY INVESTMENTS	29					
0812	GAIN FROM DISPOSITION OF ASSET			500			
CHARACTER 07	SUBTOTAL	19,889		1,257			
TYPE R	SUBTOTAL	1,564,789	1,541,065	669,854	872,399	872,399	872,399

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :250 FLEET MANAGEMENT OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :12 FLEET MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	163,841	166,611	89,993	173,782	173,782	173,782
1700	SALARIES OVERTIME	632	4,821	48	4,821	4,821	4,821
1910	OUT OF TITLE PAY	77	321	154	350	350	350
1930	STAND-BY PAY		800		800	800	800
1940	OTHER PERSONNEL SERVICES	800	1,071		1,071	1,071	1,071
CHARACTER 10 SUBTOTAL		----- 165,350	----- 173,624	----- 90,195	----- 180,824	----- 180,824	----- 180,824
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS		200		200	200	200
4319	OFFICE SUPPLIES	120	1,500	130	1,500	1,500	1,500
4323	BLDG MAINTENANCE SUPPLIES		200		200	200	200
4329	BLDG AND GROUNDS SUPPLIES	226	200	88	200	200	200
4341	MOTOR EQUIPMENT SUPPLIES	84,156	80,000	58,697	80,000	80,000	80,000
4347	GAS OIL GREASE AND DIESEL FUEL	494,180	879,550	227,642	525,151	525,151	525,151
4348	TIRES AND TUBES	27,461	35,000	15,016	32,000	32,000	32,000
4349	MISC OPERATIONAL SUPPLIES	1,692	7,500	224	7,500	7,500	7,500
4356	UNIFORMS		1,200		1,200	1,200	1,200
4358	SAFETY SUPPLIES	1,554	750	508	750	750	750
4359	COMPUTER SOFTWARE AND SUPPLIES	2,452	1,500	1,499	1,500	1,500	1,500
4429	BUILDING AND GROUNDS EXPENSES	3,453	5,000	1,811	5,000	5,000	5,000
4441	MOTOR EQUIP REPAIRS AND MAINT	14,288	20,000	13,391	20,000	20,000	20,000
4449	OTHER OPERATIONAL EXPENSES	3,219	5,000	11,489	5,000	5,000	5,000
4462	TRAVEL HOTEL AND MEALS		1,000		1,000	1,000	1,000
4463	EDUCATION AND TRAINING	1,194	2,000	776	2,000	2,000	2,000
4512	OUTSIDE RENTALS-MACHINERY	62					
4768	LOSS ON DISPOSITION OF ASSETS	10,698					
CHARACTER 40 SUBTOTAL		----- 644,755	----- 1,040,600	----- 331,271	----- 683,201	----- 683,201	----- 683,201

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :250 FLEET MANAGEMENT OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :12 FLEET MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	1,096	910	910	869	869	869
4614	OTHER CHARGEBACK EXPENSES	1,253					
4615	GASOLINE CHARGEBACK	4,414	3,000		3,000	3,000	3,000
4616	FLEET SERVICE CHARGEBACK		4,000		4,000	4,000	4,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	6,098	5,000		5,000	5,000	5,000
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	12,861	12,910	910	12,869	12,869	12,869
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		66,601		69,403	69,403	69,403
6001	PRINCIPAL ON BANS		124,419		57,909	57,909	57,909
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL		191,020		127,312	127,312	127,312
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	27,978	26,104	7,878	23,596	23,596	23,596
7001	INTEREST ON BANS	6,281	4,278	1,242	2,803	2,803	2,803
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	34,259	30,382	9,120	26,399	26,399	26,399
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	13,655	18,144	8,188	19,811	19,811	19,811
8030	SOCIAL SECURITY	12,032	12,789	6,563	13,707	13,707	13,707
8040	WORKERS COMPENSATION	743	566	566	2,122	2,122	2,122
8050	LIFE INSURANCE	77	96	50	77	77	77
8060	HEALTH INSURANCE	71,642	50,236	26,928	58,613	58,613	58,613
8062	RETIREE HEALTH INSURANCE		14,905	9,496	15,669	15,669	15,669
8063	DISABILITY INSURANCE	522	480	326	516	516	516
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	98,671	97,216	52,117	110,515	110,515	110,515
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	955,896	1,545,752	483,613	1,141,120	1,141,120	1,141,120
		-----	-----	-----	-----	-----	-----
DIVISION 12	SUBTOTAL	608,893	-4,687	186,241	-268,721	-268,721	-268,721
		-----	-----	-----	-----	-----	-----
DEPARTMENT 03	SUBTOTAL	608,893	-4,687	186,241	-268,721	-268,721	-268,721

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :250 FLEET MANAGEMENT OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :12 FLEET MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
SUBFUND 250 SUBTOTAL		608,893	-4,687	186,241	-268,721	-268,721	-268,721

# PURCHASING

PURCHASING AGENT

- PROCUREMENT
- BOARD OF ACQUISITION AND CONTRACT SUPPORT
- LETTER CONTRACTS
- MULTI-MUNICIPAL CONTRACT DEVELOPMENT
- ANNUAL SURPLUS AUCTION
- BID AND RFP SPECIFICATION DEVELOPMENT
- GENERAL CONTRACT ADMINISTRATION
- SUPERVISION AND IMPLEMENTATION OF THE COMPETITIVE BID PROCESS
- PROCUREMENT CARD PROGRAM

## **PURCHASING - 81**

### **MISSION STATEMENT**

To provide quality service through effective teamwork and communication with County departments, political subdivisions, state agencies and vendors in a commitment to obtain the desired goods and services at the lowest possible cost in a professional, ethical, responsive and timely manner and in accordance with all County and state municipal laws.

### **DESCRIPTION**

The Division of Purchasing is responsible, in whole or part for:

- The cost-efficient procurement of over twenty million dollars worth of supplies, materials, equipment and services for Broome County Government.
- Processing of Letter Contracts and all Board of Acquisition and Contract (BAC) requests, processing almost 5,000 purchase orders.
- Supervision of the Procurement Card Program; Copy Machine Lease & Maintenance Programs.
- General Contract Administration including issuance of Notices of Default.
- Being the lead agency for the fax & typewriter maintenance contracts, janitorial supplies, office supplies, and vending services and equipment contracts.
- Supervision and implementation of the competitive bidding process
  - Review and/or preparation of specifications
  - Establishment of standards
  - Publication of Legal Notices
  - Maintain website for bid notice publication and specifications (BidNet)

- Supplier relations, department relations, personnel training and reporting.
- The relocation, scrapping or selling of obsolete or surplus equipment and vehicles through the bidding process or annual auction (open to the political subdivisions) which generates revenue for all participants.

Although not mandated, the Division of Purchasing allows the political subdivisions and any NYS County to participate in purchase contracts. There are currently thirty nine (39) contracts open for their participation. Providing these contracts has eliminated wasteful bidding or shopping, duplication of time, effort, administration costs, advertising expenses, etc. and has resulted in lower prices generated by the combined larger volume. There is legislation in Albany that will provide for “piggybacking” on service contracts which should become law in 2010.

The Division of Purchasing provides these contracts at no cost to the Political Subdivisions. However, there are considerable County costs associated with this service: personnel, printing, copier, office supplies, telephone, and postage.

### **2010 OBJECTIVES**

- Continue to work with BidNet’s e-procurement on-line to place our bid notices, specifications, proposals, and quotes. This system has generated an increase in exposure of our solicitations for prospective bidders and has promoted greater competition. We have placed the bid results on site as well.
- Continue to promote the usage of the procurement card within Broome County departments. This will reduce the small dollar amount purchase orders and the use of petty cash. This is a more

efficient and less time consuming way to make small or immediate need purchases and travel expenses.

- Continue efforts to expand the annual auction to include even more towns, villages and County departments. The Highway Department site has proved to be the perfect location. It is hoped interest in participation will grow.
- Continue on-site purchasing seminars for all departments on the rules and regulations governing the purchasing of goods and services in accordance with General Municipal Law 103, 104.
- Be proactive in “buying green” products.
- Continue efforts to decrease the amount of scanners, inkjet printers, printers, copiers and fax machines in use throughout the County departments. The cost to Broome County for leases, maintenance, supplies, equipment and energy could be greatly reduced by implementing the use of multi-function machines.

81 0010 PURCHASING

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Purchasing*	F Admin	1	1	1	1	1
Purchasing Agent	20 BAPA	1	1	1	1	1
Senior Buyer	15 BAPA	1	1	1	1	1
Buyer	14 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\*Unfunded in the current budget

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:81 PURCHASING

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :05	FINES AND FORFEITURES						
0204	FORFEITURE OF DEPOSITS	5,970	1,500	4,825	1,500	1,500	1,500
CHARACTER 05	SUBTOTAL	5,970	1,500	4,825	1,500	1,500	1,500
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	1,592					
CHARACTER 06	SUBTOTAL	1,592					
TYPE R	SUBTOTAL	7,562	1,500	4,825	1,500	1,500	1,500
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	167,067	174,157	109,520	182,311	182,311	182,311
1600	SALARIES TEMPORARY	12,378	13,014	7,219	13,014	7,514	7,514
1700	SALARIES OVERTIME			44			
CHARACTER 10	SUBTOTAL	179,445	187,171	116,783	195,325	189,825	189,825
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	34	30		30	30	30
4319	OFFICE SUPPLIES	2,044	1,934	678	1,834	1,834	1,834
4418	DUES AND MEMBERSHIPS	150	150	150	150	150	150
4419	GENERAL OFFICE EXPENSES	135	305	130	100	100	100
4446	LONG TERM MAINT & CLOSURE COSTS	30		52			
4448	ADVERTISING AND PROMOTION EXPENSES	2,533	2,625	1,456	2,625	2,625	2,625
4449	OTHER OPERATIONAL EXPENSES	384	450	23	450	450	450
4462	TRAVEL HOTEL AND MEALS		455		455	455	455
4463	EDUCATION AND TRAINING	249	500	100	500	500	500
4518	COPYING MACHINE RENTALS	654	1,900	1,129	1,668	1,668	1,668
CHARACTER 40	SUBTOTAL	6,213	8,349	3,718	7,812	7,812	7,812

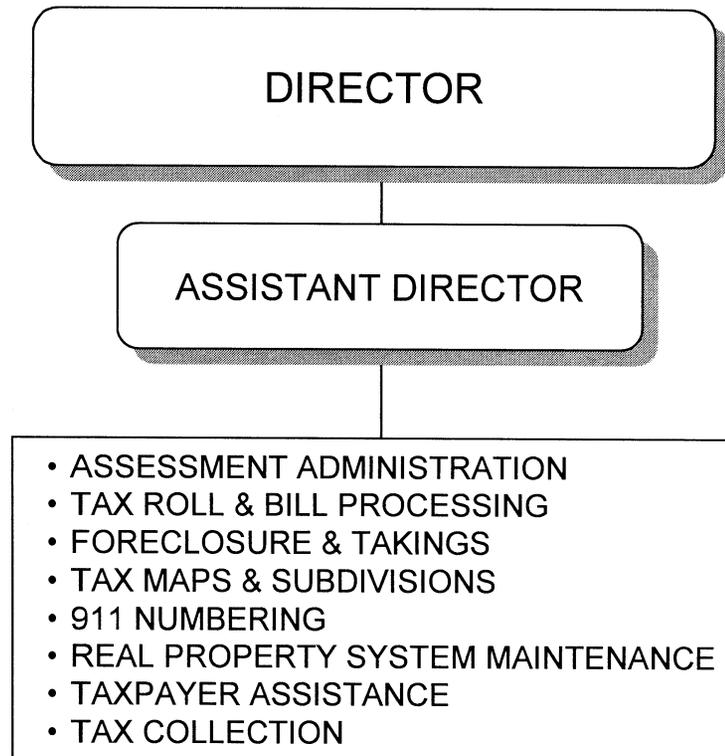
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:81 PURCHASING

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	159	133	133	125	125	125
CHARACTER 41	SUBTOTAL	159	133	133	125	125	125
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,178					
CHARACTER 60	SUBTOTAL	1,178					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	36					
CHARACTER 70	SUBTOTAL	36					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	13,911	18,286	8,656	20,237	20,237	20,237
8030	SOCIAL SECURITY	13,196	14,320	8,559	15,019	14,598	14,598
8040	WORKERS COMPENSATION	1,297	1,321	1,321	1,285	1,285	1,285
8050	LIFE INSURANCE	77	96	51	77	77	77
8060	HEALTH INSURANCE	53,658	22,084	14,068	23,213	23,213	23,213
8062	RETIREE HEALTH INSURANCE		36,907	23,525	32,638	32,638	32,638
8063	DISABILITY INSURANCE	261	240	166	258	258	258
CHARACTER 80	SUBTOTAL	82,400	93,254	56,346	92,727	92,306	92,306
TYPE X	SUBTOTAL	269,431	288,907	176,980	295,989	290,068	290,068
DEPARTMENT 81	SUBTOTAL	-261,869	-287,407	-172,155	-294,489	-288,568	-288,568

# REAL PROPERTY TAX SERVICE



## **REAL PROPERTY TAX SERVICES - 63**

### **MISSION STATEMENT**

Real Property Tax Agency is mandated by State Real Property Tax Law, Section 1530, and is primarily responsible for coordination of assessment administration in the towns, villages and city. Under the Broome County Charter the agency also has tax enforcement and property recording duties. The agency operates with authority under the New York State Real Property Tax Laws and County Charter. Additionally, Section 1184 establishes procedures to collect back taxes through an installment program, which this department administers. Taxes are collected by this department for the Binghamton City school district, the City of Binghamton, and the towns of Kirkwood, Conklin, Dickinson and Union.

### **DESCRIPTION**

**Assessment Administration** - includes the production of assessor field books, tentative and final assessment rolls, annual assessors reports, annual exemption reports, computation of utility, special franchise, state land and railroad assessments for 16 towns and 3 villages, maintenance of ownership records, assessors training and support, Board of Assessment review training, and tax error investigations for 24 County municipalities.

**Tax Roll and Bill Processing** – includes tax corrections and refunds, special district relevies, tax roll balancing, collector input, tax rolls and bills for 16 towns, 6 villages and 20 school districts, and special district benefit rolls (450 special districts).

**Foreclosure** – includes title searching, legal notices, mailings, court appearances, financing accounting, property inspections, tax sale auctions, plus other enforcement duties, on the 86,000 properties in the County dealing, on average, with 700 properties per year.

**Taxpayer Assistance** – includes helping taxpayers with problems with assessments, correcting errors in property tax bills, problems with tax maps, problems with tax foreclosures as well as answering general assessment administration questions.

**Tax Map** - includes map changes by deeds including splits, combinations, filing of subdivisions, error investigations, corrections, issuing of maps to 16 towns, 7 villages, etc., sales of maps to public.

**County Takings-Social Services Support** – includes title searches, preparation of legal papers, vouchers, tax searches, appraisals, court appearances, and record follow-up.

**Tax Collection and Investment** – includes collecting, posting, balancing daily deposits and investment of collections, plus dealing with taxpayer and escrow companies' problems and reconciliation of tax warrants.

**Installment Program** – includes the necessary research, implementation, collections, record keeping and statistical analysis to administrate over 450 agreements and also dealing with the public, both those in the program and taxpayers wanting to enter an agreement.

**Property Management** – includes collection of rents, repairs to maintain the present condition of the property, and deal with tenant issues.

## **2010 OBJECTIVES**

- Using findings from the NYS Grant which researched a Tax Data Study and work towards providing an online tax data base for current and delinquent taxes.
- Work with collection software vendor to provide an option to the towns to provide an online copy (PDF) of their tax roll.
- Continue the process with state and local representatives toward reaching the goal of a common level of assessment and researching ways to bring about this change in the assessment community.
- Balance the remaining city receivables prior to 2006 to close out the payment issue with the city.

## **2010 BUDGET HIGHLIGHTS**

- The County will continue to update the online system for the information available in the department for the public to access through a kiosk system.
- Continued support to the assessors for updates on reports, files, and information provided with the Version 4 RPS system including the ability to add photographs to property data information.
- Provide uniformity in the collection and foreclosure process with the city and County to reduce some existing confusion with the different collection dates.

## 63 0004 REAL PROPERTY TAX SERVICES

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Real Property Tax Svcs III	H Admin	1	1	1	1	1
Assistant Director of Real Property Tax Svcs (40)	20 Admin	1	1	1	1	1
County Receiver of Taxes (40)	19 BAPA	1	1	1	1	1
Tax Map Technician (40)	18 CSEA	1	1	1	1	1
Real Property Appraiser (40)	18 CSEA	2	2	2	2	2
Real Property Tax Services Specialist (40)	16 CSEA	1	1	1	1	1
Real Property Tax Service Assistant (40)	14 CSEA	1	1	1	1	1
Title Searcher/Trainee (40)	10/8 CSEA	1	1	1	1	1
Senior Account Clerk (40)	9 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:63 REAL PROPERTY TAX SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :01 TAX ITEMS							
0002	GAIN FROM SALE-TAX ACQ PROPERTY	1,057,625	750,000	1,260	2,002,000	2,002,000	2,002,000
0004	INTEREST & PENAL-REAL PROP TAX	2,372					
CHARACTER 01 SUBTOTAL		1,059,997	750,000	1,260	2,002,000	2,002,000	2,002,000
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	10,488	8,500	6,814	10,500	10,500	10,500
0175	DATA PROCESSING TAX SERVICES	129,764	116,000	46,954	116,000	116,000	116,000
0559	OTHER DEPARTMENTAL CHARGEBACK			160			
0627	TITLE SEARCH FEES	245,118	315,000	178,248	240,000	240,000	240,000
0907	TAX COLLECTION FEES	226,738	200,000	135,641	218,000	218,000	218,000
CHARACTER 02 SUBTOTAL		612,108	639,500	367,817	584,500	584,500	584,500
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	218,262	175,000	49,850	65,000	65,000	65,000
0187	RENTAL OF REAL PROPERTY INDIVIDUALS	21,130	10,000	6,510	10,000	10,000	10,000
CHARACTER 03 SUBTOTAL		239,392	185,000	56,360	75,000	75,000	75,000
CHARACTER :05 FINES AND FORFEITURES							
0204	FORFEITURE OF DEPOSITS	9,250	8,500		3,000	3,000	3,000
CHARACTER 05 SUBTOTAL		9,250	8,500		3,000	3,000	3,000

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:63 REAL PROPERTY TAX SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0209	MINOR SALES TAX MAPS	1,952	2,000				
0212	SALES OF REAL PROPERTY	85,464	1,000	2,050			
CHARACTER 06 SUBTOTAL		87,416	3,000	2,050			
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	2,827		56			
CHARACTER 07 SUBTOTAL		2,827		56			
CHARACTER :08 STATE AID							
0243	PROPERTY TAX ADMINISTRATION	7,835	11,000	1,486	7,500	7,500	7,500
CHARACTER 08 SUBTOTAL		7,835	11,000	1,486	7,500	7,500	7,500
TYPE R SUBTOTAL		2,018,825	1,597,000	429,029	2,672,000	2,672,000	2,672,000
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	457,418	468,822	297,397	492,118	492,118	492,118
1600	SALARIES TEMPORARY	94,906	98,241	67,501	110,983	95,983	95,983
1700	SALARIES OVERTIME	2,116		947	2,540	2,540	2,540
CHARACTER 10 SUBTOTAL		554,440	567,063	365,845	605,641	590,641	590,641

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:63 REAL PROPERTY TAX SERVICES

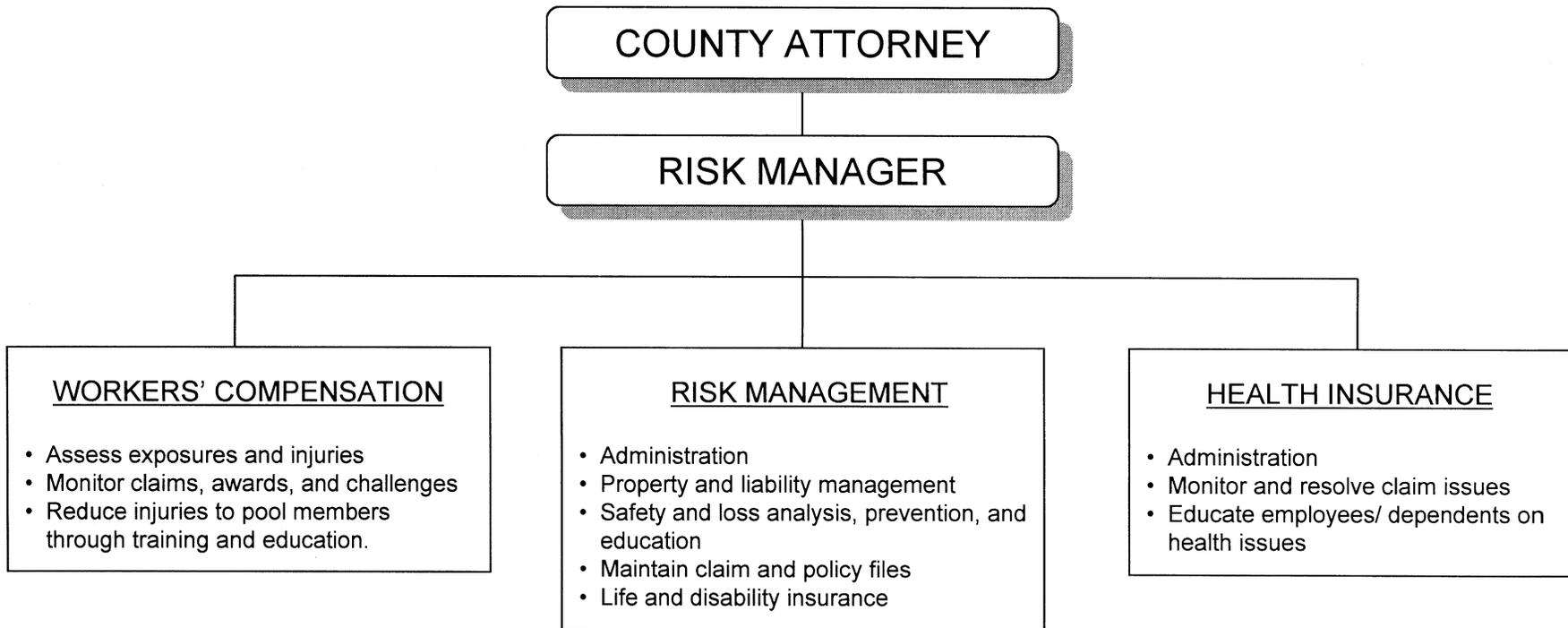
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	673	400	820	800	800	800
4319	OFFICE SUPPLIES	6,253	10,000	4,645	10,000	10,000	10,000
4359	COMPUTER SOFTWARE AND SUPPLIES	450	2,000	2,719	3,000	3,000	3,000
4411	POSTAGE AND FREIGHT	1,118	1,300	410	1,500	1,500	1,500
4418	DUES AND MEMBERSHIPS	192	400	275	300	300	300
4419	GENERAL OFFICE EXPENSES	5,065	7,000	142	7,780	7,780	7,780
4448	ADVERTISING AND PROMOTION EXPENSES	9,962	10,000	5,787	11,000	11,000	11,000
4461	MILEAGE AND PARKING-LOCAL	75	300		200	200	200
4462	TRAVEL HOTEL AND MEALS	224	1,100	239	1,000	1,000	1,000
4463	EDUCATION AND TRAINING	594	1,100	168	1,000	1,000	1,000
4513	SOFTWARE MAINTENANCE	17,450	26,000	17,450	31,625	31,625	31,625
4515	SOFTWARE RENTAL	21,700	22,000		28,500	28,500	28,500
4518	COPYING MACHINE RENTALS	904	2,500	1,433	2,500	2,500	2,500
4736	LEGAL CHARGES AND FEES	2,069	1,800	1,200	1,800	1,800	1,800
4747	OTHER FEES FOR SERVICES	60		450			
4756	TAX ACQUIRED PROPERTY EXPENSES	24,380	25,000	16,870	30,000	30,000	30,000
4901	DAY TRIP MEAL REIMBURSEMENT	16	100		100	100	100
CHARACTER 40 SUBTOTAL		91,185	111,000	52,608	131,105	131,105	131,105
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	1,443	360	360	344	344	344
4615	GASOLINE CHARGEBACK	1,402	2,213	172	1,290	1,290	1,290
4616	FLEET SERVICE CHARGEBACK	2,207	2,240	2,239	2,209	2,209	2,209
4626	TRANSPORTATION SERVICES CHARGEBACKS		3,954	3,954	2,605	2,605	2,605
CHARACTER 41 SUBTOTAL		5,052	8,767	6,725	6,448	6,448	6,448

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:63 REAL PROPERTY TAX SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	4,380					
CHARACTER 60 SUBTOTAL		4,380					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	672					
CHARACTER 70 SUBTOTAL		672					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	38,248	49,135	24,678	54,625	54,625	54,625
8030	SOCIAL SECURITY	41,259	43,312	27,198	46,332	45,185	45,185
8040	WORKERS COMPENSATION	5,515	5,436	5,436	5,161	5,161	5,161
8050	LIFE INSURANCE	206	240	128	192	192	192
8060	HEALTH INSURANCE	171,905	103,757	56,713	94,495	94,495	94,495
8062	RETIREE HEALTH INSURANCE		100,220	61,565	105,288	105,288	105,288
8063	DISABILITY INSURANCE	675	840	580	903	903	903
8070	UNEMPLOYMENT INSURANCE			693			
CHARACTER 80 SUBTOTAL		257,808	302,940	176,991	306,996	305,849	305,849
TYPE X SUBTOTAL		913,537	989,770	602,169	1,050,190	1,034,043	1,034,043
DEPARTMENT 63 SUBTOTAL		1,105,288	607,230	-173,140	1,621,810	1,637,957	1,637,957

# RISK AND INSURANCE



**RISK & INSURANCE – 05**  
**Risk Management - 07**

**MISSION STATEMENT**

To maintain an effective program of identifying, controlling, and financing risks to the County.

**DESCRIPTION**

The Office of Risk and Insurance, as part of the Law Department, is responsible for: (1) risk identification through inspections and review of operations; (2) risk control through enforcement of code and regulatory requirements and recommendations for risk containment; (3) risk financing through commercial, funded, or unfunded programs; (4) transferring risk to vendors by requiring and reviewing vendor insurance; and (5) claim investigation to aid in claim denial, settlement, or defense.

The County has been self-insured since 1979 when it established a Risk Management Office by Local Law 16 of 1979.

**2010 OBJECTIVES**

- Reaffirm County commitment to reducing the total cost of risk through implementation of various strategies founded in the concepts of enterprise risk management.

**2010 BUDGET HIGHLIGHTS**

- Continuing budget with appropriate inflationary trends.

05 0088 RISK & INSURANCE/Risk Management

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Manager of Risk & Insurance	H Admin	1	1	1	1	1
Workers' Compensation Analyst	22 Admin	1	1	1	1	1
Claims Manager	22 Admin	1	1	1	1	1
Safety Specialist	22 Admin	1	1	1	1	1
Principal Account Clerk	14 Admin	1	1	1	1	1
Secretary	14 Admin	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :254 INSURANCE RESERVE OPERATING  
DEPARTMENT:05 RISK AND INSURANCE  
DIVISION :07 RISK MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0021	WORKERS COMP ADMINISTRATION	183,533	192,223		214,494	214,494	214,494
0022	HEALTH CARE ADMINISTRATION	99,653	187,784		167,043	167,043	167,043
0035	INSURANCE CHARGEBACK	1,208,378	1,223,288	1,218,540	1,392,662	1,392,662	1,392,662
0170	COUNTY CONTRIBUTION	173,393	194,508	126,630	194,508	194,508	194,508
0171	ACTIVE EMPLOYEE CONTRIBUTION	232,153	253,380	163,877	253,380	253,380	253,380
0543	COBRA CONTRIBUTION	5		4	10	10	10
0637	BCC CHARGES	153,906	141,739	70,870	133,767	133,767	133,767
CHARACTER 02	SUBTOTAL	2,051,021	2,192,922	1,579,921	2,355,864	2,355,864	2,355,864
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	88,194	100,000	13,884	90,000	90,000	90,000
CHARACTER 03	SUBTOTAL	88,194	100,000	13,884	90,000	90,000	90,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0214	INSURANCE RECOVERIES	48,557	50,000	22,977	56,402	56,402	56,402
CHARACTER 06	SUBTOTAL	48,557	50,000	22,977	56,402	56,402	56,402
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	5,405		3,396			
0229	TRANSFER FROM INSURANCE RESERVE	602,555	681,394		36,663	36,663	36,663
CHARACTER 07	SUBTOTAL	607,960	681,394	3,396	36,663	36,663	36,663
TYPE R	SUBTOTAL	2,795,732	3,024,316	1,620,178	2,538,929	2,538,929	2,538,929

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :254 INSURANCE RESERVE OPERATING  
DEPARTMENT:05 RISK AND INSURANCE  
DIVISION :07 RISK MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	320,579	332,311	188,318	341,252	341,252	341,252
1700	SALARIES OVERTIME			1,690	4,381	4,381	4,381
CHARACTER 10 SUBTOTAL		320,579	332,311	190,008	345,633	345,633	345,633
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	600	400	73	400	400	400
4319	OFFICE SUPPLIES	1,577	1,000	155	1,000	1,000	1,000
4346	TRAINING AND EDUCATIONAL SUPPLIES	3,358	500	500	500	500	500
4358	SAFETY SUPPLIES	627	1,000	80	2,000	2,000	2,000
4359	COMPUTER SOFTWARE AND SUPPLIES	2,146					
4418	DUES AND MEMBERSHIPS		340	350	350	350	350
4419	GENERAL OFFICE EXPENSES	1,523	1,260	1,339	1,500	1,500	1,500
4448	ADVERTISING AND PROMOTION EXPENSES			24			
4461	MILEAGE AND PARKING-LOCAL	217		13	50	50	50
4462	TRAVEL HOTEL AND MEALS	412	2,000	1,185	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	283	1,500	813	1,500	1,500	1,500
4520	PROPERTY LOSS	197,661	225,035	791,140	310,000	310,000	310,000
4521	INSURANCE PREMIUMS	228,882	475,000	43,930	475,000	475,000	475,000
4523	INSURANCE CLAIMS	11,452	480,000	470,206	530,000	530,000	530,000
4524	COMPENSATION CLAIMS	415,590	447,888	174,188	447,888	447,888	447,888
4703	LAB SERVICES	10,016	12,000	5,621	12,000	12,000	12,000
4743	CLAIMS ADMINISTRATION	34,800	34,800	26,100	36,000	36,000	36,000
4747	OTHER FEES FOR SERVICES	32,321	32,000	11,403	35,000	35,000	35,000
4901	DAY TRIP MEAL REIMBURSEMENT	14	100		100	100	100
CHARACTER 40 SUBTOTAL		941,479	1,714,823	1,526,620	1,855,288	1,855,288	1,855,288

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :254 INSURANCE RESERVE OPERATING  
 DEPARTMENT:05 RISK AND INSURANCE  
 DIVISION :07 RISK MANAGEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	80,000	231,401		178,552	178,552	178,552
4602	INSURANCE PREMIUM CHARGEBACK	376	139	139	139	139	139
4614	OTHER CHARGEBACK EXPENSES		574,993				
4615	GASOLINE CHARGEBACK	324	524	76	531	531	531
4616	FLEET SERVICE CHARGEBACK	2,207	2,240	2,239	2,209	2,209	2,209
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CHARACTER 41	SUBTOTAL	82,907	809,297	2,454	181,431	181,431	181,431
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	90					
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CHARACTER 70	SUBTOTAL	90					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	26,503	36,225	16,510	38,365	38,365	38,365
8030	SOCIAL SECURITY	22,826	26,391	13,358	26,441	26,441	26,441
8040	WORKERS COMPENSATION	2,375	2,380	2,380	2,380	2,380	2,380
8050	LIFE INSURANCE	115	168	77	133	133	133
8060	HEALTH INSURANCE	64,982	64,527	43,652	73,589	73,589	73,589
8062	RETIREE HEALTH INSURANCE		15,782	10,055	15,669	15,669	15,669
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	116,801	145,473	86,032	156,577	156,577	156,577
TYPE X	SUBTOTAL	1,461,856	3,001,904	1,805,114	2,538,929	2,538,929	2,538,929
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DIVISION 07	SUBTOTAL	1,333,876	22,412	-184,936			
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DEPARTMENT 05	SUBTOTAL	1,333,876	22,412	-184,936			
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SUBFUND 254	SUBTOTAL	1,333,876	22,412	-184,936			

## **RISK & INSURANCE - 05**

### **Health Insurance - 06**

#### **MISSION STATEMENT**

To provide a cost effective alternative to commercial health insurance for eligible current and former County employees.

#### **DESCRIPTION**

The health insurance fund (established by Resolution 81-298) is an internal services fund providing for claims administrations, in-patient and outpatient medical costs, and prescription coverage.

#### **2010 OBJECTIVES**

- Continue exploring cost savings through increased administrative efficiency.

#### **2010 BUDGET HIGHLIGHTS**

- Continuing budget with appropriate inflationary trends.

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :252 HEALTH INSURANCE OPERATING  
DEPARTMENT:05 RISK AND INSURANCE  
DIVISION :06 HEALTH INSURANCE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0170	COUNTY CONTRIBUTION	24,241,219	25,749,129	17,107,089	27,534,360	27,534,360	27,534,360
0171	ACTIVE EMPLOYEE CONTRIBUTION	3,088,538	3,443,628	2,153,023	3,719,593	3,719,593	3,719,593
0172	RETIREE CONTRIBUTION	1,175,889	1,180,528	786,362	1,201,638	1,201,638	1,201,638
0173	SURVIVOR & VESTED CONTRIBUTION	295,518	362,771	235,039	481,619	481,619	481,619
0543	COBRA CONTRIBUTION	28,461	26,928	21,502	25,000	25,000	25,000
0637	BCC CHARGES	6,957,626	7,033,452	4,942,601	7,210,597	7,210,597	7,210,597
0651	PART D MEDICARE CREDITS	449,569	449,569		449,569	449,569	449,569
CHARACTER 02 SUBTOTAL		36,236,820	38,246,005	25,245,616	40,622,376	40,622,376	40,622,376
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	69,337	90,000	15,664	70,000	70,000	70,000
CHARACTER 03 SUBTOTAL		69,337	90,000	15,664	70,000	70,000	70,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	147,332	100,000	167,656	200,000	200,000	200,000
0663	PRESCRIPTION REBATES				502,520	502,520	502,520
CHARACTER 07 SUBTOTAL		147,332	100,000	167,656	702,520	702,520	702,520
TYPE R SUBTOTAL		36,453,489	38,436,005	25,428,936	41,394,896	41,394,896	41,394,896

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :252 HEALTH INSURANCE OPERATING  
DEPARTMENT:05 RISK AND INSURANCE  
DIVISION :06 HEALTH INSURANCE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		109	116	199	199	199
4319	OFFICE SUPPLIES	468	700	406	950	950	950
4358	SAFETY SUPPLIES	2,929					
4418	DUES AND MEMBERSHIPS	50	100		100	100	100
4448	ADVERTISING AND PROMOTION EXPENSES	30					
4462	TRAVEL HOTEL AND MEALS	667	1,000	387	746	746	746
4463	EDUCATION AND TRAINING	50	500	329	400	400	400
4469	OTHER PERSONAL EXPENSES	1,188	1,320	792	1,320	1,320	1,320
4479	CASE ASSESSMENT	198,433	203,377	119,192	214,545	214,545	214,545
4521	INSURANCE PREMIUMS	-107					
4527	PRESCRIPTION DRUGS	10,024,708	11,239,237	6,996,006	12,562,988	12,562,988	12,562,988
4528	MEDICAL CARE	6,071,069	7,818,580	4,771,082	8,412,760	8,412,760	8,412,760
4529	HOSPITAL CARE	9,669,808	11,154,449	6,295,346	10,988,825	10,988,825	10,988,825
4549	SERVICES TO PARTICIPANTS	6,598,216	6,312,833	4,862,297	8,112,166	8,112,166	8,112,166
4704	MEDICARE CREDITS	198,484	199,056	120,749	179,150	179,150	179,150
4724	ACTUARY CONSULTANT	59,529	66,800	30,647	66,800	66,800	66,800
4743	CLAIMS ADMINISTRATION	789,802	816,770	411,797	816,770	816,770	816,770
4747	OTHER FEES FOR SERVICES	72,360	72,360	48,240	72,360	72,360	72,360
4797	PART C PREMIUMS	63,152	360,288	206,024	664,194	664,194	664,194
4901	DAY TRIP MEAL REIMBURSEMENT	16					
CHARACTER 40	SUBTOTAL	33,750,852	38,247,479	23,863,410	42,094,273	42,094,273	42,094,273
CHARACTER :41	CHARGEBACK EXPENSES						
4610	PERSONAL SERVICES CHARGEBACKS	151,750	184,517		172,245	172,245	172,245
4614	OTHER CHARGEBACK EXPENSES	4,000	4,000		4,000	4,000	4,000
CHARACTER 41	SUBTOTAL	155,750	188,517		176,245	176,245	176,245
TYPE X	SUBTOTAL	33,906,602	38,435,996	23,863,410	42,270,518	42,270,518	42,270,518
DIVISION 06	SUBTOTAL	2,546,887	9	1,565,526	-875,622	-875,622	-875,622
DEPARTMENT 05	SUBTOTAL	2,546,887	9	1,565,526	-875,622	-875,622	-875,622
SUBFUND 252	SUBTOTAL	2,546,887	9	1,565,526	-875,622	-875,622	-875,622

**RISK & INSURANCE – 05**  
**Workers' Compensation - 05**

**MISSION STATEMENT**

To provide a professionally managed Workers' Compensation program for Broome County and participating municipalities in accordance with Local Laws 1-1956 & 10-1974.

**DESCRIPTION**

- Provides claims administration and pays all Workers' Compensation indemnity and medical claims as well as state assessments.
- Processes all requests for coverage under the 207-C General Municipal Law and arranges hearings and reviews determinations when appropriate.
- Processes claims for the County as well as 14 participating municipalities. Cost levied for the County and participating municipalities are levied by Resolution.
- It is accounted for as an Internal Service Fund and was established in 1956 by Local Law 1 of 1956.

**2010 OBJECTIVES**

- Review of safety program including prevention and post accident review. Monitor departments closely for chronic injuries or dramatic increases in injuries. Increase use of

vocational rehabilitation services to assist permanently injured employees in returning to gainful employment. Keep updated on all proposed legislation that may have a financial impact on our program.

**2010 BUDGET HIGHLIGHTS**

- Workers' Compensation Reform resulting in an increase in the maximum benefit to \$550 per week effective 7/1/08 and \$600 per week effective 7/1/09. This will result in an increase in indemnity payments and cost to the plan.
- Workers' Compensation reform mandating settlements within two years of a claim (for any cases after 7/07) resulting in the greater possibility of large payments of indemnity over a shorter period of time.
- Reform adjusting the fee schedule to be followed for reimbursement of prescriptions and durable medical equipment which could increase the medical costs to the plan.

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :253 WORKERS COMPENSATION OPERATING  
DEPARTMENT:05 RISK AND INSURANCE  
DIVISION :05 SELF-INSURANCE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0021	WORKERS COMP ADMINISTRATION	66,276	44,000		33,000	33,000	33,000
0169	PARTICIPANTS ASSESSMENTS	571,181	608,925	608,925	617,583	617,583	617,583
0170	COUNTY CONTRIBUTION	1,818,614	1,810,927	1,377,839	1,893,888	1,893,888	1,893,888
0597	WORKERS COMPENSATION - OTHER GOVERN	194,278	220,000		165,000	165,000	165,000
0637	BCC CHARGES	172,434	187,202	93,601	206,563	206,563	206,563
CHARACTER 02	SUBTOTAL	2,822,783	2,871,054	2,080,365	2,916,034	2,916,034	2,916,034
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	59,139	75,000	9,495	60,000	60,000	60,000
CHARACTER 03	SUBTOTAL	59,139	75,000	9,495	60,000	60,000	60,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	257,881	195,000	176,069	180,000	180,000	180,000
0229	TRANSFER FROM INSURANCE RESERVE		200,000		175,000	175,000	175,000
CHARACTER 07	SUBTOTAL	257,881	395,000	176,069	355,000	355,000	355,000
TYPE R	SUBTOTAL	3,139,803	3,341,054	2,265,929	3,331,034	3,331,034	3,331,034

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :253 WORKERS COMPENSATION OPERATING  
DEPARTMENT:05 RISK AND INSURANCE  
DIVISION :05 SELF-INSURANCE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	266	85	65	85	85	85
4319	OFFICE SUPPLIES	421	200		200	200	200
4342	PHOTOGRAPHIC SUPPLIES	221	100		100	100	100
4349	MISC OPERATIONAL SUPPLIES	221	250		250	250	250
4358	SAFETY SUPPLIES	412	335		335	335	335
4411	POSTAGE AND FREIGHT		75		75	75	75
4418	DUES AND MEMBERSHIPS	105	55	55	55	55	55
4419	GENERAL OFFICE EXPENSES		250		250	250	250
4462	TRAVEL HOTEL AND MEALS	647	900	352	900	900	900
4463	EDUCATION AND TRAINING	50	250	50	250	250	250
4479	CASE ASSESSMENT	30,000	30,000	20,000	30,000	30,000	30,000
4521	INSURANCE PREMIUMS	-1,840					
4524	COMPENSATION CLAIMS	1,066,204	1,180,000	945,803	1,210,000	1,210,000	1,210,000
4525	MEDICAL CARE AND TREATMENT-COMP	770,378	950,000	470,265	825,000	825,000	825,000
4526	STATE WORKERS COMP ASSESSMENT	357,748	400,000	305,245	345,000	345,000	345,000
4530	SETTLEMENT PAYMENTS	149,263	180,000		195,000	195,000	195,000
4736	LEGAL CHARGES AND FEES	28,660	33,000	12,414	33,000	33,000	33,000
4743	CLAIMS ADMINISTRATION	100,000	100,000	75,000	100,000	100,000	100,000
4747	OTHER FEES FOR SERVICES		2,500		2,500	2,500	2,500
4753	JUDGEMENTS AND CLAIMS	183,567	210,000	220,812	310,000	310,000	310,000
4901	DAY TRIP MEAL REIMBURSEMENT	16					
CHARACTER 40	SUBTOTAL	2,686,339	3,088,000	2,050,061	3,053,000	3,053,000	3,053,000
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS		5,000		5,000	5,000	5,000
4604	DPW SECURITY CHARGEBACKS	47,658	45,000	22,500	45,000	45,000	45,000
4610	PERSONAL SERVICES CHARGEBACKS	183,533	192,223		214,494	214,494	214,494
4614	OTHER CHARGEBACK EXPENSES	13,536	10,831	8,145	13,540	13,540	13,540
CHARACTER 41	SUBTOTAL	244,727	253,054	30,645	278,034	278,034	278,034

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

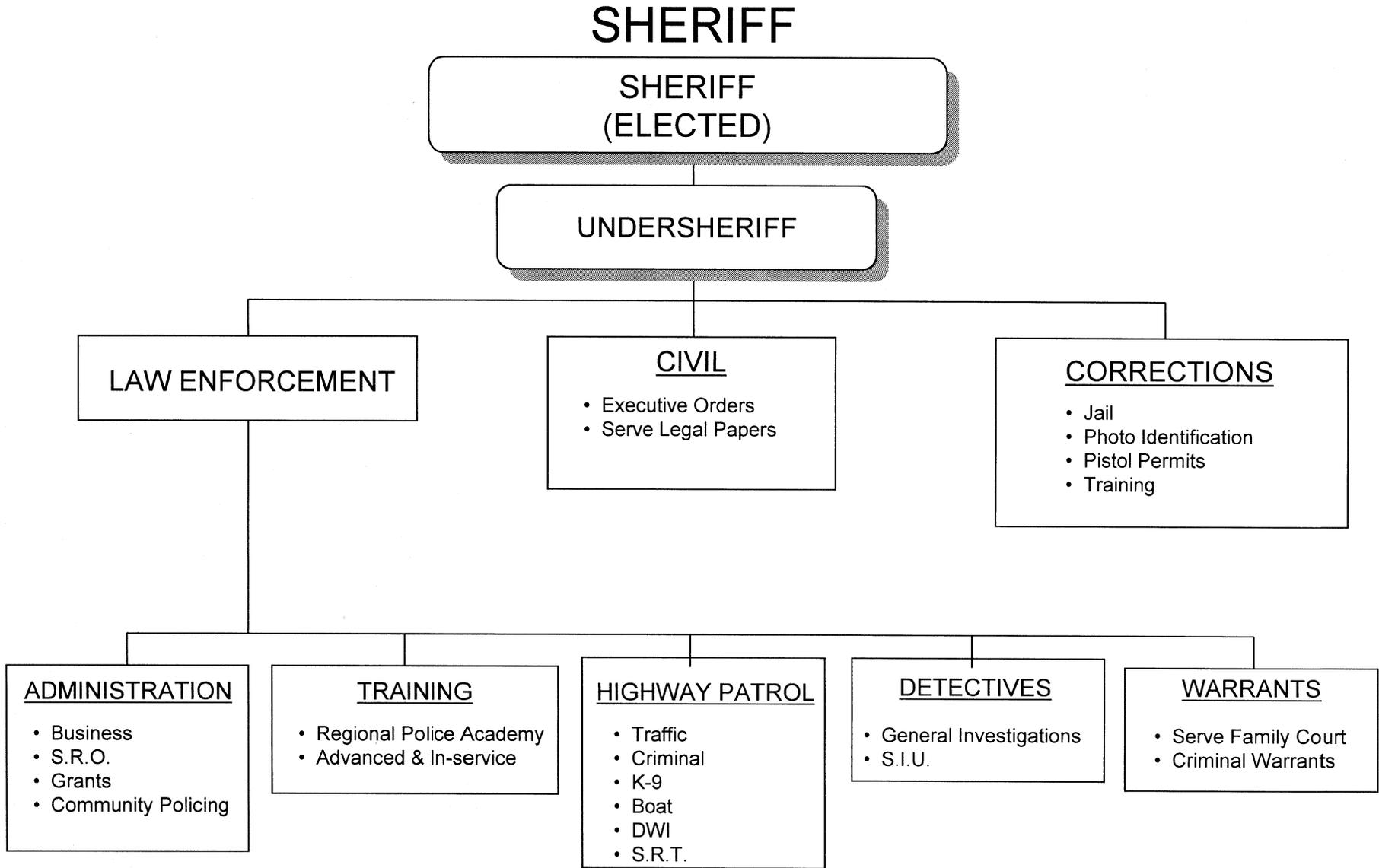
SUBFUND :253 WORKERS COMPENSATION OPERATING  
 DEPARTMENT:05 RISK AND INSURANCE  
 DIVISION :05 SELF-INSURANCE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8041	WORKERS COMP LT LIABILITY	-54,244					
CHARACTER 80	SUBTOTAL	-54,244					
TYPE X	SUBTOTAL	2,876,822	3,341,054	2,080,706	3,331,034	3,331,034	3,331,034
DIVISION 05	SUBTOTAL	262,981		185,223			
DEPARTMENT 05	SUBTOTAL	262,981		185,223			
SUBFUND 253	SUBTOTAL	262,981		185,223			

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## **PUBLIC SAFETY**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Sheriff	
Law Enforcement	164
Corrections	172
Emergency Services	
Civil Defense	179
911—Emergency Services	185
Probation	
Probation	190
Pins/JD	198
Security (DPW)	203
STOP-DWI	212



## **SHERIFF - 45**

### **Law Enforcement – 10**

**The Law Enforcement Division includes Administration, Highway Patrol, Training & Crime Prevention, Detectives Unit, and Civil Section.**

### **MISSION STATEMENT**

The Office of the Sheriff, in order to meet its responsibilities to the public, establishes the following as a statement of commitment. It is the mission of the Office of the Sheriff to:

- Enforce, fairly and impartially, all duly constituted laws of the State of New York and the County of Broome.
- Investigate, identify, apprehend, and assist in the prosecution of offenders using modern police methods and technologies.
- Respond quickly, efficiently and professionally to all reported crimes, emergencies, disasters, and any other situation required by the public.
- Securely, safely, and humanely keep all prisoners committed to the custody of the Sheriff, and to offer those offenders opportunities for self-improvement.
- Offer all employees the ability to improve their performance and experience through professional training while providing the public opportunities of involvement and education.
- Promulgate a safe work environment within the confines of the nature of the work.
- Cooperate with surrounding police and correctional agencies in training and enforcement in order to create an improved criminal justice system.
- Cooperate with all County agencies to improve the County and community while providing services at a cost-effective level.

### **DESCRIPTION**

**The Administration Division** enforces Broome County's policies and procedures governing intake and distribution of funds on behalf of the Sheriff's Office and all purchasing operations for the department as well as Workers' Compensation claims. Inmate and commissary records are kept in balance according to bookkeeping rules and regulations.

**The Highway Patrol Division** is responsible 24 hours a day for patrolling 350 miles of County roads, 1008 miles of state highways and 927 miles of town roads. Patrol is the primary law enforcement for 48% of the residents of Broome County. It serves as the primary backup for five municipal agencies within Broome County.

**The Detective Division (450056)** is responsible for the investigation of crimes as well as matters that cannot be effectively investigated by the Patrol Division members due to their complexity. It is responsible for initiation of investigations pertaining to narcotics trafficking and vice related crimes. Detectives interview suspects, witnesses, and informants with the objective of developing information on reported or suspected criminal activity. Detectives are also responsible for the preparation and submission of case reports for prosecution. Detectives work closely with the Broome County District Attorney's Office as well as local, state, and federal agencies to solve crimes and apprehend offenders. The division is also responsible for the management and execution of arrest warrants issued by Broome County Supreme Court, Family Court, and local criminal courts throughout the County and the extradition of prisoners from other states.

**The Training & Crime Prevention Division** – The Training Academy provides for all state mandated and in-service training within the Broome County Sheriff's Office. The Academy also serves as the central training point for Zone 6, which encompasses (40) police

agencies in a seven (7) County region. Training conducted at the Academy includes: firearms, defensive tactics, instructor development, breath test operator, radar operator, supervisor school, basic corrections and recruit schools, in-service schools and seminars on numerous topics. The academy is dedicated to maintaining the highest level of training available to the law enforcement officers that serve our community.

**The Civil Division** is mandated to serve and execute all decisions handed down by the courts. Included but not limited to sheriff sales, income and property executions, and orders of seizures. Serves all types of civil process, family court orders, and civil arrests including; temporary orders of protection and personal services. Maintains records for the courts.

### **2010 OBJECTIVES**

The Sheriff's Office has requested the following enhancements to the 2010 Budget:

#### **Administration**

- Maintain current services
- Request upgrade for Undersheriff and Confidential Secretary to the Sheriff

#### **Highway Patrol**

- Replace 20 HT1250 Digital Portable Radios
- Continue providing effective Law Enforcement services to the residents of Broome County
- Replacement of 30 Glock handguns
- Upgrade radio towers to digital
- **Enhancement** -6 Patrol Deputies
- Upgrade Highway Patrol Captain position

#### **Detective**

- Maintain current services

#### **Training & Crime Prevention**

- Increase the number of Law Enforcement Agencies who rely on the Broome County Law Enforcement Academy for all phases of their employee training.
- Increase the number of seminars and in-service training schools that are offered at no cost to the academy.

#### **Civil**

- Continue budget from 2009

### **2010 BUDGET HIGHLIGHTS**

#### **Administration (450015)**

- Request upgrade for Undersheriff and Confidential Secretary to the Sheriff

#### **Highway Patrol (450049)**

- Replacement of 20 HT 1250 Digital Portable Radios
- Replacement of 30 Glock handguns
- Upgrade radio towers to digital

#### **Enhancements**

- 6 Patrol Deputies
- Upgrade Highway Patrol Captain Position

#### **Detectives Unit (450056)**

- Maintain current level of services

#### **Training & Crime Prevention (450064)**

- Upgrade training aides
- Maintain current level of services

#### **Civil Division (450072)**

- Maintain current level of services

45 0015 SHERIFF/Law Enforcement  
 0049  
 0056  
 0064  
 0072

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
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**FULL TIME**

Sheriff	Elected	1	1	1	1	1
Undersheriff	I Admin	0	0	1	0	0
Deputy Sheriff Captain	H Admin	0	0	1	0	0
Undersheriff	G Admin	1	1	0	1	1
Deputy Sheriff Captain	F Admin	1	1	0	1	1
Chief Civil Deputy	26 Admin	1	1	1	1	1
Confidential Secretary to the Sheriff	19 Admin	0	0	1	0	0
Civil Deputy	19 Admin	2	2	2	2	2
Secretary to Sheriff	14 Admin	1	1	0	1	1
Fiscal Manager	17 BAPA	1	1	1	1	1
Deputy Sheriff Lieutenant	AFSCME	2	2	2	1	1
Deputy Sheriff Detective Sergeant	AFSCME	2	2	2	2	2
Deputy Sheriff Sergeant	AFSCME	6	6	6	7	7
Deputy Sheriff Detective	AFSCME	10	10	10	10	10
Deputy Sheriff	AFSCME	30	30	36	30	30
Deputy Sheriff Training Director	AFSCME	1	1	1	1	1
Principal Account Clerk	13 CSEA	1	1	1	1	1
Senior Account Clerk Typist	9 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	4	4	4	4	4
Stenographic Specialist	8 CSEA	2	2	2	2	2
Account Clerk Typist	7 CSEA	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total Full-Time Positions</b>		<b>69</b>	<b>69</b>	<b>75</b>	<b>69</b>	<b>69</b>

**PART TIME**

<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>69</b>	<b>69</b>	<b>75</b>	<b>69</b>	<b>69</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :10 LAW ENFORCEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0064	SHERIFF FEES	358,714	367,637	244,721	386,697	386,697	386,697
0066	RECORD MONEY	694	800	366	500	500	500
0068	OTHER PUB SAFETY DEPT INCOME	29,234	36,389	14,284	34,262	34,262	34,262
0559	OTHER DEPARTMENTAL CHARGEBACK	8,285	13,600		15,112	15,112	15,112
CHARACTER 02 SUBTOTAL		396,927	418,426	259,371	436,571	436,571	436,571
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	-1,736					
CHARACTER 06 SUBTOTAL		-1,736					
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	9,823		92,447			
0229	TRANSFER FROM INSURANCE RESERVE	133,966		49,134			
CHARACTER 07 SUBTOTAL		143,789		141,581			
TYPE R SUBTOTAL		538,980	418,426	400,952	436,571	436,571	436,571

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :10 LAW ENFORCEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	3,539,731	3,865,280	2,366,053	4,284,517	3,967,558	3,967,558
1600	SALARIES TEMPORARY	181,703		138,754			
1700	SALARIES OVERTIME	514,236	347,466	349,825	333,809	270,912	270,912
1900	SALARIES SHIFT DIFFERENTIAL	38,115	41,496	21,529	40,493	40,493	40,493
1902	DISABILITY 207C	80,225	111,617	113,185	115,452	115,452	115,452
1910	OUT OF TITLE PAY		646	170	646	646	646
1940	OTHER PERSONNEL SERVICES	36,826	39,456	9,548	38,000	38,000	38,000
1980	HOLIDAY OVERTIME PAY	44,039	56,461	22,510	52,952	52,952	52,952
CHARACTER 10 SUBTOTAL		4,434,875	4,462,422	3,021,574	4,865,869	4,486,013	4,486,013
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2021	AUTOMOBILES	63,799		2,608			
CHARACTER 20 SUBTOTAL		63,799		2,608			
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	4,234	5,775	2,444	5,946	5,946	5,946
4319	OFFICE SUPPLIES	31,564	29,421	16,653	29,421	28,331	28,331
4329	BLDG AND GROUNDS SUPPLIES	101					
4331	FOOD AND BEVERAGES			118			
4345	QUARTERMASTER SUPPLIES	112,121	110,348	78,323	110,282	85,282	85,282
4346	TRAINING AND EDUCATIONAL SUPPLIES	26,356	37,583	15,763	36,821	36,821	36,821
4347	GAS OIL GREASE AND DIESEL FUEL	2,556	4,000	2,063	4,000	2,000	2,000
4349	MISC OPERATIONAL SUPPLIES	63,515	66,400	63,149	87,962	86,962	86,962
4351	ANIMAL FOOD	1,045	2,100	1,436	1,900	1,900	1,900
4357	RECREATIONAL AND ACTIVITY SUPPLIES	3,915	6,000	3,989	6,000	6,000	6,000
4359	COMPUTER SOFTWARE AND SUPPLIES	1,535	2,162	3,924	2,200	2,200	2,200
4411	POSTAGE AND FREIGHT	8,315	8,518	5,484	10,118	10,118	10,118
4418	DUES AND MEMBERSHIPS	1,844	4,226	4,439	4,339	4,339	4,339
4419	GENERAL OFFICE EXPENSES	1,827	2,627	1,659	1,087	1,087	1,087
4427	ELECTRIC CURRENT	5,333	9,075	3,389	7,000	7,000	7,000
4429	BUILDING AND GROUNDS EXPENSES		90		290	290	290
4432	LAUNDRY AND DRY CLEANING EXPENSES	10,004	9,500	8,294	9,500	9,500	9,500
4434	MEDICAL HOSPITAL AND LAB EXPENSES		330	4,341			
4438	RECREATIONAL AND ACTIVITY EXPENSES	1,515		1,000			
4447	OPERATIONAL EQUIPMENT REPAIRS	1,814	2,000	60	3,300	3,300	3,300
4448	ADVERTISING AND PROMOTION EXPENSES		2,000	1,164	2,000	2,000	2,000

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :10 LAW ENFORCEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4449	OTHER OPERATIONAL EXPENSES	13,155	16,014	8,793	23,257	23,257	16,000
4461	MILEAGE AND PARKING-LOCAL	92	120	10	170	170	170
4462	TRAVEL HOTEL AND MEALS	10,695	22,436	11,692	25,936	23,936	23,936
4463	EDUCATION AND TRAINING	13,705	13,580	8,705	14,520	14,520	14,520
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	5,431	25,924	7,790	25,924	25,924	20,000
4466	ADVISORY BD/TRUSTEES EXPENSES	671	800	445	800	800	800
4469	OTHER PERSONAL EXPENSES	469	350	59	390	390	390
4513	SOFTWARE MAINTENANCE	638	638	702	702	702	702
4515	SOFTWARE RENTAL	9,000	9,000		9,000	9,000	9,000
4518	COPYING MACHINE RENTALS	2,710	9,176	7,873	9,692	9,692	9,692
4520	PROPERTY LOSS	31,441		4,827			
4523	INSURANCE CLAIMS	18,419		17,988			
4703	LAB SERVICES	105	9,100	140	9,100	9,100	9,100
4707	MEDICAL AND HOSPITAL SERVICES		485		485	485	485
4712	PHYSICIAN SERVICES	500	485		485	485	485
4715	OTHER HEALTH AND MEDICAL SERVICES	1,750					
4726	CONTRACTED DATA PROCESSING SERV				33,500	33,500	33,500
4734	WITNESS EXPENSES	-18					
4735	INVESTIGATIONS EXPENSES	1,471	1,500	700	5,000	3,000	3,000
4742	VETERINARIAN SERVICES	1,857	1,000	1,341	1,000	1,000	1,000
4747	OTHER FEES FOR SERVICES		2,000	1,507	2,000	2,000	2,000
4901	DAY TRIP MEAL REIMBURSEMENT	1,158	1,880	866	1,830	1,830	1,830
CHARACTER 40	SUBTOTAL	391,173	416,313	291,130	485,957	452,867	439,686

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:45 SHERIFF  
 DIVISION :10 LAW ENFORCEMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	170,758	197,065	197,065	286,506	286,506	286,506
4603	FOOD SERVICE CHARGEBACK SPECIAL EVE	417	800	128	700	700	700
4609	DATA PROCESSING CHARGEBACKS	25,012	26,967	26,967	28,093		
4615	GASOLINE CHARGEBACK	277,025	418,272	35,370	300,973	300,973	300,973
4616	FLEET SERVICE CHARGEBACK	132,431	145,566	145,566	163,466	163,466	163,466
4626	TRANSPORTATION SERVICES CHARGEBACKS	267,490	90,933	90,933	59,921	59,921	59,921
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	873,133	879,603	496,029	839,659	811,566	811,566
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	5,280					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	5,280					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	965					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	965					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	389,290	451,217	332,011	525,652	490,469	490,469
8030	SOCIAL SECURITY	328,318	341,057	212,469	374,803	350,556	350,556
8040	WORKERS COMPENSATION	91,314	85,241	42,621	81,748	81,748	81,748
8050	LIFE INSURANCE	1,293	1,656	921	1,389	1,275	1,275
8060	HEALTH INSURANCE	1,146,399	811,973	517,720	864,890	770,870	770,870
8062	RETIREE HEALTH INSURANCE		511,824	319,954	530,743	530,743	530,743
8063	DISABILITY INSURANCE	1,305	1,200	1,017	1,290	1,290	1,290
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	1,957,919	2,204,168	1,426,713	2,380,515	2,226,951	2,226,951
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	7,727,144	7,962,506	5,238,054	8,572,000	7,977,397	7,964,216
		-----	-----	-----	-----	-----	-----
DIVISION 10	SUBTOTAL	-7,188,164	-7,544,080	-4,837,102	-8,135,429	-7,540,826	-7,527,645

**SHERIFF - 45**  
**Corrections - 20**

**MISSION STATEMENT**

The Corrections Division is required to comply with NYS Correction Law, Title IX of Executive Law Part 7000 (NYSCOC Minimum Standards) and NYS Sheriff's Association Accreditation Standards. The Corrections Division shall operate in compliance with applicable Federal laws and both Federal and NYS case law.

**DESCRIPTION**

The Corrections Division operates the Broome County Sheriff's Correctional Facility located at 155 Lt. VanWinkle Dr., Binghamton, NY. Inmate supervision is accomplished through "direct supervision" management requiring Corrections Officers to constantly intermingle with offenders. This management concept has resulted in lower costs to the County in terms of vandalism, injuries, and other factors associated with jail operations.

Facility capacity is currently 536 beds.

**2010 OBJECTIVES**

The Sheriff's Office has requested the following enhancements to the 2010 Budget:

- Add 6 full time Correction Officer positions to enhance the facility consistent with NYSCOC staffing requirements
- Upgrade for Captain Corrections (DS/CO) position
- Upgrade for Major Corrections (DS/CO) position
- Continue to increase effectiveness of the Corrections Division through: Federal and NYS case law
- Continue the use of double celling to control costs
- Use of cell space to generate revenue through the US Marshall's Service and INS
- Continued tracking of NYS reimbursement and compliance with law regarding the reimbursements and removal from County custody of State-Ready inmates
- Continue internal programs to impact local criminal recidivism while maintaining current budgetary spending.

**2010 BUDGET HIGHLIGHTS**

- Maintain current spending trend, while continuing to generate revenue to offset operational cost.
- Continue to work with medical services vendor in controlling costs and associated increases.
- Increase positions to meet the staffing requirements of NYSCOC

45 0023 SHERIFF/Corrections

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Correction Major	H Admin	0	0	1	0	0
Correction Captain	G Admin	0	0	1	0	0
Correction Major	F Admin	1	1	0	1	1
Correction Captain	E Admin	1	1	0	1	1
Correction Lieutenant	AFSCME	5	5	5	5	5
Correction Sergeant	AFSCME	16	16	16	16	16
Correction Officer *	AFSCME	138	138	144	138	138
Inmate Records Clerk	10 CSEA	2	2	2	2	2
Keyboard Specialist	8 CSEA	1	1	1	1	1
Clerk	6 CSEA	2	2	2	2	2
Laundry Worker	6 CSEA	1	1	1	1	1
Library Clerk	5 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>168</b>	<b>168</b>	<b>174</b>	<b>168</b>	<b>168</b>
<b><u>PART TIME</u></b>						
Chaplain	NA	2	2	2	2	2
<b>Total Part-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>TOTAL POSITIONS</b>		<b>170</b>	<b>170</b>	<b>176</b>	<b>170</b>	<b>170</b>

\* One position unfunded in current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :20 CORRECTIONS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0064	SHERIFF FEES			440			
0065	SHERIFF ID FEES	12,170	14,448	7,762	12,000	12,000	12,000
0068	OTHER PUB SAFETY DEPT INCOME	714		1,469			
0464	OTHER LOCAL GOVERNMENTS	9,285		11,190			
0513	RESTITUTION/REPARATION SURCHARGE	6,300	5,000	4,214	5,000	5,000	5,000
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	28,469	19,448	25,075	17,000	17,000	17,000
CHARACTER :04	LICENSES AND PERMITS						
0201	PISTOL PERMITS	8,997	9,000	16,302	20,000	20,000	20,000
		-----	-----	-----	-----	-----	-----
CHARACTER 04	SUBTOTAL	8,997	9,000	16,302	20,000	20,000	20,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	3,022		2,595			
0229	TRANSFER FROM INSURANCE RESERVE	28,570		2,824			
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	31,592		5,419			
CHARACTER :08	STATE AID						
0262	FELONY PRISONERS	210,610	500,000	210,889	12,000	12,000	12,000
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CHARACTER 08	SUBTOTAL	210,610	500,000	210,889	12,000	12,000	12,000

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :20 CORRECTIONS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :09 FEDERAL AID							
0390	MEDICAL ASSISTANCE	10,821					
0561	U. S. MARSHALL JAIL FACILITY	1,084,816	800,000	755,780	800,000	800,000	800,000
0584	PUBLIC SAFETY GRANTS - FEDERAL	6,298	7,000	-6,298			
0604	OTHER FEDERAL AID	36,600	40,000	18,800	30,000	30,000	30,000
CHARACTER 09 SUBTOTAL		1,138,535	847,000	768,282	830,000	830,000	830,000
TYPE R SUBTOTAL		1,418,203	1,375,448	1,025,967	879,000	879,000	879,000
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	8,508,991	8,798,376	5,401,669	9,548,183	9,248,474	9,248,474
1500	SALARIES PART-TIME	15,156	28,098	10,296	27,991	27,991	27,991
1600	SALARIES TEMPORARY			8,446			
1700	SALARIES OVERTIME	1,101,293	1,267,107	749,025	1,267,107	1,200,107	1,200,107
1900	SALARIES SHIFT DIFFERENTIAL	105,184	136,339	68,747	156,600	156,600	156,600
1902	DISABILITY 207C	29,116		9,442			
1940	OTHER PERSONNEL SERVICES	27,530	23,400	24	31,000	31,000	31,000
1980	HOLIDAY OVERTIME PAY	438,979	504,000	225,522	530,209	530,209	530,209
CHARACTER 10 SUBTOTAL		10,226,249	10,757,320	6,473,171	11,561,090	11,194,381	11,194,381
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	9,067	7,099	3,184	7,099		
4319	OFFICE SUPPLIES	15,265	18,000	14,358	18,000	18,000	18,000
4323	BLDG MAINTENANCE SUPPLIES	6,985	10,000	4,019	10,000	10,000	10,000
4329	BLDG AND GROUNDS SUPPLIES	21,972	17,365	8,262	17,365	17,365	17,365
4333	HSLD LAUNDRY & CLEANING SUPPLIES	23,838	59,496	11,390	56,381	56,381	40,000
4335	CLOTHING AND INMATE SUPPLIES	57,983	62,478	34,190	62,478	56,278	56,278
4342	PHOTOGRAPHIC SUPPLIES	6,301	5,209	6,542	5,209	5,209	5,209
4345	QUARTERMASTER SUPPLIES	10,443	15,762	1,662	15,762	15,762	15,762
4346	TRAINING AND EDUCATIONAL SUPPLIES	11,298	20,000	17,499	26,616	26,616	26,616
4347	GAS OIL GREASE AND DIESEL FUEL	6,243	6,500	2,773	6,500	3,500	3,500
4349	MISC OPERATIONAL SUPPLIES	17,039	15,000	13,684	15,000	15,000	15,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	1,517	1,200	483	1,200	1,200	1,200
4359	COMPUTER SOFTWARE AND SUPPLIES	7,833	8,500	976	9,905	9,905	9,905
4362	ENVIRONMENTAL HEALTH SUPPLIES	10,709	11,743	10,435	11,743	11,743	11,743
4363	MEDICAL LAB & CLINIC SUPPLIES	2,343	3,000	835	3,000	3,000	3,000

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :20 CORRECTIONS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4365	PRESCRIPTION DRUGS	256	2,000		1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	548	2,000	113	1,000	1,000	1,000
4418	DUES AND MEMBERSHIPS	709	3,275	3,368	3,305	3,305	3,305
4419	GENERAL OFFICE EXPENSES	3,466	3,905	3,197	735	735	735
4429	BUILDING AND GROUNDS EXPENSES	25,323	30,500	18,583	31,000	31,000	31,000
4432	LAUNDRY AND DRY CLEANING EXPENSES	11,357	17,500	8,334	17,500	17,500	17,500
4434	MEDICAL HOSPITAL AND LAB EXPENSES	660	3,000	880	2,000	2,000	2,000
4435	INMATE EXPENSE-OTHER FACILITIES	120,000	120,000		120,000	120,000	120,000
4437	RELIGIOUS EXPENSES	69,326	69,326	46,217	72,099	72,099	72,099
4442	PHOTOGRAPHIC EXPENSES	196	2,750		1,000	1,000	1,000
4447	OPERATIONAL EQUIPMENT REPAIRS	5,054	5,000	3,264	5,000	5,000	5,000
4449	OTHER OPERATIONAL EXPENSES	11,502	10,480	5,102	13,000	13,000	13,000
4462	TRAVEL HOTEL AND MEALS	95	2,000	2,163	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	3,604	2,000	361	2,000	2,000	2,000
4466	ADVISORY BD/TRUSTEES EXPENSES	717	500	683	500	500	500
4469	OTHER PERSONAL EXPENSES	409	500	165	500	500	500
4513	SOFTWARE MAINTENANCE	7,002	8,142	5,449	9,223	9,223	9,223
4518	COPYING MACHINE RENTALS	1,626	5,000	3,550	4,416	4,416	4,416
4520	PROPERTY LOSS	1,263		2,824			
4523	INSURANCE CLAIMS	26,283					
4703	LAB SERVICES	140	1,000	385	1,000	1,000	1,000
4707	MEDICAL AND HOSPITAL SERVICES	205,729	200,000	45,053	250,000	230,000	230,000
4712	PHYSICIAN SERVICES	700	1,500	600	17,400	17,400	17,400
4715	OTHER HEALTH AND MEDICAL SERVICES	2,376,260	2,539,991	1,618,358	2,659,790	2,659,790	2,659,790
4747	OTHER FEES FOR SERVICES	29,729	5,000	910	5,000	5,000	5,000
4767	OTHER GOVERNMENTS PAYMENTS	113,457	133,158	56,597	133,158	133,158	133,158
4901	DAY TRIP MEAL REIMBURSEMENT	3,708	1,500	2,872	4,000	4,000	4,000
CHARACTER 40	SUBTOTAL	3,227,955	3,431,379	1,959,320	3,622,884	3,586,585	3,570,204

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :20 CORRECTIONS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4603	FOOD SERVICE CHARGEBACK SPECIAL EVE	15	900	16	900	900	900
4609	DATA PROCESSING CHARGEBACKS		26,968		28,093		
4614	OTHER CHARGEBACK EXPENSES	40,330	48,667	18,347	49,645	49,645	49,645
4625	FOOD SERVICE CHARGEBACKS	1,470,756	1,542,511	853,765	1,574,571	1,548,895	1,548,895
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CHARACTER 41	SUBTOTAL	1,511,101	1,619,046	872,128	1,653,209	1,599,440	1,599,440
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,278					
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CHARACTER 60	SUBTOTAL	1,278					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	474					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	474					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	920,515	1,128,512	646,676	1,285,166	1,251,897	1,251,897
8030	SOCIAL SECURITY	763,191	833,012	473,135	894,902	871,973	871,973
8040	WORKERS COMPENSATION	213,064	189,729	94,865	200,141	200,141	200,141
8050	LIFE INSURANCE	3,039	4,080	2,044	3,211	3,078	3,078
8060	HEALTH INSURANCE	1,760,872	1,826,410	1,068,469	1,952,187	1,847,430	1,847,430
8062	RETIREE HEALTH INSURANCE		283,298	187,464	320,460	320,460	320,460
8063	DISABILITY INSURANCE	19,905	22,743	13,162	21,417	21,288	21,288
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	3,680,586	4,287,784	2,485,815	4,677,484	4,516,267	4,516,267

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:45 SHERIFF  
DIVISION :20 CORRECTIONS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9013	TRANSFER TO INTERNAL SERVICES	11,500					
CHARACTER 90 SUBTOTAL		11,500					
TYPE X SUBTOTAL		18,659,143	20,095,529	11,790,434	21,514,667	20,896,673	20,880,292
DIVISION 20 SUBTOTAL		-17,240,940	-18,720,081	-10,764,467	-20,635,667	-20,017,673	20,001,292
DEPARTMENT 45 SUBTOTAL		-24,429,104	-26,264,161	-15,601,569	-28,771,096	-27,558,499	27,528,937

# EMERGENCY SERVICES



**EMERGENCY SERVICES - 46**  
**OES - Operations - 46**

**MISSION STATEMENT**

To provide planning, training, resources, response, warning, coordination, and information through communications to the public, elected officials, and public safety agencies, to assist them in preparing for, and mitigating, emergencies and disasters, which affect the residents of Broome County.

**DESCRIPTION**

The Office of Emergency Services comprises four areas: Communications, Disaster Preparedness, Emergency Medical Services, and Fire Prevention and Control.

**Communications** – Administers the Broome County Emergency Dispatch/911 Center and assists local agencies in planning for future communications needs.

**Disaster Preparedness** – Conducts hazard vulnerability studies and maps hazards. Provides disaster planning and assistance for preparedness, response, and recovery. Coordinates alerts and warnings for river flooding, chemical spills, and response during emergencies.

**Emergency Medical Services** – Administers New York State certified emergency medical training programs. Plans for delivery of adequate emergency medical services. Administers Mutual Aid Plan among ambulance services and coordinates medical disaster planning.

**Fire Prevention and Control** – Administers and implements County Fire Mutual Aid Plan, County Arson Plan, County Fire Investigations, local New York State Fire Training Program, and County Hazardous

Materials Response Team, County Water Rescue Dive Team and County Wildland Search and Rescue Team.

**2010 OBJECTIVES**

- Maintain services at present delivery level or higher without substantial increase in budget amounts.
- Complete implementation of Emergency Public Notification System (NY Alert), Review Comprehensive Emergency Management Plan and update. Enhance emergency operations center to provide better communications with community during disasters.
- Establish, train and equip the Animal Rescue Team.

**2010 BUDGET HIGHLIGHTS**

- Complete installation of backup 911 Center.
- Replace equipment in the 911 Center.
- Enhance Safety of Peace Officer Fire Investigators while performing their duties by providing firearms, ammunition and training.
- Provide fire code and property maintenance code inspection services for County owned facilities.

46 0006 EMERGENCY SERVICES/OES - Operations

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Director of Emergency Services/Fire Coordinator	E Admin	1	1	1	1	1
Senior Emergency Services Dispatcher	18 BAPA	5	5	5	4	4
Emergency Services Dispatcher	14 CSEA	37	38	38	38	38
Senior Account Clerk	9 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>44</b>	<b>45</b>	<b>45</b>	<b>44</b>	<b>44</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>44</b>	<b>45</b>	<b>45</b>	<b>44</b>	<b>44</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:46 EMERGENCY SERVICES  
 DIVISION :46 CIVIL DEFENSE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0045	CHARGEBACKS - D S S				2,625	2,625	2,625
0068	OTHER PUB SAFETY DEPT INCOME			15			
0464	OTHER LOCAL GOVERNMENTS	13,253	10,238	8,621	13,500	13,500	13,500
0559	OTHER DEPARTMENTAL CHARGEBACK	850					
CHARACTER 02	SUBTOTAL	14,103	10,238	8,636	16,125	16,125	16,125
CHARACTER :05	FINES AND FORFEITURES						
0202	FINES & FORFEITED BAIL		700				
CHARACTER 05	SUBTOTAL		700				
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	160		31			
0229	TRANSFER FROM INSURANCE RESERVE			393			
CHARACTER 07	SUBTOTAL	160		424			
CHARACTER :09	FEDERAL AID						
0369	CIVIL DEFENSE	61,140	69,202		60,000	60,000	60,000
CHARACTER 09	SUBTOTAL	61,140	69,202		60,000	60,000	60,000
TYPE R	SUBTOTAL	75,403	80,140	9,060	76,125	76,125	76,125

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:46 EMERGENCY SERVICES  
DIVISION :46 CIVIL DEFENSE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,917,354	1,905,544	1,227,977	2,106,232	2,050,496	2,050,496
1600	SALARIES TEMPORARY	247,176	194,417	144,769	213,127	213,127	213,127
1700	SALARIES OVERTIME	112,864	113,503	88,736	120,836	120,836	120,836
1900	SALARIES SHIFT DIFFERENTIAL	20,285	22,867	11,886	22,867	22,867	22,867
1910	OUT OF TITLE PAY	2,453	1,350	1,299	1,350	1,350	1,350
1930	STAND-BY PAY	14,265	14,600	7,989	14,600	14,600	14,600
1940	OTHER PERSONNEL SERVICES	1,517	11,100	8,500	10,900	10,900	10,900
CHARACTER 10 SUBTOTAL		2,315,914	2,263,381	1,491,156	2,489,912	2,434,176	2,434,176
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	1,179	900	903	2,035	1,035	1,035
4319	OFFICE SUPPLIES					5,675	5,675
4331	FOOD AND BEVERAGES			1,451			
4342	PHOTOGRAPHIC SUPPLIES	569	552		552	552	552
4344	ARSON INVESTIGATION SUPPLIES	557	1,035	115	1,035	702	702
4346	TRAINING AND EDUCATIONAL SUPPLIES	30	600		600	600	600
4347	GAS OIL GREASE AND DIESEL FUEL	1,235	1,100	30	1,100	1,100	1,100
4349	MISC OPERATIONAL SUPPLIES	1,129	2,525	3,658	7,725	5,725	5,725
4359	COMPUTER SOFTWARE AND SUPPLIES		150		150	150	150
4418	DUES AND MEMBERSHIPS	653	655	540	655	655	655
4419	GENERAL OFFICE EXPENSES	480	700	218	2,581	4,231	4,231
4442	PHOTOGRAPHIC EXPENSES		200				
4449	OTHER OPERATIONAL EXPENSES	3,887	4,000	3,865	4,000	4,000	4,000
4461	MILEAGE AND PARKING-LOCAL	2,597	4,000	2,071	3,800	3,800	3,800
4462	TRAVEL HOTEL AND MEALS	1,022	1,400	1,461	1,400	1,400	1,400
4463	EDUCATION AND TRAINING	662	5,300	1,632	5,300	9,814	7,500
4518	COPYING MACHINE RENTALS	-332	5,500		5,500	5,500	5,500
4520	PROPERTY LOSS			393			
CHARACTER 40 SUBTOTAL		13,668	28,617	16,337	36,433	44,939	42,625

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:46 EMERGENCY SERVICES  
DIVISION :46 CIVIL DEFENSE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	3,403		2,770	2,661	2,661	2,661
4615	GASOLINE CHARGEBACK	8,866	15,202	1,221	9,588	9,588	9,588
4616	FLEET SERVICE CHARGEBACK	13,243	15,676		15,463	15,463	15,463
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CHARACTER 41	SUBTOTAL	25,512	30,878	3,991	27,712	27,712	27,712
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	297					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	297					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	35					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	35					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	168,692	232,006	114,143	270,170	263,983	263,983
8030	SOCIAL SECURITY	171,596	173,170	110,664	186,193	181,929	181,929
8040	WORKERS COMPENSATION	25,206	28,992	24,331	24,765	24,765	24,765
8050	LIFE INSURANCE	852	1,080	576	855	836	836
8060	HEALTH INSURANCE	390,776	402,999	239,984	403,778	388,739	388,739
8062	RETIREE HEALTH INSURANCE		31,454	31,176	50,029	50,029	50,029
8063	DISABILITY INSURANCE	5,019	4,680	3,199	5,031	5,031	5,031
8070	UNEMPLOYMENT INSURANCE	7,877					
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	770,018	874,381	524,073	940,821	915,312	915,312
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TYPE X	SUBTOTAL	3,125,444	3,197,257	2,035,557	3,494,878	3,422,139	3,419,825
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DIVISION 46	SUBTOTAL	-3,050,041	-3,117,117	-2,026,497	-3,418,753	-3,346,014	-3,343,700

## **EMERGENCY SERVICES - 46**

### **E-911 - 50**

#### **MISSION STATEMENT**

To provide for a universal 911 Emergency Telephone Reporting System within Broome County; To provide, within the confines of revenue produced through the 911 surcharge, a communications system and enhancements to public safety agencies in the County with the 911 system.

#### **DESCRIPTION**

The 911 system is funded through the 911 telephone bill surcharge and the E911 wireless surcharge. These surcharges provide revenue for the operation and maintenance of the system and enables enhancement of the communications system.

#### **2010 OBJECTIVES**

- Continue to provide assistance to municipalities with communications upgrade assistance.
- Conduct comprehensive review of public safety communications systems to develop short and long term plans for upgrades and increased interoperability.
- Expand mobile computer terminals to rest of law enforcement, all EMS, and some fire vehicles.
- Continue building of the complete backup 911 dispatch site.

#### **2010 BUDGET HIGHLIGHTS**

- Continue implementation of the automatic vehicle location (AVL) for law enforcement and start to include EMS agencies.

46 0097 EMERGENCY SERVICES/911  
0098

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Communications Supervisor	24 Admin	1	1	1	1	1
Senior Emergency Services Dispatcher	18 BAPA	<u>1</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>
<b>Total Full-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:46 EMERGENCY SERVICES  
 DIVISION :50 911 EMERGENCY SERVICE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0057	STUDENT TUITION, PT DAY			3,637			
CHARACTER 02	SUBTOTAL			3,637			
CHARACTER :07	MISC/INTERFUND REVENUES						
0557	911 SURCHARGE - LANDLINE	373,615	350,000	202,897	380,000	380,000	380,000
0905	911 SURCHARGE - WIRELESS	357,355	340,000	237,813	340,000	340,000	340,000
CHARACTER 07	SUBTOTAL	730,970	690,000	440,710	720,000	720,000	720,000
TYPE R	SUBTOTAL	730,970	690,000	444,347	720,000	720,000	720,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	60,915	116,179	70,491	121,660	177,396	177,396
1600	SALARIES TEMPORARY	40,015					
1700	SALARIES OVERTIME			4,098			
1900	SALARIES SHIFT DIFFERENTIAL			8			
1930	STAND-BY PAY			270			
CHARACTER 10	SUBTOTAL	100,930	116,179	74,867	121,660	177,396	177,396

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:46 EMERGENCY SERVICES  
 DIVISION :50 911 EMERGENCY SERVICE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS		100	254	100	100	100
4319	OFFICE SUPPLIES	2,921	7,500	3,666	6,414		
4346	TRAINING AND EDUCATIONAL SUPPLIES	443					
4349	MISC OPERATIONAL SUPPLIES	7,653	28,604	19,382	18,761	15,106	15,106
4359	COMPUTER SOFTWARE AND SUPPLIES	2,122	5,000		7,586	5,360	5,360
4411	POSTAGE AND FREIGHT	20	50	11	50	50	50
4412	TELEPHONE	20,050	172,930	73,543	246,518	246,518	246,518
4418	DUES AND MEMBERSHIPS		256	209	300	300	300
4419	GENERAL OFFICE EXPENSES	-466	1,650		1,650		
4422	BUILDING AND LAND RENTAL		5,500		17,325	17,325	17,325
4449	OTHER OPERATIONAL EXPENSES	140,005	121,504	68,843	57,196	57,196	57,196
4462	TRAVEL HOTEL AND MEALS	10,145	12,056	1,657	10,281	6,681	6,681
4463	EDUCATION AND TRAINING	8,284	9,000	7,100	8,736	5,736	5,736
4513	SOFTWARE MAINTENANCE	6,511	5,640	845	6,511	6,511	6,511
4518	COPYING MACHINE RENTALS	3,090	4,514	3,113	4,514		
4901	DAY TRIP MEAL REIMBURSEMENT	216		8			
CHARACTER 40	SUBTOTAL	200,994	374,304	178,631	385,942	360,883	360,883
CHARACTER :41	CHARGEBACK EXPENSES						
4603	FOOD SERVICE CHARGEBACK SPECIAL EVE	7					
4609	DATA PROCESSING CHARGEBACKS	93,607	117,503	58,751	123,841	67,655	67,655
4614	OTHER CHARGEBACK EXPENSES			35,000			
CHARACTER 41	SUBTOTAL	93,614	117,503	93,751	123,841	67,655	67,655

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:46 EMERGENCY SERVICES  
 DIVISION :50 911 EMERGENCY SERVICE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,926					
CHARACTER 60	SUBTOTAL	1,926					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	176					
CHARACTER 70	SUBTOTAL	176					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	9,233	12,198	5,887	13,504	19,691	19,691
8030	SOCIAL SECURITY	7,369	8,888	5,313	9,307	13,571	13,571
8050	LIFE INSURANCE	21	48	27	38	57	57
8060	HEALTH INSURANCE	14,550	29,810	17,780	30,708	45,747	45,747
CHARACTER 80	SUBTOTAL	31,173	50,944	29,007	53,557	79,066	79,066
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	30,606	30,606		35,000	35,000	35,000
CHARACTER 90	SUBTOTAL	30,606	30,606		35,000	35,000	35,000
TYPE X	SUBTOTAL	459,419	689,536	376,256	720,000	720,000	720,000
DIVISION 50	SUBTOTAL	271,551	464	68,091			
DEPARTMENT 46	SUBTOTAL	-2,778,490	-3,116,653	-1,958,406	-3,418,753	-3,346,014	-3,343,700

# PROBATION

PROBATION DIRECTOR

DEPUTY DIRECTOR

## CRIMINAL DIVISION

- Criminal Investigations
- Criminal Probation Supervision
  - Interim Supervision
  - Specialized DWI Caseload
  - Specialized Sex Offender Caseload
  - Specialized Domestic Violence Caseload
  - Specialized DSS Fraud Caseload
  - Specialized Youthful Offender Caseload
- New York Statewide Police Information Network (NYSPIN) & e-Justice & Integrated Probation Registrant System (IPRS)
- Transfer In/Out of Probation Cases & Fingerprinting
- Electronic Monitoring
- Sex Offender Registry
- DNA Collection
- Drug and Alcohol Testing
- Coordination with Forensic Unit of Mental Health
- Drug, Domestic Violence, Family Treatment, and Mental Health Courts
- Associated Computer Systems, i.e., Probation Tracking System, Correctional Offender Management Profiling & Alternative Sanctions (COMPAS)

## GRANTS

- Intensive Supervision Program (ISP)
- Pre-Trial Release Program (PTRP)
- Probation Eligible Diversion (PED)

## ADMINISTRATION

- Fiscal Management/ Budget
- Personnel
- Restitution Collection and Disbursement to Crime Victims
- DWI Fine Collection for Broome County Court
- DWI Supervision Fees
- Records Management

## PINS/JD DIVISION

- Court Ordered Investigations
- Family Court Supervision
  - Persons in Need of Supervision (PINS)
  - Juvenile Delinquents (JD's)
  - Support Cases & Family Offenses
- Comprehensive Assessments/ Reports
- Diversion Case Management
- Youth Assessment Screening Instrument (YASI)
- Probation Tracking System (PTS)
- Connections (DSS Case Management System-CONX)
- Pre-PINS Parent Orientation
- JD Diversion Victims Satisfaction
- JD Introduction to Supervision Groups
- Electronic Monitoring

## **PROBATION – 28**

### **MISSION STATEMENT**

The Broome County Probation Department is dedicated to the protection of the community by reducing crime and delinquency, along with facilitating the rehabilitation of offenders of the law. This is accomplished through investigation, supervision, and diversion of cases that have violated laws of the Family Court Act, the Penal Law, Vehicle and Traffic Law and other laws of the State of New York. This department works closely with the courts, police agencies, treatment agencies, and other human resource agencies in Broome County to rehabilitate offenders. The Probation Department has a primary obligation to the community to return offenders back to the courts when they do not abide by the court's sentence and conditions of probation.

### **DESCRIPTION**

The **Criminal Division** component supervises all adults (age 16 and above) placed on probation or interim supervision by the Criminal Courts of Broome County. This division provides pre-sentence/pre-plea investigations as ordered by the courts in Broome County, regardless of disposition. Investigations comprise a legal history, social history, victim impact, evaluative analysis, and recommendation. The Criminal Division also provides Pre-Trial Release services as an alternative to incarceration, and thus decreases potential jail days.

Presently, the department operates specialized caseloads for DWI's, sex offenders, domestic violence, youthful offenders, and DSS restitution collection. Probation supervision includes office reporting by the probationer, unannounced home visits by

probation officers, and contact by the probation officer with collateral sources including, but not limited to, spouses, parents, employers, schools and treatment providers.

### **2010 OBJECTIVES**

- To attempt to manage a criminal caseload with increasingly more serious offenders being placed on probation. The Probation population of 2008-09 continues the trend towards more violent offenders being placed on probation. Many causes such as serious substance abuse, mental illness, and general aggressive tendencies make for a more volatile probationer.
- To manage non-funded New York State mandates. These include DNA specimen collection, Sex Offender Registry, and implementation of the Correctional Offender Management Profiling for Alternative Sanctions (COMPAS). Probation is also involved with Drug Court, Domestic Violence Court, Family Treatment and Mental Health Courts. 2010 will see Probation continuing as a participant in "Project Impact", for which there is no additional revenue received.
- To continue to use and expand electronic monitoring as an alternative to costly incarceration.
- To continue to work with the STOP-DWI Program in an attempt to change the behavior of the DWI offenders. To collect the DWI Probation Supervision fee, which is

revenue to the STOP-DWI Program and makes DWI offenders more accountable for their offense.

- To continue to promote probation officer safety through offering an in-house “Officer Safety and Survival Training” program to all officers. This will be augmented with all officers using appropriate safety equipment provided by this department.

### **2010 BUDGET HIGHLIGHTS**

It is anticipated that the 2010 state aid reimbursement rate for eligible probation expenses will fluctuate perhaps as low as 12%.

28 0024 PROBATION

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Probation Director III	G Admin	1	1	1	1	1
Deputy Probation Director III	D Admin	1	1	1	1	1
Probation Supervisor	21 BAPA	2	2	2	2	2
Senior Probation Officer	19 CSEA	4	4	4	4	4
Probation Officer/Trainee	17/16 CSEA	17	17	17	17	17
Principal Account Clerk	13 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Keyboard Specialist *	8 CSEA	5	5	5	5	5
Account Clerk*	7 CSEA	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
<b>Total Full-Time Positions</b>		<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>
<b>PART TIME</b>						
Custodial Worker	11 AFSCME	1	0	0	0	0
Keyboard Specialist	8 CSEA	1	1	1	1	1
<b>Total Part-Time Positions</b>		<b><u>2</u></b>	<b><u>1</u></b>	<b><u>1</u></b>	<b><u>1</u></b>	<b><u>1</u></b>
<b>TOTAL POSITIONS</b>		<b>37</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>36</b>

\* One position unfunded in the current budget

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:28 PROBATION  
DIVISION :28 PROBATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0513	RESTITUTION/REPARATION SURCHARGE	15,848	20,900	9,932	17,600	17,600	17,600
0559	OTHER DEPARTMENTAL CHARGEBACK	30,000	73,000	18,405	30,000	30,000	30,000
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CHARACTER 02	SUBTOTAL	45,848	93,900	28,337	47,600	47,600	47,600
CHARACTER :07	MISC/INTERFUND REVENUES						
0229	TRANSFER FROM INSURANCE RESERVE	100					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	100					
CHARACTER :08	STATE AID						
0257	PROBATION SERVICES	293,003	347,076	240,754	487,108	482,147	482,147
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	293,003	347,076	240,754	487,108	482,147	482,147
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	338,951	440,976	269,091	534,708	529,747	529,747
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,397,700	1,469,138	938,864	1,547,575	1,522,101	1,522,101
1600	SALARIES TEMPORARY	26,239	28,214	16,574	16,502	16,502	16,502
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	1,423,939	1,497,352	955,438	1,564,077	1,538,603	1,538,603

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:28 PROBATION  
DIVISION :28 PROBATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	359	300		300	300	300
4319	OFFICE SUPPLIES	11,021	12,000	3,737	12,000	12,000	12,000
4326	FUEL AND HEATING SUPPLIES	18,016	22,140	12,611			
4329	BLDG AND GROUNDS SUPPLIES	1,733	1,650	420			
4331	FOOD AND BEVERAGES		200	128	300	300	300
4341	MOTOR EQUIPMENT SUPPLIES		200				
4347	GAS OIL GREASE AND DIESEL FUEL	177	200	60	200	200	200
4349	MISC OPERATIONAL SUPPLIES	11,861	9,389	1,728	10,736	10,736	10,736
4411	POSTAGE AND FREIGHT	23	218		218	218	218
4418	DUES AND MEMBERSHIPS	475	775	525	950	950	950
4419	GENERAL OFFICE EXPENSES	891	1,194	142	800	800	800
4422	BUILDING AND LAND RENTAL		180,996	180,996	180,996	180,996	180,996
4425	WATER AND SEWAGE CHARGES	4,706	5,796		1,950	1,950	1,950
4427	ELECTRIC CURRENT	35,742	42,000	24,365	18,532	18,532	18,532
4429	BUILDING AND GROUNDS EXPENSES	1,015	1,056	595			
4447	OPERATIONAL EQUIPMENT REPAIRS	102	108	81	108	108	108
4449	OTHER OPERATIONAL EXPENSES	830	260		260	260	260
4461	MILEAGE AND PARKING-LOCAL	15,692	27,384	11,176	18,356	18,356	18,356
4462	TRAVEL HOTEL AND MEALS	3,130	6,530	504	6,664	6,664	6,664
4463	EDUCATION AND TRAINING	656	2,580	321	2,260	2,260	2,260
4518	COPYING MACHINE RENTALS	1,012	3,156	1,985	3,156	3,156	3,156
4520	PROPERTY LOSS	100					
4747	OTHER FEES FOR SERVICES	1,105	2,800	650	2,800	2,800	2,800
4901	DAY TRIP MEAL REIMBURSEMENT	160	992	148	992	992	992
CHARACTER 40	SUBTOTAL	108,806	321,924	240,172	261,578	261,578	261,578

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:28 PROBATION  
 DIVISION :28 PROBATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	2,003	442	221	94	94	94
4609	DATA PROCESSING CHARGEBACKS	103,233	109,331	54,666	102,626	102,626	102,626
4610	PERSONAL SERVICES CHARGEBACKS	20,031	21,575	9,053	22,626	22,626	22,626
4614	OTHER CHARGEBACK EXPENSES		250		750	750	750
4615	GASOLINE CHARGEBACK	3,442	5,273		3,988	3,988	3,988
4616	FLEET SERVICE CHARGEBACK	11,036	11,197		11,045	11,045	11,045
4617	DUPLICATING/PRINTING CHARGEBACK				2,900	2,900	2,900
4618	OFFICE SUPPLIES CHARGEBACK				6,000	6,000	6,000
4619	BUILDING SERVICE CHARGEBACK	1,247	900				
4626	TRANSPORTATION SERVICES CHARGEBACKS		7,907		5,210	5,210	5,210
CHARACTER 41	SUBTOTAL	140,992	156,875	63,940	155,239	155,239	155,239
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,758					
CHARACTER 60	SUBTOTAL	1,758					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	181,196					
CHARACTER 70	SUBTOTAL	181,196					

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:28 PROBATION  
DIVISION :28 PROBATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	116,647	153,210	76,249	171,781	168,953	168,953
8030	SOCIAL SECURITY	104,100	113,782	69,744	118,390	116,441	116,441
8040	WORKERS COMPENSATION	10,208	18,348		8,970	8,970	8,970
8050	LIFE INSURANCE	608	792	434	646	627	627
8060	HEALTH INSURANCE	501,289	386,983	216,396	362,415	356,612	356,612
8062	RETIREE HEALTH INSURANCE		221,416	133,874	215,227	215,227	215,227
8063	DISABILITY INSURANCE	3,595	3,480	2,465	3,870	3,741	3,741
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	736,447	898,011	499,162	881,299	870,571	870,571
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	164,684	194,642		252,398	198,197	198,197
		-----	-----	-----	-----	-----	-----
CHARACTER 90	SUBTOTAL	164,684	194,642		252,398	198,197	198,197
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	2,757,822	3,068,804	1,758,712	3,114,591	3,024,188	3,024,188
		-----	-----	-----	-----	-----	-----
DIVISION 28	SUBTOTAL	-2,418,871	-2,627,828	-1,489,621	-2,579,883	-2,494,441	-2,494,441

## **PROBATION – PINS/JD – 28**

### **MISSION STATEMENT**

The Broome County Probation Department is dedicated to the protection of the community by reducing crime and delinquency, along with facilitating the rehabilitation of offenders of the law. This is accomplished through investigation, supervision, and diversion of cases that have violated laws of the Family Court Act, the Penal Law, and other laws of the State of New York. This department works closely with the courts, police agencies, treatment agencies, schools, and other human service agencies in Broome County to rehabilitate juveniles. The Probation Department has a primary obligation to the community to return juveniles to the court when they do not abide by the court's orders.

### **DESCRIPTION**

The PINS Unit (Persons In Need of Supervision) of the Juvenile Services Division provides intake services for individuals seeking to file complaints against those juveniles who are up to the age of 18 and exhibiting chronic non-criminal behavior difficulties. Probation has been designated the "lead agency" on all PINS complaints. Probation is working very closely with Social Services, Youth Bureau, and the County Attorney to develop the 2010 PINS plan. It is the goal of the PINS Unit to use all appropriate community level services to divert youth from Family Court, thereby avoiding costly detention and institutional placements. The PINS Unit will continue to do court ordered pre-dispositional investigations and court ordered supervision.

The JD Unit (Juvenile Delinquent) of Juvenile Services provides intake services for all Juvenile Delinquency (JD) cases referred by

police to the department. The process begins by arranging an appearance ticket interview with the youth who can range from 7 to 16 years of age. Appropriate cases are supervised through a voluntary diversion program, in an attempt to resolve the complaint without the intervention of Family Court. The unit conducts pre-dispositional investigations and supervises adjudicated JD and other Family Court cases. The unit also provides adoption, custody, and visitation investigations for Family Court.

### **2010 OBJECTIVES**

- To continue to provide quality services to the PINS/JD caseload. 2008 saw 885 cases opened for services and 2009's projected figure is 866. We are finding that with the change in the law, PINS cases will remain with us for a longer period than in prior years.
- To continue to provide mandated and voluntary services for suitable youth ages 7-16 and up to 18 years of age as PINS.
- To use and expand electronic monitoring for juvenile delinquents as an alternative to very costly detention.
- To continue to work with other County human service departments in the Juvenile Justice Task Force. Probation will collaborate with these agencies to develop a cost effective plan to implement the revision of Section 735 of the Family Court Act. Community services will be developed and/or enhanced with the ultimate goal to reduce costly placements by timely interventions at the community level.

## **2010 BUDGET HIGHLIGHTS**

The entire 2010 PINS/JD budget is expected to be reimbursed through the Broome County Social Services Funding stream at 100%.

28 0099 PROBATION/PINS

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Probation Supervisor	21 BAPA	2	2	2	2	2
Senior Probation Officer	19 CSEA	3	3	3	3	3
Probation Officer/Trainee	17/16 CSEA	<u>11</u>	<u>11</u>	<u>11</u>	<u>11</u>	<u>11</u>
<b>Total Full-Time Positions</b>		<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:28 PROBATION  
 DIVISION :29 PINS ADJUSTMENT SERVICES PROGRAM

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0045	CHARGEBACKS - D S S	1,018,993	1,169,695	584,847	1,155,293	1,155,293	1,155,293
CHARACTER 02 SUBTOTAL		1,018,993	1,169,695	584,847	1,155,293	1,155,293	1,155,293
TYPE R SUBTOTAL		1,018,993	1,169,695	584,847	1,155,293	1,155,293	1,155,293
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	712,509	765,525	428,579	767,353	767,353	767,353
CHARACTER 10 SUBTOTAL		712,509	765,525	428,579	767,353	767,353	767,353
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4326	FUEL AND HEATING SUPPLIES	2,314	2,682	1,572	2,682	2,682	2,682
4349	MISC OPERATIONAL SUPPLIES		1,300		1,350	1,350	1,350
4422	BUILDING AND LAND RENTAL		22,566	22,566	22,566	22,566	22,566
4427	ELECTRIC CURRENT	5,933	5,550	4,344	5,550	5,550	5,550
4461	MILEAGE AND PARKING-LOCAL	8,011	27,336	5,370	13,976	13,976	13,976
4462	TRAVEL HOTEL AND MEALS	2,000	3,216	32	5,548	5,548	5,548
4463	EDUCATION AND TRAINING	641	1,360	30	1,520	1,520	1,520
4747	OTHER FEES FOR SERVICES	138	2,060	495	2,060	2,060	2,060
4901	DAY TRIP MEAL REIMBURSEMENT	8		5			
CHARACTER 40 SUBTOTAL		19,045	66,070	34,414	55,252	55,252	55,252

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:28 PROBATION  
DIVISION :29 PINS ADJUSTMENT SERVICES PROGRAM

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	500	750	500	750	750	750
CHARACTER 41	SUBTOTAL	500	750	500	750	750	750
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	22,566					
CHARACTER 70	SUBTOTAL	22,566					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	59,660	80,380	35,123	85,176	85,176	85,176
8030	SOCIAL SECURITY	51,956	58,563	31,041	58,703	58,703	58,703
8040	WORKERS COMPENSATION	2,624	2,802		2,242	2,242	2,242
8050	LIFE INSURANCE	291	384	179	285	285	285
8060	HEALTH INSURANCE	148,129	182,176	90,396	171,778	171,778	171,778
8062	RETIREE HEALTH INSURANCE		11,365	7,241	11,948	11,948	11,948
8063	DISABILITY INSURANCE	1,714	1,680	994	1,806	1,806	1,806
CHARACTER 80	SUBTOTAL	264,374	337,350	164,974	331,938	331,938	331,938
TYPE X	SUBTOTAL	1,018,994	1,169,695	628,467	1,155,293	1,155,293	1,155,293
DIVISION 29	SUBTOTAL	-1		-43,620			
DEPARTMENT 28	SUBTOTAL	-2,418,872	-2,627,828	-1,533,241	-2,579,883	-2,494,441	-2,494,441

# SECURITY SERVICES

COMMISSIONER OF PUBLIC WORKS

DIRECTOR OF  
SECURITY SERVICES

ADMINISTRATIVE  
MANAGER OF  
SECURITY SVCS

## ADMINISTRATION

- Peace Officer Academy
- Records
- Evidence Collection
- Parking / Transfers
- Front Office
- Background Investigations
- Internal Investigations
- Access Control
- County Key System
- Division Training
- Workman's Comp Fraud Investigations
- Computer Analysis & Technical Services Unit
- County Office Building Security
- Tri-partite Security

ASSISTANT  
DIRECTOR OF  
SECURITY

## OPERATIONS

- TSA Contract
- Investigations
- Special Events
- Uniformed Services
  - Airport
  - Arena
  - DSS
  - Transit
  - Health Dept.
  - Mental Health
  - WPNH
  - Parks
  - Probation

SUPERVISING FRAUD  
INVESTIGATOR

## FRAUD UNIT

- Welfare Fraud Investigations
- Enforcement
- Sanctions & Restitutions
- Front - End Detection Program
- Medicaid Fraud Investigations

DOG SHELTER  
MANAGER

## DOG SHELTER

- Adoption
- Redemptions
- Pet Sign-Overs
- Contract Services
  - City of Binghamton
  - 11 Towns

**PUBLIC WORKS – 03****Security - 06****MISSION STATEMENT**

Maintain a safe and orderly atmosphere upon County properties and elsewhere by rendering assistance, encouraging compliance, and providing enforcement as necessary. Protect the County facilities and assets from damage and loss. Provide services as required, which are best provided by a security organization, to enhance governmental operations and reduce liability. Provide specific functions as may be required.

**DESCRIPTION**

The Division consists of five units, which are responsible for unique and separate services. Administrative Services include maintenance and operation of the County ID Card System, Pre-Employment Screening Project, Access Control System, parking lots, evidence retention, lost & found property, Workers' Compensation fraud investigations, security records, and equipment and training. Security Operations include Uniformed Security Services at County facilities such as the Departments of Social Services, Health, Mental Health, Airport, Arena, Forum, Parks, Office Building, Landfill, Willow Point Nursing Home, and BCC. The Case Integrity Unit conducts welfare fraud and internal investigations for the Department of Social Services. The Front Street Shelter provides contracted dog shelter services for eleven towns and the City of Binghamton.

**2010 OBJECTIVES**

- Continue shared services efforts in the CATS lab and continue to pursue funding avenues.
- Medicaid Fraud-continue efforts to pursue recipient fraud in conjunction with the provider fraud project.
- Pursue accreditation status for CATS lab under NYS DCJS guidelines.
- Plan and implement security efforts involved in the construction projects of the parking reconstruction, GHJB, and Intermodal.
- Continue workplace violence training for all County employees.

**2010 BUDGET HIGHLIGHTS**

- Implement security efforts at GHJB and Intermodal.
- Continue efforts to reduce un-anticipated overtime costs within the division.
- Continue pursuing funding streams for CATS lab.

03 0080 PUBLIC WORKS/Security  
 1450  
 1476

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Security	F Admin	1	1	1	1	1
Assistant Director of Security	23 Admin	1	1	1	1	1
Administrative Manager of Security Services	23 Admin	1	1	1	1	1
Supervising Fraud Investigator	23 BAPA	1	1	1	1	1
Security Supervisor	18 BAPA	6	6	7	7	7
Dog Shelter Manager	17 BAPA	1	1	1	1	1
Sr Security Svcs Investigator	20 CSEA	2	2	2	2	2
Security Services Investigator	17 CSEA	6	6	6	6	6
Senior Social Services Examiner	13 CSEA	1	1	1	1	1
Assistant Dog Shelter Manager	12 CSEA	1	1	1	1	1
Security Officer II	12 CSEA	17	17	26	22	22
Keyboard Specialist	8 CSEA	2	2	2	2	2
Kennel Person*	7 CSEA	3	3	3	3	3
Security Officer I	7 CSEA	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
<b>Total Full-Time Positions</b>		<b>46</b>	<b>46</b>	<b>56</b>	<b>52</b>	<b>52</b>
<b>PART TIME</b>						
Security Officer II	12 CSEA	1	1	1	1	1
Account Clerk Typist	7 CSEA	1	1	1	1	1
Security Officer I	7 CSEA	<u>4</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Part-Time Positions</b>		<b>6</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>TOTAL POSITIONS</b>		<b>52</b>	<b>52</b>	<b>58</b>	<b>54</b>	<b>54</b>

\* One position unfunded in the current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :06 SECURITY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0038	SECURITY SERVICES	1,686,846	1,854,749	728,651	2,560,244	2,124,873	2,124,873
0177	REIMBURSEMENT - ANIMAL SHELTER	192,761	216,293	116,023	222,022	222,022	222,022
0544	EVENTS - BASEMENT PARKING	6,990					
0555	DOG LICENSE REVENUE	13,246	14,000		14,000	14,000	14,000
0622	MISCELLANEOUS			288			
0624	SHELTER REVENUE	71,269	65,000		65,000	65,000	65,000
0639	SECURITY SERVICES - OUTSIDE USERS	38,445	14,030	8,395	14,030	14,030	14,030
	CHARACTER 02 SUBTOTAL	2,009,557	2,164,072	853,357	2,875,296	2,439,925	2,439,925
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	69	1,800	38	100	100	100
0193	PARKING LOT	1,320	744	560	744	744	744
0194	PARKING PLAZA	30,265		20,115	30,000	30,000	30,000
	CHARACTER 03 SUBTOTAL	31,654	2,544	20,713	30,844	30,844	30,844
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	195					
0220	UNCLASSIFIED REVENUES	52,229	18,781	7,239	18,781	18,781	18,781
0226	TRANSFER FROM RESERVE FUND	31,713	16,525		17,278	17,278	17,278
0229	TRANSFER FROM INSURANCE RESERVE	7,859		271			
	CHARACTER 07 SUBTOTAL	91,996	35,306	7,510	36,059	36,059	36,059

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :06 SECURITY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :08	STATE AID						
0240	TEMPORARY COURT OFFICERS	123,239	145,000	55,830	152,847	152,847	152,847
CHARACTER 08	SUBTOTAL	123,239	145,000	55,830	152,847	152,847	152,847
CHARACTER :09	FEDERAL AID						
0584	PUBLIC SAFETY GRANTS - FEDERAL	130,296	155,928		155,928	155,928	155,928
CHARACTER 09	SUBTOTAL	130,296	155,928		155,928	155,928	155,928
TYPE R	SUBTOTAL	2,386,742	2,502,850	937,410	3,250,974	2,815,603	2,815,603
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,543,942	1,863,918	998,635	2,213,387	2,068,987	2,068,987
1500	SALARIES PART-TIME	40,972	78,481	22,903	50,885	26,605	26,605
1600	SALARIES TEMPORARY	567,792	578,863	398,851	670,939	621,511	621,511
1700	SALARIES OVERTIME	81,818	53,667	75,933	63,367	48,517	48,517
1900	SALARIES SHIFT DIFFERENTIAL	13,662	20,091	6,740	23,191	21,191	21,191
1930	STAND-BY PAY	7,575	5,773	3,918	5,773	5,773	5,773
1940	OTHER PERSONNEL SERVICES			5,326			
CHARACTER 10	SUBTOTAL	2,255,761	2,600,793	1,512,306	3,027,542	2,792,584	2,792,584

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :06 SECURITY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2016	OTHER IMPROVEMENTS				120,000		
CHARACTER 20	SUBTOTAL				120,000		
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,898	2,150	275	2,150	2,150	2,150
4319	OFFICE SUPPLIES	8,735	9,700	3,183	8,900	8,900	8,900
4323	BLDG MAINTENANCE SUPPLIES	348	1,450	1,160	1,450	1,450	1,450
4326	FUEL AND HEATING SUPPLIES	11,930	19,270	6,250	19,270	19,270	19,270
4329	BLDG AND GROUNDS SUPPLIES	7,625	5,500	2,860	5,500	5,500	5,500
4331	FOOD AND BEVERAGES			814	800		
4333	HSLD LAUNDRY & CLEANING SUPPLIES			321			
4342	PHOTOGRAPHIC SUPPLIES	2,072	2,600	683	2,600	2,600	2,600
4347	GAS OIL GREASE AND DIESEL FUEL	259		163			
4349	MISC OPERATIONAL SUPPLIES	22,210	34,775	11,705	36,475	36,475	36,475
4351	ANIMAL FOOD	1,375	2,000	942	2,000	2,000	2,000
4356	UNIFORMS	14,376	22,500	1,996	55,737	34,737	34,737
4358	SAFETY SUPPLIES	1,129	2,450	691	2,450	2,450	2,450
4359	COMPUTER SOFTWARE AND SUPPLIES	11,075	14,100	1,582	14,121	14,121	14,121
4411	POSTAGE AND FREIGHT	181	500	17	200	200	200
4418	DUES AND MEMBERSHIPS	657	2,510	805	2,510	2,510	2,510
4419	GENERAL OFFICE EXPENSES	1,058	500	10	500	500	500
4423	BLDG GROUNDS AND EQUIP REPAIR	50					
4425	WATER AND SEWAGE CHARGES	2,421	3,000	2,527	3,500	3,500	3,500
4426	HEATING AND AIR COND PLANT EXP	1,648		1,461			
4427	ELECTRIC CURRENT	5,062	5,717	3,840	5,717	5,717	5,717
4429	BUILDING AND GROUNDS EXPENSES	3,724	2,700	2,930	2,700	2,700	2,700
4432	LAUNDRY AND DRY CLEANING EXPENSES	64					
4442	PHOTOGRAPHIC EXPENSES		360		360	360	360
4448	ADVERTISING AND PROMOTION EXPENSES	144	200	100	200	200	200
4449	OTHER OPERATIONAL EXPENSES	8,237	9,200	6,608	11,766	9,200	9,200
4461	MILEAGE AND PARKING-LOCAL	63	500		500	500	500
4462	TRAVEL HOTEL AND MEALS	5,151	6,500	4,525	6,500	6,500	6,500
4463	EDUCATION AND TRAINING	2,604	5,000	1,585	5,000	5,000	5,000
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS		500		500	500	500
4513	SOFTWARE MAINTENANCE	662		662	695	695	695
4518	COPYING MACHINE RENTALS	477	1,000	1,653	1,000	1,000	1,000
4520	PROPERTY LOSS	7,859		271			
4742	VETERINARIAN SERVICES	13,806	16,000	7,595	16,000	16,000	16,000
4901	DAY TRIP MEAL REIMBURSEMENT	32		64			

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :06 SECURITY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
CHARACTER 40	SUBTOTAL	136,932	170,682	67,278	209,101	184,735	184,735

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :06 SECURITY

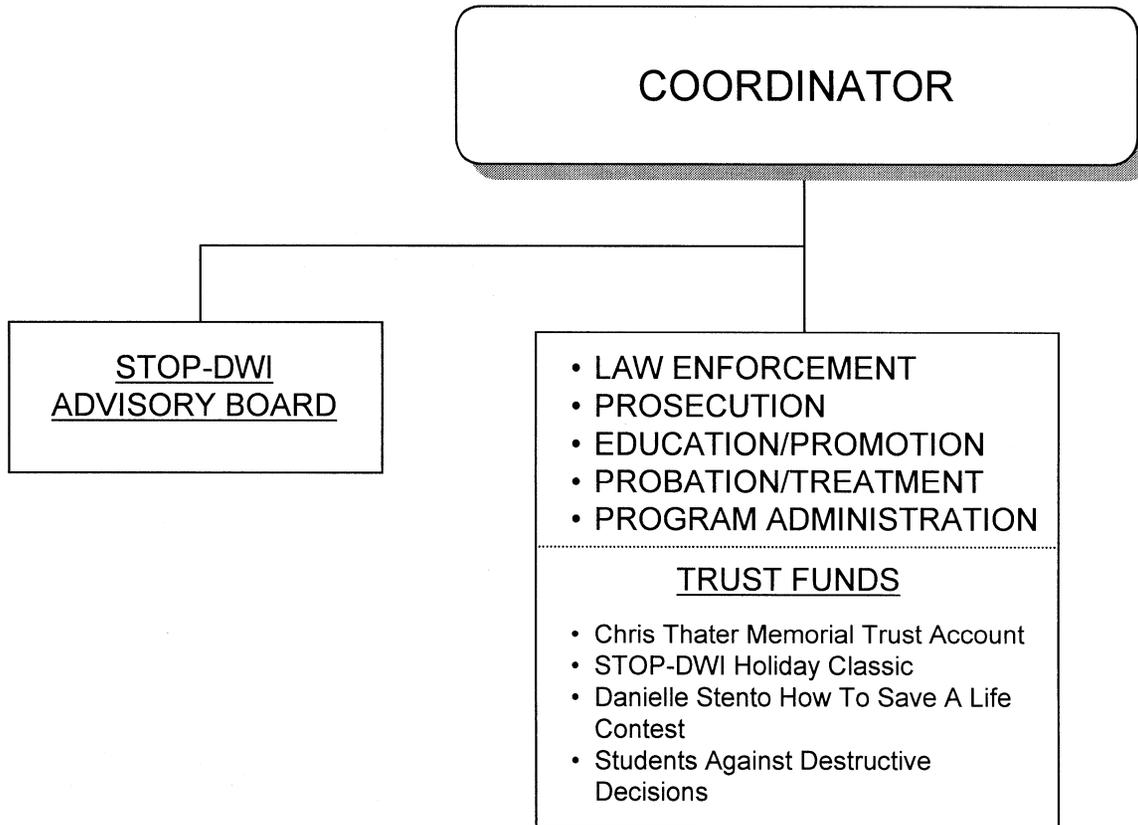
SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	41,125	58,037	61,631	62,014	62,014	62,014
4605	COUNTY ATTORNEY CHARGEBACKS	408		193			
4609	DATA PROCESSING CHARGEBACKS	3,355	3,475		3,447	3,447	3,447
4610	PERSONAL SERVICES CHARGEBACKS	87					
4614	OTHER CHARGEBACK EXPENSES	10,395	1,481	34	100	100	100
4615	GASOLINE CHARGEBACK	62,164	56,743	5,418	44,583	44,583	44,583
4616	FLEET SERVICE CHARGEBACK		40,311	40,310	39,762	39,762	39,762
4617	DUPLICATING/PRINTING CHARGEBACK	362	536	383	300	300	300
4618	OFFICE SUPPLIES CHARGEBACK	1,334	1,442	704	1,500	1,500	1,500
4619	BUILDING SERVICE CHARGEBACK	5,354	7,000	231	7,000	7,000	7,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	32,525	3,954	3,954	2,606	2,606	2,606
CHARACTER 41	SUBTOTAL	157,109	172,979	112,858	161,312	161,312	161,312
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,178					
CHARACTER 60	SUBTOTAL	1,178					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	36					
CHARACTER 70	SUBTOTAL	36					

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :06 SECURITY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	140,842	186,886	89,043	251,599	233,330	233,330
8030	SOCIAL SECURITY	167,907	196,434	112,317	225,164	210,587	210,587
8040	WORKERS COMPENSATION	11,032	10,489	10,489	12,027	12,027	12,027
8050	LIFE INSURANCE	765	1,224	518	1,063	949	949
8060	HEALTH INSURANCE	386,461	426,864	228,442	535,709	489,997	489,997
8062	RETIREE HEALTH INSURANCE		71,615	36,718	48,886	48,886	48,886
8063	DISABILITY INSURANCE	3,474	5,520	2,465	5,471	4,955	4,955
8070	UNEMPLOYMENT INSURANCE	1,645		9,956			
CHARACTER 80 SUBTOTAL		712,126	899,032	489,948	1,079,919	1,000,731	1,000,731
TYPE X SUBTOTAL		3,263,142	3,843,486	2,182,390	4,597,874	4,139,362	4,139,362
DIVISION 06 SUBTOTAL		-876,400	-1,340,636	-1,244,980	-1,346,900	-1,323,759	-1,323,759
DEPARTMENT 03 SUBTOTAL		-6,364,174	-7,519,396	-5,503,752	-8,066,136	-7,876,167	-7,865,956

# STOP - DWI



## **STOP-DWI - 82**

### **MISSION STATEMENT**

To develop and coordinate a comprehensive DWI counter-measure program to deter the incidence of impaired driving and the occurrence of alcohol/drug related traffic injuries and fatalities.

### **DESCRIPTION**

STOP-DWI stands for “Special Traffic Options Program for Driving While Intoxicated”. The STOP-DWI Program was enacted by the State Legislature in 1981 for the purposes of empowering County governments to coordinate local efforts to reduce the incidence of impaired driving within the context of a comprehensive and financially self-sustaining highway safety program.

Pursuant to Article 31 Section 1197 of the New York State Vehicle and Traffic Law and 15 NYCRR Part 172 of the Commissioner’s Rules and Regulations, the Broome County STOP-DWI Program develops and coordinates a comprehensive DWI countermeasures program – that places a priority on general deterrence – the prevention of impaired driving through a high visibility enforcement and prosecution effort. To that end, STOP-DWI funds extra police patrols that are dedicated to DWI enforcement. STOP-DWI also provides specialized breath testing equipment and video cameras to police agencies as well. The District Attorney’s office receives funds for an additional prosecutor to specialize in DWI cases. STOP-DWI also funds a position with the Broome County Probation Department to deal with recidivist DWI offenders.

In addition, STOP-DWI funds a large print and electronic media campaign in order to heighten public awareness about the dangers of

impaired driving and to promote the enforcement and prosecution efforts.

STOP-DWI also sponsors numerous training seminars for prosecutors, police, educators, and treatment professionals who deal with various aspects of the drunk driving issues. STOP-DWI works with area middle and high schools and conducts numerous community outreach programs. The STOP-DWI Program also sponsors a high school basketball tournament, a high school girls softball tournament, a bicycle race, and a 5K Run using the popularity of sports to further promote its STOP-DWI and healthy lifestyles message.

STOP-DWI operates under 15 NYCRR Part 172 of the Commissioners Rules and Regulations which limits funding to only enhancement programs, which reduce the incidence of drunk driving. Broome County’s STOP-DWI Program is supported entirely by the fines paid by people convicted of driving while intoxicated and DWI Probation supervision fees.

### **2010 OBJECTIVES**

#### **Enforcement and Adjudication Component:**

- Continue the high visibility STOP-DWI Task Force Program involving specially marked patrol vehicles and overtime patrols that are dedicated to DWI enforcement.
- Continue the videotape program in which DWI offenders are videotaped at the scene of arrest and at police stations.
- Purchase specialized breath testing equipment and supplies for DWI enforcement.
- Support specialized crash investigation and reconstruction efforts among Broome County’s law enforcement agencies.

- Support the Drug Recognition Expert (DRE) Program with area police agencies.
- Continue the STOP-DWI Prosecution Program with the Broome County District Attorney's Office.
- Continue the STOP-DWI Probation Program with the Broome County Probation Department.
- Continue funding an in-house random drug testing program for DWI Probationers.

#### **Education and Public Awareness Component:**

- Continue specialized education programs for enforcement, prosecution, education, and treatment professionals who deal with various aspects of the impaired driving issues.
- Continue to offer TIPS Alcohol Server Training Program to on-premise (bars, taverns) and off-premise (caterers) establishments and to work with licensed establishments on the prevention of impaired driving.
- Conduct community outreach via public speaking engagements, presenting booths at health fairs and trade shows and by making available videos, displays, and printed materials to schools and other organizations.
- Continue to support education and public awareness activities in area middle schools and high schools.
- Conduct a comprehensive electronic and print advertising campaign to promote awareness about the DWI issue.
- Conduct special projects/events such as the STOP-DWI Holiday Classic, STOP-DWI Tournament of Champions and the Chris Thater Memorial to further promote the STOP-DWI and healthy lifestyles message to youth and the community.

#### **Administrative/Evaluation Component:**

- Work with the STOP-DWI Advisory Board, local officials and public and private community organizations to develop and coordinate a comprehensive DWI countermeasure program.
- Monitor and evaluate traffic accident, arrest, and conviction data to assess the effectiveness of Broome County's STOP-DWI effort.
- Seek private/corporate sponsorship to help finance education and promotional efforts.

#### **2010 BUDGET HIGHLIGHTS**

- Application of DWI fine revenues to cover FY2010 program expenses at no cost to local taxpayers.
- Application of DWI Probation Supervision Fees to fund STOP-DWI's Probation programming.
- Application of STOP-DWI Holiday Classic funds to help finance STOP-DWI Program Manager position.

82 0001 STOP DWI

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
STOP DWI Coordinator	22 Admin	1	1	1	1	1
STOP DWI Program Manager	17 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0492	MISC ADMIN AND OTHER INCOME	10,000	15,000		10,000	10,000	10,000
CHARACTER 02	SUBTOTAL	10,000	15,000		10,000	10,000	10,000
CHARACTER :05	FINES AND FORFEITURES						
0203	STOP DWI FINES	388,917	370,000	132,778	375,000	375,000	375,000
0650	DWI SUPERVISION FEES	30,671	35,000	29,970	35,000	35,000	35,000
CHARACTER 05	SUBTOTAL	419,588	405,000	162,748	410,000	410,000	410,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT			9,305			
CHARACTER 06	SUBTOTAL			9,305			
CHARACTER :07	MISC/INTERFUND REVENUES						
0226	TRANSFER FROM RESERVE FUND				40,000	38,000	38,000
CHARACTER 07	SUBTOTAL				40,000	38,000	38,000
TYPE R	SUBTOTAL	429,588	420,000	172,053	460,000	458,000	458,000

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	135,183	137,290	87,489	144,835	144,835	144,835
CHARACTER 10	SUBTOTAL	135,183	137,290	87,489	144,835	144,835	144,835
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,486	500	655	750	750	750
4319	OFFICE SUPPLIES	2,003	4,000	2,217	4,500	4,500	4,500
4342	PHOTOGRAPHIC SUPPLIES		500		500	500	500
4349	MISC OPERATIONAL SUPPLIES	1,694	3,500	808	4,000	4,000	4,000
4359	COMPUTER SOFTWARE AND SUPPLIES	155					
4411	POSTAGE AND FREIGHT	135	250	36	250	250	250
4418	DUES AND MEMBERSHIPS	1,134	1,097	1,097	1,167	1,167	1,167
4442	PHOTOGRAPHIC EXPENSES		500	832	500	500	500
4447	OPERATIONAL EQUIPMENT REPAIRS		500	618	500	500	500
4448	ADVERTISING AND PROMOTION EXPENSES	57,517	60,000	36,506	65,000	65,000	65,000
4457	SUBCONTRACTED PROGRAM EXPENSE	90,112	82,000	6,824	103,874	101,874	101,874
4461	MILEAGE AND PARKING-LOCAL	915	500	349	500	500	500
4462	TRAVEL HOTEL AND MEALS	1,014	500		500	500	500
4463	EDUCATION AND TRAINING	1,218	1,500	80	1,500	1,500	1,500
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	3,112	3,000	-463	3,000	3,000	3,000
4466	ADVISORY BD/TRUSTEES EXPENSES	39	300	59	500	500	500
4467	NON-EMPLOYEE EDUCATION AND TRNG	1,129	2,500	397	2,500	2,500	2,500
4518	COPYING MACHINE RENTALS	1,265	1,500	345	1,500	1,500	1,500
CHARACTER 40	SUBTOTAL	162,928	162,647	50,360	191,041	189,041	189,041

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

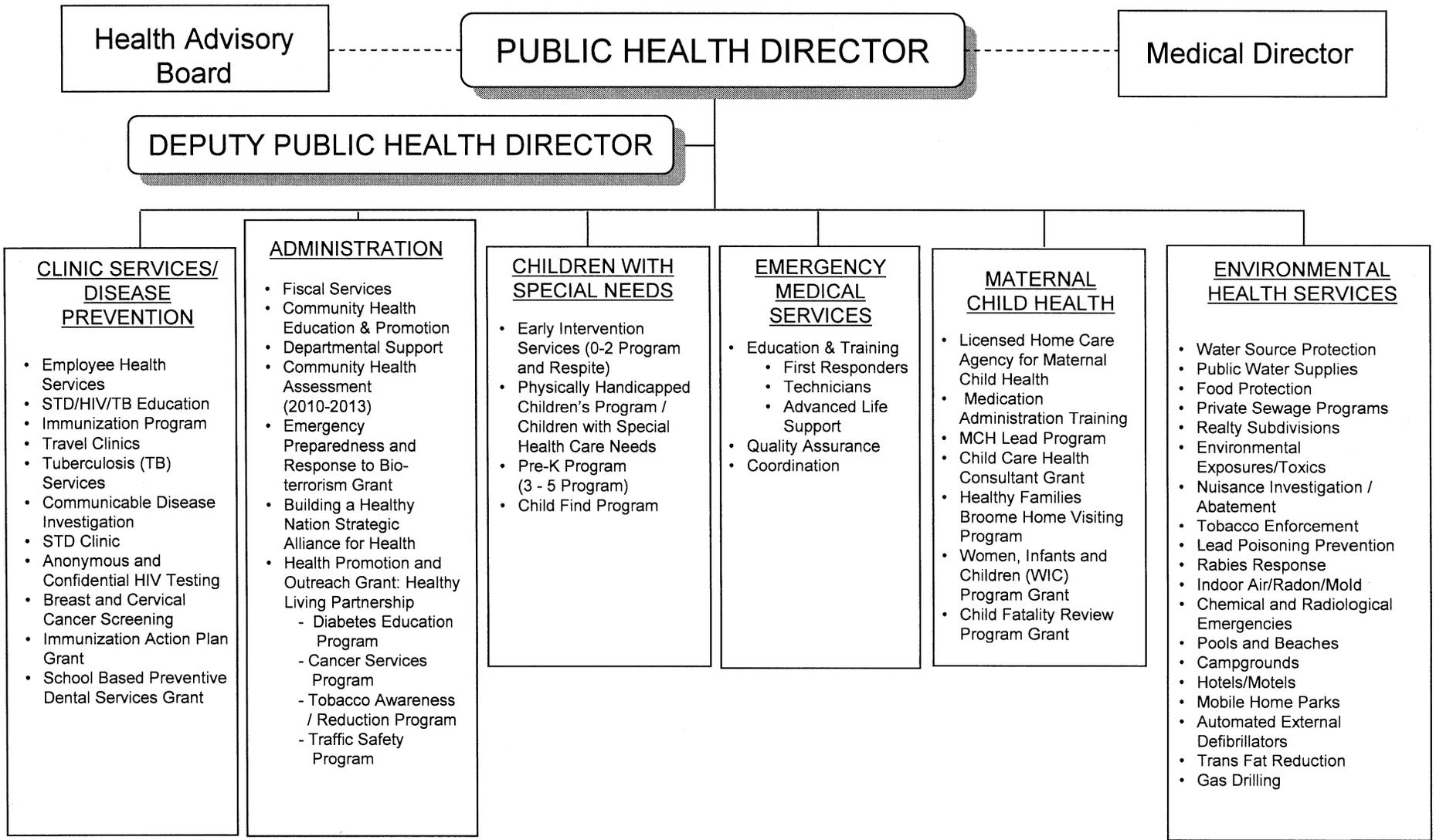
SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:82 STOP-DWI

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	119	99	99	95	95	95
4610	PERSONAL SERVICES CHARGEBACKS	78,198	83,600	56,453	85,112	85,112	85,112
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CHARACTER 41	SUBTOTAL	78,317	83,699	56,552	85,207	85,207	85,207
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	11,239	9,663	4,654	10,882	10,882	10,882
8030	SOCIAL SECURITY	10,038	10,502	6,504	11,080	11,080	11,080
8040	WORKERS COMPENSATION	1,051	982	982	970	970	970
8050	LIFE INSURANCE	58	72	38	58	58	58
8060	HEALTH INSURANCE	18,569	14,905	13,013	15,669	15,669	15,669
8063	DISABILITY INSURANCE	261	240	166	258	258	258
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CHARACTER 80	SUBTOTAL	41,216	36,364	25,357	38,917	38,917	38,917
TYPE X	SUBTOTAL	417,644	420,000	219,758	460,000	458,000	458,000
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DEPARTMENT 82	SUBTOTAL	11,944		-47,705			

## HEALTH

<u>DEPARTMENT/DIVISION</u>	<u>PAGE</u>
Health	
Maternal Child Health/ Children with Special Needs	220
Administration	229
Environmental Health (Includes Rabies Control)	236
Clinics & Disease Control	241
Emergency Medical Training	247
Mental Health	
Mental Health Clinic	252
Willow Point Nursing Home	
Administration & General	263
Nursing	273
Dietary	279
Cleanliness & Safety	284
Social Programs	289
Ancillaries	294
Debt Service	299
Transfers	300

# HEALTH



## **HEALTH – 48**

### **Maternal Child Health and Development - 35**

#### **MISSION STATEMENT**

To promote through identification, assessment, education, and service provision, the growth and development of children with special needs and their families. To improve the health of women, infants and children through health teaching, health counseling, and the early identification of real and potential health problems.

#### **DESCRIPTION OF SERVICES**

Public Health Nurses provide maternal child home visiting and child care health consultation services. Through the Licensed Home Care Services Agency (LHCSA), home visits are made to prenatal, postpartum, and pediatric clients. The nurses provide skilled nursing assessments, discuss concerns and answer questions about health care, child care, child growth and development. Nurses also visit parents who have just lost a child to provide bereavement education and support the family through the grieving process.

Two nurses are trained and serve as Healthy Families New York Family Assessment Workers. Other areas of expertise include: bereavement, lactation consultation, child growth and development, home safety, psychosocial assessment, community referrals for substance abuse, domestic violence, mental health, and ongoing parent education.

Child Health Promotion Specialist services include: visits to child care sites, telephone consultation and technical assistance to improve the quality of childcare, and assure a healthy and safe environment for children in child care. Nurses focus on health and safety best practices based on the Healthy Child Care New York training model of the NYS Department of Health. As Certified Medication Administration

Training (MAT) instructors, nurses provide training for child care providers in medication administration techniques utilizing the curriculum developed by SUNY Training Strategies Group.

Early Intervention Program Service Coordinators work closely with families of children with developmental delays and/or diagnosed conditions with a high probability of delay, to identify the families' concerns and priorities for their children. The Early Intervention Program is a statewide program offering therapeutic and support services for infants and children up to three years of age with special needs and their families.

The Child Find component of Early Intervention Program focuses on ensuring at-risk children: (a) are engaged in primary health care; (b) will receive appropriate developmental surveillance and screening from a primary care provider; (c) are referred to Early Intervention for a multi-disciplinary evaluation when indicated; and (d) have health insurance coverage.

From the Early Intervention, a child may transition into the Preschool Program for children aged three to five with suspected or confirmed delays, which will affect learning. Resources, including special education and parent education, are available to assist parents of preschool children with disabilities to help them prepare their children for the transition to school (kindergarten). Participation in quality learning experiences is important for all children in order to achieve high educational standards. Allowing children with and without disabilities opportunities to learn together, whenever possible, is desirable and of benefit to all children.

The Children with Special Health Care Needs (CSHCN) Program assists families in ascertaining community resources. It also provides outreach throughout the community to increase awareness of resources available.

An additional program in this division is the Physically Handicapped Children's Program (PHCP). This program ensures access to health care for chronically ill and disabled children between birth and twenty-one years of age. Diagnostic services are available to all children, but parents must meet financial eligibility criteria to receive assistance for treatment of a chronic condition. The PHCP also serves as a vehicle for Medicaid eligible children to receive orthodontic services.

### **2010 OBJECTIVES**

- Reduce fetal, infant and child death by early identification of problem, intervention and education.
  - Increase the numbers of children screened for lead poisoning at 1 and 2 through record review at child care facilities and provide information to parents in collaboration with Environmental Health Staff.
  - Elimination of childhood lead poisoning through primary prevention, early identification, and continued services to children with elevated blood levels.
  - Maximize use of preventive health services through education and collaboration with local health care providers, the Clinic Division, Department of Social Services, schools, NYS Department of Health, and child care providers.
  - Increasing need for the Early Intervention Program demands assurance of adequate capacity of needed services for infants and children identified as having developmental and/or learning delays and/or being at risk for developmental delays.
- Continue conservative fiscal management of the Children with Special Health Care Needs programs while meeting State and Federal regulations.
  - Continue to attain state performance standards in the Early Intervention Program.
  - Facilitate efficient use of providers' time by determining how, through data entry, to sort by zip code where providers are servicing children in order to cluster based on location of providers.
  - Offer Kempe assessment to expectant and new families to assess their strengths and challenges. Offer families information regarding local community resources and connect eligible families to Healthy Families Broome home visiting program.
  - Child Health Promotion Specialists will provide education to participating day care centers in the target areas.
  - Maternal Child Health / Licensed Home Care Services Agency
    - o To increase the number of prenatal visits to ensure early and continuous comprehensive prenatal care to reduce infant mortality, decrease low-birth-weight babies, and increase positive birth outcomes.
    - o To increase the number of evaluation visits to postpartum/newborn clients to minimize environmental hazards to reproduction/growth/development through evaluation of home settings, health habits and nutrition status.
    - o To increase health promotion, good oral hygiene, and disease prevention activities in child care.
    - o To continue to provide training in medication administration to child care providers.
    - o To ensure appropriate newborn bloodspot screening, follow-up testing, and referral to services.

## **2010 BUDGET HIGHLIGHTS**

- Continue to identify vulnerable families and implement areas of collaboration with Department of Social Services and other human service providers to prevent child abuse/neglect.
  - Continue to pursue contracts with managed care organizations to maximize resources by billing for licensed home care agency services.
  - Continue to develop better infrastructure to supplement operating budget costs with third party insurance revenue, state aid and grant funding.
  - Continue to assist families in ascertaining community resources to meet their health care needs, through referrals and linkages with community agencies.
  - More community agencies and pediatricians do developmental screenings for children birth to age three. These agencies and physicians make appropriate referrals to the Early Intervention Program. Child Find numbers are slightly increasing as more diligence is given to follow-up with families and physicians as well as registering families who have not been eligible for the Early Intervention Program.
  - Completion of NYEIS, the new Early Intervention Program software from the NYS Department of Health. Training on the new system has begun.
  - Completion of transition of the new preschool software program from private contractor to Broome County Information Technology. Both will facilitate increased capacity for retrieving data and completing reports to assist in better management of each program, fiscally, as well as programmatically.
  - Loss of one of the preschool evaluating agencies will challenge the department to meet the needs of preschoolers with disabilities. We will work with the remaining agencies and NYS Education Department to assist in meeting the needs.
- Use local data to expand resources and motivate action toward elimination of lead poisoning in collaboration with the Environmental Health Division and more community agencies.
  - Facilitate increase in Broome County service coordination billable time by streamlining the method of documenting time and activity.

## 48 0293 HEALTH/Maternal Child Health and Development

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Public Health Nurse	17 CSEA	3	3	3	3	3
Preschool Special Education Program Coord.	17 CSEA	1	1	1	1	1
Senior Registered Professional Nurse	16 CSEA	1	1	1	1	1
Early Intervention Service Coordinator	16 CSEA	6	6	6	6	6
Health Information Technician	11 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>PART TIME</b>						
Director of Children w/Spec. Needs Program	C Admin	1	1	1	1	1
Director of Home Health Services	C Admin	1	1	1	1	1
WIC Nutrition Services Director	21 BAPA	1	1	1	1	1
Children w/Spec. Needs Program Supervisor	20 BAPA	1	1	1	1	1
Public Health Nurse	17 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1	1
Health Program Specialist	8 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>TOTAL POSITIONS</b>		<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :35 EDUCATION OF HANDICAPPED CHILDREN

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	498		392			
0057	STUDENT TUITION, PT DAY	5,470	6,000	1,060	4,200	4,200	4,200
0070	FEES FOR SERVICES	2,705,204	1,951,962	1,690,900	1,986,239	1,986,239	1,986,239
0549	CHARGEBACK TO GRANTS	54,822	27,446	14,861	29,252	29,252	29,252
0559	OTHER DEPARTMENTAL CHARGEBACK	275,161	287,841	153,150	293,301	293,301	293,301
0641	COPIER CHARGEBEACK	2,005	1,834	743	1,339	1,339	1,339
CHARACTER 02	SUBTOTAL	3,043,160	2,275,083	1,861,106	2,314,331	2,314,331	2,314,331
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	120		7			
CHARACTER 03	SUBTOTAL	120		7			
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	-18,813		3,896			
CHARACTER 07	SUBTOTAL	-18,813		3,896			
CHARACTER :08	STATE AID						
0253	EDUCATION-HANDICAPPED CHILDREN	2,408,117	2,962,747	1,759,826	3,142,755	3,484,640	3,484,640
0269	PUBLIC HEALTH WORK	290,926	312,767	242,211	257,895	247,259	247,259
0460	OTHER STATE AID	546,475	666,163	304,428	544,125	544,125	544,125
CHARACTER 08	SUBTOTAL	3,245,518	3,941,677	2,306,465	3,944,775	4,276,024	4,276,024
TYPE R	SUBTOTAL	6,269,985	6,216,760	4,171,474	6,259,106	6,590,355	6,590,355

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :35 EDUCATION OF HANDICAPPED CHILDREN

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	530,506	546,670	343,439	564,734	564,734	564,734
1500	SALARIES PART-TIME	238,825	245,009	193,127	243,880	243,880	243,880
1600	SALARIES TEMPORARY	6,964	24,694	9,030	23,340	12,696	12,696
1700	SALARIES OVERTIME	9,913	4,379	5,944	4,935		
1940	OTHER PERSONNEL SERVICES			278			
	CHARACTER 10 SUBTOTAL	786,208	820,752	551,818	836,889	821,310	821,310
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	313	1,011	520	687	687	687
4319	OFFICE SUPPLIES	1,628	6,935	5,023	6,935	2,000	2,000
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,349	1,000	2,275	1,500	1,500	1,500
4359	COMPUTER SOFTWARE AND SUPPLIES	1,698	1,550	281	3,000	3,000	3,000
4361	NURSING SUPPLIES	1,003	638	357	1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	147	100	217	135	135	135
4418	DUES AND MEMBERSHIPS	200	180	50	180	180	180
4419	GENERAL OFFICE EXPENSES	180	180	210	180	180	180
4448	ADVERTISING AND PROMOTION EXPENSES		1,000		1,000	1,000	1,000
4449	OTHER OPERATIONAL EXPENSES			100			
4457	SUBCONTRACTED PROGRAM EXPENSE	745,052	833,208	518,608	856,196	856,196	856,196
4461	MILEAGE AND PARKING-LOCAL	19,783	20,187	11,875	22,805	13,769	13,769
4462	TRAVEL HOTEL AND MEALS	222	517	274	517	517	517
4463	EDUCATION AND TRAINING	1,551	3,234	1,105	3,234	3,234	3,234
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	23,204	11,862	15,947	27,440	27,440	27,440
4466	ADVISORY BD/TRUSTEES EXPENSES		100		100	100	100
4478	CASE ADMINISTRATION	90,667	77,877	35,499	83,973	83,973	83,973
4518	COPYING MACHINE RENTALS	1,596	4,005	2,174	3,851	3,851	3,851
4706	REHAB AND THERAPY SERVICES	3,447,685	3,867,608	2,134,488	3,504,132	3,504,132	3,504,132
4707	MEDICAL AND HOSPITAL SERVICES	320	2,500		2,500	2,500	2,500
4715	OTHER HEALTH AND MEDICAL SERVICES	510,212	544,414	148,158	589,642	589,642	589,642
4745	EDUCATION OF HANDICAPPED CHILDREN	2,822,852	2,906,698	1,943,250	3,165,060	3,739,656	3,739,656
4747	OTHER FEES FOR SERVICES	5,434	14,171	308	14,171	14,171	14,171
4749	CLASSROOM AIDES	351,202	246,777	94,795	321,002	321,002	321,002
4901	DAY TRIP MEAL REIMBURSEMENT	88		48			
	CHARACTER 40 SUBTOTAL	8,026,386	8,545,752	4,915,562	8,609,240	9,169,865	9,169,865

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :35 EDUCATION OF HANDICAPPED CHILDREN

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	11,545	12,966	7,245	13,204	13,204	13,204
4609	DATA PROCESSING CHARGEBACKS	43,723	50,065	-3,150	59,433	59,433	59,433
4614	OTHER CHARGEBACK EXPENSES	2,392	2,231	895	2,169	2,169	2,169
4615	GASOLINE CHARGEBACK	307	252	25	401	401	401
4616	FLEET SERVICE CHARGEBACK	530	492	76	767	767	767
4617	DUPLICATING/PRINTING CHARGEBACK	3,990	3,937	2,976	4,153	4,153	4,153
4618	OFFICE SUPPLIES CHARGEBACK	8,727	8,300	3,900	8,727	8,727	8,727
4626	TRANSPORTATION SERVICES CHARGEBACKS	439	609	129	129	129	129
CHARACTER 41	SUBTOTAL	71,653	78,852	12,096	88,983	88,983	88,983
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,869					
CHARACTER 60	SUBTOTAL	1,869					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	232					
CHARACTER 70	SUBTOTAL	232					

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :35 EDUCATION OF HANDICAPPED CHILDREN

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	64,456	86,180	39,902	92,895	91,166	91,166
8030	SOCIAL SECURITY	57,041	62,783	40,125	64,025	62,833	62,833
8040	WORKERS COMPENSATION	6,520	7,664	4,616	9,785	9,785	9,785
8050	LIFE INSURANCE	358	541	236	404	404	404
8060	HEALTH INSURANCE	219,114	192,457	115,187	214,526	211,878	211,878
8062	RETIREE HEALTH INSURANCE		59,379	39,951	61,721	61,721	61,721
8063	DISABILITY INSURANCE	2,130	2,172	1,371	2,225	2,225	2,225
8070	UNEMPLOYMENT INSURANCE			6,683			
CHARACTER 80	SUBTOTAL	349,619	411,176	248,071	445,581	440,012	440,012
TYPE X	SUBTOTAL	9,235,967	9,856,532	5,727,547	9,980,693	10,520,170	10,520,170
DIVISION 35	SUBTOTAL	-2,965,982	-3,639,772	-1,556,073	-3,721,587	-3,929,815	-3,929,815

## **HEALTH – 48 Administration**

### **MISSION STATEMENT**

Administration exists to establish and maintain the infrastructure necessary to assure the quality and consistency of public health services provided to the community in a cost-effective manner. The department strives to reduce inefficiencies, provide economies, and ensure compliance with regulations, standards and guidelines, established by governing bodies. Administration serves as a “hub” between external recipients and internal recipients of services.

**Services include:** Coordination of community health assessment; public health planning; annual reports; preparation and analysis of complex financial and statistical reports; provision of information and guidance in fiscal matters; coordination of departmental budget process; payroll and personnel processing; accounts payable/receivables; cash management; statistical and financial analysis; billing; claiming; grants management; speaking for and representing the department as a whole; general distribution of communications and written materials from administration and the outside community to the department; and preparing our department and the community to respond to public health emergencies. Health Department staff regularly participate in emergency preparedness drills/exercises designed to test response protocols and procedures. Staff routinely provide presentations to community groups on emergency preparedness and emerging public health topics. The Emergency Preparedness Program also oversees the development of the Broome County Medical Reserve Corps – a cadre of medical and non-medical professionals that have volunteered to provide various services during emergencies and disasters. In addition, the contracted

services of the Public Health Medical Director are based in Administration.

### **DESCRIPTION OF SERVICES**

The Administration Division is composed of three units: fiscal, departmental support, and administration.

**Fiscal:** The fiscal unit is responsible for all facets of the Health Department’s finances. Under the direction of the Fiscal Services Administrator, the fiscal staff provide payroll and personnel processing, accounts payable and receivable, cash management, statistical and financial analysis, billing, claiming and grants management. In addition, the unit prepares complex financial and statistical reports, (including cost reports), state aid applications, and various reports for the Health Department programs. Staff provides information and guidance on fiscal matters to the other divisions. Accountants act as liaisons to agency and non-agency staff regarding fiscal and program operations, departmental budget requests, and grant programs. The Fiscal Services Administrator coordinates the budget process and fiscal procedures for the entire Health Department.

**Departmental Support:** The assigned staff members are responsible for maintaining a clean and safe physical environment for the clients/visitors. Expenses support the infrastructure of the Health Department including information technology, telecommunications, and service contracts.

**Administration:**

- Plans, directs, and administers all public health programs and services according to applicable laws and regulations as described in the Broome County Charter, Public Health Law and federal regulation.
- Conducts public health surveillance, investigates public health issues, and evaluates public health interventions targeting chronic disease prevention and control, emerging infectious disease outbreaks, toxic exposures, injuries, unintentional child fatalities, communicable diseases and maternal child health morbidity.
- Exercises, tests, refines and implements the Countywide Health Emergency Operations Plan for terrorist threats/incidents, communicable disease outbreaks, and disasters.
- Provides education to medical community to ensure timely identification and diagnosis of symptoms resulting from a biological, chemical, or radiological attack.
- Directs the 2010-2013 Community Health Assessment process and functions as a community liaison in the process.
- Develops and assures compliance with the Municipal Public Health Services Plan and participates in evaluating, planning, and monitoring the health status of the County and its residents.
- Provides direct supervision and direction of departmental community health education and promotion activities. Coordinates and administers health education and health promotion activities in collaboration with other community agencies.
- Provides direct supervision and direction to the fiscal and departmental support staff.

**2010 OBJECTIVES**

- Engage in meaningful research of community health status, measured by jurisdictional mortality, incidence, or prevalence. Assess County characteristics such as poverty, health disparities,

- and health literacy to determine health behaviors, adverse health events, and populations at risk.
- Develop a well-trained and competent workforce through assessing training needs and collaborative planning with institutions of higher learning to maintain the technological tools of the public health infrastructure that are necessary to support all essential public health services.
- Increase awareness of chronic disease prevention through evidence-based health promotion and education activities and strategies that encourage lifestyle changes and engages community members where they live, learn, work, play, and pray.
- Build the capacity of community organizations to provide health information and programming as part of “doing business” offering cost-effective programs that impact health outcomes and are easy to replicate.
- Collaborate with institutions of higher learning to bring in expertise in planning and evaluation, epidemiologic studies, data collection, and management.

**2010 BUDGET HIGHLIGHTS**

- Maintain health education activities to provide for coordination of efforts to prevent diseases and encourage healthy lifestyles by building the capacity of community organizations and by seeking insurance reimbursement where appropriate.
- Improved community health assessment and surveillance activities through coordination with other community agencies.
- Continued maximization of grant funding to support operating budget as the focus of public health shifts from direct services provision to surveillance, assurance, and policy development.
- Prioritization of expenses to reflect identified staff needs for education and technology, while focusing on equitable salary levels for recruiting and retaining staff.

48 0012 HEALTH/Administration  
 0020  
 0046

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
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**FULL TIME**

Director of Public Health	I Admin	1	1	1	1	1
Deputy Director of Public Health*	E Admin	1	1	1	1	1
Fiscal Services Administrator (40)	24 Admin	1	1	1	1	1
Supervising Public Health Educator	21 BAPA	1	1	1	1	1
Senior Accountant	18 BAPA	1	1	1	1	1
Accountant (County)	16 CSEA	1	1	1	1	1
Principal Account Clerk	13 CSEA	1	1	1	1	1
Stenographic Secretary	13 CSEA	1	1	1	1	1
Senior Account Clerk	9 CSEA	1	1	1	1	1
Senior Account Clerk Typist	9 CSEA	1	1	1	1	1
Senior Custodial Worker (40)	9 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

**PART TIME**

Account Clerk	7 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

\* Unfunded in current budget (6 months)

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :48 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0070	FEEES FOR SERVICES	94,622	104,220		99,246	99,246	99,246
0549	CHARGEBACK TO GRANTS	4,827		7,826			
0559	OTHER DEPARTMENTAL CHARGEBACK		42,500				
0641	COPIER CHARGEBEACK	3,282	2,708	818	4,081	4,081	4,081
CHARACTER 02 SUBTOTAL		102,731	149,428	8,644	103,327	103,327	103,327
CHARACTER :03	USE OF MONEY AND PROPERTY						
0189	RENTAL OF REAL PROP-OTHER GOVTS	3,600		900	40,752	40,752	40,752
0196	VENDING MACHINE	1,281	1,000	551	1,000	1,000	1,000
CHARACTER 03 SUBTOTAL		4,881	1,000	1,451	41,752	41,752	41,752
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,683		196			
CHARACTER 07 SUBTOTAL		1,683		196			
CHARACTER :08	STATE AID						
0269	PUBLIC HEALTH WORK	488,509	645,261	316,311	703,017	668,611	668,611
0460	OTHER STATE AID	52,227	57,587		50,615	50,615	50,615
CHARACTER 08 SUBTOTAL		540,736	702,848	316,311	753,632	719,226	719,226
TYPE R SUBTOTAL		650,031	853,276	326,602	898,711	864,305	864,305

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :48 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	492,030	569,283	316,265	586,527	490,956	490,956
1500	SALARIES PART-TIME	17,110	17,012	10,574	17,445	17,445	17,445
1600	SALARIES TEMPORARY	20,473	26,151	6,339	26,331	26,331	26,331
1700	SALARIES OVERTIME	1,993	1,360	4,712	1,373	1,373	1,373
CHARACTER 10 SUBTOTAL		531,606	613,806	337,890	631,676	536,105	536,105
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,569	1,731	621	1,461	1,461	1,461
4318	DUPLICATING AND PRINTING RM SUPPLIE	989					
4319	OFFICE SUPPLIES	16,312	8,500	1,758	8,500	8,500	8,500
4326	FUEL AND HEATING SUPPLIES	18,323	28,644	11,217	25,934	25,934	25,934
4329	BLDG AND GROUNDS SUPPLIES	3,841	5,000	4,091	4,527	4,527	4,527
4346	TRAINING AND EDUCATIONAL SUPPLIES			36			
4347	GAS OIL GREASE AND DIESEL FUEL	900	692	76	692	692	692
4359	COMPUTER SOFTWARE AND SUPPLIES	4,491	3,130	1,750	4,150	4,150	4,150
4411	POSTAGE AND FREIGHT	643	1,020	913	920	920	920
4418	DUES AND MEMBERSHIPS	1,025	4,615	3,422	4,509	4,509	4,509
4419	GENERAL OFFICE EXPENSES	356	266	1,160	930	930	930
4422	BUILDING AND LAND RENTAL	54,690	445,451	242,468	463,818	463,818	463,818
4425	WATER AND SEWAGE CHARGES	1,895	1,726	1,736	1,895	1,895	1,895
4427	ELECTRIC CURRENT	41,919	44,589	23,077	41,749	50,473	50,473
4429	BUILDING AND GROUNDS EXPENSES	5,068	7,793	5,560	7,234	7,234	7,234
4448	ADVERTISING AND PROMOTION EXPENSES	1,233		198			
4449	OTHER OPERATIONAL EXPENSES	4	150	329	75	75	75
4457	SUBCONTRACTED PROGRAM EXPENSE	10,151	10,000	10,222	10,000	10,000	10,000
4461	MILEAGE AND PARKING-LOCAL	70	162		162	162	162
4462	TRAVEL HOTEL AND MEALS	961	2,034	-45	2,034	2,034	2,034
4463	EDUCATION AND TRAINING	1,191	1,699	995	1,699	1,699	1,699
4466	ADVISORY BD/TRUSTEES EXPENSES	650	575	83	575	575	575
4469	OTHER PERSONAL EXPENSES		30		30	30	30
4518	COPYING MACHINE RENTALS	937	3,332	1,629	3,332	3,332	3,332
4715	OTHER HEALTH AND MEDICAL SERVICES	106	85,000		85,000	85,000	85,000
4901	DAY TRIP MEAL REIMBURSEMENT	32		24			
CHARACTER 40 SUBTOTAL		167,356	656,139	311,320	669,226	677,950	677,950

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :48 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	462,683	543,488		543,488	543,488	543,488
4602	INSURANCE PREMIUM CHARGEBACK	3,154	2,680	2,680	2,571	2,571	2,571
4604	DPW SECURITY CHARGEBACKS	97,353	100,526		185,424	102,869	102,869
4605	COUNTY ATTORNEY CHARGEBACKS	35,803	72,210	16,848	67,348	67,348	67,348
4606	TELEPHONE BILLING ACCOUNT	8,044	8,027	4,423	8,619	8,619	8,619
4609	DATA PROCESSING CHARGEBACKS	68,303	29,836	-5,800	78,385	78,385	78,385
4610	PERSONAL SERVICES CHARGEBACKS	7,183		21,839	49,413	49,413	49,413
4614	OTHER CHARGEBACK EXPENSES	214,607	223,463	115,624	207,806	207,806	207,806
4615	GASOLINE CHARGEBACK	509	3,906	117	3,555	3,555	3,555
4616	FLEET SERVICE CHARGEBACK	1,495	5,982	11,820	6,794	6,794	6,794
4617	DUPLICATING/PRINTING CHARGEBACK	3,752	21,471	1,432	17,934	17,934	17,934
4618	OFFICE SUPPLIES CHARGEBACK	2,580	17,311	1,272	14,443	14,443	14,443
4619	BUILDING SERVICE CHARGEBACK	1,161	2,000	3,515	2,000	2,000	2,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	1,534	2,867	5,159	1,145	1,145	1,145
CHARACTER 41	SUBTOTAL	908,161	1,033,767	178,929	1,188,925	1,106,370	1,106,370
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	73,291					
CHARACTER 60	SUBTOTAL	73,291					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	305,759					
CHARACTER 70	SUBTOTAL	305,759					

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :48 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	42,530	62,665	25,350	68,179	57,571	57,571
8030	SOCIAL SECURITY	38,443	46,957	24,374	48,323	41,012	41,012
8040	WORKERS COMPENSATION	4,480	5,410	25,209	6,332	6,332	6,332
8050	LIFE INSURANCE	241	334	155	266	237	237
8060	HEALTH INSURANCE	326,379	147,305	80,112	152,281	131,242	131,242
8062	RETIREE HEALTH INSURANCE		235,552	140,159	222,815	222,815	222,815
8063	DISABILITY INSURANCE	1,124	1,068	668	1,148	1,148	1,148
8070	UNEMPLOYMENT INSURANCE	2,657		138			
CHARACTER 80 SUBTOTAL		415,854	499,291	296,165	499,344	460,357	460,357
TYPE X SUBTOTAL		2,402,027	2,803,003	1,124,304	2,989,171	2,780,782	2,780,782
DIVISION 48 SUBTOTAL		-1,751,996	-1,949,727	-797,702	-2,090,460	-1,916,477	-1,916,477

**HEALTH - 48****Environmental Health - 50****MISSION STATEMENT**

To promote the public health and prevent communicable disease, chronic conditions and injury by providing technical assistance to the regulated community and education to the public in various program areas, including foodborne illness, mold investigations, water supply chemical surveillance, and swimming pool safety. The Division is charged with enforcement of the Broome County Sanitary Code, New York State Sanitary Code and certain parts of the Public Health Law.

**DESCRIPTION OF SERVICES**

The Environmental Health Division conducts: Routine inspections of regulated facilities; responds to complaints of public health nuisances; rabies control; tobacco sales; chemical exposures and emergencies; reviews plans for water, sewage, and fire safety; coordinates lead poisoning prevention efforts; conducts communicable disease outbreak assessments; educates facility operators with training courses and the general public with appearances and media releases. The Division of Environmental Health also responds to emergencies and participates in other department emergency planning initiatives.

**2010 OBJECTIVES**

- Continue to monitor and reduce public health hazards found during inspections with prioritized program activity, along with increased education and enforcement, as appropriate.
- Maximize inspection efficiency, staff time, and program effort in the food service program. Develop a succession planning model designed to ensure that staff are competent to assume different responsibilities.
- Continue to use temporary help staff to increase season inspection performance.

**2010 HIGHLIGHTS**

- Temporary staff line was increased to plan for increased activity in gas well drilling.
- West Nile Virus surveillance was discontinued in 2009. There have been no positive specimens since 2006.

48 0137 HEALTH/Environmental Health

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Environmental Health Services	C Admin	1	1	1	1	1
Senior Public Health Engineer	28 BAPA	1	1	1	1	1
Groundwater Management Specialist	23 BAPA	1	1	1	1	1
Public Health Engineer	23 BAPA	1	1	1	1	1
Senior Public Health Sanitarian	20 BAPA	2	2	2	2	2
Public Health Sanitarian	17 CSEA	4	4	4	4	4
Public Health Technician	14 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :50 ENVIRONMENTAL HEALTH

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	15					
0070	FEES FOR SERVICES	184,843	195,986	143,915	181,126	189,176	189,176
0072	PUBLIC HEALTH FINES	13,520	7,800	2,400	9,400	9,400	9,400
0549	CHARGEBACK TO GRANTS	3,194		534			
0559	OTHER DEPARTMENTAL CHARGEBACK	1,203	1,299		1,302	1,302	1,302
CHARACTER 02 SUBTOTAL		202,775	205,085	146,849	191,828	199,878	199,878
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	79		1,886			
CHARACTER 07 SUBTOTAL		79		1,886			
CHARACTER :08	STATE AID						
0269	PUBLIC HEALTH WORK	306,579	307,442	269,247	307,583	298,765	298,765
0274	RABIES	33,555	16,810	11,189	16,810	36,100	36,100
CHARACTER 08 SUBTOTAL		340,134	324,252	280,436	324,393	334,865	334,865
TYPE R SUBTOTAL		542,988	529,337	429,171	516,221	534,743	534,743

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :50 ENVIRONMENTAL HEALTH

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	666,312	692,274	424,743	707,368	707,368	707,368
1600	SALARIES TEMPORARY	5,770	27,902	777	33,463	33,463	33,463
1700	SALARIES OVERTIME		1,050	124	603	603	603
CHARACTER 10 SUBTOTAL		672,082	721,226	425,644	741,434	741,434	741,434
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	349	285	115	351	351	351
4319	OFFICE SUPPLIES	2,627	3,000	1,476	3,000	3,000	3,000
4346	TRAINING AND EDUCATIONAL SUPPLIES			507			
4349	MISC OPERATIONAL SUPPLIES	664					
4359	COMPUTER SOFTWARE AND SUPPLIES		469		3,719	3,719	3,719
4362	ENVIRONMENTAL HEALTH SUPPLIES	214	1,312	-42	1,312	1,312	1,312
4363	MEDICAL LAB & CLINIC SUPPLIES	2,746	4,000	2,507	4,000	4,000	4,000
4411	POSTAGE AND FREIGHT	945	1,004	371	1,401	1,401	1,401
4418	DUES AND MEMBERSHIPS	599	733	220	733	733	733
4419	GENERAL OFFICE EXPENSES	1,071	915	1,225	2,190	2,190	2,190
4448	ADVERTISING AND PROMOTION EXPENSES	198					
4449	OTHER OPERATIONAL EXPENSES	1,027	135	352	135	135	135
4457	SUBCONTRACTED PROGRAM EXPENSE		10,000		10,000	10,000	10,000
4458	OTHER PROGRAM EXPENSE			557			
4461	MILEAGE AND PARKING-LOCAL	1,981	4,191	420	2,178	2,178	2,178
4462	TRAVEL HOTEL AND MEALS	858	1,676	802	1,840	1,840	1,840
4463	EDUCATION AND TRAINING	1,458	1,752	55	1,752	1,752	1,752
4466	ADVISORY BD/TRUSTEES EXPENSES		60		60	60	60
4545	CONTRACTED SERVICES	9,500	35,000				
4703	LAB SERVICES	3,960	7,656	2,618	8,096	8,096	8,096
4715	OTHER HEALTH AND MEDICAL SERVICES	34,878	23,463	7,391	30,500	30,500	30,500
4742	VETERINARIAN SERVICES	1,880	2,024	1,077	2,034	2,034	2,034
4747	OTHER FEES FOR SERVICES		1,000		1,000	1,000	1,000
4901	DAY TRIP MEAL REIMBURSEMENT	176	300	361	300	300	300
CHARACTER 40 SUBTOTAL		65,131	98,975	20,012	74,601	74,601	74,601

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :50 ENVIRONMENTAL HEALTH

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4605	COUNTY ATTORNEY CHARGEBACKS	11,402	6,540	4,410	11,402	11,402	11,402
4606	TELEPHONE BILLING ACCOUNT	6,712	6,464	3,033	7,565	7,565	7,565
4609	DATA PROCESSING CHARGEBACKS	30,396	39,097	-4,125	41,922	41,922	41,922
4614	OTHER CHARGEBACK EXPENSES	2,575	630	1,254	2,548	2,548	2,548
4615	GASOLINE CHARGEBACK	3,513	7,033	256	3,995	3,995	3,995
4616	FLEET SERVICE CHARGEBACK	7,061	6,718	789	7,642	7,642	7,642
4617	DUPLICATING/PRINTING CHARGEBACK	647	585	758	647	647	647
4618	OFFICE SUPPLIES CHARGEBACK	4,742	3,590	1,462	4,742	4,742	4,742
4626	TRANSPORTATION SERVICES CHARGEBACKS	8,337	3,954	1,341	1,287	1,287	1,287
CHARACTER 41	SUBTOTAL	75,385	74,611	9,178	81,750	81,750	81,750
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	55,106	75,730	34,054	82,299	82,299	82,299
8030	SOCIAL SECURITY	50,152	55,173	31,714	56,720	56,720	56,720
8040	WORKERS COMPENSATION	5,581	6,763	3,351	8,634	8,634	8,634
8050	LIFE INSURANCE	244	312	162	247	247	247
8060	HEALTH INSURANCE	157,594	107,651	63,408	107,370	107,370	107,370
8062	RETIREE HEALTH INSURANCE		69,468	57,732	94,431	94,431	94,431
8063	DISABILITY INSURANCE	883	840	569	903	903	903
CHARACTER 80	SUBTOTAL	269,560	315,937	190,990	350,604	350,604	350,604
TYPE X	SUBTOTAL	1,082,158	1,210,749	645,824	1,248,389	1,248,389	1,248,389
DIVISION 50	SUBTOTAL	-539,170	-681,412	-216,653	-732,168	-713,646	-713,646

## **HEALTH - 48**

### **Clinics & Disease Control - 52**

#### **MISSION STATEMENT**

The Broome County Health Department Clinic Services Division focuses on prevention of the transmission of infection and communicable diseases through the coordination of community resources, surveillance, health education, consultation and direct care based on community need.

#### **DESCRIPTION OF SERVICES**

The Clinic Division provides specialized clinic services in an outpatient care setting. The primary site is located at 225 Front Street and immunization and outreach services are provided at several locations throughout the County. The division is comprised of seven basic program areas: School Based Preventive Dental Health, Communicable Disease, Employee Health, HIV Testing, Immunization, Sexually Transmitted Diseases, and Tuberculosis. The Clinic Division currently manages grants which enable the department to provide additional HIV testing, both anonymous and confidential, outreach and education on HIV counseling, testing, referral and partner notification. The Immunization Action Plan grant is designed to increase immunization rates through surveillance and education of local health care providers as well as outreach to homeless shelters and the County corrections facility to improve Hepatitis A and B and Influenza immunization rates.

#### **2010 OBJECTIVES**

- Through a coordinated effort, participate in and collaborate with community agencies in a community-wide emergency

preparedness response plan including development and implementation of regional stockpile distribution and mass immunization/prophylaxis clinics.

- The community will continue to be served by a system to monitor infectious diseases by subgroup.
- Prevent and minimize vaccine-preventable diseases by providing education, surveillance, and direct service as needed.
- Reduce the transmission of sexually transmitted diseases by providing education, surveillance, and direct services needed.
- Evaluate for tuberculosis infection and reduce transmission by providing targeted testing, education, surveillance, and direct service to populations at risk.
- Optimize the health and wellbeing of County employees through the provision of comprehensive risk assessment education, immunizations, and referrals.
- Expand communicable disease surveillance to include school absenteeism for disease trending.
- Provide oral health education and preventive dental services to elementary school children.
- Increase visits to influenza vaccine clinics by offering clinics earlier in the season and decreasing the fee (consistent with community providers).

#### **2010 BUDGET HIGHLIGHTS**

- Continue to contract with the Broome County Jail to offer STD and HIV testing and education, and Hepatitis and Influenza vaccines.
- Continue to expand revenue collection by establishing contracts with third party payers.
- Maximize grant revenues to support the operating budget.
- Revise Medicaid billing procedures to accommodate Ambulatory Patient Group methodology.

## 48 0228 HEALTH/Clinics &amp; Disease Control

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Clinic Services	C Admin	1	1	1	1	1
Quality Improvements Nurse	20 BAPA	1	1	1	1	1
Nurse Practitioner	27 CSEA	1	1	1	1	1
Public Health Nurse	17 CSEA	4	4	4	4	4
HIV Program Representative	14 CSEA	1	1	1	1	1
Senior Registered Professional Nurse	14 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Senior Medical Assistant	13 CSEA	1	1	1	1	1
Medical Assistant	11 CSEA	1	1	1	1	1
Senior Account Clerk Typist	9 CSEA	1	1	1	1	1
Patient Accounts Representative	8 CSEA	2	2	2	2	2
Clerk	6 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>PART TIME</b>						
Clinical Laboratory Director	NA	0	1	1	1	1
Medical Dir/STD/HIV Clinic	NA	1	1	1	1	1
Medical Director TB	NA	1	1	1	1	1
Medical Director - Employee Health Services	NA	1	1	1	1	1
Nurse Practitioner	27 CSEA	1	1	1	1	1
Public Health Nurse	17 CSEA	1	1	1	1	1
Registered Professional Nurse	14 CSEA	1	1	1	1	1
Receptionist Typist	6 CSEA	1	1	1	1	1
<b>Total Part-Time Positions</b>		<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>TOTAL POSITIONS</b>		<b>23</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :52 CLINICS & DISEASE CONTROL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0043	WORKERS COMP PHYSICALS	18,186	17,965	8,890	18,192	18,192	18,192
0070	FEES FOR SERVICES	144,286	150,267	27,182	136,862	136,862	136,862
0549	CHARGEBACK TO GRANTS	45,966	58,747	34,506	59,984	59,984	59,984
0559	OTHER DEPARTMENTAL CHARGEBACK	47,094	40,963	19,862	38,756	38,756	38,756
0631	BAD DEBT AND CHARITY CARE	353,900	357,574	209,879	223,771	272,185	272,185
CHARACTER 02	SUBTOTAL	609,432	625,516	300,319	477,565	525,979	525,979
CHARACTER :08	STATE AID						
0269	PUBLIC HEALTH WORK	456,740	430,151	394,269	419,291	416,045	416,045
CHARACTER 08	SUBTOTAL	456,740	430,151	394,269	419,291	416,045	416,045
TYPE R	SUBTOTAL	1,066,172	1,055,667	694,588	896,856	942,024	942,024
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	688,175	715,294	418,798	729,471	729,471	729,471
1500	SALARIES PART-TIME	55,469	98,827	47,594	100,452	100,452	100,452
1600	SALARIES TEMPORARY	56,948	37,025	62,391	55,972	55,972	55,972
1900	SALARIES SHIFT DIFFERENTIAL	437	1,144	388	458	458	458
CHARACTER 10	SUBTOTAL	801,029	852,290	529,171	886,353	886,353	886,353

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :52 CLINICS & DISEASE CONTROL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	625	639	175	639	639	639
4319	OFFICE SUPPLIES	5,356	5,802	6,602	12,947	12,947	12,947
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,391	1,500		1,500	1,500	1,500
4349	MISC OPERATIONAL SUPPLIES	185					
4359	COMPUTER SOFTWARE AND SUPPLIES	5,479	7,845	5,366	2,976	2,976	2,976
4363	MEDICAL LAB & CLINIC SUPPLIES	90,462	113,789	32,019	85,303	76,286	76,286
4365	PRESCRIPTION DRUGS	6,516	17,171	5,340	11,977	11,977	11,977
4411	POSTAGE AND FREIGHT	369	2,688	424	2,920	2,920	2,920
4418	DUES AND MEMBERSHIPS	25	25	25	25	25	25
4419	GENERAL OFFICE EXPENSES	150	265	150	265	265	265
4429	BUILDING AND GROUNDS EXPENSES			959			
4434	MEDICAL HOSPITAL AND LAB EXPENSES	888	2,100	600	1,950	1,950	1,950
4447	OPERATIONAL EQUIPMENT REPAIRS	195	3,943	432	3,943	3,943	3,943
4448	ADVERTISING AND PROMOTION EXPENSES		500		500	500	500
4449	OTHER OPERATIONAL EXPENSES	548	300	1,042	300	300	300
4457	SUBCONTRACTED PROGRAM EXPENSE	99,997	105,000	29,358	105,000	105,000	105,000
4461	MILEAGE AND PARKING-LOCAL	3,874	3,200	1,672	4,000	4,000	4,000
4462	TRAVEL HOTEL AND MEALS	624	1,086	559	1,125	1,125	1,125
4463	EDUCATION AND TRAINING	1,512	2,000	781	2,000	2,000	2,000
4466	ADVISORY BD/TRUSTEES EXPENSES		300		300	300	300
4518	COPYING MACHINE RENTALS	1,296	3,603	2,102	3,603	3,603	3,603
4703	LAB SERVICES	9,955	36,350	9,707	13,875	13,875	13,875
4706	REHAB AND THERAPY SERVICES	193		19			
4707	MEDICAL AND HOSPITAL SERVICES	11	180		680	680	680
4715	OTHER HEALTH AND MEDICAL SERVICES		400		400	400	400
4767	OTHER GOVERNMENTS PAYMENTS	3,865	2,500	2,230	4,200	4,200	4,200
4901	DAY TRIP MEAL REIMBURSEMENT	56		46			
CHARACTER 40	SUBTOTAL	233,572	311,186	99,608	260,428	251,411	251,411

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :52 CLINICS & DISEASE CONTROL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	10,641	9,816	5,235	10,776	10,776	10,776
4609	DATA PROCESSING CHARGEBACKS	80,630	73,563	-1,500	72,517	72,517	72,517
4614	OTHER CHARGEBACK EXPENSES	1,606	9,655	1,123	1,568	1,568	1,568
4615	GASOLINE CHARGEBACK	133	175	11	136	136	136
4616	FLEET SERVICE CHARGEBACK	283	245	33	260	260	260
4617	DUPLICATING/PRINTING CHARGEBACK	825	2,534	702	825	825	825
4618	OFFICE SUPPLIES CHARGEBACK	2,088	1,301	950	2,088	2,088	2,088
4626	TRANSPORTATION SERVICES CHARGEBACKS	332	478	56	44	44	44
4627	SINGLE AUDIT CHARGEBACK	6,676	6,200		6,500	6,500	6,500
CHARACTER 41	SUBTOTAL	103,214	103,967	6,610	94,714	94,714	94,714
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,506					
CHARACTER 60	SUBTOTAL	1,506					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	801					
CHARACTER 70	SUBTOTAL	801					

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :52 CLINICS & DISEASE CONTROL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	57,312	86,265	38,621	94,598	94,598	94,598
8030	SOCIAL SECURITY	55,523	65,167	38,492	67,808	67,808	67,808
8040	WORKERS COMPENSATION	6,379	7,664	4,072	9,785	9,785	9,785
8050	LIFE INSURANCE	327	578	222	395	395	395
8060	HEALTH INSURANCE	292,451	244,441	122,106	225,503	225,503	225,503
8062	RETIREE HEALTH INSURANCE		120,537	73,718	126,596	126,596	126,596
8063	DISABILITY INSURANCE	1,873	2,171	1,218	2,193	2,193	2,193
CHARACTER 80 SUBTOTAL		413,865	526,823	278,449	526,878	526,878	526,878
TYPE X SUBTOTAL		1,553,987	1,794,266	913,838	1,768,373	1,759,356	1,759,356
DIVISION 52 SUBTOTAL		-487,815	-738,599	-219,250	-871,517	-817,332	-817,332

## **HEALTH - 48**

### **Emergency Medical Training - 54**

#### **MISSION STATEMENT**

To develop and administer a comprehensive program of education, coordination, and operational assistance to Emergency Medical Services agencies in Broome County, in order to assure a cohesive and effective EMS system throughout the County.

#### **DESCRIPTION OF SERVICES**

The Division:

- Provides education and training to members of EMS agencies throughout Broome County by operating as an official New York State EMS course sponsoring agency, offering programs as Certified First Responder, Emergency Medical Technician, and Advanced Emergency Medical Technician levels. In addition, the division provides and assists in the provision of a continuing education program for in-service of EMS personnel;
- Provides operational assistance and support to EMS agencies. It administers a system of prehospital advanced life support in the County, under the direction of a physician Medical Director, thus enacting life-saving advanced medical care to be received by critically ill and injured patients prior to hospital arrival, and provides 24-hour emergency response capability, for assistance and coordination at the scenes of major emergencies.
- Serves as liaison and point of contact between the County's EMS system and entities such as public health, law enforcement, school districts, and the private sector, for emergency planning and response matters (such as those directed toward disasters, pandemics and terrorism).

- Coordinates response by EMS agencies, developing and administering plans for Mutual Aid, Mass Casualty Incident Response, and Hazardous Materials emergencies. The Division serves to assure the efficient deployment of EMS resources, such as Advanced Life Support services and helps to oversee the provision of Emergency Medical Dispatch and pre-arrival life-support instructions to callers.

#### **2010 OBJECTIVES**

- To continue our support of Emergency Medical Services agencies throughout Broome County through the provision of high-quality original and refresher education leading to certification and recertification at the CFR, EMT and AEMT levels, including collaborative programs with Broome-Tioga BOCES, Broome Community College and Binghamton University. These programs will function as readily-accessible sources for training those individuals who are already members/employees of volunteer and career EMS agencies, as well as a means for attracting additional individuals to the field and, thus, to these agencies.
- To continue to foster the retention of experienced EMS personnel in Broome County through the provision and both "traditional" (classroom and testing-based) means of EMS provider recertification, as well as Continuing Medical Education (CME)-based pathways. This includes not only the provision of dedicated "CME core content" courses, but also the provision of access to all of our courses to those who seek CME opportunities for recertification purposes.

**2010 BUDGET HIGHLIGHTS**

- Increased per-capita reimbursement rates for eligible students successfully completing all levels of EMS certification courses are pending approval by the NYS EMS Council. Approval of these increased rates seems likely and, therefore, they have been used to calculate 2010 revenue in Subobject .0271. This accounts for a considerable increase in anticipated revenue in this line.
- Continuation of the enhanced level of EMT-Basic Original programming begun in 2009 with the addition of courses at the Broome-Tioga Board of Cooperative Educational Services (BOCES) campus, which are designed to recruit high-school age young people into the County's EMS system.

48 0483 HEALTH/Emergency Medical Training

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
EMS Coordinator	22 Admin	1	1	1	1	1
EMS Officer	11 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:48 HEALTH  
DIVISION :54 EMERGENCY MEDICAL SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	1,645		345			
0057	STUDENT TUITION, PT DAY	19,170	40,595	19,801	30,995	30,995	30,995
0471	SALE OF TRAINING BOOKS	16,076	1,475	151	2,250	2,250	2,250
CHARACTER 02 SUBTOTAL		36,891	42,070	20,297	33,245	33,245	33,245
CHARACTER :08 STATE AID							
0269	PUBLIC HEALTH WORK	20,782	31,389	40,497	28,869	22,201	22,201
0271	VOLUNTEER TRAINING	86,230	121,075	48,375	145,005	128,130	128,130
CHARACTER 08 SUBTOTAL		107,012	152,464	88,872	173,874	150,331	150,331
TYPE R SUBTOTAL		143,903	194,534	109,169	207,119	183,576	183,576
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	119,619	122,661	76,182	126,232	116,630	116,630
CHARACTER 10 SUBTOTAL		119,619	122,661	76,182	126,232	116,630	116,630
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	42	100		100	100	100
4319	OFFICE SUPPLIES	3,000	3,000	1,048	3,000	3,000	3,000
4346	TRAINING AND EDUCATIONAL SUPPLIES	13,972	21,575	10,234	21,700	16,300	16,300
4349	MISC OPERATIONAL SUPPLIES	87		15			
4359	COMPUTER SOFTWARE AND SUPPLIES	10			500	500	500
4411	POSTAGE AND FREIGHT	63	204	110	204	204	204
4418	DUES AND MEMBERSHIPS	65	80		80	80	80
4447	OPERATIONAL EQUIPMENT REPAIRS	180	250		250	250	250
4457	SUBCONTRACTED PROGRAM EXPENSE		2,000		2,000	2,000	2,000
4461	MILEAGE AND PARKING-LOCAL		253		275	275	275
4462	TRAVEL HOTEL AND MEALS	499	900		900	900	900
4463	EDUCATION AND TRAINING	375	550	310	550	550	550
4466	ADVISORY BD/TRUSTEES EXPENSES				300	300	300
4744	INSTRUCTOR SERVICES	67,024	81,715	56,386	89,073	68,678	68,678
CHARACTER 40 SUBTOTAL		85,317	110,627	68,103	118,932	93,137	93,137

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:48 HEALTH  
 DIVISION :54 EMERGENCY MEDICAL SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	1,376	1,357		1,376	1,376	1,376
4615	GASOLINE CHARGEBACK	637	2,700		1,800	1,800	1,800
CHARACTER 41 SUBTOTAL		2,013	4,057		3,176	3,176	3,176
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	9,941	12,880	6,019	14,012	14,012	14,012
8030	SOCIAL SECURITY	8,693	9,384	5,526	9,657	9,657	9,657
8040	WORKERS COMPENSATION	975	1,353	579	1,727	1,727	1,727
8050	LIFE INSURANCE	58	72	38	57	57	57
8060	HEALTH INSURANCE	30,558	35,331	21,850	37,144	37,144	37,144
8063	DISABILITY INSURANCE	261	240	166	258	258	258
CHARACTER 80 SUBTOTAL		50,486	59,260	34,178	62,855	62,855	62,855
TYPE X SUBTOTAL		257,435	296,605	178,463	311,195	275,798	275,798
DIVISION 54 SUBTOTAL		-113,532	-102,071	-69,294	-104,076	-92,222	-92,222
DEPARTMENT 48 SUBTOTAL		-5,858,495	-7,111,581	-2,858,972	-7,519,808	-7,469,492	-7,469,492

# MENTAL HEALTH

COMMISSIONER

DEPUTY COMMISSIONER

CONTRACT AGENCIES

COMMUNITY MENTAL HEALTH

- MENTAL HEALTH
- Mental Health Association
    - Self Help Independence
    - BEAR and Rural BEAR
    - Information & Referral
    - Multicultural Initiative
  - Catholic Charities
    - Residential
    - Aging Out ICM
    - Flex Team
    - Supportive Case Management
    - CCSI
    - 4 Seasons
    - Intensive Case Management
    - (Crisis Sitters) Alternative Crisis Support
    - (Single Entry) Bridger
    - CORE Services
  - Vocational Rehabilitation Services
  - Family & Children's Society
    - Family Support Center
    - In Home MH Services
  - Children's Home of Wyoming Conference
    - Intensive Family Support
  - Community Options

- DEVELOPMENTAL DISABILITIES
- Association for Retarded Citizens
    - Workshop
    - Community Residence / ICF Programs
    - Summer Camp

- ALCOHOLISM / SUBSTANCE ABUSE
- Addiction Center of Broome County
    - Outpatient
    - Rehabilitation
  - Fairview Recovery Services
    - Crisis Center
    - Supportive Living
    - Fairview Halfway House
    - Merrick Halfway House
    - Shelter Plus Care
  - Lourdes Hospital Preventive Services
    - Student Assistance Program
    - Problem Gambling Prevention
    - Methamphetamine Prevention & Awareness Demonstration Project

- MENTAL HEALTH CENTER
- Adult Clinic
  - Child & Youth Clinic
  - Forensic Unit
- 
- GRANTS
- Mental Health Case Management
  - Mentally Ill Chemical Abuse
  - Mental Health/Juvenile Justice
  - Dual Recovery
  - VIP
  - Family Drug Court Treatment ICM
  - Drug Free Community Services
  - Forensic Transitional Mgmt Services
  - Road to Recovery
  - Family & Children Clinic Plus
  - CDSU
  - Families First
  - Mental Health Quality Assurance & Accountability Project

## **MENTAL HEALTH-47**

### **Mental Health Clinic (Includes the Adult Clinic, the Child & Adolescent Clinic, and the Forensic Unit)**

#### **MISSION STATEMENT**

To plan, organize, and oversee a comprehensive continuum of care for consumers of public mental hygiene services in Broome County. This continuum of care will provide for the health and safety of Broome County citizens.

#### **VISION**

*Planning:* Broome County Mental Health Department will engage in a participatory planning process to develop mental hygiene services in Broome County. The planning process will include government officials, providers, community representatives, and recipients or their families.

*Accountability:* The department will assure that state and/or local oversight mechanisms are in place to assure that services are delivered in a responsible, efficient manner.

*Coordination:* The department will assure that all mental hygiene service providers in Broome County will coordinate and collaborate for the delivery of services that are responsive to the needs of recipients, including culturally diverse populations.

*County Operations:* The department's primary role is to facilitate and oversee the continuum of care for consumers of mental hygiene services in Broome County. The department will only provide direct services as the provider of last resort.

Over the last decade the role of this department has shifted. Historically, the department was a service provider only. We now have a significant role in contract management for services provided for us by not-for profit agencies.

#### **DESCRIPTION**

The Mental Health Commissioner/Local Government Unit (LGU) is responsible for planning, developing, coordinating and evaluating all local services for the three disabilities encompassed by Mental Hygiene (OMH, OMRDD, & OASAS). This requires interaction on the state level with three separate agencies: Office of Mental Health (OMH), Office of Mental Retardation & Developmental Disabilities (OMRDD), and the Office of Alcoholism and Substance Abuse Services (OASAS). Funding from these agencies, the County, and other sources are managed to enable the Mental Health Department and other agencies to provide necessary services. Interaction, coordination and collaboration are also required with diverse public and private organizations that receive contracts, funding and/or provide services in the Broome County community.

The Mental Health Center provides a variety of County operated direct services for the individuals who suffer from mental illness. These services are provided to a large population of County residents who have no ability to obtain the services elsewhere whether because these are the only such services available in the County or because of the individual's ability to pay for these services. Client Fee Revenue, federal, state and County funding allow the provision of mental health services to those individuals.

The licensed programs of the Mental Health Department will provide an estimated 25,000 face-to-face contacts during 2010. An estimated 2,000 plus adults living in Broome County suffer from serious and persistent mental illness. In Broome County an estimate of over 7,500

adults and 3,000 children and youth suffer from emotional problems of some kind.

Approximately 85%-90% of all recipients of services at the Mental Health Center receive Medicaid or pay for services on a sliding scale fee. These individuals would not be able to receive critical mental health treatment if it were not offered through these programs. The remainder of recipients who have third party coverage seek specialized services within the department. These services may be scarce or available only through the Mental Health Department.

Demands for services offered by the department have stabilized primarily because of the growth of services in the not-for-profit and state sector. Community Mental Health programs respond to priority referrals within 1-5 days in an effort to maintain people in the community and reduce unnecessary hospitalizations. Since inpatient stays cost \$500-800/day, preventing hospitalizations reduces health care costs while improving the quality of life for our disabled citizens.

**The Adult Clinic** provides mental health services to residents who are at least 18 years of age and have a diagnosed mental illness. Services include assessment and treatment planning; individual, group and family therapy; crisis intervention; medication and case management. An interdisciplinary team consisting of psychiatrists, clinical psychologists, psychiatric social workers, psychiatric nurses and paraprofessionals provide these services.

**The Child & Youth Clinic** is a New York State Office of Mental Health licensed program, serving children and youth who are under 18 years of age, and have a diagnosed mental illness. Common reasons for referral include behavioral problems, fear or anxieties, school problems, depression, suicidal ideas and reactions to divorce, death, or other losses. Minors are also evaluated for less common cases of very

serious childhood disorders including thought disorder, psychosis, etc. Services include individual (verbal/play), group and family therapies, parent consultation, psychological testing, and medication.

**The Forensic Unit** has offices at Wall Street. The Forensic Unit performs court-ordered mental health evaluations as required under NYS Mental Hygiene Law. The staff also works with seriously mentally ill individuals released from correctional facilities to transition to appropriate community services.

### 2010 OBJECTIVES

- Maintain productivity levels while implementing technology and automation
- Focus on the safety of those clients we serve and the employees serving them, as well as the safety of County residents
- Focus on achieving measurable improvements by implementing continuous quality enhancements

### 2010 BUDGET HIGHLIGHTS

Despite an increase in uncontrollable costs of \$153,780 in 2010, the department is presenting a budget, inclusive of the two enhancements identified below, that would only increase County support by \$138,741.

The Department of Mental Health is requesting two enhancements with the 2010 budget.

- (1) Eliminating a Senior Account Clerk position and replacing it with a Clerk position; net reduction in County support of \$44,290.

- (2) Increasing the F/T, P/T and Contractual Psychiatrist compensation, total increased costs of \$39,290 which would be covered by an increase in Mental Health Fees. This would bring the F/T Psychiatrist to an annualized salary of \$150,000 which is still significantly below the salary range for this area. Currently, the Greater Binghamton Health Center's starting salary is \$167,251 and United Health Services' starting salary is \$175,000.

## 47 0013 MENTAL HEALTH/Clinic

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Commissioner of Comm. Mental Health Svcs	I Admin	1	1	1	1	1
Deputy Commissioner of Comm. Mental Hlth Svcs	G Admin	1	1	1	1	1
Staff Psychiatrist	NA	2	2	2	2	2
Staff Psychologist	29 BAPA	1	1	1	1	1
Mental Health Clinical Services Director	24 BAPA	1	1	1	1	1
Mental Health Program Coordinator	23 BAPA	1	1	1	1	1
Management Associate	18 BAPA	1	1	1	1	1
Office Manager	16 BAPA	1	1	1	1	1
Health Information Administrator	14 BAPA	1	1	1	1	1
Nurse Practitioner	27 CSEA	4	4	4	4	4
Clinical Social Worker	21 CSEA	10	10	10	10	10
Intensive Case Manager	18 CSEA	1	1	1	1	1
Caseworker	16 CSEA	1	1	1	1	1
Secretary	13 CSEA	3	3	3	3	3
Senior Account Clerk	9 CSEA	1	1	0	0	0
Data Entry Machine Operator	8 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	4	4	4	4	4
Account Clerk	7 CSEA	1	1	1	1	1
Clerk	6 CSEA	2	2	3	3	3
Receptionist Typist	6 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>

47 0013 MENTAL HEALTH/Clinic

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>PART TIME</b>						
Staff Psychiatrist	NA	6	6	6	6	6
Clinical Social Worker	21 CSEA	4	4	4	4	4
Keyboard Specialist	8 CSEA	1	1	1	1	1
Clerk	6 CSEA	3	3	3	3	3
Custodial Worker	6 CSEA	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total Part-Time Positions</b>		<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>TOTAL POSITIONS</b>		<b>55</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>55</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:47 DEPARTMENT OF MENTAL HEALTH

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	3,696	5,000	3,147	5,000	5,000	5,000
0077	MENTAL HEALTH FEES	2,744,494	3,166,222	1,465,621	3,275,289	3,275,289	3,275,289
0559	OTHER DEPARTMENTAL CHARGEBACK	270,794	321,183	107,240	211,701	211,701	211,701
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CHARACTER 02	SUBTOTAL	3,018,984	3,492,405	1,576,008	3,491,990	3,491,990	3,491,990
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	-----	-----	-----	-----	-----	-----
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	376					
0229	TRANSFER FROM INSURANCE RESERVE	1,491					
0626	UNUSED GRANT	457					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	2,324					
CHARACTER :08	STATE AID						
0278	MENTAL HEALTH ADMINISTRATION	84,483	84,609	27,711	84,754	84,754	84,754
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	84,483	84,609	27,711	84,754	84,754	84,754

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:47 DEPARTMENT OF MENTAL HEALTH

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :09	FEDERAL AID						
0903	FEDERAL AID - MENTAL HEALTH CLINIC	280,600	280,000	9,068	146,445	146,445	146,445
CHARACTER 09 SUBTOTAL		280,600	280,000	9,068	146,445	146,445	146,445
TYPE R SUBTOTAL		3,386,391	3,857,014	1,612,787	3,723,189	3,723,189	3,723,189
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,908,579	2,026,351	1,269,375	2,129,116	2,112,016	2,112,016
1500	SALARIES PART-TIME	284,597	360,851	203,233	416,363	400,960	400,960
1600	SALARIES TEMPORARY	3,789	9,930		9,930	930	930
1700	SALARIES OVERTIME	29,725	1,000		1,000	1,000	1,000
1900	SALARIES SHIFT DIFFERENTIAL	1,193	2,028	756	2,028	2,028	2,028
1940	OTHER PERSONNEL SERVICES		4,000		4,000	4,000	4,000
CHARACTER 10 SUBTOTAL		2,227,883	2,404,160	1,473,364	2,562,437	2,520,934	2,520,934
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2850	COMPUTER EQUIPMENT			43,350			
CHARACTER 20 SUBTOTAL				43,350			

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:47 DEPARTMENT OF MENTAL HEALTH

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	969	2,650	792	2,150	2,150	2,150
4319	OFFICE SUPPLIES	16,641	20,653	9,045	17,850	17,850	17,850
4323	BLDG MAINTENANCE SUPPLIES	268	1,000	407	1,000	1,000	1,000
4326	FUEL AND HEATING SUPPLIES	16,240	31,645	10,922	26,898	26,898	26,898
4329	BLDG AND GROUNDS SUPPLIES	3,784	3,200	2,405	4,000	4,000	4,000
4331	FOOD AND BEVERAGES	207	2,000	587	2,000	2,000	2,000
4347	GAS OIL GREASE AND DIESEL FUEL	152	150		150	150	150
4349	MISC OPERATIONAL SUPPLIES	427	4,000		1,000	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES	1,663	5,000	283	5,000	5,000	5,000
4363	MEDICAL LAB & CLINIC SUPPLIES	258	250	866	250	250	250
4365	PRESCRIPTION DRUGS	244	2,500				
4411	POSTAGE AND FREIGHT	108	250	42	250	250	250
4418	DUES AND MEMBERSHIPS	5,008	5,543	4,988	5,543	5,543	5,543
4419	GENERAL OFFICE EXPENSES	2,953	4,000	2,850	4,000	4,000	4,000
4422	BUILDING AND LAND RENTAL	156,782	191,298	150,608	191,298	191,298	191,298
4423	BLDG GROUNDS AND EQUIP REPAIR	86					
4427	ELECTRIC CURRENT	34,316	49,676	16,104	45,000	45,000	45,000
4429	BUILDING AND GROUNDS EXPENSES	1,809	3,000	946	3,000	3,000	3,000
4448	ADVERTISING AND PROMOTION EXPENSES		3,000		3,000	3,000	3,000
4449	OTHER OPERATIONAL EXPENSES	1,857	832	375	832	832	832
4461	MILEAGE AND PARKING-LOCAL	1,042	1,424	1,042	1,424	1,424	1,424
4462	TRAVEL HOTEL AND MEALS	1,547	5,480	454	4,730	4,730	4,730
4463	EDUCATION AND TRAINING	858	6,500	829	5,000	5,000	5,000
4466	ADVISORY BD/TRUSTEES EXPENSES	690	1,080	339	1,080	1,080	1,080
4518	COPYING MACHINE RENTALS	184	865	468	660	660	660
4520	PROPERTY LOSS	1,491					
4747	OTHER FEES FOR SERVICES	300,163	338,330	157,541	216,434	213,280	213,280
4901	DAY TRIP MEAL REIMBURSEMENT	16					
5028	MENTAL HEALTH ASSOCIATION	11,279					
5030	UNITED HEALTH EMERG PSYCH SERVICES	4,500					
CHARACTER 40	SUBTOTAL	565,542	684,326	361,893	542,549	539,395	539,395

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:47 DEPARTMENT OF MENTAL HEALTH

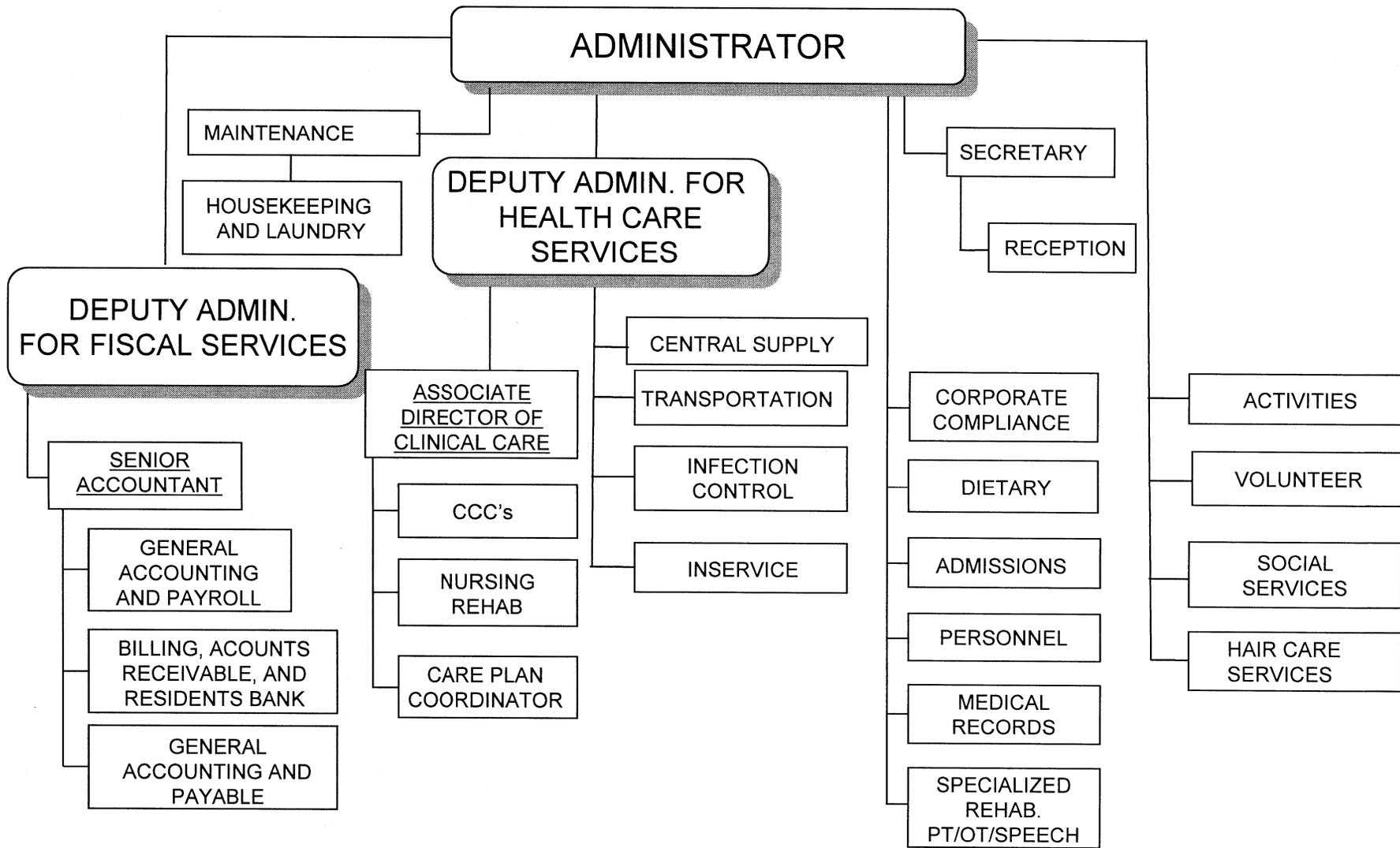
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	7,747	2,344	2,344	1,642	1,642	1,642
4604	DPW SECURITY CHARGEBACKS	53,980	82,595	31,667	87,633	87,633	87,633
4605	COUNTY ATTORNEY CHARGEBACKS	17,288	30,625	6,744	30,625	30,625	30,625
4606	TELEPHONE BILLING ACCOUNT	26,778	26,862	13,264	26,051	26,051	26,051
4609	DATA PROCESSING CHARGEBACKS	120,343	127,631	63,816	121,749	121,749	121,749
4610	PERSONAL SERVICES CHARGEBACKS	32,424	33,141	1,477	5,938	5,938	5,938
4614	OTHER CHARGEBACK EXPENSES	85	214	4	100	100	100
4615	GASOLINE CHARGEBACK	421	4,420	46	3,734	3,734	3,734
4616	FLEET SERVICE CHARGEBACK	8,829	6,718	6,718	4,418	4,418	4,418
4617	DUPLICATING/PRINTING CHARGEBACK	3,979	6,134	2,291	6,000	6,000	6,000
4618	OFFICE SUPPLIES CHARGEBACK	3,287	5,358	1,663	7,000	7,000	7,000
4619	BUILDING SERVICE CHARGEBACK	11,940	2,500	2,251	2,500	2,500	2,500
4627	SINGLE AUDIT CHARGEBACK	5,512	5,804		6,048	6,048	6,048
CHARACTER 41	SUBTOTAL	292,613	334,346	132,285	303,438	303,438	303,438
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	628					
CHARACTER 60	SUBTOTAL	628					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	31,552					
CHARACTER 70	SUBTOTAL	31,552					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:47 DEPARTMENT OF MENTAL HEALTH

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	185,203	233,379	108,465	256,772	254,566	254,566
8030	SOCIAL SECURITY	160,403	178,326	109,785	190,533	188,418	188,418
8040	WORKERS COMPENSATION	19,497	33,705	11,316	41,014	41,014	41,014
8050	LIFE INSURANCE	778	1,248	538	836	855	855
8060	HEALTH INSURANCE	468,029	354,785	222,570	368,882	374,685	374,685
8062	RETIREE HEALTH INSURANCE		180,713	125,041	206,602	206,602	206,602
8063	DISABILITY INSURANCE	4,196	4,680	2,737	4,386	4,515	4,515
8070	UNEMPLOYMENT INSURANCE	15,075					
CHARACTER 80	SUBTOTAL	853,181	986,836	580,452	1,069,025	1,070,655	1,070,655
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	352,064	426,988		354,479	354,479	354,479
CHARACTER 90	SUBTOTAL	352,064	426,988		354,479	354,479	354,479
TYPE X	SUBTOTAL	4,323,463	4,836,656	2,591,344	4,831,928	4,788,901	4,788,901
DEPARTMENT 47	SUBTOTAL	-937,072	-979,642	-978,557	-1,108,739	-1,065,712	-1,065,712

# WILLOW POINT NURSING HOME



## **WILLOW POINT NURSING HOME-16**

### **MISSION STATEMENT**

It is the mission of the Willow Point Nursing Home to serve those frail, elderly, and disabled individuals who live in Broome County and are in need of long-term, skilled care and/or short term rehabilitation. This includes a comprehensive, interdisciplinary approach to care planning with emphasis on quality of life and preservation of both dignity and independence for the residents.

Staff members are committed to meeting the physical, emotional, social, and spiritual needs of the residents.

### **DESCRIPTION**

Willow Point Nursing Home is a long-term care facility owned and operated by the Broome County Government. The facility is situated on 7 ½ acres, with three large interconnected buildings currently licensed for 353 resident beds. The Commission on Health Care Facilities in the 21<sup>st</sup> Century, a.k.a. the Burger Commission, recommended that Willow Point Nursing Home construct a new facility with 300 certified beds. As plans for a new facility continue to develop, the New York State Department of Health (NYSDOH) informed the Nursing Home that it had to work toward reducing its certified bed capacity to the 300 level immediately. A plan to reduce Willow Point's bed compliment by 10 beds every six months until the 300 level is reached was accepted by the NYSDOH. Subsequent to acceptance of the plan, the NYSDOH furnished operating certificates which have WPNH decertifying 20 beds on July 1<sup>st</sup> of each year. On July 1, 2009, Willow Point reduced its beds by 20 to a certified level of 353 beds. On July 1, 2010, Willow Point will reduce its bed compliment to 333 beds.

### **2010 OBJECTIVES**

Budget reflects revenues driven by our case mix index. Each nursing unit is staffed based on current case mix and the master-staffing plan will continually be adjusted to reflect resident acuity levels.

### **2010 BUDGET HIGHLIGHTS**

The facility continues to adapt to changes in the revenue streams, especially Medicare and Medicaid.

Medicare's proposed rule for the skilled nursing facility prospective payment system was published in the May 7, 2008 Federal Register (Volume 73, Number 89). The proposed rule called for a 3.1% market basket increase, however, the increase is offset by a recalibration of the Resource Utilization Groups service intensity weights that result in a 3.3% overall decrease. In August of 2008, the Center for Medicare and Medicaid Services (CMS) announced that the recalibration of the service intensity weights is being delayed until October 1, 2009. The Medicaid rate calculation is experiencing an even greater transition. For over twenty years, the Medicaid rate has been promulgated based upon 1983 costs trended forward. Beginning January 1, 2007, the NYS Department of Health was supposed to generate Medicaid rates utilizing a blend between 1983 base year costs and 2002 base year costs. The blending of the two will continue through 2009. Beginning in 2010, rates would be generated based upon facility costs from 2002. In the future, base years are supposed to be updated every five to six years utilizing the costs from one of the three previous years. This 'rebasings', however, has been scrapped by NYS and is being replaced

by the State's 'regional pricing system'. 2010 Medicaid rates will consist of 'rebased' rates from 1/1-3/31/10 and 'regional pricing' will be implemented as of 4/1/10.

## **WILLOW POINT NURSING HOME - 16**

### **Administration & General - 30**

#### **MISSION STATEMENT**

The Administrative Office implements policies of the nursing home to ensure that the appropriate level of programming, daily operational decisions and management of resources are utilized in accordance with County policy and state and federal regulatory mandates governing the operation of the home. The office of administration oversees, monitors, and evaluates the quality of care delivered to residents, with a distinct emphasis on maintaining the highest practicable physical, mental, and psychosocial well-being of each resident.

#### **DESCRIPTION**

The **WPNH Administrative** team directs the daily operation of the facility. It plans, develops, and implements projects to enhance the quality of care and life in the facility, and searches for the most efficient and effective methods to meet these goals.

**Fiscal Services** is responsible for all facets of the nursing home's finances. Under the direction of the Deputy Nursing Home Administrator for Fiscal Services, the fiscal staff provides payroll, accounts payable and receivable, cash receipting, statistical and financial analysis, resident banking services, computer processing and compiles the annual financial statements, the budget, and mandated Medicaid and Medicare cost reports.

The **Medical Director** is responsible for implementation of resident medical care policies and medical care in the facility and works with the **Health Information Service Department** in coordinating physician services, compliance of documentation and physician visits,

analyzes and audits medical records for appropriateness and timeliness, verify licensure and credentials for the medical staff, compile and analyze closed records, fulfill requests for record copies, code diagnoses according to ICD-9 coding, updates resident demographic data, participates on long term care medical records committees, and coordinates the annual medical staff meeting.

**Barber and Beautician** services are provided through contract at a minimal cost to residents. A barbershop/beauty parlor is maintained on the premises.

The **Volunteer Coordinator** recruits, screens, orients volunteers, and assigns them on the basis of interest and ability. Over 100 volunteers provide a variety of services to the facility. Volunteers conduct and assist with religious services as well as social events. They provide musical entertainment, friendly visiting, pet visitation, gardening, and shopping. They also help manage & staff the gift shop.

#### **2010 OBJECTIVES**

- To continue to provide high quality level of Resident Care.
- To continue to comply with state and federal regulatory requirements.

#### **2010 BUDGET HIGHLIGHTS**

- Concurrently planning and monitoring the decrease in Willow Point's certified bed capacity and the construction of a new 300 bed nursing home as recommended by the Commission on Health Care Facilities in the 21<sup>st</sup> Century.

16 0010 WILLOW POINT NURSING HOME/Administration & General

0028  
0317  
0036

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Adopted Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
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**FULL TIME**

Nursing Home Administrator	O Admin	1	1	1	1	1
Deputy NH Administrator-Fiscal Services	F Admin	1	1	1	1	1
Personnel Coordinator (40)	14 ADMIN	1	1	1	1	1
Personnel Clerk	9 ADMIN	0	0	1	1	1
Nursing Home Compliance Officer	20 BAPA	1	1	1	0	0
Senior Accountant (40)	18 BAPA	1	1	1	1	1
Fiscal Manager (40)	17 BAPA	1	1	1	1	1
Health Information Administrator (37.5)	14 BAPA	1	0	0	0	0
Health Information Administrator (40)	14 BAPA	0	1	1	1	1
Accountant (County)	16 CSEA	2	2	2	2	2
Admission Coordinator	16 CSEA	1	1	1	1	1
RPN NH - Admissions	14 CSEA	1	1	1	1	1
Secretary (40)	13 CSEA	1	1	1	1	1
Health Information Technician	11 CSEA	2	2	2	2	2
Senior Account Clerk	9 CSEA	4	4	3	3	3
Billing Specialist*	9 CSEA	0	0	1	1	1
Keyboard Specialist	8 CSEA	0	1	1	1	1
Account Clerk Typist	7 CSEA	1	1	1	1	1
Account Clerk	7 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>20</b>	<b>21</b>	<b>22</b>	<b>21</b>	<b>21</b>

**PART TIME**

Coordinator of Volunteer Services	16 BAPA	1	1	1	1	1
Account Clerk Typist	7 CSEA	2	2	2	2	2
Clerk	6 CSEA	<u>6</u>	<u>6</u>	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Part-Time Positions</b>		<b>9</b>	<b>9</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>TOTAL POSITIONS</b>		<b>29</b>	<b>30</b>	<b>29</b>	<b>28</b>	<b>28</b>

\* Changed Title from Sr Account Clerk

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :30 ADMINISTRATION AND GENERAL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	17,218		4,731			
0046	TELEPHONE CHGS - OUTSIDE USERS			7			
0089	MEDICARE PART B	159,649	229,267	141,512	254,627	254,627	254,627
0523	SNF MEDICARE	3,004,754	5,855,539	2,192,424	5,088,975	5,088,975	5,088,975
0525	SNF PRIVATE	2,922,593	2,754,741	1,569,445	2,895,623	2,895,623	2,895,623
0548	SNF NAMI-PATIENT SHARE	3,078,231	2,320,353	1,765,722	2,348,748	2,348,748	2,348,748
0622	MISCELLANEOUS	5					
0646	CONTRACTUAL ALLOWANCE	16,900		35,826			
0807	COMMERCIAL INSURANCE	611,983	418,149	321,446	688,647	688,647	688,647
CHARACTER 02	SUBTOTAL	9,811,333	11,578,049	6,031,113	11,276,620	11,276,620	11,276,620
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	16,556	6,000	4,250	17,000	17,000	17,000
0196	VENDING MACHINE	11,123	10,000	8,102	12,000	12,000	12,000
CHARACTER 03	SUBTOTAL	27,679	16,000	12,352	29,000	29,000	29,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	56					
CHARACTER 06	SUBTOTAL	56					

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :30 ADMINISTRATION AND GENERAL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0227	TRANSFER FROM GENERAL FUND		1,783,260	1,783,260			
0229	TRANSFER FROM INSURANCE RESERVE	12,237		67			
0233	EARNINGS ON TEMPORARY INVESTMENTS	43,893					
CHARACTER 07 SUBTOTAL		56,130	1,783,260	1,783,327			
CHARACTER :08 STATE AID							
0460	OTHER STATE AID	532,991	4,623,258				
CHARACTER 08 SUBTOTAL		532,991	4,623,258				
CHARACTER :09 FEDERAL AID							
0564	SNF MEDICAID - FEDERAL	15,399,852	13,300,857	8,060,525	13,114,151	13,114,151	13,114,151
CHARACTER 09 SUBTOTAL		15,399,852	13,300,857	8,060,525	13,114,151	13,114,151	13,114,151
TYPE R SUBTOTAL		25,828,041	31,301,424	15,887,317	24,419,771	24,419,771	24,419,771
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	771,518	883,094	471,788	943,088	893,083	893,083
1500	SALARIES PART-TIME	123,654	126,467	78,060	101,170	101,170	101,170
1600	SALARIES TEMPORARY	1,423		12,935			
1700	SALARIES OVERTIME	10,289	20,460	6,790	20,340	20,340	20,340
1940	OTHER PERSONNEL SERVICES		2,616				
1960	DISCRETIONARY SALARY SAVINGS		-227,957		-137,981	-137,981	-137,981
CHARACTER 10 SUBTOTAL		906,884	804,680	569,573	926,617	876,612	876,612

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :30 ADMINISTRATION AND GENERAL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2110	OFFICE MACHINES		200		130	130	130
2390	OTHER INSTITUTIONAL EQUIPMENT		500				
2850	COMPUTER EQUIPMENT		12,000		23,004	23,004	23,004
2851	SOFTWARE		31,795		6,287	6,287	6,287
CHARACTER 20 SUBTOTAL			44,495		29,421	29,421	29,421
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,219	1,435	533	1,275	1,275	1,275
4319	OFFICE SUPPLIES	11,016	10,900	6,165	11,307	11,307	11,307
4331	FOOD AND BEVERAGES	113					
4342	PHOTOGRAPHIC SUPPLIES	128					
4349	MISC OPERATIONAL SUPPLIES	2,487	3,300	882	4,630	4,630	4,630
4357	RECREATIONAL AND ACTIVITY SUPPLIES	330	550	231	500	500	500
4359	COMPUTER SOFTWARE AND SUPPLIES	3,206	3,575	1,853	3,386	3,386	3,386
4411	POSTAGE AND FREIGHT	266	450	89	150	150	150
4412	TELEPHONE	697	1,000	155	900	900	900
4413	TELEPHONE EQUIPMENT	236					
4418	DUES AND MEMBERSHIPS	28,112	29,885	28,116	29,885	29,885	29,885
4419	GENERAL OFFICE EXPENSES	12,822	12,350	5,805	13,294	13,294	13,294
4438	RECREATIONAL AND ACTIVITY EXPENSES	2,132	3,250	300	3,100	3,100	3,100
4439	OTHER INSTITUTIONAL EXPENSES	550					
4448	ADVERTISING AND PROMOTION EXPENSES	8,241	10,800	4,447	10,700	10,700	10,700
4449	OTHER OPERATIONAL EXPENSES	160					
4461	MILEAGE AND PARKING-LOCAL	66	225	29	175	175	175
4462	TRAVEL HOTEL AND MEALS	2,079	4,200	567	3,700	3,700	3,700
4463	EDUCATION AND TRAINING	2,930	4,300	1,273	4,500	4,500	4,500
4469	OTHER PERSONAL EXPENSES	-23	350	368	360	360	360
4518	COPYING MACHINE RENTALS	5,016	7,008	4,536	7,194	7,194	7,194
4523	INSURANCE CLAIMS	12,234		67			
4712	PHYSICIAN SERVICES	71,292	71,292	47,528	73,431	73,431	73,431
4725	OTHER FINANCIAL SERVICES	12,157	35,000	8,792	25,000	25,000	25,000
4735	INVESTIGATIONS EXPENSES	6,475	7,600	4,887	8,500	8,500	8,500
4747	OTHER FEES FOR SERVICES	28,858	49,625	10,461	43,625	43,625	43,625
4750	BAD DEBT EXPENSE	48,267					
4766	STATE REVENUE REFUND	1,167,326	1,300,000	743,593	1,150,000	1,150,000	1,150,000
4768	LOSS ON DISPOSITION OF ASSETS	34					
4901	DAY TRIP MEAL REIMBURSEMENT	26					
CHARACTER 40 SUBTOTAL		1,428,452	1,557,095	870,677	1,395,612	1,395,612	1,395,612

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :30 ADMINISTRATION AND GENERAL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41 CHARGEBACK EXPENSES							
4601	INDIRECT COSTS		1,585,917		952,141	952,141	952,141
4602	INSURANCE PREMIUM CHARGEBACK	48,210	44,707	44,707	37,023	37,023	37,023
4609	DATA PROCESSING CHARGEBACKS				254,693	254,693	254,693
4610	PERSONAL SERVICES CHARGEBACKS		22,442		23,974	23,974	23,974
4614	OTHER CHARGEBACK EXPENSES	20,019	21,183	11,169	20,207	20,207	20,207
4617	DUPLICATING/PRINTING CHARGEBACK				15,000	15,000	15,000
4618	OFFICE SUPPLIES CHARGEBACK				7,500	7,500	7,500
4625	FOOD SERVICE CHARGEBACKS	1,312					
CHARACTER 41 SUBTOTAL		69,541	1,674,249	55,876	1,310,538	1,310,538	1,310,538
CHARACTER :42 DEPRECIATION							
4801	DEPRECIATION - BUILDINGS	48,910					
4802	DEPRECIATION - BLDG IMPROVEMENTS	381,418					
4803	DEPRECIATION - IMPROV O/T BLDGS	36,445					
4804	DEPRECIATION - MOTOR VEHICLES	420					
4805	DEPRECIATION - MACHINERY & EQUIP	225,513					
CHARACTER 42 SUBTOTAL		692,706					
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	75,506	108,656	47,971	115,967	110,416	110,416
8030	SOCIAL SECURITY	65,671	79,166	40,384	80,710	76,885	76,885
8040	WORKERS COMPENSATION	12,872	14,115	10,736	14,629	14,629	14,629
8041	WORKERS COMP LT LIABILITY	-33,228					
8050	LIFE INSURANCE	463	696	307	494	475	475
8060	HEALTH INSURANCE	289,377	296,261	153,326	279,893	269,156	269,156
8062	RETIREE HEALTH INSURANCE		81,985	59,539	93,786	93,786	93,786
8063	DISABILITY INSURANCE	2,128	2,520	1,466	2,193	2,193	2,193
CHARACTER 80 SUBTOTAL		412,789	583,399	313,729	587,672	567,540	567,540

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :30 ADMINISTRATION AND GENERAL

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9003	TRANSFER TO GENERAL FUND	532,991					
CHARACTER 90	SUBTOTAL	532,991					
TYPE X	SUBTOTAL	4,043,363	4,663,918	1,809,855	4,249,860	4,179,723	4,179,723
DIVISION 30	SUBTOTAL	21,784,678	26,637,506	14,077,462	20,169,911	20,240,048	20,240,048

**WILLOW POINT NURSING HOME - 16**  
**Nursing - 31**

**MISSION STATEMENT**

To provide the highest quality of nursing care while recognizing the resident and his/her family are an integral component of the care process. To rehabilitate and maintain all residents at their highest practicable level of functioning in a therapeutic and safe environment.

**DESCRIPTION**

**The Nursing Unit**, headed by the Deputy Nursing Home Administrator for Health Services, provides leadership in resident care supervised by Clinical Care Coordinators (nurse managers). The professional nursing staff, in conjunction with the attending physician, develops and implements plans of care for each resident. Staff duties include administering medications, treatments, maintaining infection control, monitoring and documentation relating to the care of residents, and as mandated by state and federal regulations.

The Nursing unit employs Certified Nursing Assistants whose duties include observation and personal care of the residents. Nursing Assistants maintain daily records which provide the Nurse with necessary information about the progress of the residents. They are required to complete a state approved 100-hour course and obtain a passing grade on both an oral and written exam within 4 months of orientation. An additional mandatory 6 hours of in-service every six (6) months for Nursing Assistants is required.

**The Hospice Unit** provides specialized and individualized care to those residents with a terminal illness. The care, comfort, and emotional support of both the resident and the family are reinforced.

All staff endeavors to enable the resident to live life in a manner desired, and to die with dignity.

**In-Service Unit** is responsible for the orientation and continued education program for all employees. Various community resources and consultations are used for presentation of programs.

**The Alzheimer's/Dementia Unit** provides specialized to those residents with dementia who are experiencing memory loss, impairment of functional abilities and other cognitive skills. The goal is to maintain each resident at his or her highest practicable level of functioning for the longest period of time possible.

**Infection Control Unit** monitors all departments for infection control compliance. The department provides an ongoing employee health program, administers the resident and staff flu vaccine, administers resident pneumococcal vaccine, and administers the resident, staff, and volunteer Mantoux testing program. The department also reviews the Occupational Exposure Control Program and monitors compliance, oversees the administration of Hepatitis B vaccination program and assists with employee education regarding Infection Control issues, while maintaining documentation compliance.

**The Rehab Nursing Department** is the liaison between the Nursing department and Physical and Occupational Therapies. The department provides a program that will assist the resident in achieving and maintaining his/her highest practicable level of self-care, independence, and well being.

**The Subacute/Short-Term Rehabilitation Unit** is intended to address residents acutely impacted by a clinical event. Whether the need for services is for extensive nursing services or for rehabilitation services proved by physical, occupational, or speech language, clinical

staff, comprehensive care to ensure a positive outcome is provided to all participants. It is our express ambition to manage this unit in accordance with these guidelines to ensure that every resident of the Subacute Unit receives full attention and support throughout his or her recovery period.

### **2010 OBJECTIVES**

- Utilize the current software program to do care planning on all units and expand user role.
- Continue to provide in-service training to enhance documentation protocols.
- Standardize care protocols and accompanying documentation.
- Establish facility wide wound care program.

### **2010 BUDGET HIGHLIGHTS**

- Implementation of the “EvercareProgram”
- Research and Development of “The Resource Care Tracker Program”

16 0077 WILLOW POINT NURSING HOME/Nursing  
 0085  
 0101

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Adopted Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
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**FULL TIME**

Deputy NH Administrator-for Health Services	F Admin	1	1	1	1	1
MDS Coordinator	18 BAPA	0	0	0	1	1
Associate Director of Clinical Care	20 BAPA	1	1	1	1	1
Clinical Care Coordinator II / I	18/17 BAPA	7	7	7	7	7
Supervising Nurse II / I	16/15 BAPA	4	4	4	3	3
Senior RPN	16 CSEA	1	1	1	1	1
Charge Nurse RPN/Sr LPN	15/11 CSEA	21	21	23	23	23
Registered Professional Nurse	14 CSEA	6	6	0	0	0
RPN (WPNH)/LPN	14/10 CSEA	11	11	45	45	45
Senior LPN	11 CSEA	2	2	0	0	0
Licensed Practical Nurse	10 CSEA	28	28	0	0	0
Program Assistant	10 CSEA	1	1	1	1	1
Stores Clerk	10 CSEA	2	2	2	2	2
Keyboard Specialist	8 CSEA	1	1	1	1	1
Senior Clerk	8 CSEA	1	1	1	1	1
Rehabilitation Aide	7 CSEA	5	4	4	0	0
Certified Nursing Assistant/Nursing Assistant Trainee	6 CSEA	140	140	140	140	140
Clerk	6 CSEA	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>
<b>Total Full-Time Positions</b>		<b>239</b>	<b>238</b>	<b>238</b>	<b>234</b>	<b>234</b>

**PART TIME**

Supervising Nurse I / II	16 BAPA	2	2	3	2	2
Registered Professional Nurse(NH)	14 CSEA	3	3	0	0	0
RPN (WPNH)/LPN	14/10 CSEA	11	11	21	22	22
Licensed Practical Nurse	10 CSEA	8	8	0	0	0
Certified Nursing Assistant/Nursing Assistant Trainee	6 CSEA	<u>96</u>	<u>81</u>	<u>66</u>	<u>64</u>	<u>64</u>
<b>Total Part-Time Positions</b>		<b>120</b>	<b>105</b>	<b>90</b>	<b>88</b>	<b>88</b>
<b>TOTAL POSITIONS</b>		<b>359</b>	<b>343</b>	<b>328</b>	<b>322</b>	<b>322</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :31 NURSING

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	15,235		10,387			
0216	GIFTS AND DONATIONS	18					
CHARACTER 07 SUBTOTAL		15,253		10,387			
CHARACTER :08 STATE AID							
0460	OTHER STATE AID	113,635	4,800	28,339	4,000	4,000	4,000
CHARACTER 08 SUBTOTAL		113,635	4,800	28,339	4,000	4,000	4,000
TYPE R SUBTOTAL		128,888	4,800	38,726	4,000	4,000	4,000
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	6,793,654	7,843,341	3,901,723	7,919,009	7,776,935	7,776,935
1500	SALARIES PART-TIME	1,221,816	1,507,147	755,719	1,353,261	1,328,133	1,328,133
1600	SALARIES TEMPORARY	57,758		38,437			
1700	SALARIES OVERTIME	923,396	310,016	555,869	274,934	235,541	235,541
1900	SALARIES SHIFT DIFFERENTIAL		35,078		39,463	39,463	39,463
1930	STAND-BY PAY	7,265	6,216	5,050	17,220	17,220	17,220
1940	OTHER PERSONNEL SERVICES	46,509	56,800	46,401	53,800	53,800	53,800
1980	HOLIDAY OVERTIME PAY				74,475	74,475	74,475
CHARACTER 10 SUBTOTAL		9,050,398	9,758,598	5,303,199	9,732,162	9,525,567	9,525,567

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :31 NURSING

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2110	OFFICE MACHINES			200			
2390	OTHER INSTITUTIONAL EQUIPMENT			785	4,000	4,000	4,000
2420	PHOTOGRAPHIC EQUIPMENT			306			
2470	TRAINING AND EDUCATIONAL EQUIPMENT		300				
2620	HOSPITAL MEDICAL AND LAB EQUIPMENT		28,640	6,951	25,455	25,455	25,455
2850	COMPUTER EQUIPMENT				800	800	800
CHARACTER 20	SUBTOTAL		28,940	8,242	30,255	30,255	30,255
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,364	1,378	420	1,500	1,500	1,500
4319	OFFICE SUPPLIES	5,393	4,000	2,369	4,000	4,000	4,000
4342	PHOTOGRAPHIC SUPPLIES	10					
4346	TRAINING AND EDUCATIONAL SUPPLIES	2,254	1,900	274	2,088	2,088	2,088
4349	MISC OPERATIONAL SUPPLIES	12,254	11,730	3,071	13,030	13,030	13,030
4359	COMPUTER SOFTWARE AND SUPPLIES	1,293	1,980	1,051	1,950	1,950	1,950
4363	MEDICAL LAB & CLINIC SUPPLIES	317,014	358,442	180,433	353,802	353,802	353,802
4411	POSTAGE AND FREIGHT	123	200	87	275	275	275
4419	GENERAL OFFICE EXPENSES	10,498	11,820	8,418	52,120	52,120	52,120
4434	MEDICAL HOSPITAL AND LAB EXPENSES	14,391	24,200	5,738	6,200	6,200	6,200
4447	OPERATIONAL EQUIPMENT REPAIRS	79					
4448	ADVERTISING AND PROMOTION EXPENSES	31					
4453	TRANSPORTATION SERVICES	2,321	4,800	497	3,800	3,800	3,800
4461	MILEAGE AND PARKING-LOCAL	20					
4462	TRAVEL HOTEL AND MEALS	214	1,500		1,200	1,200	1,200
4463	EDUCATION AND TRAINING	2,920	1,500	3,045	3,000	3,000	3,000
4469	OTHER PERSONAL EXPENSES	3,840	4,800	1,400	4,000	4,000	4,000
4512	OUTSIDE RENTALS-MACHINERY	38,181	42,990	14,008	39,500	39,500	39,500
4518	COPYING MACHINE RENTALS	7,596	9,684	6,456	9,684	9,684	9,684
4744	INSTRUCTOR SERVICES		400				
4747	OTHER FEES FOR SERVICES	378					
4768	LOSS ON DISPOSITION OF ASSETS	2,997					
4901	DAY TRIP MEAL REIMBURSEMENT	24		48	50	50	50
CHARACTER 40	SUBTOTAL	423,195	481,324	227,315	496,199	496,199	496,199

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :31 NURSING

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS	68					
CHARACTER 41	SUBTOTAL	68					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	472					
CHARACTER 70	SUBTOTAL	472					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	751,987	1,195,363	440,866	1,079,950	1,061,411	1,061,411
8030	SOCIAL SECURITY	661,626	749,257	386,323	744,519	731,728	731,728
8040	WORKERS COMPENSATION	388,741	387,786	202,620	401,896	401,896	401,896
8050	LIFE INSURANCE	5,060	7,680	3,343	5,890	5,776	5,776
8060	HEALTH INSURANCE	2,756,199	3,072,183	1,419,956	2,869,074	2,804,892	2,804,892
8062	RETIREE HEALTH INSURANCE		809,891	522,569	817,267	817,267	817,267
8063	DISABILITY INSURANCE	33,200	36,720	20,797	37,926	37,152	37,152
8070	UNEMPLOYMENT INSURANCE	46,581		23,868			
CHARACTER 80	SUBTOTAL	4,643,394	6,258,880	3,020,342	5,956,522	5,860,122	5,860,122
TYPE X	SUBTOTAL	14,117,527	16,527,742	8,559,098	16,215,138	15,912,143	15,912,143
DIVISION 31	SUBTOTAL	-13,988,639	-16,522,942	-8,520,372	-16,211,138	-15,908,143	15,908,143

## **WILLOW POINT NURSING HOME - 16**

### **Dietary - 32**

#### **MISSION STATEMENT**

The Dietary Division provides food service that meets the daily nutritional needs of residents and ensures that special dietary needs are recognized. Food is served in a manner that is nutritious, appetizing, visually pleasing and of sufficient variety to ensure resident satisfaction and maintain acceptable parameters of nutritional status. Consideration is given to food habits, preferences, ethnic groups, activities, and holidays.

#### **DESCRIPTION**

Under the direction of the Central Foods and Nutrition Services, the dietary division provides the food and beverage for the residents of the facility. Hot food is ordered from the Central Food Nutrition Facility while all cold food is prepared onsite. A liberalized diet is utilized for those residents with stable medical conditions as recommended by the American Dietetic Association. Diet adjustments are made for those residents requiring further restrictions due to specific disease states.

The dietary division serves up to 1,074 meals daily.

#### **2010 OBJECTIVES**

- Continue to develop and provide staff education to improve cost control measures and provide quality nutritional services.
- Continue to maintain sanitation standards and temperature controls by adhering to existing quality assurance standards.
- Develop strategies for empowering employees in order to encourage responsibility, improve productivity, and ultimately improve overall organizational performance.

#### **2010 BUDGET HIGHLIGHTS**

- Provide quality nutritional services to meet the specialized needs of the resident population within budget guidelines.

## 16 0119 WILLOW POINT NURSING HOME/Dietary

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Adopted Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Food Service Manager	14 BAPA	1	1	1	1	1
Dietetic Technician	11 CSEA	4	4	4	4	4
Assistant Food Service Manager	10 CSEA	1	1	1	1	1
Stores Clerk	10 CSEA	1	1	1	1	1
Senior Food Service Helper	9 CSEA	4	4	4	4	4
Clerk	6 CSEA	1	1	1	1	1
Food Service Helper	5 CSEA	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>	<u>15</u>
<b>Total Full-Time Positions</b>		<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>
<b><u>PART TIME</u></b>						
Food Service Helper	5 CSEA	<u>18</u>	<u>23</u>	<u>23</u>	<u>23</u>	<u>23</u>
<b>Total Part-Time Positions</b>		<b>18</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>
<b>TOTAL POSITIONS</b>		<b>45</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :32 DIETARY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0090	CAFETERIA FEES	715	500	505	650	650	650
CHARACTER 02	SUBTOTAL	715	500	505	650	650	650
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,052		498			
CHARACTER 07	SUBTOTAL	1,052		498			
TYPE R	SUBTOTAL	1,767	500	1,003	650	650	650
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	760,185	805,083	423,586	822,012	822,012	822,012
1500	SALARIES PART-TIME	252,831	256,830	150,461	244,416	244,416	244,416
1600	SALARIES TEMPORARY	70,515		56,605			
1700	SALARIES OVERTIME	43,801	10,000	21,109	88,977	28,977	28,977
1900	SALARIES SHIFT DIFFERENTIAL				5,256	5,256	5,256
1940	OTHER PERSONNEL SERVICES	6,483	6,300	6,267	6,600	6,600	6,600
1980	HOLIDAY OVERTIME PAY				12,762	12,762	12,762
CHARACTER 10	SUBTOTAL	1,133,815	1,078,213	658,028	1,180,023	1,120,023	1,120,023

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :32 DIETARY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2310	KITCHEN AND DINING ROOM EQUIPMENT	-----	6,500	3,662	8,400	8,400	8,400
CHARACTER 20	SUBTOTAL		6,500	3,662	8,400	8,400	8,400
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	58					
4319	OFFICE SUPPLIES	2,150	1,000	1,684	2,200	2,200	2,200
4331	FOOD AND BEVERAGES	-1,559	1,200	274	1,000	1,000	1,000
4332	KITCHEN AND DINING ROOM SUPPLIES	-157	6,000	643	10,750	10,750	10,750
4346	TRAINING AND EDUCATIONAL SUPPLIES	157			100	100	100
4358	SAFETY SUPPLIES	4,051	6,800	3,498	5,500	5,500	5,500
4359	COMPUTER SOFTWARE AND SUPPLIES	1,262	1,200	1,564	1,900	1,900	1,900
4419	GENERAL OFFICE EXPENSES	1,435	515	870	950	950	950
4463	EDUCATION AND TRAINING	569	1,000	494	1,000	1,000	1,000
4518	COPYING MACHINE RENTALS	4,032	7,500	4,050	4,140	4,140	4,140
4768	LOSS ON DISPOSITION OF ASSETS	1,782					
4901	DAY TRIP MEAL REIMBURSEMENT	16					
CHARACTER 40	SUBTOTAL	13,796	25,215	13,077	27,540	27,540	27,540
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS	1,690,506	1,747,735	986,950	1,736,598	1,720,630	1,720,630
CHARACTER 41	SUBTOTAL	1,690,506	1,747,735	986,950	1,736,598	1,720,630	1,720,630

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :32 DIETARY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	48					
CHARACTER 70 SUBTOTAL		48					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	89,192	115,171	48,029	130,985	130,985	130,985
8030	SOCIAL SECURITY	83,705	83,910	47,846	90,275	90,275	90,275
8040	WORKERS COMPENSATION	12,386	16,733	12,933	17,342	17,342	17,342
8050	LIFE INSURANCE	685	1,272	451	950	950	950
8060	HEALTH INSURANCE	300,218	288,952	160,267	301,660	301,660	301,660
8062	RETIREE HEALTH INSURANCE		87,565	54,274	86,786	86,786	86,786
8063	DISABILITY INSURANCE	4,587	6,240	2,873	4,773	4,773	4,773
8070	UNEMPLOYMENT INSURANCE	2,723		12,552			
CHARACTER 80 SUBTOTAL		493,496	599,843	339,225	632,771	632,771	632,771
TYPE X SUBTOTAL		3,331,661	3,457,506	2,000,942	3,585,332	3,509,364	3,509,364
DIVISION 32 SUBTOTAL		-3,329,894	-3,457,006	-1,999,939	-3,584,682	-3,508,714	-3,508,714

**WILLOW POINT NURSING HOME - 16**  
**Cleanliness and Safety - 33**

**MISSION STATEMENT**

The Housekeeping and Laundry unit is responsible for maintaining a hygienically safe and sanitary environment for the residents of the facility.

The Maintenance unit is responsible for providing general and preventive maintenance for the physical plant, equipment, and grounds. The unit also oversees the security of the facility.

**DESCRIPTION**

The Maintenance unit has the responsibility of providing general and preventive maintenance for all equipment, buildings and grounds, which are the property of Broome County.

The Housekeeping unit is charged with the responsibility of providing a safe, sanitary environment for the residents and staff of the facility. The duties include all the basic cleaning functions.

The Laundry unit launders residents' clothing, facility draperies, and miscellaneous resident care items. Laundry also controls the contracted linen supply.

**2010 OBJECTIVES**

- Continue to improve the quality of housekeeping services and expand cost containment measures.

**2010 BUDGET HIGHLIGHTS**

- Continue routine replacement program for flooring, faucets, pipe repair and replacement, wall painting and patching, etc.

16 0143 WILLOW POINT NURSING HOME/Cleanliness & Safety  
 0150  
 0127

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Adopted</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Housekeeping Supervisor	14 BAPA	1	1	1	1	1
Assistant Housekeeping Supervisor	11 CSEA	1	1	1	1	1
Maintenance Mechanic	10 CSEA	4	4	5	4	4
Custodial Worker	6 CSEA	27	27	26	27	27
Laundry Worker	6 CSEA	5	5	5	5	5
Clerk	6 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>
<b>PART TIME</b>						
Custodial Worker	6 CSEA	6	6	6	6	6
Laundry Worker	6 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>TOTAL POSITIONS</b>		<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :33 CLEANLINESS AND SAFETY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS			205			
0147	MISCELLANEOUS	26					
CHARACTER 02 SUBTOTAL		26		205			
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0205	SALE OF SCRAP & EXCESS MATERIALS	671		195			
CHARACTER 06 SUBTOTAL		671		195			
TYPE R SUBTOTAL		697		400			
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,029,201	1,104,352	581,999	1,122,805	1,122,641	1,122,641
1500	SALARIES PART-TIME	85,628	77,936	56,377	77,138	77,138	77,138
1600	SALARIES TEMPORARY	35,860	8,100	2,477			
1700	SALARIES OVERTIME	59,047	29,235	15,794	38,396	30,440	30,440
1930	STAND-BY PAY	6,920	7,300	4,600	7,300	7,300	7,300
1940	OTHER PERSONNEL SERVICES	7,154	7,400	7,308	7,500	7,500	7,500
1980	HOLIDAY OVERTIME PAY				8,670	8,670	8,670
CHARACTER 10 SUBTOTAL		1,223,810	1,234,323	668,555	1,261,809	1,253,689	1,253,689

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :33 CLEANLINESS AND SAFETY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2021	AUTOMOBILES				30,000	30,000	30,000
2240	DPW BUILDING MAINTENANCE EQUIPMENT		15,050	12,793	3,000	3,000	3,000
2270	DPW BUILDING AND GROUNDS EQUIPMENT		5,889		4,500	4,500	4,500
2310	KITCHEN AND DINING ROOM EQUIPMENT				12,500	12,500	12,500
2330	LAUNDRY AND CLEANING EQUIPMENT		6,000	5,762	8,000	8,000	8,000
2420	PHOTOGRAPHIC EQUIPMENT		2,000		3,000	3,000	3,000
CHARACTER 20 SUBTOTAL			28,939	18,555	61,000	61,000	61,000
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	160					
4319	OFFICE SUPPLIES	708	700	481	750	750	750
4323	BLDG MAINTENANCE SUPPLIES	49,106	61,000	21,943	63,500	63,500	63,500
4326	FUEL AND HEATING SUPPLIES	196,337	234,360	122,193	234,360	234,360	234,360
4329	BLDG AND GROUNDS SUPPLIES	56,822	49,450	38,164	56,000	56,000	56,000
4333	HSLD LAUNDRY & CLEANING SUPPLIES	51,632	43,250	22,673	46,397	46,397	46,397
4342	PHOTOGRAPHIC SUPPLIES		50		50	50	50
4348	TIRES AND TUBES	435					
4349	MISC OPERATIONAL SUPPLIES	12,530	9,000	8,034	9,700	9,700	9,700
4358	SAFETY SUPPLIES	851	1,020	356	2,320	2,320	2,320
4359	COMPUTER SOFTWARE AND SUPPLIES	275	200	38	200	200	200
4361	NURSING SUPPLIES	64,874	60,000	39,396	60,000	60,000	60,000
4362	ENVIRONMENTAL HEALTH SUPPLIES	180,525	215,000	117,332	200,500	200,500	200,500
4363	MEDICAL LAB & CLINIC SUPPLIES				20,000	20,000	20,000
4411	POSTAGE AND FREIGHT	8					
4418	DUES AND MEMBERSHIPS	145	150				
4423	BLDG GROUNDS AND EQUIP REPAIR	36,295	42,000	31,669	48,600	48,600	48,600
4425	WATER AND SEWAGE CHARGES	62,681	75,000	38,900	75,000	75,000	75,000
4426	HEATING AND AIR COND PLANT EXP	7,871					
4427	ELECTRIC CURRENT	271,426	276,680	156,300	276,680	276,680	276,680
4428	TAXES	3,118	3,300	3,071	3,150	3,150	3,150
4429	BUILDING AND GROUNDS EXPENSES	64,629	81,600	37,464	82,110	82,110	82,110
4432	LAUNDRY AND DRY CLEANING EXPENSES	218,943	205,750	129,962	193,063	193,063	193,063
4434	MEDICAL HOSPITAL AND LAB EXPENSES	10,450	11,000	8,366	15,000	15,000	15,000
4449	OTHER OPERATIONAL EXPENSES	145	2,000	139	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	275					
4512	OUTSIDE RENTALS-MACHINERY	69	150	892	150	150	150
4518	COPYING MACHINE RENTALS		1,584		1,584	1,584	1,584
4768	LOSS ON DISPOSITION OF ASSETS	1,082					
CHARACTER 40 SUBTOTAL		1,291,392	1,373,244	777,373	1,391,114	1,391,114	1,391,114

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :33 CLEANLINESS AND SAFETY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES				3,000	3,000	3,000
4615	GASOLINE CHARGEBACK	3,709	5,050		3,121	3,121	3,121
4616	FLEET SERVICE CHARGEBACK	11,036	11,198		11,045	11,045	11,045
4619	BUILDING SERVICE CHARGEBACK				144,531	144,531	144,531
4626	TRANSPORTATION SERVICES CHARGEBACKS	12,047	7,908		5,211	5,211	5,211
	CHARACTER 41 SUBTOTAL	26,792	24,156		166,908	166,908	166,908
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	99,458	129,605	56,536	140,025	140,007	140,007
8030	SOCIAL SECURITY	89,355	94,367	48,222	96,527	96,514	96,514
8040	WORKERS COMPENSATION	28,262	35,805	33,475	37,108	37,108	37,108
8050	LIFE INSURANCE	716	1,941	483	874	874	874
8060	HEALTH INSURANCE	464,044	352,787	216,165	381,599	381,599	381,599
8062	RETIREE HEALTH INSURANCE		173,005	119,408	196,341	196,341	196,341
8063	DISABILITY INSURANCE	4,901	5,400	3,118	5,289	5,289	5,289
8070	UNEMPLOYMENT INSURANCE	6,708		6,536			
	CHARACTER 80 SUBTOTAL	693,444	792,910	483,943	857,763	857,732	857,732
	TYPE X SUBTOTAL	3,235,438	3,453,572	1,948,426	3,738,594	3,730,443	3,730,443
	DIVISION 33 SUBTOTAL	-3,234,741	-3,453,572	-1,948,026	-3,738,594	-3,730,443	-3,730,443

**WILLOW POINT NURSING HOME - 16**  
**Social Programs - 34**

**MISSION STATEMENT**

The Social Services and Recreation Departments will continue to meet the social, emotional, personal, and recreational needs of residents from point of entry to the time of discharge.

**DESCRIPTION**

The responsibility of the Social Services Unit is to work with residents, family members, friends, and staff members in order to meet adjustment needs. Staff members are charged with identifying personal and social needs, psychosocial need, and arranging for services to meet these needs. In addition, social service staff conduct in-service training for nursing facility staff, and develop and lead support groups for residents and family members.

The **Recreation Unit** provides an ongoing program of activities designed to meet the interests and the physical, mental, and psychosocial well-being of each resident. These programs for residents include large and small groups and 1:1 activities incorporating all ages, interests, and abilities.

**2010 OBJECTIVES**

- Continue the provision of social work services.
- Continually educate the public regarding the services provided at Willow Point Nursing Home and serve as public relations representatives to the community.
- Work with our admissions personnel to develop a marketing strategy to increase community awareness of Willow Point Nursing Home services.
- Enhance recreation programming to increase the quantity and quality of 1:1 and independent activities for bedridden and room-bound residents. Increase the quality of assessment and care planning for activity interventions and appropriate follow through by interdisciplinary team. Participate in the interdisciplinary approach to total management of residents, especially those who are in need of increased stimuli and are at risk for falls, elopement, and for having behavioral issues or psychosocial needs.

**2010 BUDGET HIGHLIGHTS**

- Continued development of facility social work programs/groups for residents, families, and staff by the Social Work Department.

16 0176 WILLOW POINT NURSING HOME/Social Programs  
0184

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Adopted Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Director of NH Social Services (40)	21 BAPA	1	1	1	1	1
Director Therapeutic Recreational Services	15 BAPA	1	1	1	1	1
Social Work Assistant	14 CSEA	6	6	6	5	5
Assistant Director of Activities	9 CSEA	1	1	1	1	1
Keyboard Specialist*	8 CSEA	1	0	0	0	0
Leisure Time Activities Leader	7 CSEA	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>
<b>Total Full-Time Positions</b>		<b>16</b>	<b>15</b>	<b>15</b>	<b>14</b>	<b>14</b>
<b><u>PART TIME</u></b>						
Social Work Assistant	14 CSEA	1	1	1	1	1
Leisure Time Activities Leader	7 CSEA	1	1	1	1	1
Clerk	6 CSEA	2	2	2	2	2
Unit Aide	NA	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>
<b>Total Part-Time Positions</b>		<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>TOTAL POSITIONS</b>		<b>27</b>	<b>26</b>	<b>26</b>	<b>25</b>	<b>25</b>

\*Moved to Administration & General division

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :34 SOCIAL PROGRAMS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0025	CABLE TV	11,490	11,000	7,055	8,000	8,000	8,000
CHARACTER 02 SUBTOTAL		11,490	11,000	7,055	8,000	8,000	8,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0216	GIFTS AND DONATIONS	2					
CHARACTER 07 SUBTOTAL		2					
TYPE R SUBTOTAL		11,492	11,000	7,055	8,000	8,000	8,000
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	555,563	540,641	306,245	560,315	525,258	525,258
1500	SALARIES PART-TIME	109,984	106,199	75,431	109,380	109,380	109,380
1600	SALARIES TEMPORARY	48,542	50,744	33,293	49,670	49,670	49,670
1700	SALARIES OVERTIME	4,945	5,637	1,871	5,499	5,499	5,499
1930	STAND-BY PAY	33					
1940	OTHER PERSONNEL SERVICES	275	350	158	350	350	350
CHARACTER 10 SUBTOTAL		719,342	703,571	416,998	725,214	690,157	690,157

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :34 SOCIAL PROGRAMS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2120	OFFICE FURNITURE	-----	650	-----	289	289	289
CHARACTER 20	SUBTOTAL		650		289	289	289
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	110	400	75	400	400	400
4319	OFFICE SUPPLIES	1,314	1,200	646	1,200	1,200	1,200
4331	FOOD AND BEVERAGES	1,309	1,200	689	1,635	1,635	1,635
4346	TRAINING AND EDUCATIONAL SUPPLIES	106					
4349	MISC OPERATIONAL SUPPLIES	36					
4357	RECREATIONAL AND ACTIVITY SUPPLIES	3,615	3,435	1,042	3,000	3,000	3,000
4359	COMPUTER SOFTWARE AND SUPPLIES	379	700	120	700	700	700
4411	POSTAGE AND FREIGHT	43		4			
4418	DUES AND MEMBERSHIPS	546	490	246	490	490	490
4437	RELIGIOUS EXPENSES	3,000	3,000	2,000	3,000	3,000	3,000
4438	RECREATIONAL AND ACTIVITY EXPENSES	14,317	13,000	4,862	16,267	16,267	16,267
4442	PHOTOGRAPHIC EXPENSES	63	150	23	150	150	150
4448	ADVERTISING AND PROMOTION EXPENSES	31					
4449	OTHER OPERATIONAL EXPENSES	79		396	450	450	450
4453	TRANSPORTATION SERVICES	712	1,000	564	1,000	1,000	1,000
4461	MILEAGE AND PARKING-LOCAL		50		50	50	50
4462	TRAVEL HOTEL AND MEALS	125			300	300	300
4463	EDUCATION AND TRAINING	1,674	1,900	1,610	1,950	1,950	1,950
4512	OUTSIDE RENTALS-MACHINERY	6	50	23	50	50	50
4747	OTHER FEES FOR SERVICES	4,525	5,000	2,607	5,000	5,000	5,000
4901	DAY TRIP MEAL REIMBURSEMENT	32		8			
CHARACTER 40	SUBTOTAL	32,022	31,575	14,915	35,642	35,642	35,642

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :34 SOCIAL PROGRAMS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS	34		7	75	75	75
CHARACTER 41	SUBTOTAL	34		7	75	75	75
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	55,875	73,875	30,776	69,611	65,720	65,720
8030	SOCIAL SECURITY	52,407	53,824	30,567	55,656	52,974	52,974
8040	WORKERS COMPENSATION	6,492	6,554	5,185	6,792	6,792	6,792
8050	LIFE INSURANCE	361	792	232	627	608	608
8060	HEALTH INSURANCE	221,913	180,518	96,198	164,246	158,443	158,443
8062	RETIREE HEALTH INSURANCE		66,712	40,925	70,027	70,027	70,027
8063	DISABILITY INSURANCE	2,188	3,720	1,320	2,064	2,064	2,064
8070	UNEMPLOYMENT INSURANCE	8,532		194			
CHARACTER 80	SUBTOTAL	347,768	385,995	205,397	369,023	356,628	356,628
TYPE X	SUBTOTAL	1,099,166	1,121,791	637,317	1,130,243	1,082,791	1,082,791
DIVISION 34	SUBTOTAL	-1,087,674	-1,110,791	-630,262	-1,122,243	-1,074,791	-1,074,791

## **WILLOW POINT NURSING HOME - 16**

### **Ancillaries - 35**

#### **MISSION STATEMENT**

Ancillary Programs provide an array of required rehabilitation services designed to assist residents in maintaining optimal levels of activities of daily living.

#### **DESCRIPTION**

The **Physical Therapy** unit provides evaluations and treatments that are designed to restore and maintain the physical functions that have been lost or impaired, such as the ability to walk or stand. Techniques used include gait and balance training, manual skills, and therapeutic exercise.

The **Occupational Therapy** unit provides treatment and training programs that are designed to restore and maintain the resident's ability to function independently. These abilities include activities of daily living, eye-hand coordination, strength and tolerance, and range of motion. Treatments include the use of assistive and adaptive devices, orthotic and prosthetic devices, positioning, sensory stimulation, reality orientation, exercises, and therapeutic activities.

The **Speech and Hearing** unit offers evaluations of hearing, hearing aids, speech, language, voice, and rhythm disorders. Therapy may be recommended to improve communication of speech and language or to provide an alternative means of communication. In-services are provided by a licensed audiologist or licensed speech-language pathologist.

The facility contracts with a consultant Pharmacist for a policy review, resident drug review, survey of stock drugs, and handling of controlled drugs. A pharmacy provides all the necessary medications for each resident on a unit dose basis.

A part-time Dentist is under contract to provide dental care to the residents and in-service to the staff. A full dental office is maintained at Willow Point.

#### **2010 OBJECTIVES**

- Continue to proactively address the needs of the resident population to post maximum functional recovery and optimal reimbursement under Medicare and Medicaid.
- Operate efficiently within budget allowance to meet equipment needs as well as to identify systems that lead to equipment loss.

#### **2010 BUDGET HIGHLIGHTS**

- Continuing the development of rehabilitation services to meet the needs of the changing resident population.

16 0226 WILLOW POINT NURSING HOME/Ancillaries  
0234

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Adopted Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Rehabilitation Services	28 BAPA	1	1	1	1	1
Physical Therapist	25 CSEA	1	1	1	1	1
Occupational Therapist	24 CSEA	1	1	1	1	1
Occupational Therapy Assistant (COTA)	16 CSEA	1	1	1	1	1
Physical Therapy Assistant	13 CSEA	2	3	4	4	4
Physical Therapy Aide	7 CSEA	<u>2</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
<b>Total Full-Time Positions</b>		<b>8</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>8</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :35 ANCILLARIES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	253					
0216	GIFTS AND DONATIONS	5					
CHARACTER 07 SUBTOTAL		258					
TYPE R SUBTOTAL		258					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	386,494	429,235	225,565	508,878	508,878	508,878
1600	SALARIES TEMPORARY	353		12,076			
1700	SALARIES OVERTIME	7,325	10,500	4,592	2,892	2,892	2,892
1940	OTHER PERSONNEL SERVICES	1,150	1,400	1,600	1,400	1,400	1,400
CHARACTER 10 SUBTOTAL		395,322	441,135	243,833	513,170	513,170	513,170
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2620	HOSPITAL MEDICAL AND LAB EQUIPMENT		32,300	17,944	31,975	31,975	31,975
CHARACTER 20 SUBTOTAL			32,300	17,944	31,975	31,975	31,975

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :35 ANCILLARIES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	180			100	100	100
4319	OFFICE SUPPLIES	392	500	95	500	500	500
4349	MISC OPERATIONAL SUPPLIES	25					
4359	COMPUTER SOFTWARE AND SUPPLIES	76			100	100	100
4363	MEDICAL LAB & CLINIC SUPPLIES	78,347	85,350	34,114	90,050	90,050	90,050
4367	UNIT DOSAGE SNF	506,137	561,000	319,997	545,000	545,000	545,000
4411	POSTAGE AND FREIGHT	104	400	25	800	800	800
4419	GENERAL OFFICE EXPENSES	444	444	455	470	470	470
4434	MEDICAL HOSPITAL AND LAB EXPENSES	1,899	4,600	1,521	4,600	4,600	4,600
4463	EDUCATION AND TRAINING	796			1,500	1,500	1,500
4512	OUTSIDE RENTALS-MACHINERY	24,197	24,500	13,559	15,000	15,000	15,000
4703	LAB SERVICES	46,155	51,150	19,539	48,000	48,000	48,000
4706	REHAB AND THERAPY SERVICES	104,467	71,100	94,135	77,500	77,500	77,500
4712	PHYSICIAN SERVICES	60,760	65,200	42,128	65,200	65,200	65,200
4715	OTHER HEALTH AND MEDICAL SERVICES	3,559	7,500	1,025	7,500	7,500	7,500
4747	OTHER FEES FOR SERVICES	57,891	82,700	31,535	80,891	80,891	80,891
4768	LOSS ON DISPOSITION OF ASSETS	3,257					
4901	DAY TRIP MEAL REIMBURSEMENT				100	100	100
CHARACTER 40	SUBTOTAL	888,686	954,444	558,128	937,311	937,311	937,311
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS			68			
CHARACTER 41	SUBTOTAL			68			

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :35 ANCILLARIES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	33,012	48,420	20,743	56,891	56,891	56,891
8030	SOCIAL SECURITY	28,550	35,276	17,328	38,937	38,937	38,937
8040	WORKERS COMPENSATION	2,891	2,200	1,721	2,280	2,280	2,280
8050	LIFE INSURANCE	143	216	110	209	209	209
8060	HEALTH INSURANCE	138,530	109,856	62,243	136,097	136,097	136,097
8062	RETIREE HEALTH INSURANCE		66,369	42,290	69,001	69,001	69,001
8063	DISABILITY INSURANCE	861	960	644	1,290	1,290	1,290
CHARACTER 80 SUBTOTAL		203,987	263,297	145,079	304,705	304,705	304,705
TYPE X SUBTOTAL		1,487,995	1,691,176	965,052	1,787,161	1,787,161	1,787,161
DIVISION 35 SUBTOTAL		-1,487,737	-1,691,176	-965,052	-1,787,161	-1,787,161	-1,787,161

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :204 WPNH OPERATING  
 DEPARTMENT:16 WILLOW POINT NURSING HOME  
 DIVISION :36 DEBT SERVICE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0217	PREMIUM & ACCRUED INT ON OBLIGATION	18,041		9,096			
CHARACTER 07 SUBTOTAL		18,041		9,096			
TYPE R SUBTOTAL		18,041		9,096			
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		135,719		141,294	141,294	141,294
6001	PRINCIPAL ON BANS		165,500		226,786	226,786	226,786
CHARACTER 60 SUBTOTAL			301,219		368,080	368,080	368,080
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	63,787	60,033	15,549	54,811	54,811	54,811
7001	INTEREST ON BANS	38,252	40,767	11,839	34,840	34,840	34,840
CHARACTER 70 SUBTOTAL		102,039	100,800	27,388	89,651	89,651	89,651
TYPE X SUBTOTAL		102,039	402,019	27,388	457,731	457,731	457,731
DIVISION 36 SUBTOTAL		-83,998	-402,019	-18,292	-457,731	-457,731	-457,731

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

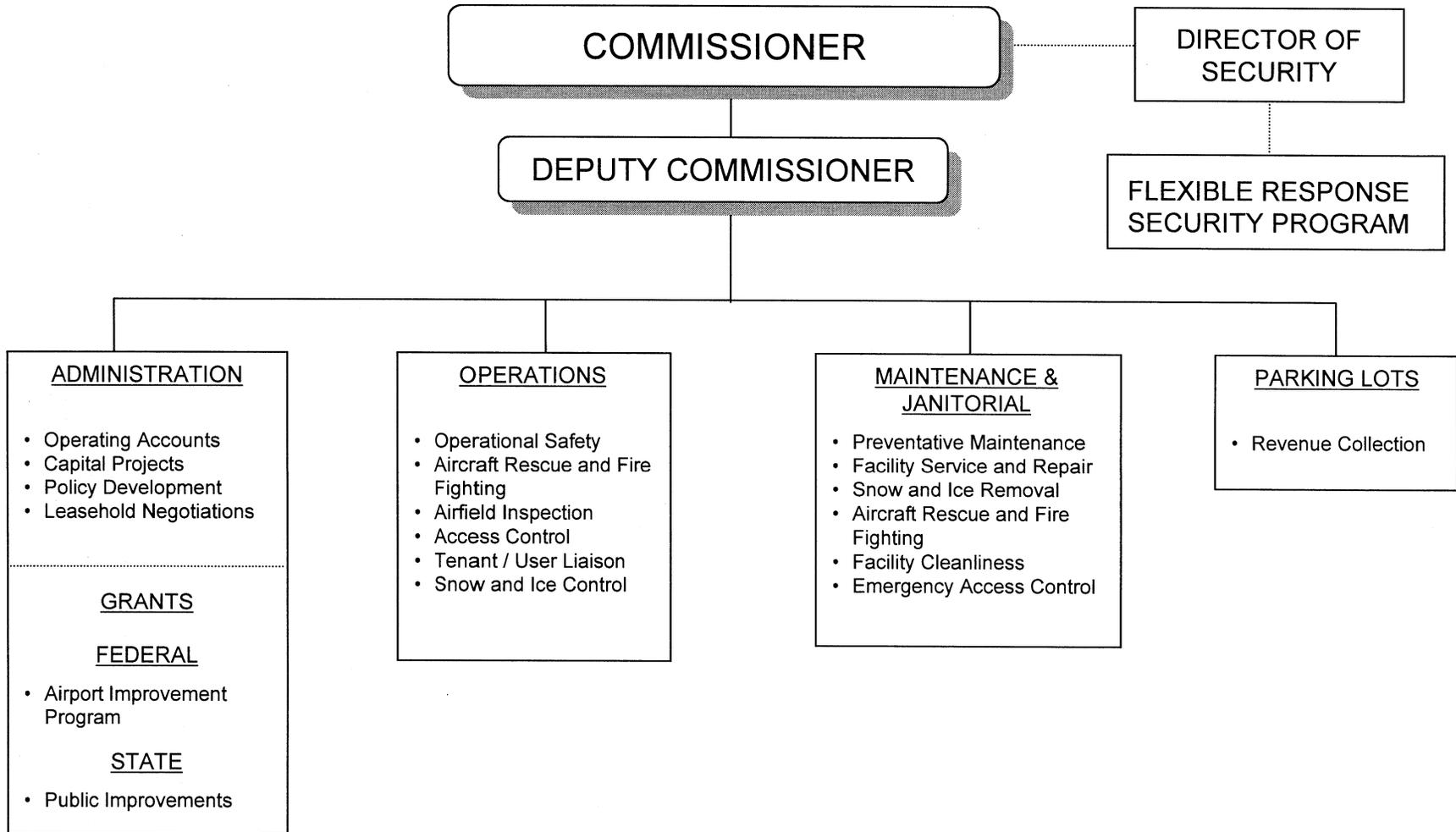
SUBFUND :204 WPNH OPERATING  
DEPARTMENT:16 WILLOW POINT NURSING HOME  
DIVISION :38 INTERGOVERNMENTAL TRANSFER

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0625	IGT REVENUE	2,845,118		8,189,778	3,788,829	6,388,829	6,388,829
CHARACTER 07	SUBTOTAL	2,845,118		8,189,778	3,788,829	6,388,829	6,388,829
TYPE R	SUBTOTAL	2,845,118		8,189,778	3,788,829	6,388,829	6,388,829
DIVISION 38	SUBTOTAL	2,845,118		8,189,778	3,788,829	6,388,829	6,388,829
DEPARTMENT 16	SUBTOTAL	1,417,113		8,185,297	-2,942,809	161,894	161,894
SUBFUND 204	SUBTOTAL	1,417,113		8,185,297	-2,942,809	161,894	161,894

## TRANSPORTATION

<u>DEPARTMENT/DIVISION</u>	<u>PAGE</u>
Aviation	302
Highways	
County Roads	310
Road Machinery	318
Public Transportation (Transit)	322

# AVIATION



## **AVIATION - 21**

### **MISSION STATEMENT**

To provide the citizens of Broome County and Greater Binghamton with safe, clean, and efficient travel facilities, to serve as an economic development resource to the region and to provide services responsive to the needs of our community.

### **DESCRIPTION**

The operation of the airport is provided for in Article X of the Broome County Charter. The airport is regulated by the Federal Aviation Administration and the Transportation Security Administration under Title 14 of the code of Federal Regulations, as well as various other state and federal authorities involving safety, environmental, and funding concerns.

The Department maintains two intersecting runways, twelve taxiways, three aircraft aprons, and all required lighting/signage. The department also maintains; a 74,000 square foot passenger terminal, three large aircraft hangars, 15 T-hangars, a 7,500 square foot aircraft/rescue/fire-fighting facility, a 24,000 square foot maintenance building, and a 70,000 gallon fuel farm. Additionally the department is responsible for the roadway serving the facility, water /sewer services, and a 900 space public, car rental, and employee parking lot.

Three (3) airlines (Delta Connection/Northwest Airlink, United Express, and US Airways Express) currently provide service at the airport and their activities are complimented by a United States Customs Office, FAA Air Traffic and Facilities Office, a Transportation Security Administration Office, a Civil Air Patrol office, three car rental agencies, a restaurant, ground transportation services, National Weather Service Office, Atlantic Aviation - a

provider of general/business aviation services, and Lockheed Martin Systems Integration.

### **2010 OBJECTIVES**

- To meet and maintain our high standards of providing a safe, secure and efficient air transportation facility;
- To complete the rehabilitation of the Engineered Material Arresting System found at the approach end of runway 16;
- To expand the usefulness of the airport to the community by preparing designated airport property for aeronautical and non-aeronautical business development. We shall also aggressively pursue new airport tenants to ensure long term airport budget stability and affordable operating rates for the airport users;
- To maintain and build upon the current level of commercial air service and passenger traffic through air service/airport marketing campaigns to ensure that the services provided at our facility meet the needs of the community and promote the use of the Greater Binghamton Airport;
- To increase the economic competitiveness of our operation by implementing a natural resource utilization program to prepare operationally for the changes in the aviation industry that lie ahead.

### **2010 BUDGET HIGHLIGHTS**

- Continued funding of appropriations for airport marketing and air service development activities;
- As a result of finding an alternative revenue source to pay for crack sealing and pavement markings, and other pavement repair work, these expenses have been removed from this 2010 Operating Budget proposal resulting in cost savings;
- Revenue included in the 2010 budget involving land & natural resources development leases.

## 21 0203 AVIATION

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Commissioner of Aviation	H Admin	1	1	1	1	1
Deputy Commissioner of Aviation	E Admin	1	1	1	1	1
Airport Operations Supervisor	20 BAPA	1	1	1	1	1
Senior Accountant	18 BAPA	1	1	1	1	1
Airport Maintenance Supervisor	16 BAPA	1	1	1	1	1
Airport Parking Manager	9 BAPA	1	1	1	1	1
Airport Operations Specialist/Trainee	15/14 CSEA	7	6	6	6	5
Airport Equipment Mechanic	14 CSEA	1	1	1	1	1
Secretary (40)	13 CSEA	1	1	1	1	1
Airport Maintenance Mechanic	11 CSEA	5	4	4	4	5
Airport Custodial Worker	7 CSEA	<u>4</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
<b>Total Full-Time Positions</b>		<b>24</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>
<b><u>PART TIME</u></b>						
Account Clerk	7 CSEA	1	1	1	1	1
Airport Parking Attendant	6 CSEA	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total Part-Time Positions</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>TOTAL POSITIONS</b>		<b>27</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0093	FARES & FEES	119,564	164,900	106,672	155,840	155,840	155,840
0099	RENTAL CAR CONCESSION FEES	476,061	504,700	315,238	430,000	445,000	445,000
0100	RESTAURANT/LOUNGE CONCESSION FEES	737	2,500		2,060	2,060	2,060
0102	GROUND TRANSPORT CONCESSION FEES	12,075	13,000	8,150	12,200	12,200	12,200
0103	ADVERTISING FEES	45,648	40,000	21,658	45,000	45,000	45,000
0107	SPACE RENTAL-AIRLINES	995,397	965,685	619,023	928,537	928,537	928,537
0108	SPACE RENTAL-OTHER	210,905	221,500	142,895	215,699	215,699	215,699
0110	MISC TERMINAL AREA INCOME	5,813	4,380	2,189	4,380	4,380	4,380
0111	LANDING FEES - SIGNATORY	263,445	278,880	156,979	276,575	276,575	276,575
0112	LANDING FEES - NON-SIGNATORY	38,169	36,000	16,742	30,000	30,000	30,000
0114	FUEL FLOWAGE FEE	27,876	25,000	18,752	25,000	25,000	25,000
0116	HANGAR RENTAL	320,924	333,375	215,896	330,330	330,330	330,330
0117	HANGAR TAX REIMBURSEMENT	70,527	73,700	20,190	76,200	76,200	76,200
0119	AIRCRAFT T-HANGAR RENTAL	24,450	23,400	13,950	21,600	21,600	21,600
0120	FREIGHT BLDG RENTAL	10,960	565	2,920	598	598	598
0122	SERVICE CTR/STORAGE/WASH RACK	24,021	24,960	16,131	24,687	24,687	24,687
0127	OTHER CHARGES	3,033	4,400	1,202	503,000	503,000	503,000
0484	FACILITY RENTALS	3,900	4,800	3,280	4,920	4,920	4,920
0485	GROUND RENTALS	25,795	27,000	17,325	26,000	26,000	26,000
0487	PARKING OPER CONCESSIONS	813,084	785,000	501,756	750,000	765,000	765,000
0492	MISC ADMIN AND OTHER INCOME	3,465	2,400	1,288	2,300	2,300	2,300
CHARACTER 02	SUBTOTAL	3,495,849	3,536,145	2,202,236	3,864,926	3,894,926	3,894,926
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	8,952	10,000	879	6,500	6,500	6,500
0187	RENTAL OF REAL PROPERTY INDIVIDUALS	36,508	37,200	24,512	37,120	37,120	37,120
0196	VENDING MACHINE	3,068	2,700	1,309	2,000	2,000	2,000
CHARACTER 03	SUBTOTAL	48,528	49,900	26,700	45,620	45,620	45,620

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0207	MINOR SALES OTHER	200					
0213	SALE OF EQUIPMENT	211					
CHARACTER 06 SUBTOTAL		411					
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,563		308			
0217	PREMIUM & ACCRUED INT ON OBLIGATION	15,800		10,715			
0229	TRANSFER FROM INSURANCE RESERVE	54,435		3,837			
0233	EARNINGS ON TEMPORARY INVESTMENTS	8,859					
0623	PASSENGER FACILITIES CHARGES	414,876	12,223		12,447	12,447	12,447
0638	CAPITAL CONTRIBUTIONS	6,146,532					
0659	CONSOLIDATED FACILITIES CHARGES	27,391	21,061	21,061	21,061	21,061	21,061
CHARACTER 07 SUBTOTAL		6,669,456	33,284	35,921	33,508	33,508	33,508
TYPE R SUBTOTAL		10,214,244	3,619,329	2,264,857	3,944,054	3,974,054	3,974,054
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,006,145	948,408	518,109	961,490	961,490	961,490
1500	SALARIES PART-TIME	62,028	63,398	41,053	66,169	66,169	66,169
1600	SALARIES TEMPORARY	51,473	48,800	43,195	39,862	37,512	37,512
1700	SALARIES OVERTIME	161,259	129,000	82,696	133,314	133,314	133,314
1900	SALARIES SHIFT DIFFERENTIAL	6,424	6,600	4,469	6,600	6,600	6,600
1930	STAND-BY PAY	8,905	12,400	8,345	21,330	21,330	21,330
1960	DISCRETIONARY SALARY SAVINGS		-26,000		-10,000	-10,000	-10,000
CHARACTER 10 SUBTOTAL		1,296,234	1,182,606	697,867	1,218,765	1,216,415	1,216,415

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4302	MAT & SUPPLIES-PAINT	6,049					
4305	SNOW REMOVAL MATERIALS & SUPPLIES	108,609	76,300	54,396	89,300	89,300	89,300
4311	BOOKS AND SUBSCRIPTIONS	2,233	650	4,000	4,050	4,050	4,050
4319	OFFICE SUPPLIES	4,321	3,500	2,277	3,700	3,700	3,700
4323	BLDG MAINTENANCE SUPPLIES	30,738	27,820	18,602	29,400	29,400	29,400
4326	FUEL AND HEATING SUPPLIES	202,258	286,400	54,597	227,600	216,600	216,600
4329	BLDG AND GROUNDS SUPPLIES	39,625	25,940	14,179	21,300	21,300	21,300
4331	FOOD AND BEVERAGES	758	50	145	50	50	50
4341	MOTOR EQUIPMENT SUPPLIES	25,477	37,420	12,975	31,200	31,200	31,200
4347	GAS OIL GREASE AND DIESEL FUEL	61,253	88,050	13,724	60,500	60,500	60,500
4348	TIRES AND TUBES	2,647	5,000	2,065	2,000	2,000	2,000
4349	MISC OPERATIONAL SUPPLIES	11,929	11,404	6,104	14,600	14,600	14,600
4356	UNIFORMS	6,559	6,036	3,394	6,500	6,500	6,500
4358	SAFETY SUPPLIES	1,092	1,520	189	600	600	600
4359	COMPUTER SOFTWARE AND SUPPLIES	4,643	5,000	4,941	6,000	6,000	6,000
4411	POSTAGE AND FREIGHT	1,952	500	820	600	600	600
4412	TELEPHONE	1,495	1,860	658	1,800	1,800	1,800
4418	DUES AND MEMBERSHIPS	2,737	2,575	1,060	2,680	2,680	2,680
4422	BUILDING AND LAND RENTAL	130,866	130,860	87,244	130,866	130,866	130,866
4423	BLDG GROUNDS AND EQUIP REPAIR	20,988	10,425	5,866	13,700	13,700	13,700
4425	WATER AND SEWAGE CHARGES	47,454	44,720	9,859	48,880	48,880	48,880
4426	HEATING AND AIR COND PLANT EXP	5,024	5,225	3,768	5,175	5,175	5,175
4427	ELECTRIC CURRENT	302,204	334,850	183,879	349,860	332,660	332,660
4428	TAXES	100,754	105,180	28,842	108,600	108,600	108,600
4429	BUILDING AND GROUNDS EXPENSES	28,989	34,338	14,484	41,800	41,800	41,800
4441	MOTOR EQUIP REPAIRS AND MAINT	8,356	2,500	548	2,100	2,100	2,100
4446	LONG TERM MAINT & CLOSURE COSTS			650			
4447	OPERATIONAL EQUIPMENT REPAIRS	3,401	5,000	945	5,000	5,000	5,000
4448	ADVERTISING AND PROMOTION EXPENSES	110,112	110,000	81,528	80,000	80,000	80,000
4449	OTHER OPERATIONAL EXPENSES	28,678	41,740	65,808	97,200	97,200	97,200
4457	SUBCONTRACTED PROGRAM EXPENSE	131,593	140,600	94,426	133,700	133,700	133,700
4458	OTHER PROGRAM EXPENSE	43,600	24,000		21,840	21,840	21,840
4461	MILEAGE AND PARKING-LOCAL	83		339			
4462	TRAVEL HOTEL AND MEALS	7,322	6,000	4,937	6,800	6,800	6,800
4463	EDUCATION AND TRAINING	7,605	5,800	6,524	9,200	9,200	9,200
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS			6,891			
4466	ADVISORY BD/TRUSTEES EXPENSES	1,466	1,500	705	1,500	1,500	1,500
4518	COPYING MACHINE RENTALS	420	2,000	1,080	2,000	2,000	2,000
4520	PROPERTY LOSS	53,062		3,374			
4523	INSURANCE CLAIMS			1,682			
4723	BOND AND NOTE ISSUE EXPENSE	107					
4725	OTHER FINANCIAL SERVICES	10,460	10,300	7,043	9,375	9,375	9,375
4747	OTHER FEES FOR SERVICES	112,625					

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4750	BAD DEBT EXPENSE	41,210					
4901	DAY TRIP MEAL REIMBURSEMENT	272		60			
CHARACTER 40	SUBTOTAL	1,711,026	1,595,063	804,608	1,569,476	1,541,276	1,541,276
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	130,718	106,293	106,293	131,965	131,965	131,965
4604	DPW SECURITY CHARGEBACKS	69,994	72,838	36,192	74,702	74,702	74,702
4614	OTHER CHARGEBACK EXPENSES	2,090		830			
4619	BUILDING SERVICE CHARGEBACK	7,911					
4626	TRANSPORTATION SERVICES CHARGEBACKS	13,154	3,954				
CHARACTER 41	SUBTOTAL	223,867	183,085	143,315	206,667	206,667	206,667
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS		70,586		73,146	73,146	73,146
6001	PRINCIPAL ON BANS		60,096		133,645	133,645	133,645
6007	PRINCIPAL ON COMPONENT UNIT LOAN		33,266	14,704	23,109	23,109	23,109
CHARACTER 60	SUBTOTAL		163,948	14,704	229,900	229,900	229,900
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	14,632	27,767	8,077	24,958	24,958	24,958
7001	INTEREST ON BANS		35,083	10,188	41,044	41,044	41,044
7005	INTEREST ON CAPITAL LEASE	94					
7007	INTEREST ON ON COMPONENT UNIT LOAN	3,903	5,232	2,121	2,129	2,129	2,129
CHARACTER 70	SUBTOTAL	18,629	68,082	20,386	68,131	68,131	68,131

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

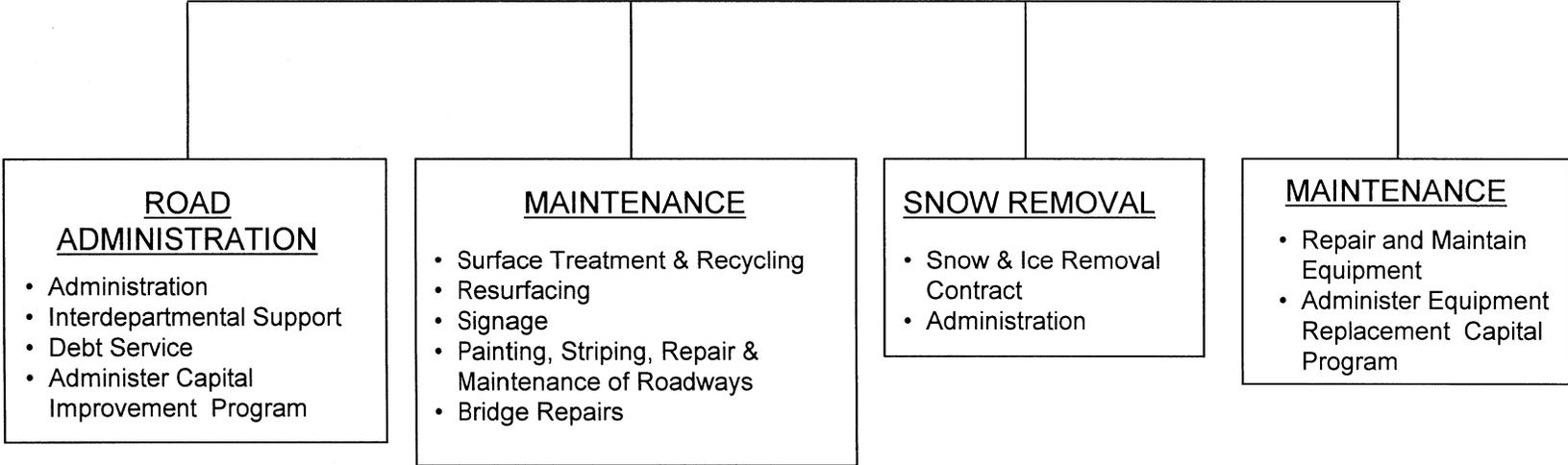
SUBFUND :207 AVIATION OPERATING  
DEPARTMENT:21 DEPARTMENT OF AVIATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	103,591	116,586	58,947	129,529	129,529	129,529
8030	SOCIAL SECURITY	95,099	90,468	51,175	94,218	94,038	94,038
8040	WORKERS COMPENSATION	25,020	24,654	24,654	24,145	24,145	24,145
8050	LIFE INSURANCE	478	576	298	456	456	456
8060	HEALTH INSURANCE	348,116	241,180	146,641	237,886	237,886	237,886
8062	RETIREE HEALTH INSURANCE		126,969	65,091	137,943	137,943	137,943
8063	DISABILITY INSURANCE	2,586	2,160	1,545	2,322	2,322	2,322
8070	UNEMPLOYMENT INSURANCE			2,298			
CHARACTER 80 SUBTOTAL		574,890	602,593	350,649	626,499	626,319	626,319
TYPE X SUBTOTAL		3,824,646	3,795,377	2,031,529	3,919,438	3,888,708	3,888,708
DEPARTMENT 21 SUBTOTAL		6,389,598	-176,048	233,328	24,616	85,346	85,346
SUBFUND 207 SUBTOTAL		6,389,598	-176,048	233,328	24,616	85,346	85,346

# HIGHWAYS

COMMISSIONER OF PUBLIC WORKS

DEPUTY COMMISSIONER  
OF HIGHWAYS



## **PUBLIC WORKS – 03**

### **Highways – 11/County Roads**

#### **MISSION STATEMENT**

To provide a highway road system to move people and goods throughout the County, in a cost effective, efficient and professional manner, to enhance community growth, economic well-being and quality of life.

#### **DESCRIPTION**

Responsible for the maintenance and up-keep of 343.24 centerline miles of roads. The Highway Division is also responsible for maintaining 105 bridges with spans of twenty (20) feet or more, 130 culverts with diameters ranging from five (5) to twenty (20) feet and 3,500 culverts with diameters of five (5) feet or less. This involves the inspection and evaluation of County roads and bridges, and planning, reconstruction, repair, and maintenance projects.

The Highway Division is responsible for the administration, operation and maintenance of highway bridge and capital projects; this includes road widening and straightening, resurfacing and patching of existing County roads to ensure that maintenance is at required standards and safety levels. Emphasis is also placed on snow and ice control. In case of natural disasters, the division also assists other local municipalities with specialized equipment and expertise.

Revenues attributed to the operation of County Highway Division County Road fund are derived primarily from the sale of supplies such as road signs, sand/salt mix to other local governments, and highway work permit fees for work completed by utility companies and others in highway right-of-way. State Aid revenues fund the highway operating and capital aid under the State Consolidated Local Highway

Assistance Program (CHIPS). An interfund transfer from the general fund is received to balance the Highway Division County Road Fund.

#### **2010 OBJECTIVES**

- Continue to develop and implement an annual highway maintenance program that will ensure preservation of the existing system at an acceptable level of service and standard of construction and extend the useful life of the existing system.
- In-house design/construction/reconstruction of County highways, as required, utilizing County forces, to conform to acceptable standards of service and construction in accordance with American Association of State Highway and Transportation Officials (AASHTO) Geometric Design and NYSDOT Standard Specifications.
- Rehabilitation of guiderail system to NYSDOT Standards, 40,000 feet of various Broome County roads.
- Preserve the load capacity of County bridges and improve/replace unsafe or inadequate structures in accordance with American Association of State Highway and Transportation Officials (AASHTO) Geometric Design and NYSDOT Geometric Design Policy for Bridges.
- Rehabilitate and stabilize approximately two hundred (200) miles of highway shoulders annually.
- Resurface and/or provide surface treatment, truing, leveling and resurfacing to County highways as required, per industry standard and Broome County ten year policy. Approximately thirty five miles.
- Provide effective 24 hour a day snow and ice control for County roads during the winter season and maintain contracts with various towns for snowplowing and ice control per NYS 24 hour bare road policy.
- Develop a bridge cleaning and maintenance program for County bridges.

- Ensure that legible pavement markings are provided along County highways per the Manual of Uniform Traffic Control Devices.
- Ensure clear sight lines by cutting grass, trees and brush along approximately 700 miles of County right-of-way in accordance with Section 102 of NYS Highway Law.
- Review requests and issue permits for work within right-of-ways by utilities and contractors. This amounts to approximately 70 permits annually.

03 0122 PUBLIC WORKS/Highways/County Roads

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Deputy Commissioner of Public Works/Highway Management Associate	F Admin	1	1	1	1	1
Assistant General Highway Supervisor	AFSCME	1	1	1	1	1
Highway Crew Supervisor	AFSCME	2	2	2	2	2
Paint Crew Supervisor - DPW	AFSCME	5	5	5	5	5
Painter - DPW	AFSCME	1	1	1	1	1
Public Works Office Assistant	AFSCME	2	2	2	2	2
Carpenter	AFSCME	2	2	2	2	2
Assistant Carpenter	AFSCME	1	1	1	1	1
Laborer	AFSCME	1	1	1	1	1
Motor Equipment Operator III	AFSCME	5	5	5	5	5
Motor Equipment Operator II	AFSCME	10	10	10	10	10
Motor Equipment Operator I	AFSCME	18	18	18	18	18
		<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>
<b>Total Full-Time Positions</b>		<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :301 COUNTY ROAD OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0174	SALE OF SUPPLIES TO OTHER GOVTS	7,120	4,500		3,480	3,480	3,480
0537	ROADWAY USE FEES	5,510	11,000	6,008	11,000	11,000	11,000
0559	OTHER DEPARTMENTAL CHARGEBACK	35,736	36,663	1,632	37,677	37,677	37,677
CHARACTER 02 SUBTOTAL		48,366	52,163	7,640	52,157	52,157	52,157
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	70,742	70,000	9,324	32,000	32,000	32,000
0191	RENTAL OF EQUIPMENT OTHER GOVTS	10,083	10,000		10,000	10,000	10,000
CHARACTER 03 SUBTOTAL		80,825	80,000	9,324	42,000	42,000	42,000
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0211	MINOR SALES - PUBLIC WORKS	3,425		215	4,500	4,500	4,500
CHARACTER 06 SUBTOTAL		3,425		215	4,500	4,500	4,500
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	891					
0217	PREMIUM & ACCRUED INT ON OBLIGATION	245,061		93,046			
0220	UNCLASSIFIED REVENUES	1,500					
0227	TRANSFER FROM GENERAL FUND	6,991,371	6,453,745	6,453,745	6,617,677	6,617,677	6,617,677
0229	TRANSFER FROM INSURANCE RESERVE	6,071		13,955			
0232	UNUSED CAPITAL FUND	1,475					
0233	EARNINGS ON TEMPORARY INVESTMENTS	279,953	25,000		25,000	25,000	25,000
CHARACTER 07 SUBTOTAL		7,526,322	6,478,745	6,560,746	6,642,677	6,642,677	6,642,677

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :301 COUNTY ROAD OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :11 HIGHWAY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :08 STATE AID							
0294	CONSOLIDATED HIGHWAY AID	1,931,383	1,895,284	1,489,770	2,141,527	2,141,527	2,141,527
CHARACTER 08 SUBTOTAL		1,931,383	1,895,284	1,489,770	2,141,527	2,141,527	2,141,527
TYPE R SUBTOTAL		9,590,321	8,506,192	8,067,695	8,882,861	8,882,861	8,882,861
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	2,549,941	2,592,663	1,679,472	2,685,400	2,685,400	2,685,400
1600	SALARIES TEMPORARY	16,976	26,100	27,777	26,100	26,100	26,100
1700	SALARIES OVERTIME	220,382	178,955	97,063	178,955	178,955	178,955
1900	SALARIES SHIFT DIFFERENTIAL	9,919	9,828	1,832	9,828	9,828	9,828
1910	OUT OF TITLE PAY	34,292	16,000	14,768	16,000	16,000	16,000
1940	OTHER PERSONNEL SERVICES	9,375	12,000		12,000	12,000	12,000
CHARACTER 10 SUBTOTAL		2,840,885	2,835,546	1,820,912	2,928,283	2,928,283	2,928,283
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4300	MAT & SUPPLIES-SURFACE TREAT	423,060	394,559	253,837	414,605	404,605	404,605
4301	MAT & SUPPLIES-SIGNS & POSTS	21,860	24,000	1,725	24,000	24,000	24,000
4302	MAT & SUPPLIES-PAINT	81,461	102,777	86,847	102,777	92,777	92,777
4303	MAT & SUPPLIES-GUIDE RAILS		64,375	64,589	64,375	49,375	49,375
4304	MATERIAL & SUPPLIES-OTHER	142,621	100,000	69,451	100,000	100,000	100,000
4305	SNOW REMOVAL MATERIALS & SUPPLIES	632,860	500,000	360,521	500,000	500,000	500,000
4311	BOOKS AND SUBSCRIPTIONS	240		134			
4319	OFFICE SUPPLIES	1,706	1,500	1,436	1,500	1,500	1,500
4323	BLDG MAINTENANCE SUPPLIES			30			
4326	FUEL AND HEATING SUPPLIES	58,768	89,788	45,711	76,581	76,581	76,581
4329	BLDG AND GROUNDS SUPPLIES		525	269	525	525	525
4356	UNIFORMS	3,227	3,500	2,029	3,500	3,500	3,500
4358	SAFETY SUPPLIES	6,244	14,120	4,181	14,120	14,120	14,120
4359	COMPUTER SOFTWARE AND SUPPLIES		500	2,751	500	500	500
4418	DUES AND MEMBERSHIPS		300		300	300	300
4419	GENERAL OFFICE EXPENSES		1,000		1,000	1,000	1,000
4425	WATER AND SEWAGE CHARGES	1,875	1,000	1,650	1,000	1,000	1,000
4427	ELECTRIC CURRENT	61,739	77,903	28,904	85,693	85,693	85,693
4428	TAXES	310	1,000	280	1,000	1,000	1,000
4429	BUILDING AND GROUNDS EXPENSES	7,583	3,234	3,899	3,234	3,234	3,234

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :301 COUNTY ROAD OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4449	OTHER OPERATIONAL EXPENSES	228,576	225,000	26,593	225,000	105,000	105,000
4462	TRAVEL HOTEL AND MEALS	762	500		500	500	500
4463	EDUCATION AND TRAINING	130	650		650	650	650
4512	OUTSIDE RENTALS-MACHINERY	400,426	524,417	422,337	524,417	519,417	519,417
4518	COPYING MACHINE RENTALS	1,508	1,392	580	1,392	1,392	1,392
4520	PROPERTY LOSS	1,145		11,672			
4523	INSURANCE CLAIMS	4,336		1,849			
4715	OTHER HEALTH AND MEDICAL SERVICES	1,619	1,845		1,845	1,845	1,845
4746	ENGINEERING AND ARCHITECTURAL SERV			3,138			
CHARACTER 40 SUBTOTAL		2,082,056	2,133,885	1,394,413	2,148,514	1,988,514	1,988,514
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	78,321	68,208	68,208	32,425	32,425	32,425
4626	TRANSPORTATION SERVICES CHARGEBACKS	41,787	11,861	11,861	7,816	7,816	7,816
CHARACTER 41 SUBTOTAL		120,108	80,069	80,069	40,241	40,241	40,241
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS	869,737	906,419	906,419	943,104	943,104	943,104
6001	PRINCIPAL ON BANS	797,356	1,222,474	1,222,474	1,098,395	1,098,395	1,098,395
CHARACTER 60 SUBTOTAL		1,667,093	2,128,893	2,128,893	2,041,499	2,041,499	2,041,499

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :301 COUNTY ROAD OPERATING  
 DEPARTMENT:03 PUBLIC WORKS  
 DIVISION :11 HIGHWAY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	460,956	427,823	222,482	392,506	392,506	392,506
7001	INTEREST ON BANS	440,059	553,762	553,761	356,404	356,404	356,404
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CHARACTER 70	SUBTOTAL	901,015	981,585	776,243	748,910	748,910	748,910
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	235,205	293,227	141,195	313,087	313,087	313,087
8030	SOCIAL SECURITY	208,471	216,250	133,861	220,471	220,471	220,471
8040	WORKERS COMPENSATION	104,446	99,068	99,078	94,655	94,655	94,655
8050	LIFE INSURANCE	1,148	1,464	781	1,171	1,171	1,171
8060	HEALTH INSURANCE	1,083,649	672,303	401,115	672,307	672,307	672,307
8062	RETIREE HEALTH INSURANCE		613,902	380,810	633,723	633,723	633,723
8063	DISABILITY INSURANCE	-536					
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CHARACTER 80	SUBTOTAL	1,632,383	1,896,214	1,156,840	1,935,414	1,935,414	1,935,414
TYPE X	SUBTOTAL	9,243,540	10,056,192	7,357,370	9,842,861	9,682,861	9,682,861
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DIVISION 11	SUBTOTAL	346,781	-1,550,000	710,325	-960,000	-800,000	-800,000
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DEPARTMENT 03	SUBTOTAL	346,781	-1,550,000	710,325	-960,000	-800,000	-800,000
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SUBFUND 301	SUBTOTAL	346,781	-1,550,000	710,325	-960,000	-800,000	-800,000

03 0148 PUBLIC WORKS/Highways/Road Machinery

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Equipment Service Supervisor	AFSCME	1	1	1	1	1
Office Manager*	AFSCME	1	1	1	1	1
Stores Clerk	AFSCME	2	2	2	2	2
Equipment Mechanic - III	AFSCME	6	6	6	6	6
Equipment Mechanic - II	AFSCME	2	2	2	2	2
Equipment Mechanic - I	AFSCME	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total Full-Time Positions</b>		<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

\* Unfunded in the current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :302 ROAD MACHINERY OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0174	SALE OF SUPPLIES TO OTHER GOVTS	918					
0464	OTHER LOCAL GOVERNMENTS	526	6,000				
CHARACTER 02 SUBTOTAL		1,444	6,000				
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	23,065	25,000	3,008	25,000	25,000	25,000
CHARACTER 03 SUBTOTAL		23,065	25,000	3,008	25,000	25,000	25,000
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	25,503			6,000	6,000	6,000
CHARACTER 06 SUBTOTAL		25,503			6,000	6,000	6,000
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			100			
0217	PREMIUM & ACCRUED INT ON OBLIGATION	18,828		8,109			
0227	TRANSFER FROM GENERAL FUND	2,081,713	2,603,803	2,603,803	2,289,523	2,289,523	2,283,523
0233	EARNINGS ON TEMPORARY INVESTMENTS	4,377					
CHARACTER 07 SUBTOTAL		2,104,918	2,603,803	2,612,012	2,289,523	2,289,523	2,283,523
TYPE R SUBTOTAL		2,154,930	2,634,803	2,615,020	2,320,523	2,320,523	2,314,523

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :302 ROAD MACHINERY OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	575,963	591,652	375,338	609,651	609,651	609,651
1700	SALARIES OVERTIME	51,440	38,245	20,790	38,245	38,245	38,245
1900	SALARIES SHIFT DIFFERENTIAL	2,791	1,820	1,820	1,820	1,820	1,820
1910	OUT OF TITLE PAY	5,842	5,000	3,110	5,000	5,000	5,000
1940	OTHER PERSONNEL SERVICES	1,975	2,600		2,600	2,600	2,600
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	638,011	639,317	400,478	657,316	657,316	657,316
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4306	GARAGE & SHOP OPERATIONAL SUPPLIES	19,399	20,000	19,244	20,000	20,000	20,000
4311	BOOKS AND SUBSCRIPTIONS		500		500	500	500
4319	OFFICE SUPPLIES	1,678	1,300	1,163	1,300	1,300	1,300
4323	BLDG MAINTENANCE SUPPLIES	14,668	8,000	8,386	8,000	8,000	8,000
4341	MOTOR EQUIPMENT SUPPLIES	254,815	245,000	150,348	265,000	245,000	245,000
4347	GAS OIL GREASE AND DIESEL FUEL	417,354	820,278	172,362	643,877	643,877	643,877
4348	TIRES AND TUBES	14,848	26,000	16,124	26,000	26,000	26,000
4349	MISC OPERATIONAL SUPPLIES	801	12,000	34	12,000	12,000	6,000
4356	UNIFORMS	315					
4358	SAFETY SUPPLIES	4,595	2,700	1,309	2,700	2,700	2,700
4359	COMPUTER SOFTWARE AND SUPPLIES	1,205	750	2,978	750	750	750
4411	POSTAGE AND FREIGHT	16	100	82	100	100	100
4418	DUES AND MEMBERSHIPS		75		75	75	75
4419	GENERAL OFFICE EXPENSES	800					
4427	ELECTRIC CURRENT			3,060			
4429	BUILDING AND GROUNDS EXPENSES	3,034	1,000	9,308	1,000	1,000	1,000
4441	MOTOR EQUIP REPAIRS AND MAINT	25,407	44,000	13,120	44,000	44,000	44,000
4444	UNIFORM AND CLOTHING ALLOWANCE	3,293	3,900	2,100	3,900	3,900	3,900
4449	OTHER OPERATIONAL EXPENSES	9,582	10,000	4,709	10,000	10,000	10,000
4462	TRAVEL HOTEL AND MEALS	146	500		500	500	500
4463	EDUCATION AND TRAINING	599	500	80	500	500	500
4467	NON-EMPLOYEE EDUCATION AND TRNG			661			
4518	COPYING MACHINE RENTALS	984	825	574	825	825	825
4715	OTHER HEALTH AND MEDICAL SERVICES	2,013	990		990	990	990
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	775,552	1,198,418	405,642	1,042,017	1,022,017	1,016,017

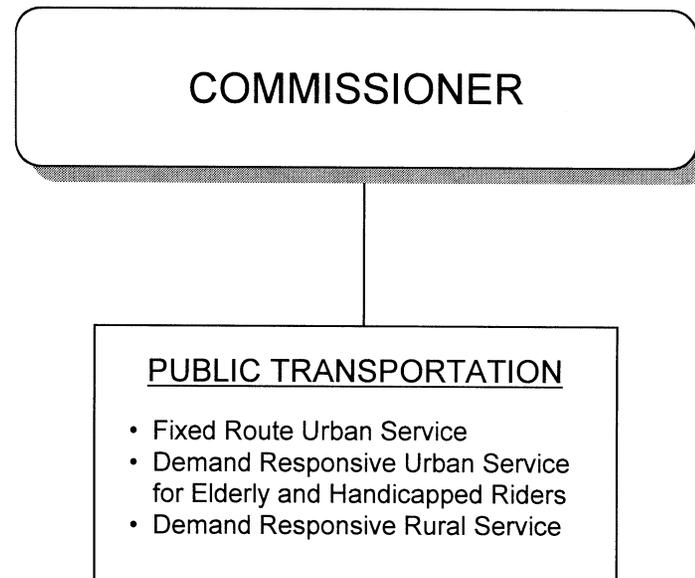
REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :302 ROAD MACHINERY OPERATING  
DEPARTMENT:03 PUBLIC WORKS  
DIVISION :11 HIGHWAY

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS	165,400	172,455	172,455	179,511	179,511	179,511
6001	PRINCIPAL ON BANS	40,498	101,498	101,498	101,497	101,497	101,497
CHARACTER 60 SUBTOTAL		205,898	273,953	273,953	281,008	281,008	281,008
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	83,866	77,613	40,418	70,995	70,995	70,995
7001	INTEREST ON BANS	24,299	42,546	42,546	31,061	31,061	31,061
CHARACTER 70 SUBTOTAL		108,165	120,159	82,964	102,056	102,056	102,056
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	53,051	85,929	32,252	72,363	72,363	72,363
8030	SOCIAL SECURITY	47,117	61,889	29,322	50,235	50,235	50,235
8040	WORKERS COMPENSATION	29,458	29,582	29,582	28,274	28,274	28,274
8050	LIFE INSURANCE	246	312	166	250	250	250
8060	HEALTH INSURANCE	190,266	131,910	77,826	130,250	130,250	130,250
8062	RETIREE HEALTH INSURANCE		93,334	46,662	76,754	76,754	76,754
CHARACTER 80 SUBTOTAL		320,138	402,956	215,810	358,126	358,126	358,126
TYPE X SUBTOTAL		2,047,764	2,634,803	1,378,847	2,440,523	2,420,523	2,414,523
DIVISION 11 SUBTOTAL		107,166		1,236,173	-120,000	-100,000	-100,000
DEPARTMENT 03 SUBTOTAL		107,166		1,236,173	-120,000	-100,000	-100,000
SUBFUND 302 SUBTOTAL		107,166		1,236,173	-120,000	-100,000	-100,000

# PUBLIC TRANSPORTATION



## **PUBLIC TRANSPORTATION (Transit) - 22**

### **MISSION STATEMENT**

To provide safe, clean, and affordable public transportation to the community in the most effective and cost efficient manner.

### **DESCRIPTION**

In 1968, Broome County assumed the ownership and operation of transit service from the Triple Cities Traction Corporation and authorized the Department of Public Transportation (BC Transit) by County Charter, Article X of the Broome County Charter.

The Department of Public Transportation operates our community's fixed route and specialized public transportation services. By operating the Department of Public Transportation as an Enterprise Fund, the department generates most of the annual funding requirements through ridership revenues and state/federal funding sources. Accordingly, the department only relies on a minimum of financial support from Broome County as required by federal guidelines.

Transit's main facilities are located on Old Mill Road in the Town of Vestal. The department operates a network of 19 fixed routes built around a central transfer point, the BC Junction, on Hawley Street. The fixed route service operates on seven days a week with extended hours into the evening and requires 38 buses at peak hours. BC Transit maintains a fleet of 43 wheelchair accessible transit coach buses for this service, providing over 2.7 million rides annually.

Under contract with Cisco Transportation Inc., the department also provides BC Lift and OFA mini bus transportation to disabled and elderly customers in the community's urbanized area. These services

utilize 10 fourteen seat vehicles and provide over 76,000 rides per year. The Department of Public Transportation also provides a non-scheduled rural transportation service, BC Country, which utilizes 8 fourteen seat vehicles and provides for over 31,000 rides per year.

### **2010 OBJECTIVES**

- To provide services that meet the needs of our riders
- To maintain the highest standards for safe and efficient operation
- To implement and sustain improved bus maintenance performance

### **2010 BUDGET HIGHLIGHTS**

- Budget impacted by our new Intermodal Center coming on line and its associated debt service costs
- Increase fares effective 1/1/10

## 22 0004 PUBLIC TRANSPORTATION (Transit)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Commissioner of Transportation	G Admin	1	1	1	1	1
Director of Transit Operations	23 Admin	1	1	1	1	1
Director of Transit Maintenance	23 Admin	1	1	1	1	1
Director of Transit Administration	23 Admin	1	1	1	1	1
Public Transportation Analyst*	22 Admin	1	1	1	1	1
Transit Supervisor	18 BAPA	3	3	3	3	3
Transit Mechanic Supervisor	17 CSEA	2	2	2	2	2
Principal Account Clerk	13 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Senior Dispatcher	12 CSEA	1	1	1	1	1
Dispatcher	10 CSEA	3	3	3	3	3
Senior Account Clerk	9 CSEA	2	2	2	2	2
Transit Route Clerk	9 CSEA	1	1	1	1	1
Stores Clerk	8 CSEA	0	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1	1
Account Clerk Typist	7 CSEA	1	1	1	1	1
Coach Operator	ATU	48	48	48	48	48
Senior Transit Mechanic	ATU	8	10	10	10	10
Transit Mechanic	ATU	1	1	1	1	1
Transit Mechanic Helper	ATU	3	3	3	3	3
Transit Service Worker	ATU	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Full-Time Positions</b>		<b>81</b>	<b>84</b>	<b>84</b>	<b>84</b>	<b>84</b>
<b>PART TIME</b>						
Senior Clerk	8 CSEA	1	0	0	0	0
Stores Clerk	8 CSEA	1	0	0	0	0
Custodial Worker	6 CSEA	1	1	1	1	1
Coach Operator	ATU	16	16	16	16	16
Passenger Van Operator	ATU	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
<b>Total Part-Time Positions</b>		<b>29</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>
<b>TOTAL POSITIONS</b>		<b>110</b>	<b>111</b>	<b>111</b>	<b>111</b>	<b>111</b>

\* Unfunded in current budget

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0048	CHARGEBACK - D S S	121,163					
0093	FARES & FEES	1,274,712	1,432,759	857,581	1,300,000	1,550,000	1,550,000
0094	SUNY - OCC. CONTRACT	309,382	340,000	236,168	320,000	320,000	320,000
0095	BINGHAMTON SD CONTRACT	219,118	220,000	134,060	224,400	224,400	224,400
0097	ADVERTISING REVENUES	75,629	80,000	50,472	80,000	80,000	80,000
0108	SPACE RENTAL-OTHER				69,040	69,040	69,040
0127	OTHER CHARGES	376,720	448,686	411,431	450,000	450,000	450,000
0468	B C LIFT AND FARES	101,356	150,000	81,937	125,000	125,000	125,000
0469	B C COUNTRY FARES	35,184	27,686	34,601	49,000	49,000	49,000
0559	OTHER DEPARTMENTAL CHARGEBACK	22,858	40,400	5,578	20,000	20,000	20,000
0643	CHARGEBACK OF SERVICES PROVIDED AND	165,392	161,000	87,030	161,000	161,000	161,000
CHARACTER 02 SUBTOTAL		2,701,514	2,900,531	1,898,858	2,798,440	3,048,440	3,048,440
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	8,877	10,000	4,095	9,000	9,000	9,000
0196	VENDING MACHINE	1,444					
CHARACTER 03 SUBTOTAL		10,321	10,000	4,095	9,000	9,000	9,000
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0205	SALE OF SCRAP & EXCESS MATERIALS	460	4,500	519	4,500	4,500	4,500
0213	SALE OF EQUIPMENT	5,522					
CHARACTER 06 SUBTOTAL		5,982	4,500	519	4,500	4,500	4,500

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	3,637		7,999			
0216	GIFTS AND DONATIONS	5,813					
0217	PREMIUM & ACCRUED INT ON OBLIGATION	42,604		22,994			
0227	TRANSFER FROM GENERAL FUND	1,485,844	2,774,082	2,774,082	1,260,956	1,260,956	1,260,956
0229	TRANSFER FROM INSURANCE RESERVE	352,580		54,232			
0233	EARNINGS ON TEMPORARY INVESTMENTS	35,827					
0638	CAPITAL CONTRIBUTIONS	1,886,507					
CHARACTER 07	SUBTOTAL	3,812,812	2,774,082	2,859,307	1,260,956	1,260,956	1,260,956
CHARACTER :08	STATE AID						
0244	MASS TRANSIT	394,779	750,000	96,363	400,000	400,000	400,000
0245	MASS TRANSIT SUPPLEMENTAL	5,112,075	2,992,500	997,569	3,400,000	3,400,000	3,400,000
CHARACTER 08	SUBTOTAL	5,506,854	3,742,500	1,093,932	3,800,000	3,800,000	3,800,000
CHARACTER :09	FEDERAL AID						
0354	MASS TRANSIT	2,607,000	2,965,000		2,985,385	2,985,385	2,985,385
0355	SECTION 18	60,000			62,000	62,000	62,000
CHARACTER 09	SUBTOTAL	2,667,000	2,965,000		3,047,385	3,047,385	3,047,385
TYPE R	SUBTOTAL	14,704,483	12,396,613	5,856,711	10,920,281	11,170,281	11,170,281

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	3,604,188	3,629,474	1,834,836	3,821,988	3,821,988	3,821,988
1500	SALARIES PART-TIME	819,464	775,127	526,335	899,082	899,082	899,082
1600	SALARIES TEMPORARY	220,895	19,344	113,040	19,344	19,344	19,344
1700	SALARIES OVERTIME	131,979	35,197	70,162	56,542	56,542	56,542
1900	SALARIES SHIFT DIFFERENTIAL	14,805	17,644	8,802	17,644	17,644	17,644
1960	DISCRETIONARY SALARY SAVINGS		-136,251		-144,438	-144,438	-144,438
CHARACTER 10 SUBTOTAL		4,791,331	4,340,535	2,553,175	4,670,162	4,670,162	4,670,162
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2230	MAINTENANCE EQUIPMENT		21,000				
CHARACTER 20 SUBTOTAL			21,000				
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS		200		300	200	200
4318	DUPLICATING AND PRINTING RM SUPPLIE	2,030	1,200	1,613	1,200	1,200	1,200
4319	OFFICE SUPPLIES	-411	3,000	2,757	3,000	3,000	3,000
4321	DPW BLDG SERVICE SUPPLIES		500		500	500	500
4323	BLDG MAINTENANCE SUPPLIES	813	1,000	605	1,000	1,000	1,000
4326	FUEL AND HEATING SUPPLIES	32,320	51,500	24,094	62,550	62,550	62,550
4329	BLDG AND GROUNDS SUPPLIES	13,799	10,000	15,072	12,000	10,000	10,000
4341	MOTOR EQUIPMENT SUPPLIES	552,015	500,000	472,875	475,000	475,000	475,000
4342	PHOTOGRAPHIC SUPPLIES		500		200	200	200
4346	TRAINING AND EDUCATIONAL SUPPLIES	277			200	200	200
4347	GAS OIL GREASE AND DIESEL FUEL	1,660,822	2,600,000	614,178	1,550,000	1,350,000	1,350,000
4348	TIRES AND TUBES	58,429	100,000	28,619	80,000	80,000	80,000
4349	MISC OPERATIONAL SUPPLIES	56,742	25,000	34,872	30,000	30,000	30,000
4356	UNIFORMS	22,007	15,000	10,345	15,000	15,000	15,000
4358	SAFETY SUPPLIES	693	3,000	835	13,000	13,000	13,000
4359	COMPUTER SOFTWARE AND SUPPLIES	8,924	1,000	3,483	1,000	1,000	1,000
4411	POSTAGE AND FREIGHT	967	1,000	426	1,000	1,000	1,000
4418	DUES AND MEMBERSHIPS	2,215	2,000	2,410	2,500	2,500	2,500
4419	GENERAL OFFICE EXPENSES	1,911	1,500	1,235	1,500	1,500	1,500
4422	BUILDING AND LAND RENTAL	2,400		1,230			
4423	BLDG GROUNDS AND EQUIP REPAIR	422	8,000	226	8,000	8,000	8,000
4425	WATER AND SEWAGE CHARGES	4,102	4,000	5,114	12,100	12,100	12,100
4427	ELECTRIC CURRENT	58,610	59,050	40,899	87,050	87,050	87,050
4428	TAXES	493	600	493	600	600	600

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4429	BUILDING AND GROUNDS EXPENSES	15,924	7,000	7,317	9,000	9,000	9,000
4432	LAUNDRY AND DRY CLEANING EXPENSES	2,645	3,000	1,414	3,000	3,000	3,000
4441	MOTOR EQUIP REPAIRS AND MAINT	65,617	28,000	25,625	28,000	28,000	28,000
4447	OPERATIONAL EQUIPMENT REPAIRS	338	1,000		1,000	1,000	1,000
4448	ADVERTISING AND PROMOTION EXPENSES	1,650	2,500		2,500	2,500	2,500
4449	OTHER OPERATIONAL EXPENSES	26,751	10,000	22,027	15,000	15,000	15,000
4454	DIAL-A-BUS-HANDICAPPED	825,535	881,500	517,519	865,000	865,000	865,000
4461	MILEAGE AND PARKING-LOCAL	3,582	50	5	50	50	50
4462	TRAVEL HOTEL AND MEALS	1,190	2,000	1,176	2,000	2,000	2,000
4463	EDUCATION AND TRAINING	495	1,500	558	1,500	1,500	1,500
4464	MANAGEMENT TRAINING PROGRAM			1			
4513	SOFTWARE MAINTENANCE	12,685	17,000	10,570	24,000	24,000	24,000
4520	PROPERTY LOSS	25,116		16,255			
4523	INSURANCE CLAIMS	325,352		28,480			
4701	MEDICAL AND PHYSICAL EXAMS	455	1,000	1,355	1,000	1,000	1,000
4725	OTHER FINANCIAL SERVICES	91					
4901	DAY TRIP MEAL REIMBURSEMENT	210		36			
CHARACTER 40 SUBTOTAL		3,787,216	4,342,600	1,893,719	3,309,750	3,107,650	3,107,650
CHARACTER :41 CHARGEBACK EXPENSES							
4602	INSURANCE PREMIUM CHARGEBACK	364,469	428,412	428,412	548,780	548,780	548,780
4604	DPW SECURITY CHARGEBACKS	52,080	39,388	19,694	134,325	134,325	134,325
4614	OTHER CHARGEBACK EXPENSES		2,000		2,000	2,000	2,000
4619	BUILDING SERVICE CHARGEBACK	10,500	5,000	4,795	23,014	23,014	23,014
CHARACTER 41 SUBTOTAL		427,049	474,800	452,901	708,119	708,119	708,119

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
DEPARTMENT:22 PUBLIC TRANSPORTATION

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS		10,848		11,300	11,300	11,300
6001	PRINCIPAL ON BANS		473,932		680,932	680,932	680,932
CHARACTER 60 SUBTOTAL			484,780		692,232	692,232	692,232
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	4,745	4,443	1,263	4,031	4,031	4,031
7001	INTEREST ON BANS	24,242	96,273	27,959	88,076	88,076	88,076
CHARACTER 70 SUBTOTAL		28,987	100,716	29,222	92,107	92,107	92,107
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	375,995	454,899	234,099	508,561	508,561	508,561
8030	SOCIAL SECURITY	352,668	353,298	186,174	368,317	368,317	368,317
8040	WORKERS COMPENSATION	306,447	328,111	328,111	348,141	348,141	348,141
8041	WORKERS COMP LT LIABILITY	62,908					
8050	LIFE INSURANCE	2,032	2,616	1,373	2,035	2,035	2,035
8060	HEALTH INSURANCE	1,284,038	947,406	556,756	907,570	907,570	907,570
8062	RETIREE HEALTH INSURANCE		544,052	334,257	533,711	533,711	533,711
8063	DISABILITY INSURANCE	1,754	1,800	1,136	1,676	1,676	1,676
8070	UNEMPLOYMENT INSURANCE	12,576		12,370	5,000	5,000	5,000
CHARACTER 80 SUBTOTAL		2,398,418	2,632,182	1,654,276	2,675,011	2,675,011	2,675,011

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT

SUBFUND :203 TRANSIT OPERATING  
 DEPARTMENT:22 PUBLIC TRANSPORTATION

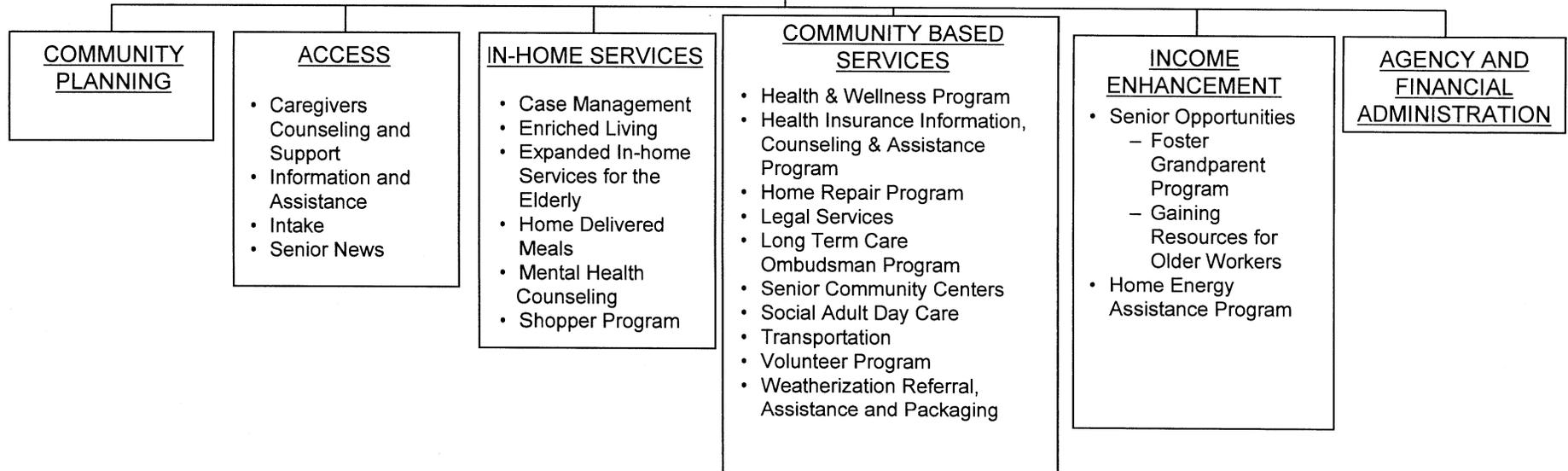
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	132,000			225,000	225,000	225,000
CHARACTER 90	SUBTOTAL	132,000			225,000	225,000	225,000
TYPE X	SUBTOTAL	11,565,001	12,396,613	6,583,293	12,372,381	12,170,281	12,170,281
DEPARTMENT 22	SUBTOTAL	3,139,482		-726,582	-1,452,100	-1,000,000	-1,000,000
SUBFUND 203	SUBTOTAL	3,139,482		-726,582	-1,452,100	-1,000,000	-1,000,000

## ECONOMIC ASSISTANCE AND OPPORTUNITY

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Office for Aging	332
Community Alternative Systems Agency (CASA)	338
Social Services	
Central Administration	344
Administrative Services	353
Support Services	356
Certification	363
Services	369
Social Service Programs	373
Veterans Services	378

# AGING (OFA)

DIRECTOR



## **OFFICE FOR AGING - 76**

### **MISSION STATEMENT**

To improve and enrich the quality of life for all older persons residing in Broome County by promoting the dignity and independence of the older person and ensuring comprehensive and coordinated services are readily available while fostering public awareness of the value and contribution of older persons to the community.

### **DESCRIPTION**

The Broome County Office for Aging is one of 59 Area Agencies on Aging in New York State. The agency is dedicated to being a focal point for information, advocacy, and coordination of aging services. Services are provided directly by the agency and through contracts with 18 community organizations. Through several locations and programs, the Office for Aging annually provides services to 35% of the senior citizen population of the County.

Office for Aging services fall into four main categories:

#### **1. Access**

Caregiver Counseling and Support, Information and Assistance, Intake, and *Senior News*.

#### **2. In-home Services**

Case Management, Enriched Living, Expanded In-home Services for the Elderly, Home Delivered Meals, Mental Health Services, and Shopper Program.

#### **3. Community Based Services**

Health and Wellness Programs, Health Insurance Information, Counseling and Assistance Program, Home Repair Program,

Legal Services, Long Term Care Ombudsman Program, Senior Community Centers, Social Adult Day Care, Transportation, Volunteer Program and WRAP.

#### **4. Benefit Programs**

Senior Opportunities - GROW and Foster Grandparent Program and Energy Assistance (HEAP).

### **2010 OBJECTIVE**

- To adjust services based on available funding and service requests.
- To serve as a leader in coordinating community efforts to define and prioritize needs and plan services to meet those needs of the growing elderly population in Broome County.
- To improve our education and outreach efforts to assure we are reaching those who are most in need of service, including those who are frail, low income, minority, isolated, and those who are caregivers of the elderly.

### **2010 BUDGET HIGHLIGHTS**

- The budget reflects no increase in expenditures and a reduction in projected mortgage tax revenue. Consequently, the budget has been adjusted to include the elimination of a position in a Title III grant and an increase in suggested contributions for programs. These changes will total \$125,000.
- The economic stimulus monies in 2009 will allow us to carry some grant funding forward into 2010. This will allow us to handle increases in food and other service delivery costs.

## 76 0017 AGING, OFFICE FOR THE (OFA)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of OFA	F Admin	1	1	1	1	1
Fiscal Services Administrator	24 Admin	1	1	1	1	1
Aging Services Program Coordinator	20 BAPA	1	1	1	1	1
Caseworker	16 CSEA	1	1	1	1	1
Stenographic Secretary	13 CSEA	1	0	0	0	0
Secretary	13 CSEA	0	1	1	1	1
Aging Services Representative	11 CSEA	1	1	1	1	1
Senior Account Clerk	9 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1	1
Account Clerk	7 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>PART TIME</b>						
Leisure Time Activities Leader	7 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:76 OFFICE FOR THE AGING

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0017	MORTGAGE TAX	1,313,878	1,450,000	745,641	1,325,000	1,325,000	1,325,000
0474	OFA CHARGEBACKS 1-3	84,987	45,122	54,865	49,654	59,654	59,654
CHARACTER 02 SUBTOTAL		1,398,865	1,495,122	800,506	1,374,654	1,384,654	1,384,654
CHARACTER :07 MISC/INTERFUND REVENUES							
0626	UNUSED GRANT	52,962					
CHARACTER 07 SUBTOTAL		52,962					
TYPE R SUBTOTAL		1,451,827	1,495,122	800,506	1,374,654	1,384,654	1,384,654
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	370,131	390,674	225,938	403,276	403,276	403,276
1500	SALARIES PART-TIME	19,177	17,956	11,936	18,410	18,410	18,410
1600	SALARIES TEMPORARY	1,927					
CHARACTER 10 SUBTOTAL		391,235	408,630	237,874	421,686	421,686	421,686
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	144	144	154	154	154	154
4319	OFFICE SUPPLIES	2,963	4,413	3,115	3,873	3,873	3,873
4323	BLDG MAINTENANCE SUPPLIES	26	300	257	275	275	275
4326	FUEL AND HEATING SUPPLIES	18,330	22,000	10,718	21,500	21,500	21,500
4329	BLDG AND GROUNDS SUPPLIES	1,101	650		650	650	650
4331	FOOD AND BEVERAGES	156					
4332	KITCHEN AND DINING ROOM SUPPLIES		300		250	250	250
4346	TRAINING AND EDUCATIONAL SUPPLIES			52			
4349	MISC OPERATIONAL SUPPLIES	509	1,260	617	1,355	1,355	1,355
4411	POSTAGE AND FREIGHT	32	125		125	125	125
4412	TELEPHONE	3,837	3,900	2,207	3,865	3,865	3,865
4418	DUES AND MEMBERSHIPS	893	1,648	875	970	970	970
4419	GENERAL OFFICE EXPENSES	2,791	2,792	2,320	2,270	2,270	2,270
4425	WATER AND SEWAGE CHARGES	1,054	1,050	772	1,600	1,600	1,600
4427	ELECTRIC CURRENT	28,560	36,500	16,839	37,500	37,500	37,500
4429	BUILDING AND GROUNDS EXPENSES	23,564	24,877	14,243	25,091	25,091	25,091

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:76 OFFICE FOR THE AGING

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4448	ADVERTISING AND PROMOTION EXPENSES	17	250	28	200	200	200
4449	OTHER OPERATIONAL EXPENSES	1,859	1,544	253	1,238	1,238	1,238
4461	MILEAGE AND PARKING-LOCAL	200	1,246	43	1,100	1,100	1,100
4462	TRAVEL HOTEL AND MEALS	803	571		571	571	571
4463	EDUCATION AND TRAINING	445	350	85	205	205	205
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS			34			
4466	ADVISORY BD/TRUSTEES EXPENSES	315	250	250	250	250	250
4518	COPYING MACHINE RENTALS	773	2,693	1,662	2,693	2,693	2,693
CHARACTER 40	SUBTOTAL	88,372	106,863	54,524	105,735	105,735	105,735
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	10,648	2,109	2,109	2,953	2,953	2,953
CHARACTER 41	SUBTOTAL	10,648	2,109	2,109	2,953	2,953	2,953
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,605					
CHARACTER 60	SUBTOTAL	1,605					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	124					
CHARACTER 70	SUBTOTAL	124					

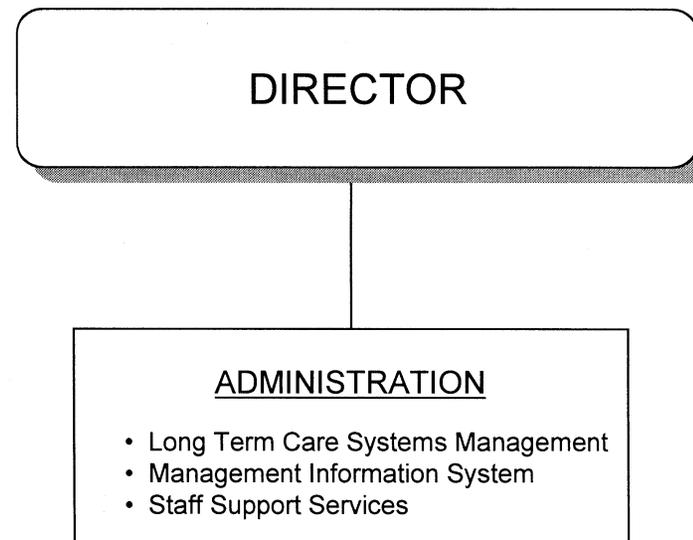
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:76 OFFICE FOR THE AGING

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	32,256	42,906	18,965	44,763	44,763	44,763
8030	SOCIAL SECURITY	28,663	31,261	17,373	32,259	32,259	32,259
8040	WORKERS COMPENSATION	3,070	3,964	10,410	3,265	3,265	3,265
8050	LIFE INSURANCE	186	240	117	190	190	190
8060	HEALTH INSURANCE	247,852	66,799	41,821	79,742	79,742	79,742
8062	RETIREE HEALTH INSURANCE		205,265	131,074	215,630	215,630	215,630
8063	DISABILITY INSURANCE	868	840	501	903	903	903
CHARACTER 80	SUBTOTAL	312,895	351,275	220,261	376,752	376,752	376,752
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	1,157,787	1,172,449		1,009,200	964,374	964,374
CHARACTER 90	SUBTOTAL	1,157,787	1,172,449		1,009,200	964,374	964,374
CHARACTER :91	UNUSED RESIDUAL EQUITY						
9601	UNUSED RESIDUAL EQUITY	5,324					
CHARACTER 91	SUBTOTAL	5,324					
TYPE X	SUBTOTAL	1,967,990	2,041,326	514,768	1,916,326	1,871,500	1,871,500
DEPARTMENT 76	SUBTOTAL	-516,163	-546,204	285,738	-541,672	-486,846	-486,846

# COMMUNITY ALTERNATIVE SYSTEMS AGENCY (CASA)



## **COMMUNITY ALTERNATIVE SYSTEMS AGENCY (CASA) - 68**

### **MISSION STATEMENT**

To provide all residents of Broome County in need of long-term care services, regardless of age or income, access to assessment and care planning to ensure both public and private dollars are spent appropriately and judiciously.

Limits of Authority: Prior payment approval for personal care aide service and Long Term Home Health Care Program (LTHHCP) services. Payment authority for Medicaid in regard to the following programs: ALP (Assisted Living Program), medical day care, PERS (Personal Emergency Response System), nursing home respite, Consumer Directed Personal Assistance (CDPAP), Private Duty Nursing Program (PDN) and the Care at Home (CAH) program for children. CASA is directly responsible for approximately \$7,000,000 in Medicaid community care expenditures.

### **DESCRIPTION OF SERVICES**

CASA assumes all responsibilities pursuant to NYS Social Services Regulation 18 NYCRR 505.14 (Personal Care Services - Scope and Procedures), except that Social Services retains authority to monitor CASA's performance. CASA assumes responsibility, in conjunction with the relevant provider agency, for the coordination and implementation of the Long Term Home Health Care Program in Broome County, in conformance with guidelines and limitations set under

Department of Social Services regulations. CASA, as the central entry point into the long-term care system, provides case management, assessment, care planning, and evaluation of long-term care needs of the elderly and chronically ill, encouraging families to remain involved in their care, and seeking placement at the appropriate level of community resource. CASA was first established in 1983 by Resolution No. 65 and is designed to contain the growth in Medicaid expenditures for long-term care.

CASA's primary focus is on assessing clients of all ages to ensure appropriate utilization of long-term care services.

### **2010 OBJECTIVES**

1. To continue to manage the growth in the long-term care population through good case management and appropriate utilization of Medicaid authorized services.
2. To be prepared to address changes in the local long-term care environment.

### **2010 BUDGET HIGHLIGHTS**

- CASA operations have a significant impact on containing the rate of growth in Medicaid home care expenditures to which CASA authorizes payment.
- CASA staff authorizes between \$7 and \$8 million dollars of Medicaid home care related services annually.

## 68 0033 COMMUNITY ALTERNATIVE SYSTEMS AGENCY (CASA)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
CASA Director	25 Admin	1	1	1	1	1
Clinical Nurse Specialist	20 BAPA	1	1	1	1	1
Management Associate	18 BAPA	1	1	1	1	1
Assistant Supervising Public Health Nurse	19 CSEA	1	1	1	1	1
Public Health Nurse *	17 CSEA	11	12	12	12	12
Senior Registered Professional Nurse	16 CSEA	5	5	5	5	5
Caseworker/Trainee	16/14 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
<b>Total Full-Time Positions</b>		<b>26</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>
<b>PART TIME</b>						
Caseworker/Trainee	16/14 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>27</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>

\* One position unfunded in current budget

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:68 COMMUNITY ALTERNATIVE SYSTEMS AGENCY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0048	CHARGEBACK - D S S	1,877,627	2,179,326	738,383	2,164,086	2,104,670	2,104,670
0538	HOME HEALTH CARE FEES	1,240	3,000	1,000	3,000	3,000	3,000
CHARACTER 02 SUBTOTAL		1,878,867	2,182,326	739,383	2,167,086	2,107,670	2,107,670
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0213	SALE OF EQUIPMENT	1					
CHARACTER 06 SUBTOTAL		1					
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	84					
CHARACTER 07 SUBTOTAL		84					
TYPE R SUBTOTAL		1,878,952	2,182,326	739,383	2,167,086	2,107,670	2,107,670
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	1,033,121	1,116,208	653,233	1,146,711	1,105,842	1,105,842
1500	SALARIES PART-TIME	22,916	27,506	14,611	28,411	28,411	28,411
1600	SALARIES TEMPORARY		200	3,390			
CHARACTER 10 SUBTOTAL		1,056,037	1,143,914	671,234	1,175,122	1,134,253	1,134,253

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:68 COMMUNITY ALTERNATIVE SYSTEMS AGENCY

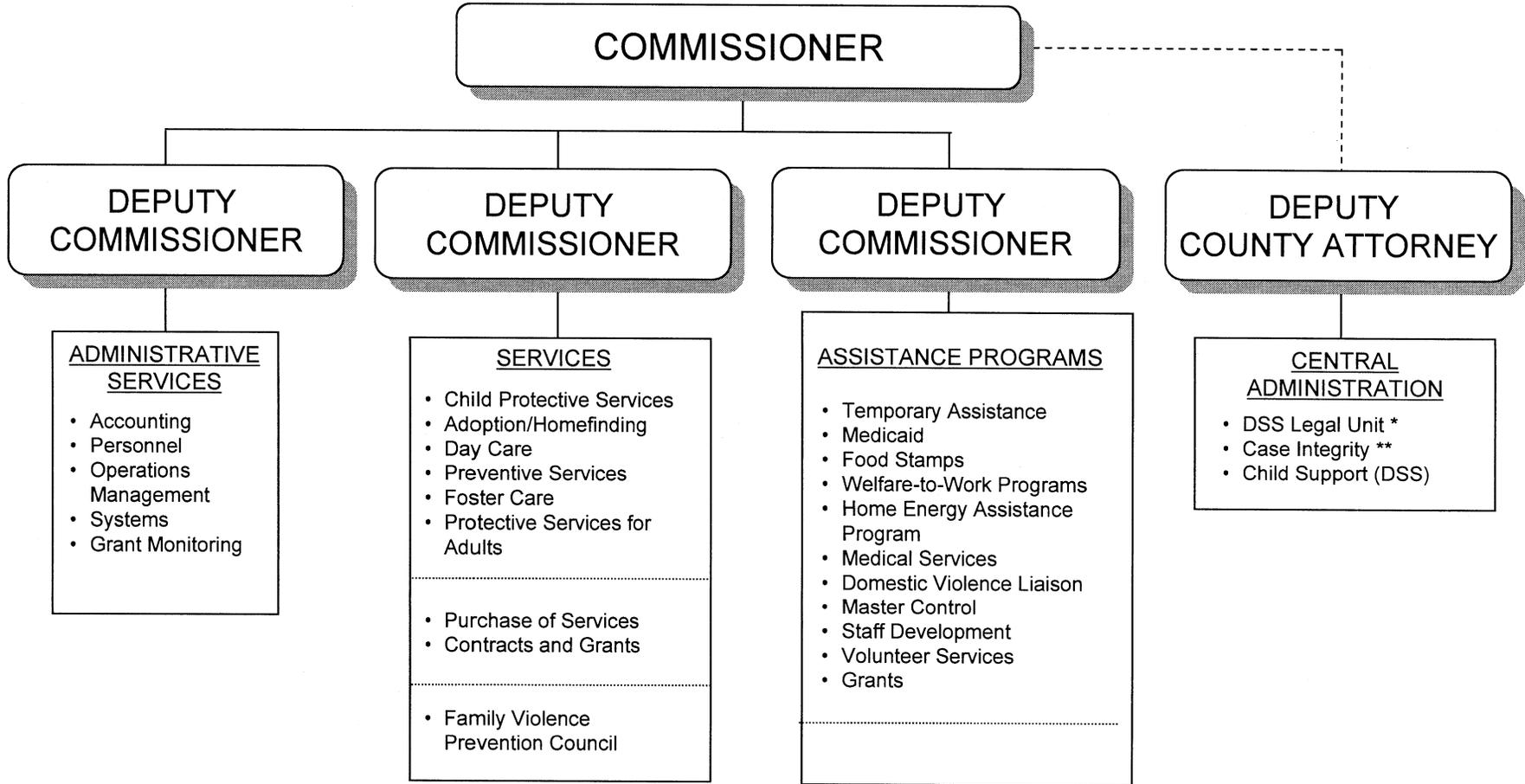
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	292	442	259	442	442	442
4319	OFFICE SUPPLIES	11,293	5,929	2,848	5,929	5,929	5,929
4359	COMPUTER SOFTWARE AND SUPPLIES	14,658	10,111	4,817	8,979	8,979	8,979
4361	NURSING SUPPLIES	89	253	72	253	253	253
4411	POSTAGE AND FREIGHT	48	36		36	36	36
4418	DUES AND MEMBERSHIPS	75	95		95	95	95
4419	GENERAL OFFICE EXPENSES	579	870	754	570	570	570
4448	ADVERTISING AND PROMOTION EXPENSES	411	400	140	400	400	400
4449	OTHER OPERATIONAL EXPENSES	90	300	88	300	300	300
4461	MILEAGE AND PARKING-LOCAL	23,272	25,610	13,523	26,000	26,000	26,000
4462	TRAVEL HOTEL AND MEALS	351	3,009	402	3,009	3,009	3,009
4463	EDUCATION AND TRAINING	1,248	2,090	2,118	2,090	2,090	2,090
4518	COPYING MACHINE RENTALS	669	2,640	1,470	2,316	2,316	2,316
4726	CONTRACTED DATA PROCESSING SERV		41,931	12,769	20,228	20,228	20,228
4901	DAY TRIP MEAL REIMBURSEMENT	80	56	72	80	80	80
CHARACTER 40	SUBTOTAL	53,155	93,772	39,332	70,727	70,727	70,727
CHARACTER :41	CHARGEBACK EXPENSES						
4601	INDIRECT COSTS	145,889	185,000		185,000	185,000	185,000
4602	INSURANCE PREMIUM CHARGEBACK	381	324	324	308	308	308
4605	COUNTY ATTORNEY CHARGEBACKS	453	8,750	540	2,010	2,010	2,010
4606	TELEPHONE BILLING ACCOUNT	11,208	11,219	5,795	11,691	11,691	11,691
4609	DATA PROCESSING CHARGEBACKS	50,814	58,840	29,420	56,120	56,120	56,120
4614	OTHER CHARGEBACK EXPENSES	1,042	1,404	758	1,245	1,245	1,245
4615	GASOLINE CHARGEBACK		1,500		1,500	1,500	1,500
4616	FLEET SERVICE CHARGEBACK		2,239				
4617	DUPLICATING/PRINTING CHARGEBACK	6,128	8,976	3,147	6,900	6,900	6,900
4618	OFFICE SUPPLIES CHARGEBACK	4,563	4,150	2,671	5,500	5,500	5,500
4619	BUILDING SERVICE CHARGEBACK	136	1,500		1,500	1,500	1,500
4621	BUILDING AND LAND RENTAL CHARGEBACK	34,230	34,230		34,230	34,230	34,230
CHARACTER 41	SUBTOTAL	254,844	318,132	42,655	306,004	306,004	306,004

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:68 COMMUNITY ALTERNATIVE SYSTEMS AGENCY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,829					
CHARACTER 60 SUBTOTAL		1,829					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	22					
CHARACTER 70 SUBTOTAL		22					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	88,185	120,091	53,306	130,462	125,926	125,926
8030	SOCIAL SECURITY	76,437	87,489	48,824	89,909	86,783	86,783
8040	WORKERS COMPENSATION	6,995	7,524	7,524	7,572	7,572	7,572
8050	LIFE INSURANCE	488	648	312	513	494	494
8060	HEALTH INSURANCE	328,305	326,754	159,559	296,679	285,942	285,942
8062	RETIREE HEALTH INSURANCE		81,122	51,601	84,563	84,563	84,563
8063	DISABILITY INSURANCE	2,935	2,880	1,777	3,096	2,967	2,967
8070	UNEMPLOYMENT INSURANCE	917					
CHARACTER 80 SUBTOTAL		504,262	626,508	322,903	612,794	594,247	594,247
TYPE X SUBTOTAL		1,870,149	2,182,326	1,076,124	2,164,647	2,105,231	2,105,231
DEPARTMENT 68 SUBTOTAL		8,803		-336,741	2,439	2,439	2,439

# SOCIAL SERVICES



\* In Law Department Budget

\*\* In Department of Public Works/Security

**SOCIAL SERVICES – 67**  
**Central Administration – 67**

**MISSION STATEMENT**

**Staff Development**

The Staff Development, Planning and Volunteer Services Unit is committed to improving the organization through its employees and to provide services and resources that enable the organization to realize its goals. This division is results-oriented and focuses on continuous improvement in training, planning, and volunteer services.

**Family Violence Prevention Council**

The mission of the Family Violence Prevention Council is to reduce the incidence and severity of family violence in Broome County including child abuse and neglect, domestic violence and elder abuse, by developing and implementing a comprehensive, coordinated community program for preventing, as well as identifying, assessing, and treating all forms of family violence.

**Operations**

The Operations Unit is committed to providing quality service and support to the staff and customers of the organization. This unit focuses on continuous improvement in safety and environmental concerns for the organization.

**DESCRIPTION**

**Staff Development**

The Staff Development and Planning Unit are located in Suite 203 on the 2<sup>nd</sup> floor of the Main Street office and serves all employees of the department. The development and maintenance of the department's educational program is a major function of the unit. In addition, to the

specific duties performed by the unit related to training, planning, and volunteer services, the unit is considered the lead office for major initiatives such as process reengineering, grant writing, organizational communication, and team facilitation.

**Family Violence Prevention Council**

The Family Violence Prevention Council office and staff are located in the lower level of the Thomas P. Hoke Human Services Building. There are approximately 40 members of the council and an additional group of volunteers that are members to the ten standing committees of the council. Members of the council serve a three year term and the council meets at least six times per year. Committees convene at least six times per year as well.

**Operations**

The Operations Office is located on the 2<sup>nd</sup> floor of the Main Street office and serves all employees of the department. Operations include janitorial, maintenance, and courier and mail service, as well as scheduling and maintenance of the agency fleet for staff use in local and out of County travel. Operations tracks and maximizes fleet operations and monitors conditions for safety, security, and cleanliness. In addition, facility projects are coordinated with the landlord, DPW, and vendors.

**2010 OBJECTIVES**

**Staff Development**

**Training**

- Provide mandatory training programs to 100% of all new employees.
- Maintain educational opportunities for employees through Broome Community College and Binghamton University.

- Provide optimum uses of electronic communication options throughout the training curriculum.

### **Volunteer Services**

- Increase the current level of volunteer service to the department by 10%.

### **Family Violence Prevention Council**

The council has five functions:

#### **INTERAGENCY COORDINATION AND MANGEMENT OF CASES**

To provide interagency coordination to maximize institutional responses to family violence by encouraging and / or developing mechanisms to facilitate sharing of information among agencies and coordinating the management of cases.

#### **PROGRAM DEVELOPMENT**

To encourage and support the coordinated development of programs and services to provide prompt professional crisis intervention, treatment and prevention services for family violence, the County will review and assess community needs and develop and implement a plan to address those needs.

#### **TRAINING OF PROFESSIONALS**

To facilitate early intervention in instances of suspected family violence by: supporting and/or providing training for all professionals to increase their skills in identification/assessment, reporting/referral procedures and appropriate responses.

#### **COMMUNITY EDUCATION**

To facilitate the expansion, development and implementation of education and public information programs designed to inform the community of critical family violence issues, heighten community

awareness of resources available to prevent and treat family violence, promote community support for actions directed toward preventing and responding to family violence.

### **ADVOCACY**

To affect the formulation of local, state, and federal policy and legislation relating to all aspects of family violence including funding for programs.

The work of the ten committees focuses on these functions.

### **Operations**

- Continue to maximize the high level of fleet usage
- Continue to purge and destroy old documents and make space for high-density filing systems.

### **2010 BUDGET HIGHLIGHTS**

#### **Staff Development**

- None.

#### **Family Violence Prevention Council**

- Projects of the Family Violence Prevention Council are funded by donations from the community.

#### **Operations**

- None.

67 0018 SOCIAL SERVICES/Central Administration

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Commissioner of Social Services*	J Admin	1	1	1	1	1
Staff Development Director	19 BAPA	1	1	1	1	1
Family Violence Prevention Coordinator	20 CSEA	1	1	1	1	1
Staff Development Specialist	17 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Social Services Operations Coordinator	13 CSEA	1	1	1	1	1
Senior Social Services Examiner	13 CSEA	1	1	1	1	1
Courier	9 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1	1
Custodial Worker	AFSCME	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>PART TIME</b>						
Keyboard Specialist	8 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

\* Position is a shared position and shared funding with Mental Health Department

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :67 CENTRAL ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0027	MISCELLANEOUS	62,958	66,231	54,171	86,513	86,513	86,513
0132	REPAYMENTS OF TANF	1,137,416	1,375,408	772,322	1,281,251	1,281,251	1,281,251
0137	REPAYMENTS OF ADULTS			-170			
0549	CHARGEBACK TO GRANTS	452,436	384,669	222,209	480,743	480,743	480,743
0559	OTHER DEPARTMENTAL CHARGEBACK	32,424	33,141	1,477	5,938	5,938	5,938
0814	CSE PLACEMENTS	59,301	56,487	35,556	55,000	55,000	55,000
CHARACTER 02	SUBTOTAL	1,744,535	1,915,936	1,085,565	1,909,445	1,909,445	1,909,445
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	2,991	5,659	38,406	12,494	12,494	12,494
0197	COMMISSIONS	6,703	6,342	4,648	7,951	7,951	7,951
CHARACTER 03	SUBTOTAL	9,694	12,001	43,054	20,445	20,445	20,445
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT	7					
CHARACTER 06	SUBTOTAL	7					
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	59					
0220	UNCLASSIFIED REVENUES	17,019	15,353	8,371	10,206	10,206	10,206
0229	TRANSFER FROM INSURANCE RESERVE	8,188		20,000			
CHARACTER 07	SUBTOTAL	25,266	15,353	28,371	10,206	10,206	10,206

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :67 CENTRAL ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :08	STATE AID						
0306	TANF			32,833			
0308	SOCIAL SERVICES ADMINISTRATION	7,192,856	7,281,581	2,972,452	5,203,405	5,173,966	5,173,966
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CHARACTER 08	SUBTOTAL	7,192,856	7,281,581	3,005,285	5,203,405	5,173,966	5,173,966
CHARACTER :09	FEDERAL AID						
0390	MEDICAL ASSISTANCE	7,288					
0392	SOCIAL SERVICES ADMINISTRATION	8,718,505	7,836,951	6,874,232	10,090,510	10,021,445	10,021,445
0393	A 87 FEDERAL REVENUE	316,206	291,792	316,469	675,746	675,746	675,746
0399	SERVICES FOR RECIPIENTS			-145,815			
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CHARACTER 09	SUBTOTAL	9,041,999	8,128,743	7,044,886	10,766,256	10,697,191	10,697,191
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TYPE R	SUBTOTAL	18,014,357	17,353,614	11,207,161	17,909,757	17,811,253	17,811,253
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	464,170	471,497	259,893	467,035	467,035	467,035
1500	SALARIES PART-TIME	15,287	15,729	9,675	16,125	16,125	16,125
1940	OTHER PERSONNEL SERVICES	250	275	275	275	275	275
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CHARACTER 10	SUBTOTAL	479,707	487,501	269,568	483,435	483,435	483,435

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :67 CENTRAL ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,415	2,603	778	2,603	2,603	2,603
4319	OFFICE SUPPLIES	11,779	18,000	6,437	18,000	12,000	12,000
4321	DPW BLDG SERVICE SUPPLIES		600		600	600	600
4326	FUEL AND HEATING SUPPLIES	22,697	56,955	20,490	47,940	47,940	47,940
4329	BLDG AND GROUNDS SUPPLIES	14,243	14,938	10,032	15,000	15,000	15,000
4346	TRAINING AND EDUCATIONAL SUPPLIES	1,292	1,500	533	1,500	1,500	1,500
4347	GAS OIL GREASE AND DIESEL FUEL	4,668	5,500	2,035	5,500	5,500	5,500
4349	MISC OPERATIONAL SUPPLIES			26			
4358	SAFETY SUPPLIES	297		78	160	160	160
4359	COMPUTER SOFTWARE AND SUPPLIES	7,659	7,500		6,940	6,940	6,940
4411	POSTAGE AND FREIGHT	2,558	250	214	250	250	250
4412	TELEPHONE	50	565		565	565	565
4418	DUES AND MEMBERSHIPS	4,996	5,196	1,039	5,196	5,196	5,196
4419	GENERAL OFFICE EXPENSES	3,101	9,500	2,442	9,500	9,500	9,500
4422	BUILDING AND LAND RENTAL	619,968	649,900	487,425	714,997	714,997	714,997
4427	ELECTRIC CURRENT	134,404	155,138	92,600	170,600	158,022	158,022
4429	BUILDING AND GROUNDS EXPENSES	85,544	88,250	50,363	88,250	88,250	88,250
4448	ADVERTISING AND PROMOTION EXPENSES	1,546	1,000	389	1,800	1,000	1,000
4449	OTHER OPERATIONAL EXPENSES	1,072	1,000	240	1,000	1,000	1,000
4461	MILEAGE AND PARKING-LOCAL	79	210	40	210	210	210
4462	TRAVEL HOTEL AND MEALS	1,076	1,800	1,105	1,800	1,300	1,300
4463	EDUCATION AND TRAINING	880	2,250	139	2,250	850	850
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	2,516	3,225	1,160	2,871	2,871	2,871
4466	ADVISORY BD/TRUSTEES EXPENSES	1,563	1,900	958	1,900	1,900	1,900
4469	OTHER PERSONAL EXPENSES	60	60		60	60	60
4513	SOFTWARE MAINTENANCE	15,125	21,215	20,205	22,615	22,615	22,615
4516	HARDWARE RENTAL	5,400	3,600	2,740	3,600	3,600	3,600
4518	COPYING MACHINE RENTALS	11,068	25,975	18,440	26,486	26,486	26,486
4520	PROPERTY LOSS	7,559					
4523	INSURANCE CLAIMS			20,000			
4726	CONTRACTED DATA PROCESSING SERV		1,500		1,500	1,500	1,500
4747	OTHER FEES FOR SERVICES	47,441	45,000	16,223	81,200	66,200	66,200
4764	CASH SHORT AND OVER			10			
4901	DAY TRIP MEAL REIMBURSEMENT	59	300	32	300	300	300
5011	DISCOVERY CENTER					10,958	10,958
5053	BROOME CO COOP EXT ASSN					397,372	430,835
5057	ACCORD DISPUTE RESOLUTION CENTER	11,031	11,031	11,031	11,031	9,652	9,652
5080	OPPORTUNITIES FOR BROOME	32,077		16,039			
CHARACTER 40	SUBTOTAL	1,053,223	1,136,461	783,243	1,246,224	1,616,897	1,650,360

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
 DEPARTMENT:67 SOCIAL SERVICES  
 DIVISION :67 CENTRAL ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	52,481	16,197	16,197	22,025	22,025	22,025
4604	DPW SECURITY CHARGEBACKS	1,041,057	1,099,785	486,070	1,144,462	1,144,462	1,144,462
4605	COUNTY ATTORNEY CHARGEBACKS	910,635	1,093,526	230,252	1,131,875	1,118,475	1,118,475
4606	TELEPHONE BILLING ACCOUNT	17,611	18,329	8,632	17,516	17,516	17,516
4609	DATA PROCESSING CHARGEBACKS	305,381	334,937	167,469	322,546	322,546	322,546
4610	PERSONAL SERVICES CHARGEBACKS	50,317					
4614	OTHER CHARGEBACK EXPENSES	4,147	18,335	2,228	3,900	3,900	3,900
4615	GASOLINE CHARGEBACK	55,625	82,833	6,723	58,195	58,195	58,195
4616	FLEET SERVICE CHARGEBACK	57,466	64,945	62,625	61,852	61,852	61,852
4617	DUPLICATING/PRINTING CHARGEBACK	36,749	44,847	26,029	47,004	47,004	47,004
4618	OFFICE SUPPLIES CHARGEBACK	109,491	140,941	73,243	117,665	117,665	117,665
4619	BUILDING SERVICE CHARGEBACK	26,788	3,000	666	3,000	3,000	3,000
4626	TRANSPORTATION SERVICES CHARGEBACKS	210,034	281,787	159,390	20,842	20,842	20,842
4627	SINGLE AUDIT CHARGEBACK	26,583	35,029		36,307	36,307	36,307
CHARACTER 41	SUBTOTAL	2,904,365	3,234,491	1,239,524	2,987,189	2,973,789	2,973,789
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	14,542					
CHARACTER 60	SUBTOTAL	14,542					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	66,429					
CHARACTER 70	SUBTOTAL	66,429					

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :67 CENTRAL ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	39,897	51,159	20,411	53,630	53,630	53,630
8030	SOCIAL SECURITY	35,129	37,017	19,819	36,962	36,962	36,962
8040	WORKERS COMPENSATION	2,952	4,826	1,522	5,012	5,012	5,012
8050	LIFE INSURANCE	207	264	125	209	209	209
8060	HEALTH INSURANCE	187,315	87,225	49,993	90,935	90,935	90,935
8062	RETIREE HEALTH INSURANCE		120,869	73,884	116,182	116,182	116,182
8063	DISABILITY INSURANCE	1,021	840	585	1,032	1,032	1,032
8070	UNEMPLOYMENT INSURANCE	1,362					
CHARACTER 80 SUBTOTAL		267,883	302,200	166,339	303,962	303,962	303,962
TYPE X SUBTOTAL		4,786,149	5,160,653	2,458,674	5,020,810	5,378,083	5,411,546
DIVISION 67 SUBTOTAL		13,228,208	12,192,961	8,748,487	12,888,947	12,433,170	12,399,707

## **SOCIAL SERVICES - 67**

### **Administrative Services - 68**

#### **MISSION STATEMENT**

The Administrative Services Unit of the Department of Social Services ensures the department's compliance with fiscal and operation policies dictated by the federal and state governments regarding claims, and revenue. It is this department's goal to assist our County government in understanding and pursuing the most advantageous use of our welfare funding.

#### **DESCRIPTION**

Administrative Services is responsible for a variety of functions. Included are: budget preparation, fiscal planning, accounting, security, operations management, resources, third party health insurance, and personnel as provided for in Article XVII (1) (a) of the New York State Constitution, and various sections, Title 18 of the New York State Code Rules and Regulations.

#### **2010 OBJECTIVES**

- Prepare a budget that will meet the needs of our clients and be financially sound.
- Provide timely and accurate payments to clients and to providers on behalf of our clients in all program areas.
- Prepare monthly claims for state and federal reimbursement of program and administrative expenditures.
- To assist external auditors in their audit of department records.
- Maintain individual personnel files for all employees which includes: personnel data records (PDR), leave of absences and disability forms, bi-weekly payroll, and computerized sick and vacation records for more accurate and efficient record keeping.

#### **2010 BUDGET HIGHLIGHTS**

- Ongoing reengineering effort to focus on efficiencies and cost reductions.
- Continue department wide imaging program to increase efficiencies and reduce dependence on paper files.
- Fiscal measurement reporting has been rolled out and will continue to be reviewed on a monthly basis.
- Continue documenting and updating all financial processes to enhance departmental controls and to optimize process efficiencies.

## 67 0026 SOCIAL SERVICES/Administrative Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Deputy Comm. of Social Services/Admin. Services	G Admin	1	1	1	1	1
Accounting Supervisor Grade A	21 BAPA	1	1	1	1	1
Senior Accountant	18 BAPA	1	1	1	1	1
Accountant (County)	16 CSEA	1	1	1	1	1
Resource Consultant	14 CSEA	1	1	1	1	1
Computer Operator	13 CSEA	1	1	1	1	1
Principal Account Clerk	13 CSEA	3	4	4	4	4
Secretary	13 CSEA	1	1	1	1	1
Senior Account Clerk	9 CSEA	6	6	6	6	6
Keyboard Specialist	8 CSEA	2	2	2	2	2
Senior Clerk	8 CSEA	4	4	4	4	4
Account Clerk	7 CSEA	2	1	1	1	1
Clerk	6 CSEA	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>24</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b><u>PART TIME</u></b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>24</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :68 ADMINISTRATIVE SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	720,118	820,539	493,908	897,432	897,432	897,432
1700	SALARIES OVERTIME	159	3,090	164	3,090	1,090	1,090
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	720,277	823,629	494,072	900,522	898,522	898,522
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	7,691	7,910	3,541	7,910	7,910	7,910
4359	COMPUTER SOFTWARE AND SUPPLIES		700		700	700	700
4419	GENERAL OFFICE EXPENSES	79	600		600	600	600
4462	TRAVEL HOTEL AND MEALS	1,922	2,750	1,911	2,750	2,750	2,750
4463	EDUCATION AND TRAINING	269	3,975	139	3,975	975	975
4901	DAY TRIP MEAL REIMBURSEMENT	78	250	16	250	250	250
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	10,039	16,185	5,607	16,185	13,185	13,185
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	10,739	11,219	4,742	9,512	9,512	9,512
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	10,739	11,219	4,742	9,512	9,512	9,512
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	60,009	86,480	39,173	99,958	99,958	99,958
8030	SOCIAL SECURITY	52,614	63,009	35,800	68,889	68,889	68,889
8040	WORKERS COMPENSATION	5,030	8,159	2,572	9,341	9,341	9,341
8050	LIFE INSURANCE	416	576	286	475	475	475
8060	HEALTH INSURANCE	369,979	221,841	121,706	225,538	225,538	225,538
8062	RETIREE HEALTH INSURANCE		223,342	138,190	205,538	205,538	205,538
8063	DISABILITY INSURANCE	2,535	2,520	1,726	2,838	2,838	2,838
8070	UNEMPLOYMENT INSURANCE	1,296					
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	491,879	605,927	339,453	612,577	612,577	612,577
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	1,232,934	1,456,960	843,874	1,538,796	1,533,796	1,533,796
		-----	-----	-----	-----	-----	-----
DIVISION 68	SUBTOTAL	-1,232,934	-1,456,960	-843,874	-1,538,796	-1,533,796	-1,533,796

**SOCIAL SERVICES - 67****Support Services - 69****MISSION STATEMENT****Master Control**

To provide vital, diversified service to all divisions in the department.

**Quality Assurance Unit**

To conduct independent reviews of temporary assistance, food stamps, and medical assistance cases to insure that correct policy and procedure is being utilized, to maximize state and federal reimbursement, to provide program managers with information as to improving work quality through training or policy/procedure change.

**Child Support Enforcement Unit (CSEU)/Support Collection Unit (SCU)**

The Child Support Enforcement Unit (CSEU) and the Support Collection Unit (SCU) are responsible for establishing and enforcing support orders against legally responsible relatives, and on behalf of public assistance applicants/recipients, as well as for non-applicant/recipient individuals who make application for child support services. These units are also responsible for establishment of paternity for all children born out of wedlock for these applicants as well, as necessary. The CSEU also has a responsibility to secure a court order for third party health insurance on behalf of all children in receipt of public assistance and Medicaid only benefits. Additionally, the SCU has primary responsibility to collect, monitor, and enforce all support as ordered made payable through it by any court of competent jurisdiction.

**Medical Services**

Within the scope of the Medicaid program provide access to appropriate, quality health care services for the Medicaid recipient by directing recipients to health and education services, identify trends

and needs in the community health care system, work collaboratively with community providers to develop programs and health services, maximize all payer sources as well as federally supported categories of medical assistance.

**Welfare Management System (WMS)**

The Welfare Management System (WMS) Division administers local Department of Social Services electronic data processing and Administrative systems. This division also coordinates the interface between the WMS, the Medicaid Management Information System (MMIS), the Electronic Medicaid Eligibility Verification System (EMEVS), the Electronic Benefit Issuance Control Subsystem (EBICS), the Client Notice System (CNS), and in the mechanism for issuance of the Common Benefit Identification Card (CBIC).

Additionally, the division maintains the overall responsibility for all Electronic Data Processing (EDP) procedures that affect the department, including maximizing the efficiency of the department by designing and implementing personal computer applications. Electronic Benefit Transfer (EBT) Electronic procedure that allows recipients the ability to redeem benefits directly from authorized vendors and ATM machines. The Welfare Management System is authorized under Title 18, Part 655.1, Chapter 2 subchapter g, of the New York State Social Services Law.

**DESCRIPTION****Master Control**

This unit prepares public assistance, non-public assistance food stamps, and Medicaid applications for eligibility appointments for incoming clients, assigning case numbers, and entering each one into the master control database. Master control prepares statistical reports, orders and distributes state and local forms and provides County agencies with client identification numbers and Medicaid eligibility

dates. This unit is responsible for checking obituaries and issues notices to various divisions within the department. Master Control is responsible for the agency telephone switchboard and is the records custodian for all active, ancillary, and closed public assistance, non-public assistance food stamps, and Medicaid cases. The unit also houses two scanning stations and is responsible for scanning all temporary assistance openings and denials, all front end Medicaid denials, welfare to work paperwork, temporary assistance recertification and miscellaneous paperwork from TA undercare. The Master Control staff is also responsible for the finger imaging of all applicants for the assistance programs, and the issuing of benefit cards for expedited food stamps, public assistance, and Medicaid applicants.

#### **Quality Assurance Unit**

The Quality Control Specialist conducts a variety of audits including social security number validations/corrections and interstate matches – the Public Assistance Recipient Information System (PARIS) and the Quarterly Electronic Benefit Transfer (Q BET) Match. The Quality Assurance Unit is responsible for verifying and eliminating duplicate Client Identification Numbers (CIN's). The QA unit conducts an annual Food Stamp Management Evaluation review for the federal government which consists of auditing 25 temporary assistance/food stamp cases and a review of agency food stamp policies and procedures. The coordinator completes monthly edits of the client new hire lists and completes a quarterly review of assistance program applications for supervisory and worker signatures. The QC specialist also provides statistical and analytical information to administrative personnel.

#### **Child Support Enforcement Unit (CSEU)/Support Collection Unit (SCU)**

CSEU: location of non-custodial parents (NCP), financial investigation of NCP, health insurance investigation, non-support and/or paternity petition preparation and filing, arrange (County provided) legal

representation as necessary and appropriate, assistance with identifying and obtaining any and all supportive information or documentation, preparation of any and all other documentation as necessary, monitor and maintain case, update and re-investigate as needed. SCU: Receive order of support from various courts, create and maintain support account, collect and disburse support payments, prepare and file non-payment violation petitions. Submits accounts for eligible enforcement processes, including but not limited to income execution for immediate wage withholding, federal and NYS Tax Intercept, property execution, and revocation of driving privileges.

#### **2010 OBJECTIVES**

##### **Master Control**

- Continue to reorganize current case activity files and provide ongoing records management for Social Services case documents.
- Provide support services for Public Assistance, Medical Assistance, and Non-Public Assistance Food Stamp case preparation and department-wide telephone support.
- Continue inputting case numbers and corresponding information into the new database.
- Continue scanning Temporary Assistance and Food Stamp cases as they close and/or are denied to aid in our space problem

##### **Quality Assurance Unit**

- Greater anticipated savings for Broome County.
- Provide case integrity by ensuring information is verified and accurate

### **Child Support Enforcement Unit (CSEU)/Support Collection Unit (SCU)**

- To meet or exceed federal and New York State mandated performances measures through intensive review of cases identified by NYS's Department of Child Support Enforcement. Review of over 1,285 cases will result in additional petition filings for paternity and support, in addition to securing court orders for third party health insurance and day care expenses. Securing orders for child support, health insurance and the payment of day care expenses are a potential cost avoidance for Broome County.

### **Medical Services**

- Maintain operations of the Mandatory Medicaid Managed Care Program that allows for increased access to primary care services for the TANF, Safety Net, and SSI populations.
- Implement the Mandatory Managed Care Enrollment for the SSI population.
- Continue the operations of the Managed Care Enrollment Team to provide information to clients about Mandatory Managed Care and Family Health Plus benefits, plan options and provider networks so clients are able to make an informed choice and avoid auto assignments into managed care plans.
- Process eligibility for the Prenatal Care Assistance Program and Family Planning Benefit Program recipients.

### **Welfare Management System (WMS)**

- Continue implementation of various applications including Connections (Build 18) and voice recognition software.
- Develop applications for the Viking.
- Implement records imaging solution for the department.
- Continue Human Services Enterprise Network (HSEN) Development to fully integrate the state and local systems.
- Continue development of reports using the Sidney on SQL Server and COGNOS Impromptu.
- Process all applications and authorizations in data entry within a 24 to 36 hour timeframe.

## **2010 BUDGET HIGHLIGHTS**

### **Master Control**

- Provide case file management support for 12,000 Assistance Program applicants
- File 28,000 active and closed Assistance Program case activity folders
- Scan, index, commit, and quality control assurance for 175,000 documents per month

### **Quality Assurance Unit**

- Greater anticipated savings for Broome County

### **Child Support Enforcement Unit (CSEU)/Support Collection Unit (SCU)**

- Increase the unit's Paternity Establishment Percentage (PEP) from 92.72% to 95.00%. The minimum federal performance standard for this category is 90.00%.
- Increase the unit's Support Enforcement Performance (SEP) to meet or exceed the minimum federal performance standard of 80%. Broome is currently at 86.67%.

### **Medical Services**

- By December 31, 2010 targeted enrollment for Broome's Medicaid Managed Care Program: 20,000 mandatory enrollees, pending plan capacity.
- By December 31, 2010 targeted enrollment for Family Health Plus: 2,700.
- Maintain health plan auto-assignments rate below 20% of total enrollment.
- Determine presumptive eligibility for 1,000 Prenatal Care Assistance Program recipients: 85% of the eligibility determinations will be conducted in the first trimester of pregnancy.

### **Welfare Management System (WMS)**

- Provide 19,297 authorizations per month
- Perform 385,940 transactions per month

## 67 0034 SOCIAL SERVICES/Support Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Welfare Management Systems Coordinator	20 BAPA	1	1	1	1	1
Coordinator of Child Support Enforcement	20 BAPA	1	1	1	1	1
Supervising Support Investigator	17 BAPA	1	1	1	1	1
Support Collection Supervisor	17 BAPA	1	1	1	1	1
Coordinator of Volunteer Services	16 BAPA	1	1	1	1	1
Senior Support Investigator	16 CSEA	1	1	1	1	1
Assistant Support Collection Supervisor	13 CSEA	1	1	1	1	1
Family Courts Liaison	12 CSEA	2	2	2	2	2
Social Services Examiner	11 CSEA	1	1	1	1	1
Support Investigator	11 CSEA	10	10	10	10	10
Child Support Specialist	9 CSEA	5	5	5	5	5
Senior Account Clerk	9 CSEA	2	2	2	2	2
Data Entry Machine Operator	8 CSEA	5	5	5	5	5
Keyboard Specialist	8 CSEA	3	3	3	3	3
Senior Clerk	8 CSEA	1	1	1	1	1
Account Clerk	7 CSEA	3	3	3	3	3
Telephone Operator	7 CSEA	1	1	1	1	1
Clerk	6 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>
<b>PART TIME</b>						
Systems Analyst	24 BAPA	1	1	1	1	1
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL POSITIONS</b>		<b>42</b>	<b>42</b>	<b>42</b>	<b>42</b>	<b>42</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
 DEPARTMENT:67 SOCIAL SERVICES  
 DIVISION :69 SUPPORT SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,297,628	1,359,571	826,526	1,393,343	1,393,343	1,393,343
1500	SALARIES PART-TIME	43,615	44,904	28,310	46,231	46,231	46,231
1700	SALARIES OVERTIME	15,774	23,790	15,213	22,625	22,625	22,625
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	1,357,017	1,428,265	870,049	1,462,199	1,462,199	1,462,199
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	28,133	32,000	16,796	32,000	32,000	32,000
4359	COMPUTER SOFTWARE AND SUPPLIES	16,523	34,980	13,371	34,980	24,980	24,980
4411	POSTAGE AND FREIGHT	950	950	974	974	974	974
4419	GENERAL OFFICE EXPENSES	564	200	112	200	200	200
4462	TRAVEL HOTEL AND MEALS	1,293	1,800	1,266	1,800	1,800	1,800
4463	EDUCATION AND TRAINING	269	650	139	650	650	650
4469	OTHER PERSONAL EXPENSES		175	12	150	150	150
4518	COPYING MACHINE RENTALS	2,592	6,769	4,413	6,769	6,769	6,769
4703	LAB SERVICES	25,400	29,000	15,750	26,000	26,000	26,000
4901	DAY TRIP MEAL REIMBURSEMENT		200		200	200	200
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	75,724	106,724	52,833	103,723	93,723	93,723
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	21,608	21,089	11,611	16,257	16,257	16,257
4614	OTHER CHARGEBACK EXPENSES	13,686	20,000	8,169	17,462	17,462	17,462
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	35,294	41,089	19,780	33,719	33,719	33,719

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :69 SUPPORT SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	3,301					
CHARACTER 60	SUBTOTAL	3,301					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	676					
CHARACTER 70	SUBTOTAL	676					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	112,909	149,968	68,659	159,581	159,581	159,581
8030	SOCIAL SECURITY	98,116	109,260	62,872	111,857	111,857	111,857
8040	WORKERS COMPENSATION	8,729	14,148	4,460	15,168	15,168	15,168
8050	LIFE INSURANCE	785	1,008	519	779	779	779
8060	HEALTH INSURANCE	487,618	380,337	228,815	395,048	395,048	395,048
8062	RETIREE HEALTH INSURANCE		190,308	130,462	160,247	160,247	160,247
8063	DISABILITY INSURANCE	4,584	4,320	2,881	4,644	4,644	4,644
8070	UNEMPLOYMENT INSURANCE	3,318		4,235			
CHARACTER 80	SUBTOTAL	716,059	849,349	502,903	847,324	847,324	847,324
TYPE X	SUBTOTAL	2,188,071	2,425,427	1,445,565	2,446,965	2,436,965	2,436,965
DIVISION 69	SUBTOTAL	-2,188,071	-2,425,427	-1,445,565	-2,446,965	-2,436,965	-2,436,965

## **SOCIAL SERVICES - 67**

### **Certification - 70**

**(Includes Public Assistance, Medical Assistance, Food Stamps, Welfare to Work and Child Assistance Program)**

### **MISSION STATEMENT**

#### **Temporary Assistance**

To determine initial and continuing eligibility for cash grant programs, including emergency assistance, within statutory time limits and ensuring program integrity; to utilize diversion such as one time cash assistance or referral to other programs/benefits. To enable recipients to achieve self-sufficiency by utilizing aggressive case management with the assistance of the Welfare to Work unit. Temporary assistance is administered under the authority of the New York State Social Services Law and Title 18 of the New York Code of Rules and Regulations.

#### **Medical Assistance**

To determine initial and continuing eligibility for medical assistance, within statutory time limits, responsively and accurately to facilitate self-sufficiency; to utilize third party health insurance and Medicare benefits; to maximize federal reimbursement through the utilization of federal categories; to involve eligible Medicaid recipients in managed care. Medical assistance is administered under the authority of the New York State Health Department Law and Title 18 of the New York Code of Rules and Regulations.

#### **Food Stamps**

To determine initial and continuing eligibility for food stamps, within statutory time limits, responsively and accurately; to refer appropriate food stamp recipients to the Welfare to Work unit for participation in employment programs to facilitate self-sufficiency; to increase participation in the program in line with New York State directives; to

comply with additional NYS program initiatives such as e-filing, and other facilitated application services; to comply with current program requirements of Automated Finger Imaging, Electronic Benefit Transfer and Home Energy Assistance Program (HEAP). Food stamps are administered under the authority of the New York State Social Services Law, Title 18 of the New York Code of Rules and Regulations, and Title 7 of the United States Code of Rules and Regulations.

#### **Welfare to Work**

To enable applicants and recipients of public assistance and food stamps to achieve their maximum level of self-support through the provision of the services, training, education, and supportive services needed to help them overcome barriers to employment and meet the mandates of federal welfare reform legislation. Programs include work experience, job search, job development and on the job training. The departments' welfare to work program also includes the Food Stamp Employment and Training Program.

## **2010 OJECTIVES**

For all assistance programs areas: To make a renewed effort to establish the most efficient business processes to ensure our expanding caseload is well served at our current staffing levels.

### **Temporary Assistance**

- Reduce the need for temporary assistance by assisting applicants in achieving self-sufficiency through diversion.
- Ensure assessment and participation of clients in work programs through integration with the Welfare to Work unit.
- Ensure Temporary Assistance applicants are provided benefits in a professional, efficient manner within prescribed timeframes.

### **Medical Assistance**

- Defray costs by maximizing other health care alternatives such as third party insurance, managed care, Medicare, and community clinics.
- Change eligibility process to the “application assistance” model to enhance access to public health insurance programs.
- Continue public relations campaign with community providers.

### **Food Stamps**

- Increase client participation in the program as mandated by New York State directives including the Working Families Initiative.
- Maintain program integrity and statutory timeframes for case determination.
- Ensure compliance with all applicable regulatory requirements.

### **Welfare to Work**

- Continually monitor processes and work activities to ensure efforts assist the agency in meeting participation rates mandated by state and federal legislation.

- Promote and implement policies that will immediately engage all employable applicants in work activities that will lead to the elimination or reduction in their need for Public Assistance and/or Food Stamps.
- Interface Welfare to Work and other assistance program staff and community agencies to coordinate Welfare to Work activities.

## **2010 BUDGET HIGHLIGHTS**

### **Temporary Assistance**

- Require 100% of employable applicants to participate in welfare to work activities within 5 days of application.
- Divert 15% of new applicants to other resources to eliminate the need for Temporary Assistance.
- Continue to refer 100% of new applicants to the FEDS/EVR process.

### **Medical Assistance**

- Refer 100% of eligible Medicaid recipients to managed care programs.
- Make initial determinations for chronic care Medicaid within the state statutory time frame of 90 days from application.
- Make initial determinations for community Medicaid within the state statutory time frame of 45 days from application date.

### **Food Stamps**

- Maintain determinations for Food Stamps within the NYS statutory time limit of 30 days from application date.
- Review and process 100% of Food Stamp applications eligible for expedited service within 5 business days.
- Bring error rate to state acceptable standards through enhanced quality control and staff training.

### **Welfare to Work**

- Engage 50% of the TANF recipients in employment or work activities
- Enable 600 recipients to secure employment
- Outreach to local employers and educate them on transitional services available to low income households

- Secure SSI/SSD for 150 disabled TANF and Safety Net recipients.

## 67 0042 SOCIAL SERVICES/Certification

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Deputy Commissioner of Social Services	E Admin	1	1	1	1	1
Head Social Services Examiner	21 BAPA	1	1	1	1	1
Senior Employment Coordinator	21 BAPA	1	1	1	1	1
Employment Coordinator	18 BAPA	1	1	1	1	1
Office Manager	16 BAPA	1	1	1	1	1
Case Supervisor Grade B	20 CSEA	1	1	1	1	1
Senior Caseworker	18 CSEA	2	2	2	2	2
Principal Social Services Examiner	17 CSEA	6	6	6	6	6
Quality Control Coordinator	17 CSEA	1	1	1	1	1
Caseworker/Trainee	16/14 CSEA	12	12	12	12	12
Job Developer	16 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Senior Social Services Examiner	13 CSEA	16	16	16	16	16
Social Services Examiner	11 CSEA	29	28	28	28	28
Community Services Worker	8 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	4	4	4	4	4
Clerk	6 CSEA	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Total Full-Time Positions</b>		<b>81</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>81</b>	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
 DEPARTMENT:67 SOCIAL SERVICES  
 DIVISION :70 CERTIFICATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,033					
CHARACTER 07	SUBTOTAL	1,033					
TYPE R	SUBTOTAL	1,033					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	2,924,847	3,129,032	1,888,553	3,161,798	3,161,798	3,161,798
1700	SALARIES OVERTIME	10,807	5,800	1,544	5,800	5,800	5,800
1930	STAND-BY PAY	40		80			
CHARACTER 10	SUBTOTAL	2,935,694	3,134,832	1,890,177	3,167,598	3,167,598	3,167,598
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	126	125		125	125	125
4319	OFFICE SUPPLIES	21,774	22,000	15,016	22,000	22,000	22,000
4329	BLDG AND GROUNDS SUPPLIES	279	340	323	283	283	283
4411	POSTAGE AND FREIGHT			42			
4419	GENERAL OFFICE EXPENSES	4,795	6,846	4,933	6,846	6,846	6,846
4422	BUILDING AND LAND RENTAL	72,902	65,629	42,943	64,406	64,406	64,406
4429	BUILDING AND GROUNDS EXPENSES	14,376	12,883	3,177	16,104	16,104	16,104
4449	OTHER OPERATIONAL EXPENSES	57	19	31	19	19	19
4461	MILEAGE AND PARKING-LOCAL	2,159	2,380		2,380	1,380	1,380
4462	TRAVEL HOTEL AND MEALS	181	675	262	675	400	400
4463	EDUCATION AND TRAINING	149	875		675	150	150
4901	DAY TRIP MEAL REIMBURSEMENT	245	200	72	200	200	200
CHARACTER 40	SUBTOTAL	117,043	111,972	66,799	113,713	111,913	111,913

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :70 CERTIFICATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4604	DPW SECURITY CHARGEBACKS	15,159	14,333		14,262	14,262	14,262
4606	TELEPHONE BILLING ACCOUNT	53,937	54,067	27,081	36,659	36,659	36,659
4619	BUILDING SERVICE CHARGEBACK			28			
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CHARACTER 41	SUBTOTAL	69,096	68,400	27,109	50,921	50,921	50,921
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	245,164	329,152	151,339	351,605	351,605	351,605
8030	SOCIAL SECURITY	217,263	239,815	139,420	242,321	242,321	242,321
8040	WORKERS COMPENSATION	22,859	31,150	9,789	32,859	32,859	32,859
8050	LIFE INSURANCE	1,475	1,944	972	1,463	1,463	1,463
8060	HEALTH INSURANCE	969,514	661,784	363,266	633,300	633,300	633,300
8062	RETIREE HEALTH INSURANCE		476,896	310,667	366,902	366,902	366,902
8063	DISABILITY INSURANCE	9,366	9,120	5,988	9,546	9,546	9,546
8070	UNEMPLOYMENT INSURANCE	8,667		15,350			
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	1,474,308	1,749,861	996,791	1,637,996	1,637,996	1,637,996
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TYPE X	SUBTOTAL	4,596,141	5,065,065	2,980,876	4,970,228	4,968,428	4,968,428
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DIVISION 70	SUBTOTAL	-4,595,108	-5,065,065	-2,980,876	-4,970,228	-4,968,428	-4,968,428

## **SOCIAL SERVICES - 67**

### **Services - 71**

#### **MISSION STATEMENT**

The Services Division provides support, counseling, case management, and case planning to children, adults, and families whose health and safety are at risk due to abuse, neglect, maltreatment, or dysfunction.

#### **DESCRIPTION**

Whenever possible, services are provided to prevent out of home placement. If placement out of the home is required, the lowest level of care, that is appropriate, is sought for the shortest duration possible. Services are provided in accordance with federal and state mandates, laws, and regulations. Service includes the following areas: child protective services, adult protective services, foster care, day care, adoption, preventive, home-finding, and auxiliary services.

#### **2010 OBJECTIVES**

- Investigate all reports of child abuse and neglect
- Provide supportive and rehabilitative services to families whose health and safety is at risk and to reduce the likelihood of out of home placement and hard to place individuals
- Promote permanency for all children in care
- Provide affordable quality child care to low income families.
- Provide services to victims of domestic violence
- Implement performance improvement plans for child welfare outcomes and Title IV-E determinations
- Continue to implement computer systems in adult services, connections, and day care

#### **2010 BUDGET HIGHLIGHTS**

- Decrease care days
- Decrease detention days
- Continue successful Preventive Program
- Investigate 4,800 reports of child abuse and neglect
- Investigate 600 reports of adult abuse and neglect
- Provide services to 3,000 cases per month
- Provide purchase of services to 400 cases per month
- Free 35 children for adoption
- Place 40 children for adoption
- Provide day care to 1,300 children per month
- Reduce residential placement by 9-18 children

## 67 0059 SOCIAL SERVICES/Services

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Deputy Comm. of Social Services	E Admin	1	1	1	1	1
Case Supervisor Grade A	23 BAPA	2	2	2	2	2
Office Manager	16 BAPA	1	1	1	1	1
Case Supervisor Grade B	20 CSEA	12	13	14	13	13
Senior Caseworker	18 CSEA	21	22	21	22	22
Principal Social Services Examiner	17 CSEA	1	1	1	1	1
Caseworker/Trainee	16/14 CSEA	61	65	65	65	65
Secretary	13 CSEA	2	2	2	2	2
Social Services Examiner	11 CSEA	1	1	1	1	1
Senior Account Clerk	9 CSEA	2	2	2	2	2
Community Service Worker	8 CSEA	6	6	6	6	6
Keyboard Specialist	8 CSEA	7	7	7	7	7
<b>Total Full-Time Positions</b>		<b>117</b>	<b>123</b>	<b>123</b>	<b>123</b>	<b>123</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>117</b>	<b>123</b>	<b>123</b>	<b>123</b>	<b>123</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
 DEPARTMENT:67 SOCIAL SERVICES  
 DIVISION :71 SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	50					
CHARACTER 07 SUBTOTAL		50					
TYPE R SUBTOTAL		50					
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	4,647,308	5,160,852	3,133,327	5,353,033	5,349,984	5,349,984
1600	SALARIES TEMPORARY	32,703	35,000	27,446	56,820	35,000	35,000
1700	SALARIES OVERTIME	123,150	104,810	77,529	107,954	107,954	107,954
1930	STAND-BY PAY	14,644	14,820	7,750	14,820	14,820	14,820
CHARACTER 10 SUBTOTAL		4,817,805	5,315,482	3,246,052	5,532,627	5,507,758	5,507,758
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2120	OFFICE FURNITURE		24,000				
CHARACTER 20 SUBTOTAL			24,000				
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	16,077	15,050	8,344	15,050	15,050	15,050
4341	MOTOR EQUIPMENT SUPPLIES		500	80	500	500	500
4342	PHOTOGRAPHIC SUPPLIES	1,352	1,400	1,527	1,400	1,400	1,400
4349	MISC OPERATIONAL SUPPLIES	1,000	500	62	500	500	500
4413	TELEPHONE EQUIPMENT	7,361	9,000	1,626	9,000	9,000	9,000
4419	GENERAL OFFICE EXPENSES	453					
4448	ADVERTISING AND PROMOTION EXPENSES	56	300	79	300	300	300
4458	OTHER PROGRAM EXPENSE			2,280			
4461	MILEAGE AND PARKING-LOCAL	25,456	34,000	15,196	40,000	34,000	34,000
4462	TRAVEL HOTEL AND MEALS	8,452	9,000	4,508	9,000	9,000	9,000
4463	EDUCATION AND TRAINING	1,665	3,800	2,009	3,800	3,800	3,800
4465	NON-EMPLOYEE TRAVEL HOTEL & MEALS	1,197	3,900	273	3,900	3,900	3,900
4469	OTHER PERSONAL EXPENSES			120			
4701	MEDICAL AND PHYSICAL EXAMS	22,659	13,400	9,786	30,400	30,400	30,400
4715	OTHER HEALTH AND MEDICAL SERVICES	1,250	500		500	500	500

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :71 SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4736	LEGAL CHARGES AND FEES	3,331	22,000	2,000	5,000	5,000	5,000
4901	DAY TRIP MEAL REIMBURSEMENT	3,166	1,500	1,865	1,500	1,500	1,500
CHARACTER 40 SUBTOTAL		93,475	114,850	49,755	120,850	114,850	114,850
CHARACTER :41	CHARGEBACK EXPENSES						
4606	TELEPHONE BILLING ACCOUNT	53,832	65,020	27,412	54,666	54,666	54,666
4614	OTHER CHARGEBACK EXPENSES	850	3,750		2,625	2,625	2,625
CHARACTER 41 SUBTOTAL		54,682	68,770	27,412	57,291	57,291	57,291
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	399,478	562,198	262,192	618,271	617,933	617,933
8030	SOCIAL SECURITY	351,975	409,593	235,901	428,536	428,303	428,303
8040	WORKERS COMPENSATION	30,474	54,707	16,599	58,012	58,012	58,012
8050	LIFE INSURANCE	2,173	2,976	1,523	2,337	2,337	2,337
8060	HEALTH INSURANCE	1,386,995	1,221,435	699,172	1,190,482	1,190,482	1,190,482
8062	RETIREE HEALTH INSURANCE		490,645	309,929	518,438	518,438	518,438
8063	DISABILITY INSURANCE	14,256	14,280	9,544	15,351	15,351	15,351
8070	UNEMPLOYMENT INSURANCE	9,499		6,924			
CHARACTER 80 SUBTOTAL		2,194,850	2,755,834	1,541,784	2,831,427	2,830,856	2,830,856
TYPE X SUBTOTAL		7,160,812	8,278,936	4,865,003	8,542,195	8,510,755	8,510,755
DIVISION 71 SUBTOTAL		-7,160,762	-8,278,936	-4,865,003	-8,542,195	-8,510,755	-8,510,755

## **SOCIAL SERVICES – 67**

### **Social Services Programs – 72**

#### **MISSION STATEMENT**

To promote self-sufficiency and assure the protection of vulnerable individuals. We strive to have an organization, which values the needs of the customers, the contributions of the staff, and the participation of the community. This vision shall be achieved through a culture, which encourages continuous improvement.

#### **2010 OBJECTIVES**

- Provide supportive transitional services, such as childcare, transportation, medical assistance and other benefits that enable recipients to increase and sustain their ability to maintain employment and become self-sufficient
- Educate and enroll recipients in managed care
- Reduce the local cost of assistance payments through aggressive procurement of alternative benefits and enhanced FEDS programs
- Aggressively work with TANF recipients to ensure progress toward self-sufficiency during the 5-year limitation
- Reduce care days in foster care with emphasis on reducing residential placements

#### **2010 BUDGET HIGHLIGHTS**

- POS contractual lines kept to a minimal COLA increase
- Continued funding of CHPS Preventive Program
- POS program enhancement to divert/reduce residential placement of JD/PINS children
- Seek alternative and reduced cost methods of operating programs

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :72 SOCIAL SERVICE PROGRAMS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0129	REPAYMENT OF MEDICAL ASSISTANCE	2,410,765					
0132	REPAYMENTS OF TANF	72,645	79,478	56,406	80,479	80,479	80,479
0134	REPAYMENTS OF AID-CHILD CARE	498,231	640,942	468,179	640,326	640,326	640,326
0135	REPAYMENTS OF STATE TRAINING SCHOOL	15					
0136	REPAYMENTS OF SAFETY NET	1,294,004	1,016,282	933,662	1,136,292	1,136,292	1,136,292
0137	REPAYMENTS OF ADULTS	3,847	1,003	1,114	1,111	1,111	1,111
0138	REPAYMENTS OF BURIALS	52,441	43,611	27,458	48,938	48,938	48,938
0139	REPAYMENTS OF SERV FOR RECIPIENTS	-18		67,329			
0166	MISCELLANEOUS CONTRIBUTIONS	89,568	97,679	-1,522	100,609	100,609	100,609
0645	LITIGATION RECOVERY	74,113					
CHARACTER 02	SUBTOTAL	4,495,611	1,878,995	1,552,626	2,007,755	2,007,755	2,007,755
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	79,417	30,214	26,733	39,069	39,069	39,069
CHARACTER 07	SUBTOTAL	79,417	30,214	26,733	39,069	39,069	39,069
CHARACTER :08	STATE AID						
0304	MEDICAL ASSISTANCE	-348,793	10,000	-145,658			
0306	TANF	5,592,362	4,977,728	1,437,677	5,323,371	5,323,371	5,323,371
0316	CHILD CARE SCHOOL DISTRICTS	268,510	273,176	192,505	218,050	218,050	218,050
0317	CHILD CARE/FOSTER CARE (ADC)	5,539,910	5,725,295	3,540,716	5,834,831	5,834,831	5,834,831
0318	JUVENILE DELINQUENT	552,160	814,119	119,622	782,902	782,902	782,902
0320	SAFETY NET	3,473,357	3,557,828	2,458,284	4,765,914	4,765,914	4,765,914
0323	EMERGENCY AID TO ADULTS	82,573	44,499	53,400	89,445	89,445	89,445
0325	BURIALS	84,339	85,500	54,150	97,200	97,200	97,200
0457	STATE AID SPECIAL NEEDS	4,872					
CHARACTER 08	SUBTOTAL	15,249,290	15,488,145	7,710,696	17,111,713	17,111,713	17,111,713

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :72 SOCIAL SERVICE PROGRAMS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :09 FEDERAL AID							
0390	MEDICAL ASSISTANCE	-274,830	10,000				
0391	TANF	5,445,692	4,591,656	6,766,975	7,290,537	7,490,537	7,490,537
0395	FOSTER CARE (ADC)	4,291,674	4,835,969	2,780,368	4,976,530	4,976,530	4,976,530
0396	SAFETY NET	125,968	197,262	61,545	106,200	106,200	106,200
0399	SERVICES FOR RECIPIENTS	858,007	619,949	1,692,474	833,817	833,817	833,817
0581	MSE INCENTIVE - FEDERAL	71,642	66,100				
CHARACTER 09 SUBTOTAL		10,518,153	10,320,936	11,301,362	13,207,084	13,407,084	13,407,084
TYPE R SUBTOTAL		30,342,471	27,718,290	20,591,417	32,365,621	32,565,621	32,565,621
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4349	MISC OPERATIONAL SUPPLIES	4,872					
4561	PURCHASE OF SERVICES	2,062,199	2,153,241	874,201	1,978,146	1,978,146	1,978,146
4565	JOBS - TRANS CHILD CARE	939,737	936,600	633,034	936,600	936,600	936,600
4567	MEDICAL ASSISTANCE	1,883,239					
4568	MMIS MEDICAL ASSISTANCE	34,689,784	35,637,524	21,896,292	36,567,050	36,567,050	36,567,050
4569	SECURE DETENTION	89,167	150,000	139,458	200,000	200,000	200,000
4572	TANF	8,010,685	7,107,000	5,948,623	10,080,000	10,080,000	10,080,000
4573	EAF/TANF	9,791,366	9,795,147	6,072,769	9,954,238	9,754,238	9,754,238
4578	INST PLACEMENT SCHOOL DISTRICT	497,394	613,990	374,598	500,000	500,000	500,000
4579	FOSTER CARE HOMES/INSTITUTE-CW	2,062,026	2,038,470	1,498,521	2,258,400	2,258,400	2,258,400
4580	FOSTER CARE HOMES/INSTITUTE-ADC	8,405,114	8,581,209	5,898,615	8,903,000	8,903,000	8,903,000
4581	FOSTER CARE NS DET (HASKINS)	748,248	748,248	498,832	748,248	748,248	748,248
4582	FOSTER CARE NS DET OUT/COUNTY	321,352	448,500	174,666	400,200	400,200	400,200
4583	JD/PINS INSTITUTIONS-ADC	1,537,195	1,271,200	1,105,926	1,262,080	1,262,080	1,262,080
4584	JD CARE IN INSTITUTIONS	187,531	270,932	131,939	236,880	236,880	236,880
4585	STATE TRAINING SCHOOLS	875,893	530,000	279,581	580,000	580,000	580,000
4586	SAFETY NET	8,281,489	8,179,200	6,734,143	10,624,320	10,624,320	10,624,320
4588	EMERGENCY AID FOR ADULTS	169,279	90,000	128,627	180,000	180,000	180,000
4589	BURIALS	444,167	479,750	294,466	551,664	501,664	501,664
CHARACTER 40 SUBTOTAL		81,000,737	79,031,011	52,684,291	85,960,826	85,710,826	85,710,826

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
 DEPARTMENT:67 SOCIAL SERVICES  
 DIVISION :72 SOCIAL SERVICE PROGRAMS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4610	PERSONAL SERVICES CHARGEBACKS	1,704,451	1,907,345	863,963	1,791,457	1,791,457	1,791,457
4614	OTHER CHARGEBACK EXPENSES	150,600	170,000	84,600	150,000	150,000	150,000
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	1,855,051	2,077,345	948,563	1,941,457	1,941,457	1,941,457
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	86,161	86,161				
		-----	-----	-----	-----	-----	-----
CHARACTER 90	SUBTOTAL	86,161	86,161				
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	82,941,949	81,194,517	53,632,854	87,902,283	87,652,283	87,652,283
		-----	-----	-----	-----	-----	-----
DIVISION 72	SUBTOTAL	-52,599,478	-53,476,227	-33,041,437	-55,536,662	-55,086,662	55,086,662

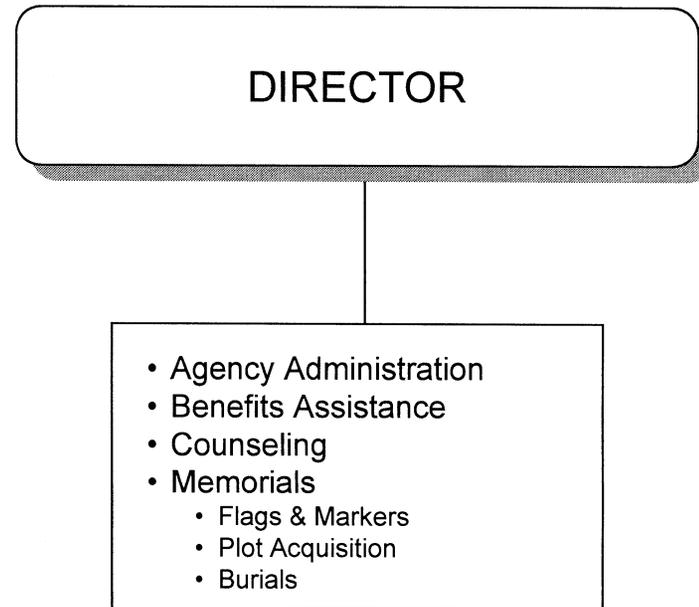
REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :103 SOCIAL SERVICE OPERATING  
DEPARTMENT:67 SOCIAL SERVICES  
DIVISION :73 INTERGOVERNMENTAL TRANSFERS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0225	TRANSFER FROM ENTERPRISE FUND	532,991					
CHARACTER 07 SUBTOTAL		532,991					
TYPE R SUBTOTAL		532,991					
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4568	MMIS MEDICAL ASSISTANCE	1,422,559	2,311,629	3,145,694	1,455,289	2,443,289	2,443,289
CHARACTER 40 SUBTOTAL		1,422,559	2,311,629	3,145,694	1,455,289	2,443,289	2,443,289
TYPE X SUBTOTAL		1,422,559	2,311,629	3,145,694	1,455,289	2,443,289	2,443,289
DIVISION 73 SUBTOTAL		-889,568	-2,311,629	-3,145,694	-1,455,289	-2,443,289	-2,443,289
DEPARTMENT 67 SUBTOTAL		-55,437,713	-60,821,283	-37,573,962	-61,601,188	-62,546,725	62,580,188
SUBFUND 103 SUBTOTAL		-55,437,713	-60,821,283	-37,573,962	-61,601,188	-62,546,725	62,580,188

# VETERANS SERVICES



## **VETERANS SERVICES - 42**

### **MISSION STATEMENT**

To provide counseling and assistance to veterans and their dependents by making them aware of federal, state and local benefits and to assist facilitating claims for benefits to the Department of Veterans Affairs.

### **DESCRIPTION**

The Veterans Service Agency renders a wide variety of services to an estimated 16, 000 veterans and their families, of all wars and conflicts, as well as peacetime service. Service is also extended to active duty servicemen/women and their families. Professional assistance and advice is given in the filing of applications for benefits under existing federal, state, and local laws and regulations. It is also a primary function of the office to familiarize veterans and their families of the Department of Veteran's Affairs benefits available to them.

The Veterans Service Agency assists veterans and their families in applying for such benefits as compensation, pensions, domiciliary care, emergency and regular hospitalization, out-patient services, certification of documents, replacement of Separation of Military Service papers, re-employment rights, conversion of government insurance, waiver of insurance, civil service preference, education apprenticeship, on-the-job training, vocational training, orthopedic and prosthetic appliances, Veterans Affairs home loan applications, tax exemption, death pensions, insurance benefits, headstones or markers, burial benefits, memorial flags, military funerals, and death gratuity pay.

### **2010 OBJECTIVES**

- Coordinate all veterans groups, service organizations in Broome County and County departments to maximize service to veterans and minimize duplication of efforts.
- Review nursing home cases to ensure that veterans and widows are receiving accurate pensions and attendance allowance.
- Review request for indigent burials of honorably discharged veterans, as well as family members who have died without sufficient means to afford funeral expenses.
- Ensure all honorably discharged veterans' graves have adequate flag holders, flags and headstones for those without markers.
- Maintain professional counseling and make appropriate referrals for veteran's healthcare and mental health evaluations.
- Maintain education in veterans' benefits and a good veterans' benefits library to better assist veterans in applying for, maintaining, and appealing adverse decisions regarding benefits.
- Continue striving to expand services by conducting home visits to veterans and dependents whose disabilities inhibit their ability to leave their home, and counseling veterans at the local outreach center.

### **2010 BUDGET HIGHLIGHTS**

In providing advocacy services and representation in the development and presentation of claims before the Department

of Veterans Affairs, the Veterans Service Agency has played a pivotal role in improving the economic well being of veterans and their dependents residing in Broome County. According to statistics released by the Office of Policy, Planning, and Preparedness of the Department of Veterans Affairs, total expenditures in 2008 was \$21,424,000 in compensation and pension payments made to Broome County veterans and dependents. This is accomplished by aggressive representation and advocacy services provided to Broome County's estimated 16,000 veterans.

The Compensation and Pension category includes expenditures for the following programs: Disability for service-connected injuries; dependency and indemnity; compensation for service-connected deaths; veterans pension for non-service connected disabilities; burial benefits; and other benefits to veterans and their survivors.

In addition, in our continual effort to provide enhanced services to our veterans, this office continues to provide support to the Disabled American Veterans Transportation Service. The DAV transport is composed of volunteer drivers operating a shuttle service from veteran's homes to the Syracuse VA Medical Center. The vehicles, fuel, and maintenance are provided by the Syracuse VA Medical Center.

42 0000 VETERANS SERVICES

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Veterans Director	24 Admin	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:42 VETERANS SERVICES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0616	TRANSFER TAX	617,146	490,000	160,961	490,000	490,000	490,000
CHARACTER 02 SUBTOTAL		617,146	490,000	160,961	490,000	490,000	490,000
CHARACTER :08 STATE AID							
0328	VETERANS SERVICE AGENCIES	15,000	7,500		7,500	7,500	7,500
0906	BURIALS	10,229	18,000	7,950	10,000	10,000	10,000
CHARACTER 08 SUBTOTAL		25,229	25,500	7,950	17,500	17,500	17,500
TYPE R SUBTOTAL		642,375	515,500	168,911	507,500	507,500	507,500
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	93,517	94,447	57,062	96,907	96,907	96,907
1600	SALARIES TEMPORARY	9,481	10,947	6,822	10,058	10,058	10,058
CHARACTER 10 SUBTOTAL		102,998	105,394	63,884	106,965	106,965	106,965
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	118	300	215	300	300	300
4319	OFFICE SUPPLIES	1,181	1,000	1,007	1,000	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES	902	600		600	600	600
4418	DUES AND MEMBERSHIPS	170	190	50	190	190	190
4419	GENERAL OFFICE EXPENSES	3,101	1,500	927	1,500	1,500	1,500
4458	OTHER PROGRAM EXPENSE	14,703	19,000	11,900	19,000	19,000	19,000
4461	MILEAGE AND PARKING-LOCAL	16	50	52	50	50	50
4462	TRAVEL HOTEL AND MEALS	498	3,000	80	3,000	3,000	3,000
4463	EDUCATION AND TRAINING		500	100	500	500	500
4589	BURIALS	126,983	140,000	89,370	140,000	133,300	133,300
CHARACTER 40 SUBTOTAL		147,672	166,140	103,701	166,140	159,440	159,440

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:42 VETERANS SERVICES

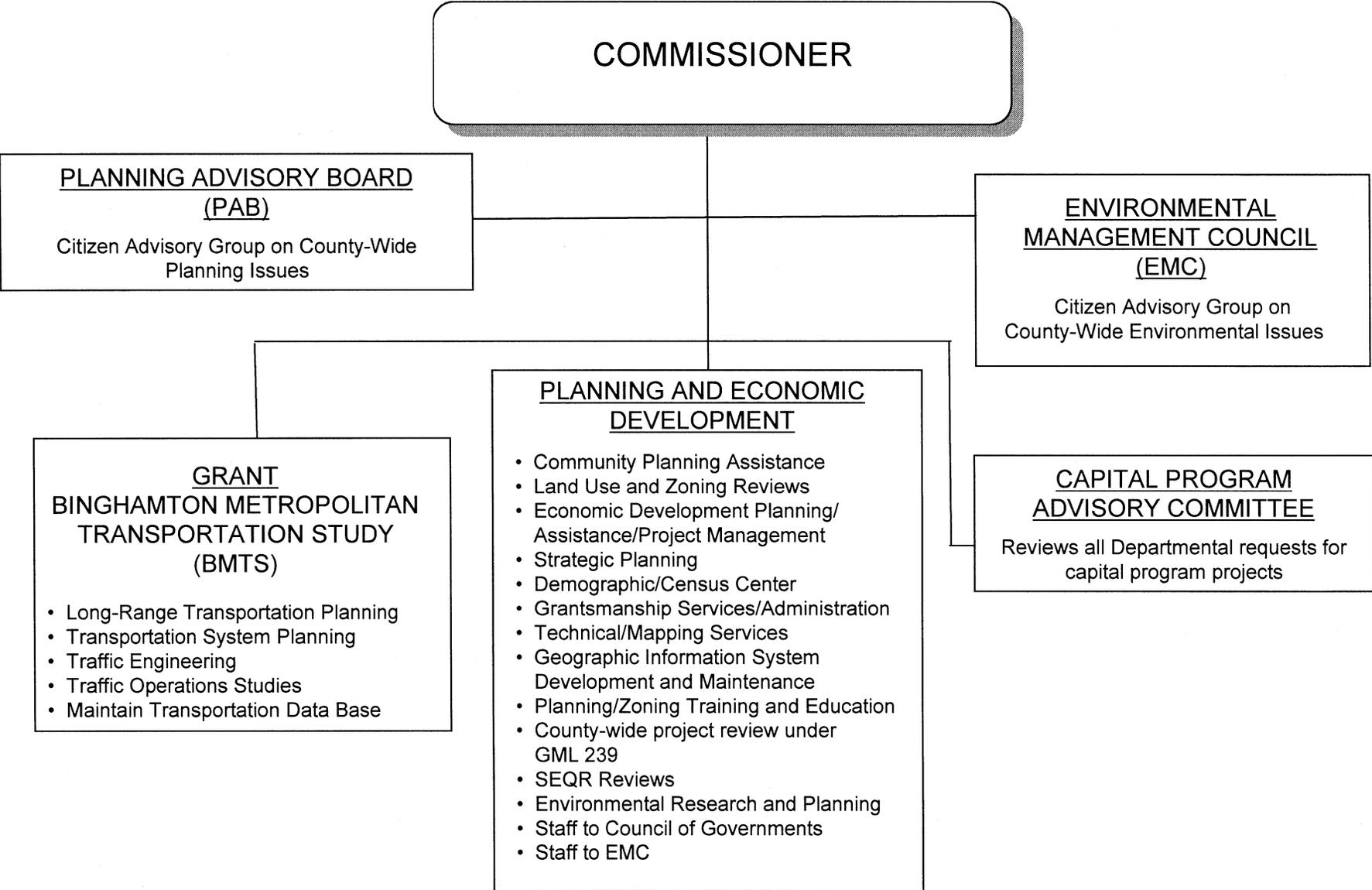
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	164	137	69	130	130	130
4621	BUILDING AND LAND RENTAL CHARGEBACK	14,450	14,450		14,450	14,450	14,450
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	14,614	14,587	69	14,580	14,580	14,580
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	7,789	9,917	5,047	10,757	10,757	10,757
8030	SOCIAL SECURITY	7,750	7,225	4,794	7,413	7,413	7,413
8040	WORKERS COMPENSATION	678	787	394	742	742	742
8050	LIFE INSURANCE	38	48	26	38	38	38
8060	HEALTH INSURANCE	24,276	11,042	6,958	11,608	11,608	11,608
8062	RETIREE HEALTH INSURANCE		15,782	10,055	16,591	16,591	16,591
8063	DISABILITY INSURANCE	130	120	83	129	129	129
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	40,661	44,921	27,357	47,278	47,278	47,278
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	305,945	331,042	195,011	334,963	328,263	328,263
		-----	-----	-----	-----	-----	-----
DEPARTMENT 42	SUBTOTAL	336,430	184,458	-26,100	172,537	179,237	179,237

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**HOME AND COMMUNITY SERVICES**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Planning and Economic Development	386
Solid Waste Management	393

# PLANNING & ECONOMIC DEVELOPMENT



## **PLANNING & ECONOMIC DEVELOPMENT - 44**

### **Planning & Economic Development - 44**

#### **MISSION STATEMENT**

To enhance the sound and orderly economic, physical, and environmental development of Broome County and its constituent municipalities. Provide technical planning and environmental services and assistance to the County Executive, County Legislature, and municipal jurisdictions and by implementing projects and programs designed to improve the economy, environment, and physical infrastructure of the County.

#### **DESCRIPTION**

The Department of Planning and Economic Development extends professional services to Broome County Government, its Departments and municipalities as well as to other public and private entities. Its three divisions, the Division of Planning & Economic Development, Environmental Management Council and Binghamton Metropolitan Transportation Study, provide assistance in land-use planning, zoning, grantsmanship, economic development, transportation planning, environmental studies and recommendations, 239 Reviews, community assistance, GIS Mapping and research, and infrastructure development. Advisory guidance is provided by the Planning Advisory Board, Environmental Management Council, and BMTS Advisory Committee.

#### **2010 OBJECTIVES**

- Partner with economic development entities in the region to continue implementation of a coordinated approach to economic development.
- Opening of the Binghamton Intermodal Transit Terminal
- Administer US EPA Brownfield Assessment Program and Grant Administration.
- Aggressively pursue state, federal and other grant funding to meet County goals and objectives.
- Begin preparation of a County-wide comprehensive plan.
- Work with municipal officials to coordinate 239's, zoning and subdivision reviews.
- Conduct training and workshops for municipal officials.
- Provide environmental planning services to Division of Solid Waste Management.
- Continue to expand the County's GIS capabilities.
- Work with municipalities to develop uniform code enforcement policies.
- Complete preparation of an end-use plan for the Brandywine BOA.
- Design and construct a year-round Farmer's Market.
- Construction of Airport Road Sewer Line.

#### **2010 BUDGET HIGHLIGHTS**

- Develop an End-Use Plan for the Brandywine Corridor.
- Design of Airport Corridor Business Park.
- Opening of Intermodal Terminal.
- Construction of Airport Corridor Sewer Line.

## 44 0016 PLANNING &amp; ECONOMIC DEVELOPMENT

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Comm. of Planning & Economic Development	H Admin	1	1	1	1	1
Director of Economic Development	H Admin	1	1	0	0	0
GIS Administrator	24 BAPA	1	1	1	1	1
Chief Planner	23 BAPA	1	1	1	1	1
Senior Planner	21 CSEA	1	1	1	1	1
Facility Planner	21 CSEA	0	0	1	0	0
Senior Environmental Planner	21 CSEA	1	1	1	1	1
Economic Development Planner	20 CSEA	1	1	1	1	1
Planner	18 CSEA	1	1	1	1	1
Environmental Analyst*	14 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	0	0	0	0
Senior Account Clerk	9 CSEA	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>9</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>9</b>

\*Unfunded in the current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
 DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0070	FEES FOR SERVICES		6,000		6,000	6,000	6,000
0158	RENTAL CONTRACTS	33,560	40,360	6,302	48,320	48,320	48,320
0464	OTHER LOCAL GOVERNMENTS	48,675	62,132	4,000	4,000	4,000	4,000
0559	OTHER DEPARTMENTAL CHARGEBACK	7,752	14,748		14,748	14,748	14,748
CHARACTER 02 SUBTOTAL		89,987	123,240	10,302	73,068	73,068	73,068
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0208	MINOR SALES - PLANNING	19,396	31,000	1,855	31,500	31,500	31,500
CHARACTER 06 SUBTOTAL		19,396	31,000	1,855	31,500	31,500	31,500
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	702					
0229	TRANSFER FROM INSURANCE RESERVE	1,494					
CHARACTER 07 SUBTOTAL		2,196					
CHARACTER :08	STATE AID						
0460	OTHER STATE AID		95,300		86,120	86,120	86,120
CHARACTER 08 SUBTOTAL			95,300		86,120	86,120	86,120

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :09	FEDERAL AID						
0353	FEDERAL AID - OTHER	-----	24,800	-----	24,000	24,000	24,000
CHARACTER 09	SUBTOTAL	-----	24,800	-----	24,000	24,000	24,000
TYPE R	SUBTOTAL	111,579	274,340	12,157	214,688	214,688	214,688
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	512,387	605,523	277,649	528,953	450,787	450,787
1600	SALARIES TEMPORARY	13,021	18,000	8,625	16,000	16,000	16,000
CHARACTER 10	SUBTOTAL	525,408	623,523	286,274	544,953	466,787	466,787
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	1,314	1,500	590	1,500	1,500	1,500
4319	OFFICE SUPPLIES	4,125	4,250	484	4,250	4,250	4,250
4342	PHOTOGRAPHIC SUPPLIES	12	150				
4343	ENGINEERING SUPPLIES	1,337	1,500	722	1,600	1,500	1,500
4347	GAS OIL GREASE AND DIESEL FUEL		100		100	100	100
4349	MISC OPERATIONAL SUPPLIES			83			
4359	COMPUTER SOFTWARE AND SUPPLIES	3,703	5,100	150	5,100	5,100	5,100
4411	POSTAGE AND FREIGHT	294	1,350	363	700	700	700
4418	DUES AND MEMBERSHIPS	1,694	22,086	21,410	23,200	23,200	23,200
4419	GENERAL OFFICE EXPENSES	529	1,600	1,103	1,800	1,800	1,800
4448	ADVERTISING AND PROMOTION EXPENSES	29		136	650		
4449	OTHER OPERATIONAL EXPENSES	149	2,400	75	2,400	2,400	2,400
4461	MILEAGE AND PARKING-LOCAL	4	2,000		1,500	1,500	1,500
4462	TRAVEL HOTEL AND MEALS	6,426	7,900	606	7,900	7,400	7,400
4463	EDUCATION AND TRAINING	1,810	2,540	895	2,540	2,540	2,540
4466	ADVISORY BD/TRUSTEES EXPENSES	191	300				
4518	COPYING MACHINE RENTALS	607	3,600	1,194	3,800	3,800	3,800
4520	PROPERTY LOSS	1,494					
4545	CONTRACTED SERVICES	77,737	168,502	46,983	168,600	138,600	138,600
4747	OTHER FEES FOR SERVICES	8,054	20,000	7,924	55,000	55,000	55,000
4901	DAY TRIP MEAL REIMBURSEMENT	62	200		200	200	200
5056	REGIONAL PLANNING BOARD	20,000					
CHARACTER 40	SUBTOTAL	129,571	245,078	82,718	280,840	249,590	249,590

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	472	1,722	861	3,073	3,073	3,073
4615	GASOLINE CHARGEBACK	1,031	1,400	114	902	902	902
4616	FLEET SERVICE CHARGEBACK	1,104	2,240	2,239	2,209	2,209	2,209
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	2,607	5,362	3,214	6,184	6,184	6,184
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,368					
		-----	-----	-----	-----	-----	-----
CHARACTER 60	SUBTOTAL	1,368					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	275					
		-----	-----	-----	-----	-----	-----
CHARACTER 70	SUBTOTAL	275					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	42,917	63,581	23,190	58,713	50,037	50,037
8030	SOCIAL SECURITY	38,970	46,322	21,367	40,465	34,486	34,486
8040	WORKERS COMPENSATION	3,127	6,186	3,093	6,486	6,486	6,486
8050	LIFE INSURANCE	179	264	99	190	152	152
8060	HEALTH INSURANCE	94,549	114,799	41,755	92,564	71,090	71,090
8062	RETIREE HEALTH INSURANCE		15,782	10,055	16,591	16,591	16,591
8063	DISABILITY INSURANCE	697	720	370	903	774	774
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	180,439	247,654	99,929	215,912	179,616	179,616

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:44 PLANNING & ECONOMIC DEVELOPMENT  
 DIVISION :44 PLANNING & ECONOMIC DEVELOPMENT

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	10,759					
CHARACTER 90	SUBTOTAL	10,759					
TYPE X	SUBTOTAL	850,427	1,121,617	472,135	1,047,889	902,177	902,177
DIVISION 44	SUBTOTAL	-738,848	-847,277	-459,978	-833,201	-687,489	-687,489
DEPARTMENT 44	SUBTOTAL	-738,848	-847,277	-459,978	-833,201	-687,489	-687,489

# SOLID WASTE MANAGEMENT

COMMISSIONER OF PUBLIC WORKS

DEPUTY COMMISSIONER

## RECYCLING

- County-wide Recycling Program:
  - Broome Recycling Contract
  - Curbside & Drop-off Sites
  - Education & Outreach
  - Technical Assistance
  - Market Research
  - Pilot Programs
- Hazardous Waste Program:
  - HW Hauler Contract
  - Facility Operations
  - Residential Program
  - Commercial/Institutional Program
  - Site Health/Safety
  - Education & Outreach
  - Battery Drop-off
  - Electronics Recycling
- Medical Waste Program
- Grant Applications

### GRANTS

- Municipal Waste Reduction & Recycling Coordinator
- EPF Recycling Equipment
- Household Hazardous Waste (HHW) State Assistance Program

## ADMINISTRATION

- Fiscal Management
- Engineering Oversight
- Planning and Development
- Landfill Design/Permitting
- Host Community Benefits
- Buffer Property Management
- Resource Recovery Liaison
- Local Law Implementation
- Grant Management
- Legal Counsel

## LANDFILLING

- Operations:
  - Landfilling & Daily Cover
  - Scale Revenues & Billing
  - Hauler/Customer Service
  - Recycling and Composting
  - Pallet/Mulch Processing
  - Leachate Hauling
  - Residential Drop-off Service
  - Groundwater Monitoring
  - Equipment, Building & Ground Maintenance
  - Bird Mitigation, Illegal Dumping, Nuisance Control
  - Contract Administration
- Leachate Treatment Facility
- Landfill Gas Management & Electrical Generation
- Landfill Closure/Remediation
- Implementation of Grant Programs

### GRANTS

- Title 3 Grant (Colesville Landfill)
- (EQBA) Colesville Landfill Closure
- (EQBA) Grants

## **SOLID WASTE MANAGEMENT – 23 (Fund 206)**

### **MISSION STATEMENT**

To provide the community with an integrated program for managing solid waste in an economically sound and environmentally safe manner.

### **DESCRIPTION**

Since its inception in 1989, the Division of Solid Waste Management has been responsible for the evolution of the system of financing the County's solid waste operations, from a property tax-supported service with tipping fees covering only a modest portion of the program costs, to a full-fledged "enterprise fund" where the cost of current operations are financed through user fees.

Within the framework of ongoing changes to state and federal regulations governing the solid waste industry, the Division of Solid Waste Management has effectively contained costs, remaining economically competitive while still in compliance.

The landfill is operated in an efficient manner that focuses on maximum compaction of the waste, which results in the most effective use of airspace. With respect to recycling goals mandated by New York State in the Solid Waste Management Act of 1988, Broome County has already exceeded the state recycling goal.

A solid waste management system is critical to Broome County's infrastructure in order to support public health, safety, and welfare interests in the County and to preserve the County's present and future economic development potential. Safe, environmentally sound, and stable solid waste disposal is not only critical to the residents of this County; it is essential to commercial and industrial entities that would do business in our community.

The Division of Solid Waste Management oversees:

- Implementation of the comprehensive Broome County Solid Waste Management System.
- The County's material recovery programs including reduction, reuse and recycling, and composting.
- The operations and maintenance of the County's sanitary landfill and solid waste disposal facilities which serve the entire County and are located at the intersection of the towns of Barker, Maine and Nanticoke.
- The implementation and management of all charges and/or user fees imposed by the County Legislature for solid waste disposal or handling.
- The coordination of all engineering services for the County's Solid Waste Management operations.
- The procurement, evaluation, and selection for the Legislature's consideration such firms as necessary to provide professional services in connection with the County's solid waste management programs.
- Public education and outreach to all County residents and businesses.
- A Materials Recovery Facility (MRF) located in the City of Binghamton, 19 Emma Street and operated by WM/Recycle America
- Two (2) satellite drop-off stations are located at the Town of Sanford Highway Garage and at the Broome County Landfill.
- Operate and maintain a permanent household hazardous waste (HHW) facility to provide proper disposal of hazardous waste and end of use electronics from residence and Conditionally Exempt Small Quantity Generators (CESQG).

## **2010 OBJECTIVES**

- Continue to administer the solid waste management system for our community
- Manage gas and leachate collection efficiently and effectively
- Maximize the generation of electricity from the collection of additional landfill gas
- To improve access to Section IV of the landfill by remediating Knapp Rd., building a new scale house and convenience center and improving traffic flow entering and exiting the facility
- To minimize the release of greenhouse gases and participate in federal “cap and trade” programs to the extent feasible
- Increase the leaf and yard waste-composting program at the landfill and investigate food waste composting opportunities
- Continue efficient management of the Hazardous Waste Facility and Leachate Treatment Facility
- Continue management of the Countywide-recycling program
- Continue improvement of the division’s comprehensive health and safety programs
- Continue to maximize compaction techniques in the landfill in order to make the most efficient use of airspace
- Match revenue with expense
- Operate our leachate treatment facility as efficiently as possible and evaluate alternative opportunities for leachate management such as recirculation, reverse osmosis, constructed wetland treatment, and sewer line connections to sewage treatment plants
- Investigate alternative opportunities in glass recycling
- Continue the investigation of alternative daily cover options
- Investigate future grant opportunities

## 23 0060 EXECUTIVE/Solid Waste Management

0078

0086

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Deputy Comm. of P.W. - Solid Waste Management	F Admin	1	1	1	1	1
Materials Recovery Manager	22 CSEA	1	1	1	1	1
Solid Waste Management Specialist	21 CSEA	1	1	1	1	1
Solid & Hazardous Waste Facility Tech.	19 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Equipment Mechanic III	AFSCME	1	1	1	1	1
Laborer	AFSCME	3	3	3	3	3
Landfill Clerk	AFSCME	3	3	3	3	3
Motor Equipment Operator III	AFSCME	8	8	8	8	8
Motor Equipment Operator II	AFSCME	1	1	1	1	1
Sanitary Landfill Supervisor	AFSCME	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0464	OTHER LOCAL GOVERNMENTS	33,614	22,000	17,262	42,698	42,698	42,698
0484	FACILITY RENTALS			5,913			
0559	OTHER DEPARTMENTAL CHARGEBACK	18,912	30,000		19,000	19,000	19,000
0606	TIPPING FEES	8,219,415	9,179,035	4,591,979	8,799,818	8,799,818	8,799,818
0621	DISPOSAL FEES	33,084	25,500	23,122	33,100	33,100	33,100
0622	MISCELLANEOUS	54,708	55,100	31,149	56,620	56,620	56,620
0643	CHARGEBACK OF SERVICES PROVIDED AND	22,732	22,208	10,241	23,000	23,000	23,000
CHARACTER 02	SUBTOTAL	8,382,465	9,333,843	4,679,666	8,974,236	8,974,236	8,974,236
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	424,282	550,000	71,311	450,000	450,000	450,000
CHARACTER 03	SUBTOTAL	424,282	550,000	71,311	450,000	450,000	450,000
CHARACTER :04	LICENSES AND PERMITS						
0609	PERMITS	11,104	25,970	24,152	19,020	19,020	19,020
CHARACTER 04	SUBTOTAL	11,104	25,970	24,152	19,020	19,020	19,020
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0205	SALE OF SCRAP & EXCESS MATERIALS	35,300	68,125	22,154	33,750	33,750	33,750
0213	SALE OF EQUIPMENT	461	10,000		5,000	5,000	5,000
CHARACTER 06	SUBTOTAL	35,761	78,125	22,154	38,750	38,750	38,750

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	24					
0216	GIFTS AND DONATIONS	10,698					
0217	PREMIUM & ACCRUED INT ON OBLIGATION	59,633	12,000	44,044			
0229	TRANSFER FROM INSURANCE RESERVE	20,590		495			
0233	EARNINGS ON TEMPORARY INVESTMENTS	68,656	35,000		35,000	35,000	35,000
0611	PAYMENTS PENALTIES	-144					
0638	CAPITAL CONTRIBUTIONS	308,349					
0812	GAIN FROM DISPOSITION OF ASSET	45,794					
CHARACTER 07 SUBTOTAL		513,600	47,000	44,539	35,000	35,000	35,000
CHARACTER :08 STATE AID							
0460	OTHER STATE AID	435,678	313,500		317,911	317,911	317,911
CHARACTER 08 SUBTOTAL		435,678	313,500		317,911	317,911	317,911
TYPE R SUBTOTAL		9,802,890	10,348,438	4,841,822	9,834,917	9,834,917	9,834,917
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	908,222	947,371	550,541	979,959	979,959	993,528
1600	SALARIES TEMPORARY	82,715	152,790	80,887	181,149	181,149	181,149
1700	SALARIES OVERTIME	34,082	48,968	26,083	50,438	50,438	50,438
1900	SALARIES SHIFT DIFFERENTIAL		330		330	330	330
1910	OUT OF TITLE PAY	9,073	12,858	7,305	13,254	13,254	13,254
1940	OTHER PERSONNEL SERVICES	2,400	3,325		3,325	3,325	3,325
CHARACTER 10 SUBTOTAL		1,036,492	1,165,642	664,816	1,228,455	1,228,455	1,242,024

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2024	CONSTRUCTION MOTOR EQUIPMENT		400,000		400,000	300,000	300,000
CHARACTER 20 SUBTOTAL			400,000		400,000	300,000	300,000
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4300	MAT & SUPPLIES-SURFACE TREAT	101,829	91,500		93,500	43,500	43,500
4301	MAT & SUPPLIES-SIGNS & POSTS		1,000		1,500	1,500	1,500
4311	BOOKS AND SUBSCRIPTIONS	199	900	490	884	884	884
4318	DUPLICATING AND PRINTING RM SUPPLIE	365	2,151	2,205	2,151	2,151	2,151
4319	OFFICE SUPPLIES	2,548	5,200	2,198	3,700	3,700	3,700
4323	BLDG MAINTENANCE SUPPLIES	17,715	23,300	17,364	23,800	23,800	23,800
4326	FUEL AND HEATING SUPPLIES	20,152	40,000	9,456	28,000	28,000	28,000
4329	BLDG AND GROUNDS SUPPLIES	3,974	3,400	984	4,000	4,000	4,000
4331	FOOD AND BEVERAGES	251	400	83	400	400	400
4341	MOTOR EQUIPMENT SUPPLIES	98,863	153,153	56,398	125,000	125,000	125,000
4342	PHOTOGRAPHIC SUPPLIES		300		100	100	100
4346	TRAINING AND EDUCATIONAL SUPPLIES	10,599	1,600		1,600	1,600	1,600
4347	GAS OIL GREASE AND DIESEL FUEL	275,955	408,750	96,146	273,900	273,900	273,900
4348	TIRES AND TUBES	18,176	39,500	386	30,000	30,000	30,000
4349	MISC OPERATIONAL SUPPLIES	118,814	132,020	50,144	129,730	129,730	129,730
4350	LEACHATE SUPPLIES	49,571	32,100	28,370	51,000	51,000	51,000
4356	UNIFORMS	3,927	2,600		2,800	2,800	2,800
4358	SAFETY SUPPLIES	6,495	11,700	3,005	7,700	7,700	7,700
4359	COMPUTER SOFTWARE AND SUPPLIES		800	722	400	400	400
4411	POSTAGE AND FREIGHT	236	850	101	550	550	550
4418	DUES AND MEMBERSHIPS	1,779	1,735	855	1,674	1,674	1,674
4419	GENERAL OFFICE EXPENSES	143	105	90	105	105	105
4423	BLDG GROUNDS AND EQUIP REPAIR	4,072	10,500	7,631	12,250	12,250	12,250
4425	WATER AND SEWAGE CHARGES	26,813	42,500	9,711	31,000	31,000	31,000
4427	ELECTRIC CURRENT	23,643	32,600	13,853	24,000	24,000	24,000
4429	BUILDING AND GROUNDS EXPENSES	4,833	4,500	3,627	5,500	5,500	5,500
4432	LAUNDRY AND DRY CLEANING EXPENSES	2,002	3,640	1,214	3,306	3,306	3,306
4441	MOTOR EQUIP REPAIRS AND MAINT	5,912	34,000	51,269	24,200	24,200	24,200
4446	LONG TERM MAINT & CLOSURE COSTS	323,212	533,465		502,764	502,764	502,764
4447	OPERATIONAL EQUIPMENT REPAIRS	14,149	14,000	12,099	15,000	15,000	15,000
4448	ADVERTISING AND PROMOTION EXPENSES	13,661	15,000	7,351	21,100	21,100	21,100
4449	OTHER OPERATIONAL EXPENSES	180,185	186,314	62,258	181,300	181,300	181,300
4450	MRF PROCESSING EXPENSES	388,901	393,842	213,013	399,660	399,660	399,660
4457	SUBCONTRACTED PROGRAM EXPENSE	601,888	689,846	267,993	718,617	718,617	718,617
4458	OTHER PROGRAM EXPENSE	64,069	53,708	31,688	56,046	56,046	56,046
4461	MILEAGE AND PARKING-LOCAL	7	450		50	50	50

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4462	TRAVEL HOTEL AND MEALS	1,986	3,900	360	3,900	3,900	3,900
4463	EDUCATION AND TRAINING	1,582	10,185	1,161	6,381	6,381	6,381
4469	OTHER PERSONAL EXPENSES	300	300		300	300	300
4512	OUTSIDE RENTALS-MACHINERY		200,000		180,000	180,000	180,000
4518	COPYING MACHINE RENTALS	2,097	3,376	2,010	3,159	3,159	3,159
4520	PROPERTY LOSS	1,968	16,000	395	2,000	2,000	2,000
4523	INSURANCE CLAIMS	18,722	3,000		24,257	24,257	24,257
4545	CONTRACTED SERVICES	20,029	1,000	9,986	1,200	1,200	1,200
4701	MEDICAL AND PHYSICAL EXAMS	11,074	600	68	2,000	2,000	2,000
4723	BOND AND NOTE ISSUE EXPENSE	3,397	22,000				
4725	OTHER FINANCIAL SERVICES	2,251					
4736	LEGAL CHARGES AND FEES		35,000				
4746	ENGINEERING AND ARCHITECTURAL SERV	95,487	30,000	21,374	120,000	120,000	120,000
4747	OTHER FEES FOR SERVICES	1,100			2,000	2,000	2,000
4750	BAD DEBT EXPENSE	-1,155					
4767	OTHER GOVERNMENTS PAYMENTS	793,143	779,486	409,328	885,666	885,666	885,666
CHARACTER 40 SUBTOTAL		3,336,919	4,072,276	1,395,386	4,008,150	3,958,150	3,958,150
CHARACTER :41 CHARGEBACK EXPENSES							
4601	INDIRECT COSTS	390,464	700,000		700,000	700,000	700,000
4602	INSURANCE PREMIUM CHARGEBACK	17,143	9,664	9,664	24,257	24,257	24,257
4604	DPW SECURITY CHARGEBACKS	29,119	67,869	33,934	74,865	74,865	74,865
4605	COUNTY ATTORNEY CHARGEBACKS				52,500	52,500	52,500
4609	DATA PROCESSING CHARGEBACKS				25,701	25,701	25,701
4614	OTHER CHARGEBACK EXPENSES	84,652	101,919	450	85,905	85,905	85,905
4615	GASOLINE CHARGEBACK	786	1,226	361	2,863	2,863	2,863
4616	FLEET SERVICE CHARGEBACK	6,622	3,412	6,718	11,045	11,045	11,045
4618	OFFICE SUPPLIES CHARGEBACK				3,500	3,500	3,500
4619	BUILDING SERVICE CHARGEBACK	6					
4626	TRANSPORTATION SERVICES CHARGEBACKS	20,899	1,000	15,814	7,816	7,816	7,816
CHARACTER 41 SUBTOTAL		549,691	885,090	66,941	988,452	988,452	988,452

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :42 DEPRECIATION							
4805	DEPRECIATION - MACHINERY & EQUIP	25,092					
CHARACTER 42 SUBTOTAL		25,092					
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS		1,964,589		1,996,149	1,996,149	1,996,149
6001	PRINCIPAL ON BANS		262,060		484,605	484,605	484,605
CHARACTER 60 SUBTOTAL			2,226,649		2,480,754	2,480,754	2,480,754
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	651,665	763,148	193,765	678,502	678,502	678,502
7001	INTEREST ON BANS	21,248	115,043	33,410	168,707	168,707	168,707
7005	INTEREST ON CAPITAL LEASE	1,712					
CHARACTER 70 SUBTOTAL		674,625	878,191	227,175	847,209	847,209	847,209
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	78,490	113,159	54,144	129,980	129,980	129,980
8030	SOCIAL SECURITY	75,771	82,576	48,503	89,614	89,614	89,614
8040	WORKERS COMPENSATION	63,227	62,584	62,584	71,240	71,240	71,240
8041	WORKERS COMP LT LIABILITY	33,290					
8050	LIFE INSURANCE	414	576	306	478	478	478
8060	HEALTH INSURANCE	267,090	263,919	161,400	287,987	287,987	287,987
8062	RETIREE HEALTH INSURANCE		58,597	39,934	68,406	68,406	68,406
8063	DISABILITY INSURANCE	522	480	331	516	516	516
CHARACTER 80 SUBTOTAL		518,804	581,891	367,202	648,221	648,221	648,221

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

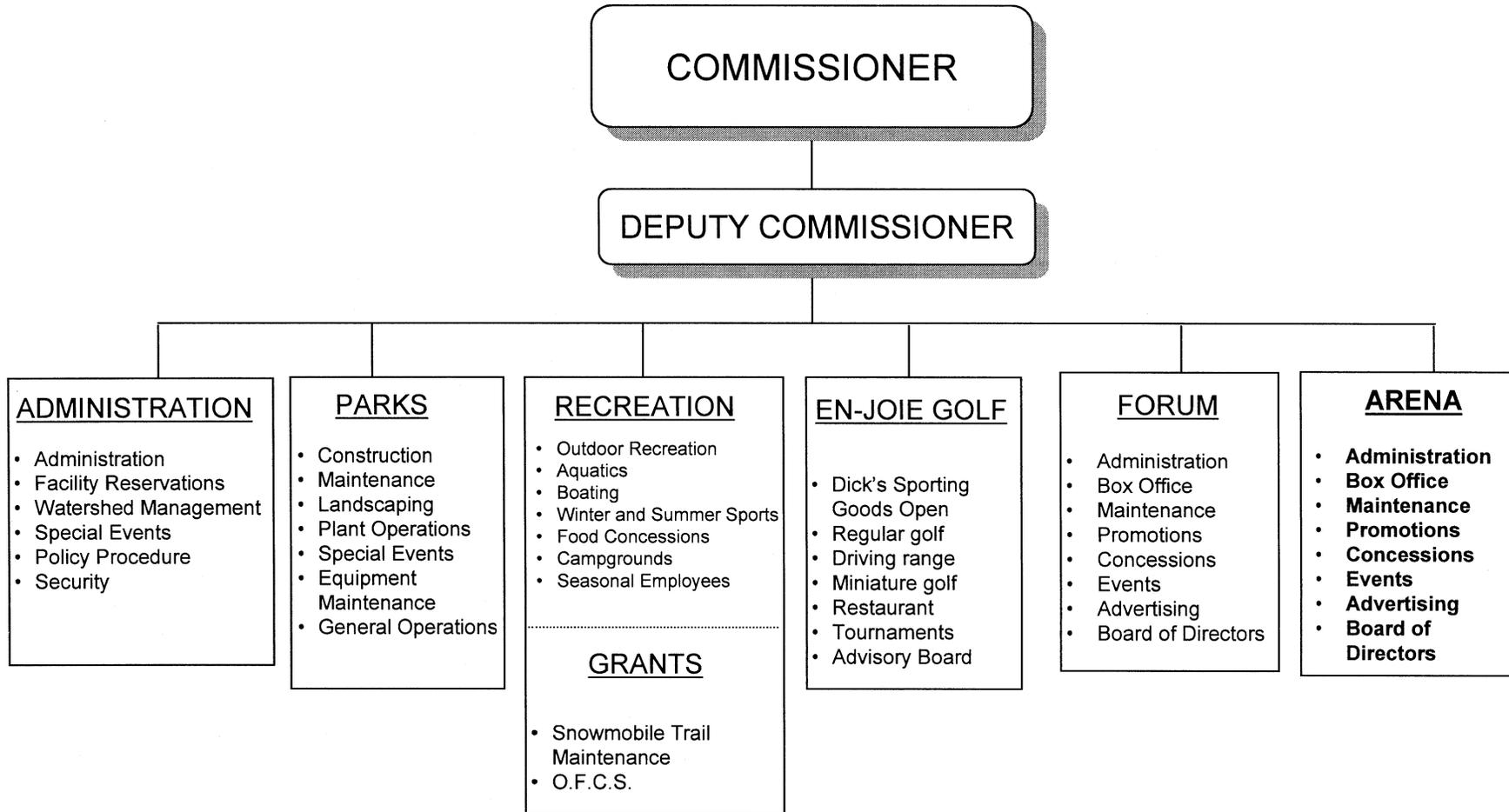
SUBFUND :206 SOLID WASTE MANAGEMENT OPERATING  
DEPARTMENT:23 COUNTY EXECUTIVE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9003	TRANSFER TO GENERAL FUND				2,480,616	2,480,616	2,480,616
CHARACTER 90	SUBTOTAL				2,480,616	2,480,616	2,480,616
TYPE X	SUBTOTAL	6,141,623	10,209,739	2,721,520	13,081,857	12,931,857	12,945,426
DEPARTMENT 23	SUBTOTAL	3,661,267	138,699	2,120,302	-3,246,940	-3,096,940	-3,110,509
SUBFUND 206	SUBTOTAL	3,661,267	138,699	2,120,302	-3,246,940	-3,096,940	-3,110,509

## CULTURE AND RECREATION

<u>DEPARTMENT/DIVISION</u>	<u>PAGE</u>
Arena	404
Forum	410
En-Joie Golf Course	416
Parks & Recreation	
Administration	422
Parks	428
Recreation	433
County Library	437
Youth Bureau	445

# PARKS & RECREATION VETERANS MEMORIAL ARENA



## **PARKS & RECREATION - 65**

### **Veterans' Arena – 5027 (Subfund 306)**

#### **MISSION STATEMENT**

To provide diversified entertainment to the community and surrounding areas at the maximum possible safety, efficiency and revenue.

#### **DESCRIPTION**

The Department of Parks and Recreation is a regional based parks and recreation system serving a population of roughly 200,000 people. The system consists of twenty-three watersheds, 14 park locations totaling over 4000 acres, one eighteen hole golf course, three beaches, a campground, a performing arts theater, a 6800 seat arena, cross-country skiing, swimming, one ice rink, boating, professional hockey, and many other leisure activities. The Arena is accounted for under the special revenue fund.

Located conveniently in downtown Binghamton, home of the AHL Binghamton Senators, and the STOP DWI Holiday Classic, the Broome County Veterans Memorial Arena continues to bring quality entertainment to Binghamton NY. Aside from professional and scholastic sports, the Arena is also host to an array of other events, including concerts, family shows, ice shows, and trade shows. With its versatile seating of 4,910 permanent seats and 2,000 portable seats the arena truly is the area's premier multi-purpose venue.

## **2010 OBJECTIVES/HIGHLIGHTS**

- Continue our partnership with the American Hockey League Binghamton Senators.
- Continue with a concessionaire to manage concession operation.
- Increase the number of concerts.
- Increase the number of multi-show family events.
- Continue to provide a facility for community/scholastic events.
- Capital improvement request to reflect our need for additional professional equipment/facilities for a more diversified use of the facility.
- Bidding on the 2010 USA Wrestling World Team Trials.

65 5027 PARKS &amp; RECREATION/Veterans Arena

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Arena Manager	E Admin	1	1	1	1	1
Arena Maintenance Superintendent	19 BAPA	1	1	1	1	1
Box Office Manager	19 BAPA	1	1	1	1	1
Assistant Box Office Manager	11 BAPA	1	1	1	1	1
Assistant Arena Manager	16 CSEA	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>PART TIME</b>						
Custodial Worker	6 CSEA	4	4	4	4	4
<b>Total Part-Time Positions</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>TOTAL POSITIONS</b>		<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0159	RENTALS & FEES	415,166	414,000	243,626	426,000	426,000	426,000
0160	CONCESSIONS	78,918	92,000	48,145	92,000	92,000	92,000
0161	CHARGES FOR SERVICES	5,421	4,000	2,311	4,000	4,000	4,000
0162	CHARGES FOR EVENT STAFF	44,400	35,000	22,569	35,000	35,000	35,000
0664	FACILITY USER FEE			16,040	145,000	145,000	145,000
CHARACTER 02 SUBTOTAL		543,905	545,000	332,691	702,000	702,000	702,000
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	16,198	20,000	1,870	7,000	7,000	7,000
0197	COMMISSIONS	30,213	20,000	13,127	20,000	20,000	20,000
0198	ADVERTISING	11,413	25,000		25,000	25,000	25,000
CHARACTER 03 SUBTOTAL		57,824	65,000	14,997	52,000	52,000	52,000
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0213	SALE OF EQUIPMENT	78					
CHARACTER 06 SUBTOTAL		78					
CHARACTER :07 MISC/INTERFUND REVENUES							
0217	PREMIUM & ACCRUED INT ON OBLIGATION	13,106		7,123			
0227	TRANSFER FROM GENERAL FUND	818,999	1,078,901	1,078,901	1,291,986	1,291,986	1,291,986
0229	TRANSFER FROM INSURANCE RESERVE	1,372					
0233	EARNINGS ON TEMPORARY INVESTMENTS	12,768					
CHARACTER 07 SUBTOTAL		846,245	1,078,901	1,086,024	1,291,986	1,291,986	1,291,986
TYPE R SUBTOTAL		1,448,052	1,688,901	1,433,712	2,045,986	2,045,986	2,045,986

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	268,978	300,208	188,610	310,656	310,656	310,656
1500	SALARIES PART-TIME	78,660	94,458	56,458	98,922	98,922	98,922
1600	SALARIES TEMPORARY	150,372	130,152	78,056	130,152	130,152	130,152
1700	SALARIES OVERTIME	4,399	4,000	1,597	4,000	4,000	4,000
1900	SALARIES SHIFT DIFFERENTIAL	1,830	2,000	897	2,000	2,000	2,000
1940	OTHER PERSONNEL SERVICES	620	845	40	845	845	845
CHARACTER 10 SUBTOTAL		504,859	531,663	325,658	546,575	546,575	546,575
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	399	500	449	500	500	500
4319	OFFICE SUPPLIES	940	1,000	199	1,000	1,000	1,000
4323	BLDG MAINTENANCE SUPPLIES	27,331	20,000	11,605	20,000	18,000	18,000
4326	FUEL AND HEATING SUPPLIES	172,295	191,277	81,330	191,277	183,277	183,277
4329	BLDG AND GROUNDS SUPPLIES	27,282	35,000	9,522	30,000	30,000	30,000
4331	FOOD AND BEVERAGES		250				
4341	MOTOR EQUIPMENT SUPPLIES	9,873	1,200	543	1,200	1,200	1,200
4347	GAS OIL GREASE AND DIESEL FUEL	8	100		100	100	100
4349	MISC OPERATIONAL SUPPLIES		2,000		2,000	1,000	1,000
4356	UNIFORMS	267					
4358	SAFETY SUPPLIES	149	1,000		200	200	200
4359	COMPUTER SOFTWARE AND SUPPLIES	867	500		500	500	500
4411	POSTAGE AND FREIGHT	124	500	17	200	200	200
4418	DUES AND MEMBERSHIPS	515	500	395	400	400	400
4419	GENERAL OFFICE EXPENSES		100				
4422	BUILDING AND LAND RENTAL	5					
4423	BLDG GROUNDS AND EQUIP REPAIR	3,852	10,000	205	10,000	8,000	8,000
4425	WATER AND SEWAGE CHARGES	24,928	18,000	30,217	30,000	28,000	28,000
4426	HEATING AND AIR COND PLANT EXP	40,151	75,000	46,162	75,000	75,000	75,000
4427	ELECTRIC CURRENT	242,710	444,200	302,917	488,620	478,620	478,620
4429	BUILDING AND GROUNDS EXPENSES	56,574	52,852	34,971	52,852	52,852	52,852
4444	UNIFORM AND CLOTHING ALLOWANCE	2,901	3,200	990	2,500	2,500	2,500
4448	ADVERTISING AND PROMOTION EXPENSES	4,317	5,000	1,419	5,000	3,000	3,000
4449	OTHER OPERATIONAL EXPENSES			396			
4462	TRAVEL HOTEL AND MEALS			152			
4463	EDUCATION AND TRAINING	100		100			
4520	PROPERTY LOSS	1,372					
CHARACTER 40 SUBTOTAL		616,960	862,179	521,589	911,349	884,349	884,349

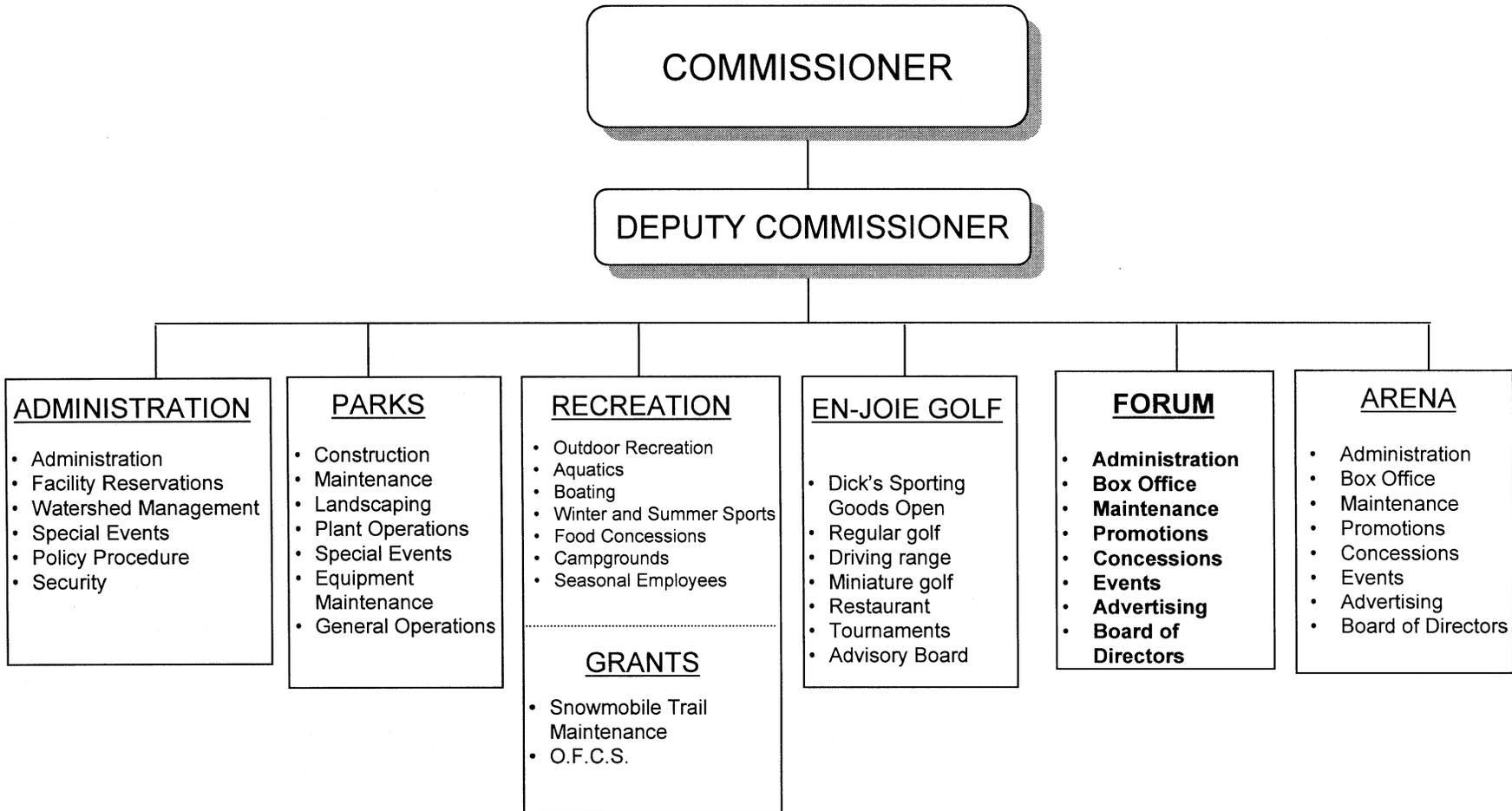
REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :306 ARENA OPERATING  
DEPARTMENT:65 ARENA

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	17,524	18,117	18,117	16,802	16,802	16,802
CHARACTER 41	SUBTOTAL	17,524	18,117	18,117	16,802	16,802	16,802
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6000	PRINCIPAL ON SERIAL BONDS	16,152	16,476	16,476	16,800	16,800	16,800
6001	PRINCIPAL ON BANS	45,900	238,900	238,900	378,900	378,900	378,900
6008	PRINCIPAL ON CAPITAL LEASE	101,020					
CHARACTER 60	SUBTOTAL	163,072	255,376	255,376	395,700	395,700	395,700
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7000	INTEREST ON SERIAL BONDS	6,776	6,022	3,203	5,244	5,244	5,244
7001	INTEREST ON BANS	9,580	29,617	29,616	27,286	27,286	27,286
7005	INTEREST ON CAPITAL LEASE	80,181					
CHARACTER 70	SUBTOTAL	96,537	35,639	32,819	32,530	32,530	32,530
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	29,297	41,411	20,714	45,463	45,463	45,463
8030	SOCIAL SECURITY	37,214	40,634	23,828	41,813	41,813	41,813
8040	WORKERS COMPENSATION		28,259		3,900	3,900	3,900
8050	LIFE INSURANCE	173	240	136	192	192	192
8060	HEALTH INSURANCE	57,473	68,475	47,234	71,400	71,400	71,400
8062	RETIREE HEALTH INSURANCE		6,188	3,953	6,488	6,488	6,488
8063	DISABILITY INSURANCE	645	720	525	774	774	774
8070	UNEMPLOYMENT INSURANCE	101		448			
CHARACTER 80	SUBTOTAL	124,903	185,927	96,838	170,030	170,030	170,030
TYPE X	SUBTOTAL	1,523,855	1,888,901	1,250,397	2,072,986	2,045,986	2,045,986
DEPARTMENT 65	SUBTOTAL	-75,803	-200,000	183,315	-27,000		
SUBFUND 306	SUBTOTAL	-75,803	-200,000	183,315	-27,000		

# PARKS & RECREATION FORUM (PERFORMING ARTS THEATRE)



## **PARKS & RECREATION - 65**

### **Forum (Performing Arts Theater) - 0010**

#### **MISSION STATEMENT**

To provide diversified arts entertainment to Broome County and surrounding areas at the maximum safety, efficiency, and revenue. Also to provide a facility for local arts groups to perform.

#### **DESCRIPTION**

The Historically Registered Forum Theatre is home to the Binghamton Philharmonic, Tri-Cities Opera, Broadway Theatre League, and various dance groups. Located in Historic Downtown Binghamton this restored vaudeville house provides an intimate setting for these Broome County Arts Groups as well as other touring concerts and family shows. Built in 1919 and a seating capacity of 1,527 the Forum Theatre still remains as a central cultural facility for the region.

#### **2010 OBJECTIVES**

- Maintain a first class arts theater
- Continue to market Forum for various shows/concerts
- Increase usage in the summer months
- Complete yearly facility inspection list
- Address sound system upgrade or purchase new system
- Address equipment repairs and replacement as per DPW Buildings and Grounds
- Marquee replacement

65 0010 PARKS & RECREATION/Forum (Performing Arts Theatre)

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Maintenance Worker	7 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
<b>Total Full-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:65 ARENA  
 DIVISION :62 PERFORMING ARTS THEATRE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0159	RENTALS & FEES	79,660	76,000	40,825	76,000	76,000	76,000
0160	CONCESSIONS	10,140	7,000	5,974	7,000	7,000	7,000
0161	CHARGES FOR SERVICES	2,121	3,500	1,263	3,500	3,500	3,500
0162	CHARGES FOR EVENT STAFF	5,794	5,000	3,281	5,000	5,000	5,000
0664	FACILITY USER FEE				85,000	85,000	85,000
CHARACTER 02 SUBTOTAL		97,715	91,500	51,343	176,500	176,500	176,500
CHARACTER :07	MISC/INTERFUND REVENUES						
0229	TRANSFER FROM INSURANCE RESERVE			2,133			
CHARACTER 07 SUBTOTAL				2,133			
TYPE R SUBTOTAL		97,715	91,500	53,476	176,500	176,500	176,500
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	35,869	36,693	22,981	37,954	37,954	37,954
1700	SALARIES OVERTIME	813	1,000	429	1,000	1,000	1,000
1900	SALARIES SHIFT DIFFERENTIAL	19	120	14	120	120	120
1940	OTHER PERSONNEL SERVICES	200	200		200	200	200
CHARACTER 10 SUBTOTAL		36,901	38,013	23,424	39,274	39,274	39,274

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:65 ARENA  
DIVISION :62 PERFORMING ARTS THEATRE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :20	EQUIPMENT AND CAPITAL OUTLAY						
2290	BUILDING AND GROUNDS EQUIPMENT			48,296			
CHARACTER 20	SUBTOTAL			48,296			
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4319	OFFICE SUPPLIES	208	700	1,373	700	670	670
4323	BLDG MAINTENANCE SUPPLIES	960	10,000	4,760	10,000	8,000	8,000
4326	FUEL AND HEATING SUPPLIES	35,179	80,000	30,430	45,000	43,000	43,000
4329	BLDG AND GROUNDS SUPPLIES	8,878	9,000	1,336	9,000	8,000	8,000
4349	MISC OPERATIONAL SUPPLIES		1,500		1,500	1,000	1,000
4359	COMPUTER SOFTWARE AND SUPPLIES	100					
4411	POSTAGE AND FREIGHT	32					
4419	GENERAL OFFICE EXPENSES			-230			
4423	BLDG GROUNDS AND EQUIP REPAIR	36,263	10,000		10,000	8,000	8,000
4425	WATER AND SEWAGE CHARGES	2,058	2,000	1,729	2,000	2,000	2,000
4427	ELECTRIC CURRENT	37,434	48,471	22,534	45,000	42,000	42,000
4429	BUILDING AND GROUNDS EXPENSES	9,742	4,000	6,498	4,000	4,000	4,000
4444	UNIFORM AND CLOTHING ALLOWANCE	277	160		160	160	160
4448	ADVERTISING AND PROMOTION EXPENSES	185		175			
4449	OTHER OPERATIONAL EXPENSES		500		500	500	500
4520	PROPERTY LOSS			2,133			
CHARACTER 40	SUBTOTAL	131,316	166,331	70,738	127,860	117,330	117,330

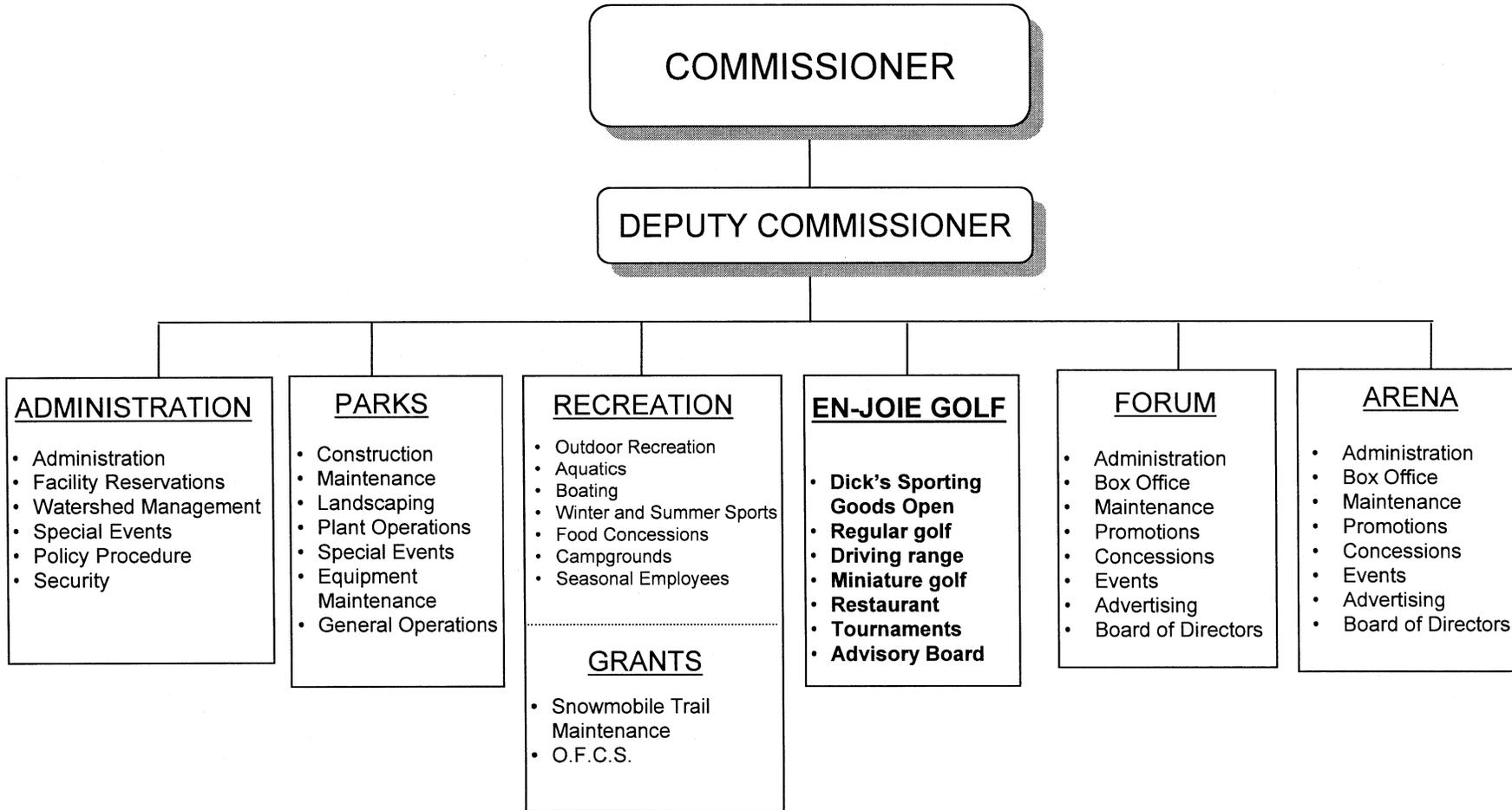
BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:65 ARENA  
 DIVISION :62 PERFORMING ARTS THEATRE

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	2,228	27,803	27,803	34,590	34,590	34,590
CHARACTER 41	SUBTOTAL	2,228	27,803	27,803	34,590	34,590	34,590
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	3,058	3,853	1,835	4,213	4,213	4,213
8030	SOCIAL SECURITY	2,638	2,807	1,673	3,004	3,004	3,004
8050	LIFE INSURANCE	19	24	13	19	19	19
8060	HEALTH INSURANCE	13,551	14,905	9,496	15,669	15,669	15,669
8063	DISABILITY INSURANCE	130	120	83	129	129	129
CHARACTER 80	SUBTOTAL	19,396	21,709	13,100	23,034	23,034	23,034
TYPE X	SUBTOTAL	189,841	253,856	183,361	224,758	214,228	214,228
DIVISION 62	SUBTOTAL	-92,126	-162,356	-129,885	-48,258	-37,728	-37,728
DEPARTMENT 65	SUBTOTAL	-92,126	-162,356	-129,885	-48,258	-37,728	-37,728

# PARKS & RECREATION

## En-Joie Golf Course



## **EN-JOIE GOLF COURSE - 85**

### **MISSION STATEMENT**

The En-Joie Golf Club is in business to provide its members and patrons with a very high quality golfing experience.

### **DESCRIPTION**

En-Joie Golf Club is a championship golf course nestled along the Susquehanna River in Endicott. En-Joie has been the focal point of golf in the Southern Tier and has a storied history within the golf community.

The golf course features over 50 sand bunkers, numerous water hazards, bent grass greens and narrow tree-lined fairways that are sure to challenge any golfer. The facility includes a practice driving range, large putting green, full-service snack bar and grill room, men's and women's locker rooms, and a professionally run golf shop.

En-Joie offers annual membership and is also open to the public. The golf course is open from early-April through late-November.

### **2010 OBJECTIVES**

- Providing an extremely relaxing and enjoyable environment for the game of golf.
- Promoting the game of golf.
- Providing superior customer service to all members and guests.
- Providing innovative and technically sound golf instruction.
- Offering new and appealing merchandise to the public.
- Maintaining the best conditioned and manicured championship golf course in the County.

- Hosting charity, corporate, and municipal outings.
- Continually improving goodwill and faith within the surrounding community.

## 85 0008 PARKS &amp; RECREATION/En-Joie Golf Course

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Golf	NA	1	1	1	1	1
Superintendent of Golf	NA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :309 EN JOIE GOLF COURSE  
DEPARTMENT:85 EN JOIE GOLF COURSE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0027	MISCELLANEOUS	3,894	4,000	6,499	4,000	4,000	4,000
0652	DRIVING RANGE FEES	27,000	27,000	9,000	27,000	27,000	27,000
0653	GREENS FEES	352,300	362,400	246,412	362,400	362,400	362,400
0654	ANNUAL MEMBERSHIP	196,460	218,000	208,456	222,000	222,000	222,000
0655	GOLF CART RENTALS	144,979	150,000	110,730	158,000	158,000	158,000
0660	MERCHANDISE SALES	31,692	36,000	24,680	36,000	36,000	36,000
CHARACTER 02 SUBTOTAL		756,325	797,400	605,777	809,400	809,400	809,400
CHARACTER :03 USE OF MONEY AND PROPERTY							
0186	INTEREST AND EARNINGS	1,003		160			
0656	TOURNAMENT RENTALS	99,000	101,500	5,562	102,500	102,500	102,500
0657	RESTAURANT RENTAL	105					
CHARACTER 03 SUBTOTAL		100,108	101,500	5,722	102,500	102,500	102,500
CHARACTER :06 SALE OF PROP & COMP FOR LOSS							
0213	SALE OF EQUIPMENT	2,173					
CHARACTER 06 SUBTOTAL		2,173					
CHARACTER :07 MISC/INTERFUND REVENUES							
0217	PREMIUM & ACCRUED INT ON OBLIGATION	1,790		773			
0229	TRANSFER FROM INSURANCE RESERVE	630		1,682			
0232	UNUSED CAPITAL FUND	1					
CHARACTER 07 SUBTOTAL		2,421		2,455			
TYPE R SUBTOTAL		861,027	898,900	613,954	911,900	911,900	911,900

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :309 EN JOIE GOLF COURSE  
DEPARTMENT:85 EN JOIE GOLF COURSE

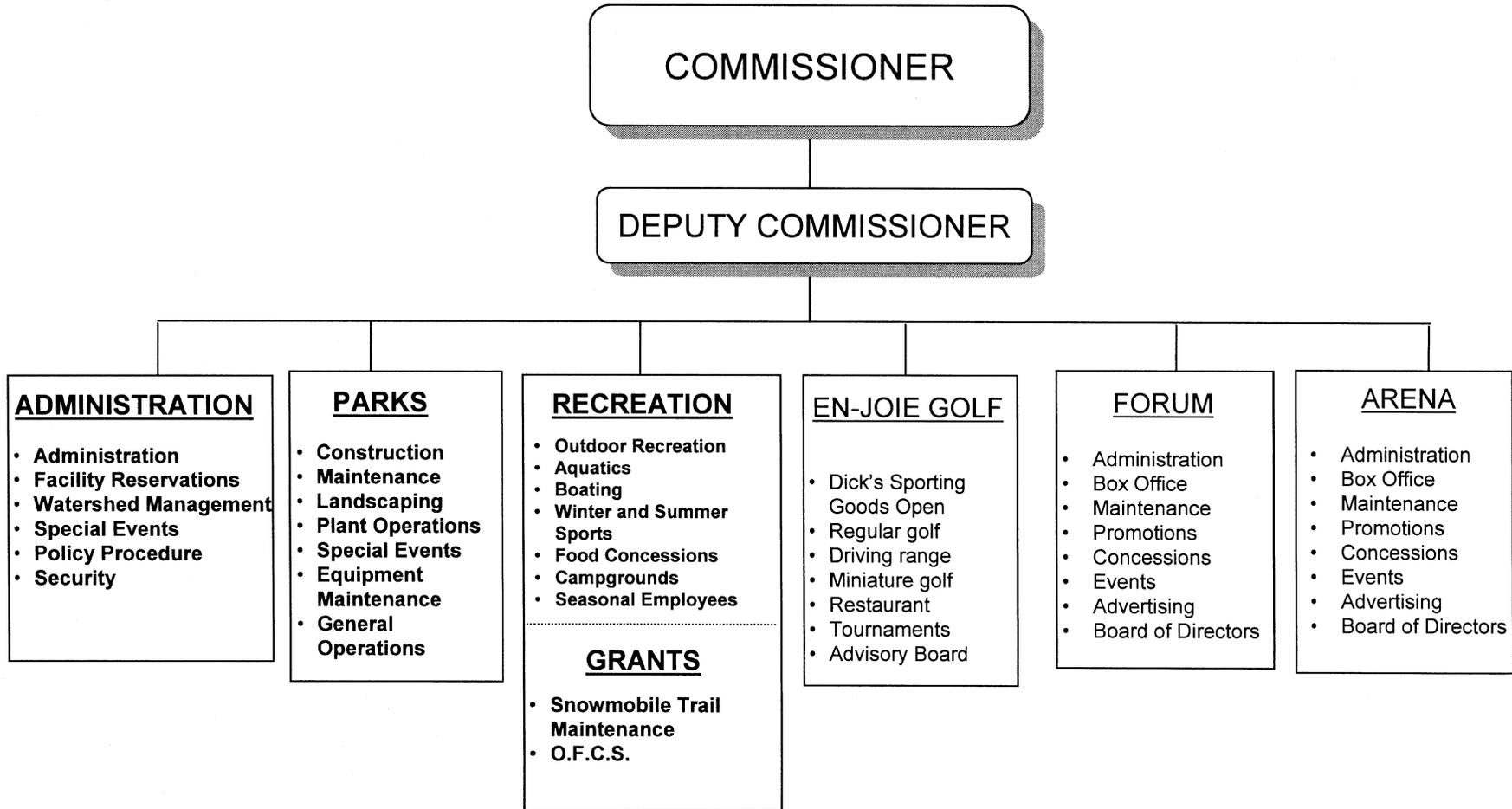
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	129,276	128,942	76,192	132,810	132,810	132,810
1600	SALARIES TEMPORARY	227,234	245,000	157,184	245,000	245,000	245,000
CHARACTER 10 SUBTOTAL		356,510	373,942	233,376	377,810	377,810	377,810
CHARACTER :20 EQUIPMENT AND CAPITAL OUTLAY							
2230	MAINTENANCE EQUIPMENT		5,000				
CHARACTER 20 SUBTOTAL			5,000				
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4319	OFFICE SUPPLIES	282	500	370	500	500	500
4323	BLDG MAINTENANCE SUPPLIES	4,773	3,000	1,548	5,000	5,000	5,000
4326	FUEL AND HEATING SUPPLIES	8,699	11,000	619	9,300	9,300	9,300
4329	BLDG AND GROUNDS SUPPLIES	75,184	88,000	75,594	92,000	92,000	92,000
4341	MOTOR EQUIPMENT SUPPLIES	10,266	12,000	8,901	10,800	10,800	10,800
4347	GAS OIL GREASE AND DIESEL FUEL	17,610	20,000	6,852	13,800	13,800	13,800
4348	TIRES AND TUBES		500	492	500	500	500
4349	MISC OPERATIONAL SUPPLIES	21,197	7,000	6,543	7,000	7,000	7,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	18,564	25,000	17,608	20,000	20,000	20,000
4358	SAFETY SUPPLIES	348	500		400	400	400
4359	COMPUTER SOFTWARE AND SUPPLIES		1,700	67	1,700	1,700	1,700
4411	POSTAGE AND FREIGHT	28	500	26	100	100	100
4418	DUES AND MEMBERSHIPS	1,663	1,600	1,916	1,600	1,600	1,600
4423	BLDG GROUNDS AND EQUIP REPAIR	6,659	2,000	9,734	2,000	2,000	2,000
4425	WATER AND SEWAGE CHARGES	13,620	23,000	4,104	21,000	21,000	21,000
4427	ELECTRIC CURRENT	27,657	22,000	16,808	24,200	24,200	24,200
4429	BUILDING AND GROUNDS EXPENSES	13,518	18,000	17,937	14,500	14,500	14,500
4438	RECREATIONAL AND ACTIVITY EXPENSES	12					
4448	ADVERTISING AND PROMOTION EXPENSES	13,635	15,000	9,577	15,000	15,000	15,000
4449	OTHER OPERATIONAL EXPENSES	53,466	1,000	2,427	2,000	2,000	2,000
4462	TRAVEL HOTEL AND MEALS		700				
4463	EDUCATION AND TRAINING	242	1,000		300	300	300
4511	COUNTY RENTALS-MACHINERY	107,954	137,000	130,181	115,000	115,000	115,000
4520	PROPERTY LOSS	381		1,152			
4725	OTHER FINANCIAL SERVICES	6,885		4,175	6,500	6,500	6,500
4747	OTHER FEES FOR SERVICES	1,400		1,400			
4901	DAY TRIP MEAL REIMBURSEMENT	6					
CHARACTER 40 SUBTOTAL		404,049	391,000	318,031	363,200	363,200	363,200

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :309 EN JOIE GOLF COURSE  
DEPARTMENT:85 EN JOIE GOLF COURSE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	18,502	22,583	22,553	22,813	22,813	22,813
4609	DATA PROCESSING CHARGEBACKS		7,334		6,989	6,989	6,989
4614	OTHER CHARGEBACK EXPENSES	264	7,500		7,500	7,500	7,500
4617	DUPLICATING/PRINTING CHARGEBACK	81	195		100	100	100
4618	OFFICE SUPPLIES CHARGEBACK	2	5	134	50	50	50
CHARACTER 41	SUBTOTAL	18,849	37,617	22,687	37,452	37,452	37,452
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6001	PRINCIPAL ON BANS		9,394	9,394	9,394	9,394	9,394
CHARACTER 60	SUBTOTAL		9,394	9,394	9,394	9,394	9,394
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7001	INTEREST ON BANS		4,046	4,045	2,960	2,960	2,960
CHARACTER 70	SUBTOTAL		4,046	4,045	2,960	2,960	2,960
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	10,786	13,539	7,536	14,742	14,742	14,742
8030	SOCIAL SECURITY	27,155	28,606	17,782	28,900	28,900	28,900
8040	WORKERS COMPENSATION	2,629	2,831	2,831	3,257	3,257	3,257
8050	LIFE INSURANCE		48		48	48	48
8060	HEALTH INSURANCE	9,201	11,042	5,276	11,606	11,606	11,606
8070	UNEMPLOYMENT INSURANCE	14,533	10,000	22,069	15,000	15,000	15,000
CHARACTER 80	SUBTOTAL	64,304	66,066	55,494	73,553	73,553	73,553
TYPE X	SUBTOTAL	843,712	887,065	643,027	864,369	864,369	864,369
DEPARTMENT 85	SUBTOTAL	17,315	11,835	-29,073	47,531	47,531	47,531
SUBFUND 309	SUBTOTAL	17,315	11,835	-29,073	47,531	47,531	47,531

# PARKS & RECREATION



## **PARKS & RECREATION - 54**

### **Administration - 1003**

#### **MISSION STATEMENT**

The Administrative Division of the Parks and Recreation Department provides the support services for the entire department as well as interfacing with the County Executive, Legislature, Law Department and the community. It also provides for flood and erosion control to the County's watershed areas.

#### **DESCRIPTION**

Article XI provides for a Department of Parks and Recreation, including the Veterans' Arena and Forum. It is a regionally based parks and recreation system serving a population of roughly 200,000 people. This park system consists of: Nathaniel Cole (317 acres) on County Route 63 in the Town of Colesville; Dorchester (1142 acres) in the Town of Triangle; Finch Hollow in the Town of Maine (12 acres); Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) and En-Joie Golf Course in the Village of Endicott; Hawkins Pond (307 acres) in the Town of Windsor; and Otsiningo (150 acres) in the Town of Dickinson. This system also includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, boating, professional hockey, and many other leisure activities. Annually, over two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton and in the Town of Dickinson both the BAGSAI Complex (softball fields) and the Community Garden Plots.

Parks and Recreation also operates and maintains twenty-three flood control structures. These include watersheds on Brandywine Creek; Brixius Creek; Deposit Watersheds (3 sites); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9) and Patterson Creek.

#### **2010 OBJECTIVES**

- Continue to provide quality facilities to the residents of Broome County
- Maintain present level of service to the residents of Broome County
- Continue to maintain the County's 23 watersheds for the health and safety of all Broome County residents

#### **2010 BUDGET HIGHLIGHTS**

- Maintain present level of service
- Continue to look for new revenue streams to offset our 2010 net County support
- Continue to maintain watersheds in-house
- Continue to administer the following grants:
  - Office of Family & Children's Services – NYS Division for Youth
  - NYS Snowmobile Trail Maintenance
- New for 2010 will be the BMX complex at Grippen Park and Ross Park

54 1003 PARKS & RECREATION/Administration

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Commissioner of Parks & Recreation*	G Admin	1	1	1	1	1
Deputy Commissioner of Parks & Recreation	E Admin	1	1	1	1	1
Director of Recreation	C Admin	1	1	1	1	1
Secretary	13 CSEA	1	1	1	1	1
Princiapl Account Clerk	13 CSEA	0	0	1	0	0
Senior Account Clerk	9 CSEA	1	1	0	1	1
<b>Total Full-Time Positions</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\* Position must exist by Law but is unfunded in the current budget

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :10 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0147	MISCELLANEOUS	784	1,000	93	5,000	5,000	5,000
0485	GROUND RENTALS	1,833		2,365			
		-----	-----	-----	-----	-----	-----
CHARACTER 02	SUBTOTAL	2,617	1,000	2,458	5,000	5,000	5,000
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	318		82			
0196	VENDING MACHINE	962					
		-----	-----	-----	-----	-----	-----
CHARACTER 03	SUBTOTAL	1,280		82			
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0213	SALE OF EQUIPMENT		4,000		4,000	4,000	4,000
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL		4,000		4,000	4,000	4,000
CHARACTER :08	STATE AID						
0337	PARKS - YOUTH PROGRAMS	60,767	58,767	408	28,108	28,108	28,108
		-----	-----	-----	-----	-----	-----
CHARACTER 08	SUBTOTAL	60,767	58,767	408	28,108	28,108	28,108
		-----	-----	-----	-----	-----	-----
TYPE R	SUBTOTAL	64,664	63,767	2,948	37,108	37,108	37,108

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :10 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	201,525	206,308	128,375	216,393	213,610	213,610
1600	SALARIES TEMPORARY			180			
		-----	-----	-----	-----	-----	-----
CHARACTER 10	SUBTOTAL	201,525	206,308	128,555	216,393	213,610	213,610
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4311	BOOKS AND SUBSCRIPTIONS	260	500	169	500	500	500
4319	OFFICE SUPPLIES	1,988	2,500	824	2,500	2,000	2,000
4323	BLDG MAINTENANCE SUPPLIES	187		242			
4329	BLDG AND GROUNDS SUPPLIES		500		500		
4341	MOTOR EQUIPMENT SUPPLIES	131		80			
4342	PHOTOGRAPHIC SUPPLIES		75		75		
4349	MISC OPERATIONAL SUPPLIES	20	100		100	50	50
4411	POSTAGE AND FREIGHT	11	50	5	50	50	50
4418	DUES AND MEMBERSHIPS	418	500		500	200	200
4419	GENERAL OFFICE EXPENSES		1,000	14	1,000	500	500
4442	PHOTOGRAPHIC EXPENSES		100		100	50	50
4448	ADVERTISING AND PROMOTION EXPENSES		200		200	200	200
4462	TRAVEL HOTEL AND MEALS	190	500	20	500	100	100
4463	EDUCATION AND TRAINING	132	1,000	172	1,000	400	400
4701	MEDICAL AND PHYSICAL EXAMS		580				
4901	DAY TRIP MEAL REIMBURSEMENT	88					
		-----	-----	-----	-----	-----	-----
CHARACTER 40	SUBTOTAL	3,425	7,605	1,526	7,025	4,050	4,050

REPORT:BP033

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:54 PARKS AND RECREATION  
 DIVISION :10 ADMINISTRATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	50,742	44,691	44,691	29,896	29,896	29,896
CHARACTER 41	SUBTOTAL	50,742	44,691	44,691	29,896	29,896	29,896
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	16,744	21,662	10,005	24,020	23,711	23,711
8030	SOCIAL SECURITY	14,736	15,783	9,436	16,554	16,341	16,341
8040	WORKERS COMPENSATION	74,172	27,534	72,459	67,880	67,880	67,880
8050	LIFE INSURANCE	77	96	49	77	77	77
8060	HEALTH INSURANCE	73,567	50,236	31,403	52,810	52,810	52,810
8062	RETIREE HEALTH INSURANCE		30,687	19,551	32,261	32,261	32,261
8063	DISABILITY INSURANCE	260	240	153	258	258	258
CHARACTER 80	SUBTOTAL	179,556	146,238	143,056	193,860	193,338	193,338
TYPE X	SUBTOTAL	435,248	404,842	317,828	447,174	440,894	440,894
DIVISION 10	SUBTOTAL	-370,584	-341,075	-314,880	-410,066	-403,786	-403,786

## **PARKS & RECREATION - 54**

### **Parks – 2001**

#### **MISSION STATEMENT**

To provide the skilled support services that maintain the various buildings and grounds in the Parks & Recreation Department using the most efficient and cost effective methods available while providing for the safety and health of the patron.

#### **DESCRIPTION**

Article XI provides for a Department of Parks and Recreation, including the Veterans' Arena and Forum. It is a regionally based parks and recreation system serving a population of roughly 200,000 people. This park system consists of: Nathaniel Cole (317 acres) on County Route 63 in the Town of Colesville; Dorchester (1142 acres) in the Town of Triangle; Finch Hollow in the Town of Maine (12 acres); Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) and En-Joie Golf course in the Village of Endicott; Hawkins Pond (307 acres) in the Town of Windsor; and Otsiningo (150 acres) in the Town of Dickinson. This system also includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, boating, professional hockey, and many other leisure activities. Annually, over two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton and in the Town of Dickinson both the BAGSAI Complex (softball fields) and the Community Garden Plots. Parks and Recreation also operates and maintains twenty-three flood control structures. These include watersheds on Brandywine Creek; Brixius Creek; Deposit Watersheds (3 sites); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9); and Patterson Creek.

#### **2010 OBJECTIVES**

- Continue to raise the visibility of the department through: promotional literature, public service announcements, participation by department personnel in public forums relevant to our mission, outreach to, and cooperation with, current and potential parks user groups, and whatever other cost-effective means are at our disposal.
- Facilitate maintenance of facilities through regular park inspections and consultation with Risk Manager
- Maintain 23 watersheds for the health and safety of Broome County residents
- Maintain roadway improvement program
- Continue development and implementation of capital projects
- Continue to enhance efficiency and promote cost-savings by forming partnerships with recreation groups, local municipalities and other County departments
- Continue to host and help organize the Broome County Employee's Picnic, keeping in mind its twin goals of enhancing employee camaraderie and morale while providing workers with a valuable leisure activity
- Maintain a comprehensive schedule of special events, ranging from established events such as the Spiedie Fest and Balloon Rally to new ones such as the Broome County Parks Triathlon.

#### **2010 BUDGET HIGHLIGHTS**

- Purchase necessary equipment
- Maintain park system with present levels of funding
- Continue allocating resources for maintenance of the Arena/Forum
- Capital improvement request for parks construction projects, surface rehabilitation and equipment replacement, and repairs and renovations

54 2001 PARKS & RECREATION/Parks

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Assistant Recreation Facility Manager	16 CSEA	1	1	1	1	1
Park Operations Manager	AFSCME	1	1	1	1	1
Park Manager	AFSCME	4	4	4	4	4
Assistant Park Manager	AFSCME	3	3	3	3	3
Construction Worker	AFSCME	3	3	3	3	3
Motor Equipment Operator III	AFSCME	1	1	1	1	1
Park Equipment Maintenance Mechanic	AFSCME	1	1	1	1	1
Park Technician	AFSCME	7	7	7	7	7
Senior Park Technician	AFSCME	4	4	4	4	4
<b>Total Full-Time Positions</b>		<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :20 PARKS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0211	MINOR SALES - PUBLIC WORKS			210			
CHARACTER 06 SUBTOTAL				210			
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES	1,462		121			
0229	TRANSFER FROM INSURANCE RESERVE	8,907		379			
CHARACTER 07 SUBTOTAL		10,369		500			
TYPE R SUBTOTAL		10,369		710			
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	1,086,685	1,108,174	680,054	1,141,813	1,141,813	1,141,813
1600	SALARIES TEMPORARY	58,778	68,500	67,254	68,500	68,500	68,500
1700	SALARIES OVERTIME	39,346	28,500	28,021	28,500	28,500	28,500
1900	SALARIES SHIFT DIFFERENTIAL	1,989	2,000	505	2,000	2,000	2,000
1940	OTHER PERSONNEL SERVICES	8,850	8,500	920	8,500	8,500	8,500
CHARACTER 10 SUBTOTAL		1,195,648	1,215,674	776,754	1,249,313	1,249,313	1,249,313

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :20 PARKS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4323	BLDG MAINTENANCE SUPPLIES	67,786	78,700	42,556	78,700	66,700	66,700
4326	FUEL AND HEATING SUPPLIES	16,605	27,145	8,587	23,900	20,072	20,072
4329	BLDG AND GROUNDS SUPPLIES	29,590	43,500	23,600	43,500	35,000	35,000
4331	FOOD AND BEVERAGES	2,846		1,809			
4341	MOTOR EQUIPMENT SUPPLIES	37,985	40,000	21,495	40,000	35,000	35,000
4347	GAS OIL GREASE AND DIESEL FUEL	28,780	44,000	13,407	36,000	30,000	30,000
4348	TIRES AND TUBES	3,467	5,000	4,214	5,000	5,000	5,000
4349	MISC OPERATIONAL SUPPLIES	2,819	6,400	3,013	6,400	5,000	5,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	966	2,000	1,861	2,000	1,000	1,000
4358	SAFETY SUPPLIES		500				
4411	POSTAGE AND FREIGHT			7			
4423	BLDG GROUNDS AND EQUIP REPAIR	1,101	600		600	100	100
4425	WATER AND SEWAGE CHARGES	4,126	5,500	7,629	5,500	5,500	5,500
4426	HEATING AND AIR COND PLANT EXP		500		500	100	100
4427	ELECTRIC CURRENT	39,061	47,000	28,670	47,000	38,000	38,000
4429	BUILDING AND GROUNDS EXPENSES	26,519	26,250	16,399	26,250	25,000	25,000
4431	KITCHEN & DINING ROOM EXPENSES			2,450			
4441	MOTOR EQUIP REPAIRS AND MAINT	433	1,000	2,136	1,000	1,000	1,000
4444	UNIFORM AND CLOTHING ALLOWANCE	3,324	5,120	1,255	5,120	5,120	5,120
4449	OTHER OPERATIONAL EXPENSES	12,624	5,000	4,577	5,000	4,000	4,000
4462	TRAVEL HOTEL AND MEALS	40		94			
4520	PROPERTY LOSS	8,887		379			
4523	INSURANCE CLAIMS	20					
4764	CASH SHORT AND OVER	-5					
4901	DAY TRIP MEAL REIMBURSEMENT			36			
CHARACTER 40	SUBTOTAL	286,974	338,215	184,174	326,470	276,592	276,592

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :20 PARKS

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	2,279		1,632			
4615	GASOLINE CHARGEBACK	41,987	43,904	4,869	37,300	35,000	35,000
4616	FLEET SERVICE CHARGEBACK	40,809					
4626	TRANSPORTATION SERVICES CHARGEBACKS		7,907	7,907	5,211	5,211	5,211
CHARACTER 41	SUBTOTAL	85,075	51,811	14,408	42,511	40,211	40,211
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	1,110					
CHARACTER 60	SUBTOTAL	1,110					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	91					
CHARACTER 70	SUBTOTAL	91					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	94,681	112,181	57,609	126,741	126,741	126,741
8030	SOCIAL SECURITY	87,236	94,131	56,726	95,573	95,573	95,573
8040	WORKERS COMPENSATION		13,043				
8050	LIFE INSURANCE	472	600	314	480	480	480
8060	HEALTH INSURANCE	371,055	295,895	179,995	306,584	306,584	306,584
8062	RETIREE HEALTH INSURANCE		127,917	89,728	148,694	148,694	148,694
8063	DISABILITY INSURANCE	169	120	84	129	129	129
8070	UNEMPLOYMENT INSURANCE	106		66			
CHARACTER 80	SUBTOTAL	553,719	643,887	384,522	678,201	678,201	678,201
TYPE X	SUBTOTAL	2,122,617	2,249,587	1,359,858	2,296,495	2,244,317	2,244,317
DIVISION 20	SUBTOTAL	-2,112,248	-2,249,587	-1,359,148	-2,296,495	-2,244,317	-2,244,317

## **PARKS & RECREATION - 54**

### **Recreation - 3017**

#### **MISSION STATEMENT**

To provide a safe and varied recreational experience that is family oriented yet can meet the needs of youth, senior citizens, and the disabled on a regional basis.

#### **DESCRIPTION**

Article XI provides for a Department of Parks and Recreation, including the Veterans' Arena and Forum. It is a regionally based parks and recreation system serving a population of roughly 200,000 people. This park system consists of: Nathaniel Cole (317 acres) on County Route 63 in the Town of Colesville; Dorchester (1142 acres) in the Town of Triangle; Finch Hollow in the Town of Maine (12 acres); Greenwood (415 acres) on County Route 320 in the Town of Nanticoke; Grippen and Roundtop (46 acres) and En-Joie Golf Course in the Village of Endicott; Hawkins Pond (307 acres) in the Town of Windsor; and Otsiningo (150 acres) in the Town of Dickinson. This system also includes an eighteen hole golf course, three beaches, a campground, a performing arts theater, a 7200-seat arena, cross-country skiing, swimming, boating, professional hockey, and many other leisure activities. Annually, over two million people use this system.

The department is also responsible for Aqua-Terra (466 undeveloped acres) in the Town of Binghamton and in the Town of Dickinson both the BAGSAI Complex (softball fields) and the Community Garden Plots.

Parks and Recreation also operates and maintains twenty-three flood control structures. These include watersheds on Brandywine Creek; Brixius Creek; Deposit Watersheds (3 sites); Finch Hollow Creek (2); Little Choconut Creek (6); Nanticoke Creek (9); and Patterson Creek.

#### **2010 OBJECTIVES**

- Maintain 2009 levels of advertising for department
- Continued efforts working with YMCA on aquatics programming and staffing
- Conduct the following special events:
  - o Crappie Derby
  - o Relay for Life and other fundraising walks and runs
  - o American Powerboat Racing Championship
  - o Collegiate and High School Rowing Championships
  - o Spiedie Fest/Balloon Rally
  - o Hometown Holiday Festival of Lights
  - o Broome County Parks Triathlon
- Continue to develop partnerships in the community with groups such as: Whitney Point Youth Association, CYO, Harpursville Youth, YMCA, and Town of Chenango Parks Department.

#### **2010 BUDGET HIGHLIGHTS**

- Search for new partnerships for additional special events throughout the community
- Maintain or reduce present level of net County support
- Continue to install playground structures at our facilities
- Develop new marketing avenues and leisure entertainment activities for families

## 54 3017 PARKS &amp; RECREATION/Recreation

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Director of Nature Interpretation	15 BAPA	1	1	1	1	1
Naturalist	14 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>PART TIME</b>						
<b>Total Part-Time Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

REPORT:BP033

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :30 RECREATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0147	MISCELLANEOUS	1,094	5,000	2,699	5,000	5,000	5,000
0150	FOOD CONCESSION	42,395	55,000	36,689	50,000	50,000	50,000
0151	BOAT CONCESSION	29,598	35,000	24,975	35,000	35,000	35,000
0152	CAMPING	39,093	33,000	27,384	43,000	43,000	43,000
0153	SHELTER RENTAL	33,878	34,000	34,580	35,000	35,000	35,000
0154	SKI CONCESSION	1,172	6,000	3,047	6,000	6,000	6,000
0155	SKATING	991					
0493	SWIMMING LESSONS		150		150	150	150
0497	UNIFORM SALES	20	100	90			
CHARACTER 02	SUBTOTAL	148,241	168,250	129,464	174,150	174,150	174,150
TYPE R	SUBTOTAL	148,241	168,250	129,464	174,150	174,150	174,150
CHARACTER :10	PERSONAL SERVICE						
1000	SALARIES FULL-TIME	89,144	91,576	57,331	94,244	94,244	94,244
1600	SALARIES TEMPORARY	205,954	190,000	188,949	190,000	190,000	190,000
1700	SALARIES OVERTIME	4,601	4,800	2,181	4,800	4,800	4,800
1940	OTHER PERSONNEL SERVICES	1,890	3,800	1,030	3,800	3,800	3,800
CHARACTER 10	SUBTOTAL	301,589	290,176	249,491	292,844	292,844	292,844

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT AND DIVISION

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:54 PARKS AND RECREATION  
DIVISION :30 RECREATION

SUBJECT	SUBJECT TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4331	FOOD AND BEVERAGES	5,892	26,200	2,556	24,200	23,200	23,200
4349	MISC OPERATIONAL SUPPLIES	2,811	6,000	2,957	6,000	5,000	5,000
4357	RECREATIONAL AND ACTIVITY SUPPLIES	14,247	12,000	3,126	12,000	7,000	7,000
4438	RECREATIONAL AND ACTIVITY EXPENSES	45	800	45	800	500	500
4448	ADVERTISING AND PROMOTION EXPENSES	2,979	1,000		1,000	500	500
4458	OTHER PROGRAM EXPENSE	350					
CHARACTER 40	SUBTOTAL	26,324	46,000	8,684	44,000	36,200	36,200
CHARACTER :41	CHARGEBACK EXPENSES						
4625	FOOD SERVICE CHARGEBACKS	11,904					
CHARACTER 41	SUBTOTAL	11,904					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	7,982	9,616	5,307	10,461	10,461	10,461
8030	SOCIAL SECURITY	22,316	22,199	18,563	22,403	22,403	22,403
8040	WORKERS COMPENSATION		3,623				
8050	LIFE INSURANCE	38	48	26	38	38	38
8060	HEALTH INSURANCE	27,101	29,810	18,993	31,338	31,338	31,338
8063	DISABILITY INSURANCE	130	120	83	130	130	130
CHARACTER 80	SUBTOTAL	57,567	65,416	42,972	64,370	64,370	64,370
TYPE X	SUBTOTAL	397,384	401,592	301,147	401,214	393,414	393,414
DIVISION 30	SUBTOTAL	-249,143	-233,342	-171,683	-227,064	-219,264	-219,264
DEPARTMENT 54	SUBTOTAL	-2,731,975	-2,824,004	-1,845,711	-2,933,625	-2,867,367	-2,867,367

# LIBRARY

BOARD

DIRECTOR

## CENTRAL LIBRARY

- Information Services
- Circulation Services
- Youth Services
- Technical Services
- Library Support Services
- Administration
- Local History & Genealogy

## **CENTRAL LIBRARY - 10**

### **MISSION STATEMENT**

To provide materials and services to ensure community residents meet their personal, educational, professional and recreational information needs.

### **DESCRIPTION**

The Library provides information for economic development within the community. Materials in various formats are provided to assist individuals and businesses in effectively responding to the changing marketplace. Special attention is devoted to currency of small business materials.

The Library serves as the gateway to reading for children and young adults. Consideration is given to stimulating interest and appreciation of reading through programming and collection development.

The Library is the source of free recreational reading and life long learning for community residents. Emphasis is placed on providing a broad range of current fiction, non-fiction, and informational support in a variety of formats for all ages and reading levels. Programming and collection development tools are employed to meet the needs of this diverse community.

The Library houses a unique group of local history and genealogy materials, joining collections of the Broome County Historical Society, Broome County Historian and City of Binghamton Historian. This allows researchers access to a

wide range of materials on the history of the local Broome County area and family histories.

The Library is comprised of two defined service areas. As part of County government, the Library serves the citizens residing within the political jurisdiction of Broome County. According to the 2000 U.S. census, this encompasses a geographical area of 707 square miles and a population of 200,536 from ages newborn to over 100. In addition, since Broome County also serves as the Central Library for the Four County Library System, its service area effectively includes the residents of Chenango, Delaware and Otsego Counties, an additional 3,343 square miles and 161,132 residents.

To meet the needs of this diverse patron base, the Library features the following service areas:

### **Information Services**

- Broad based informational support
- Accommodation of all ages and reading levels
- Extensive reference collection
- Periodical collection
- Electronic online resources
- Business files/reference tools
- Approachable and knowledgeable staff
- Clear signage
- Adequate staffing levels
- Adequate phone lines
- Accessible shelving
- Adequate casual seating
- Programming for adults covering a variety of interests

### **Youth Services**

- Variety of materials and formats
- Multiple copies of popular titles
- Youth-friendly staff
- Easy accessibility
- Ample and inviting space
- Variety of programs for ages 0-14

### **Popular Materials**

- Current and popular materials in a variety of formats
- Sufficient multiple copies to meet demand
- Reader's advisory service
- Browsing encouraged
- Attractive monthly displays of materials

### **Local History & Genealogy Center**

- Cooperative materials collection
- Extensive primary source documents, photographic and archival materials
- Regional focus for genealogical and migration materials
- Educational programs for local groups and schools
- Periodical collection dealing with genealogy and history
- Digitization projects for rare and archival materials
- Indexing and abstracting of original materials for online database
- Microfilm copies of local newspapers, and census documents

### **2010 OBJECTIVES**

- Continue to provide quality reference, interlibrary loan and youth services to Broome County and the Four County Region
- Consolidation of services: BCPL and Four County's online catalog project completed

- Educate the public in the variety of electronic resources available in the Library
- Update Library collection for currency and relevancy
- Implement services that will maximize use of the Ahearn Business Resource Center
- Increase the Library's visibility within the community through programming, outreach and partnering
- Automate the local history index to an online database and add to Library database and website
- Participate in a cooperative digitization project with South Central Regional Library Council using OCLC Content DM
- Continue creating the platform for a digitization project for the 170,000 obituary file collection
- Increase workshops and educational programs for school service groups

### **2010 BUDGET HIGHLIGHTS**

- Library Clerk positions reduced from 9 to 7 full-time
- Continuing consolidation of some services with the Four County Library System
- Contain controllable costs at 2009 levels
- Energy saving measures dropped electric consumption by 12%

## 84 1007 LIBRARY/Central Library

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b><u>FULL TIME</u></b>						
Library Director III	F Admin	1	1	1	1	1
Secretary	14 Admin	1	1	1	1	1
Librarian III	20 CSEA	1	1	1	1	1
Librarian II	18 CSEA	2	2	2	2	2
Librarian I	16 CSEA	3	3	3	3	3
Computer Hardware Technician/Trainee	16/14 CSEA	1	0	0	0	0
Library Assistant	13 CSEA	2	2	2	1	1
Principal Library Clerk	12 CSEA	2	2	2	2	2
Custodial Supervisor	11 CSEA	1	1	1	1	1
Senior Account Clerk	9 CSEA	1	1	1	1	1
Keyboard Specialist	8 CSEA	1	1	1	1	1
Senior Library Clerk	8 CSEA	3	3	3	3	3
Library Clerk	6 CSEA	9	9	8	7	7
Custodial Worker	6 CSEA	1	1	1	1	1
Page	5 CSEA	1	1	1	1	1
<b>Total Full-Time Positions</b>		<b>30</b>	<b>29</b>	<b>28</b>	<b>26</b>	<b>26</b>
<b><u>PART TIME</u></b>						
Librarian I	16 CSEA	1	1	1	1	1
Computer Hardware Tech	16 CSEA	1	1	1	1	1
Custodial Worker	6 CSEA	2	2	2	2	2
Library Clerk	6 CSEA	7	7	7	7	7
County Historian	NA	1	1	1	1	1
Deputy County Historian	NA	1	1	1	1	1
<b>Total Part-Time Positions</b>		<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>TOTAL POSITIONS</b>		<b>43</b>	<b>42</b>	<b>41</b>	<b>39</b>	<b>39</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02	DEPARTMENTAL INCOME						
0011	LIBRARY COPY FEES	1,672	1,720	1,277	1,000	1,000	1,000
0027	MISCELLANEOUS	53,701	59,740	33,505	40,000	40,000	40,000
0159	RENTALS & FEES	4,680	7,000	3,870	6,000	6,000	6,000
0464	OTHER LOCAL GOVERNMENTS	628,298	653,269		655,229	655,229	655,229
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CHARACTER 02	SUBTOTAL	688,351	721,729	38,652	702,229	702,229	702,229
CHARACTER :03	USE OF MONEY AND PROPERTY						
0186	INTEREST AND EARNINGS	23,886	25,000	2,498	20,000	20,000	20,000
0197	COMMISSIONS	4,181	4,300	2,831	4,129	4,129	4,129
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CHARACTER 03	SUBTOTAL	28,067	29,300	5,329	24,129	24,129	24,129
CHARACTER :06	SALE OF PROP & COMP FOR LOSS						
0207	MINOR SALES OTHER			8			
		-----	-----	-----	-----	-----	-----
CHARACTER 06	SUBTOTAL			8			
CHARACTER :07	MISC/INTERFUND REVENUES						
0215	REFUNDS OF PRIOR YEARS EXPENDITURES			2,148			
0216	GIFTS AND DONATIONS	1,607	800	1,300	1,500	1,500	1,500
0217	PREMIUM & ACCRUED INT ON OBLIGATION	1,275		582			
0227	TRANSFER FROM GENERAL FUND	1,591,762	1,601,740	1,601,740	1,550,046	1,550,046	1,550,046
0229	TRANSFER FROM INSURANCE RESERVE	398					
0232	UNUSED CAPITAL FUND	2,266					
0233	EARNINGS ON TEMPORARY INVESTMENTS	177					
		-----	-----	-----	-----	-----	-----
CHARACTER 07	SUBTOTAL	1,597,485	1,602,540	1,605,770	1,551,546	1,551,546	1,551,546

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :08 STATE AID							
0460	OTHER STATE AID	107,240	118,934	24,822	108,348	108,348	108,348
CHARACTER 08 SUBTOTAL		107,240	118,934	24,822	108,348	108,348	108,348
TYPE R SUBTOTAL		2,421,143	2,472,503	1,674,581	2,386,252	2,386,252	2,386,252
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	979,338	1,003,729	618,782	973,802	904,849	904,849
1500	SALARIES PART-TIME	113,438	115,781	62,846	100,081	100,081	100,081
1700	SALARIES OVERTIME	97	130	235	130	130	130
1900	SALARIES SHIFT DIFFERENTIAL	513	627	390	627	627	627
CHARACTER 10 SUBTOTAL		1,093,386	1,120,267	682,253	1,074,640	1,005,687	1,005,687
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	1,450	1,200	104	1,500	1,500	1,500
4319	OFFICE SUPPLIES	19,003	34,000	3,670	34,000	34,000	34,000
4323	BLDG MAINTENANCE SUPPLIES	164	500	3,807	1,500	1,500	1,500
4326	FUEL AND HEATING SUPPLIES	32,082	51,000	10,968	40,250	40,250	40,250
4329	BLDG AND GROUNDS SUPPLIES	5,576	6,936	2,833	7,000	7,000	7,000
4331	FOOD AND BEVERAGES	116	55	22	100	100	100
4347	GAS OIL GREASE AND DIESEL FUEL		50				
4349	MISC OPERATIONAL SUPPLIES	60					
4359	COMPUTER SOFTWARE AND SUPPLIES	40,347	50,914	60,260	70,062	70,062	70,062
4370	BOOKS ADULT SERVICES	75,906	84,000	22,308	72,012	72,012	72,012
4371	JUVENILE BOOKS	36,963	47,113	17,351	51,943	51,943	51,943
4372	REFERENCE MATERIALS	41,442	28,000	10,555			
4373	SUBSCRIPTIONS	20,086	12,355	12,695	17,535	17,535	17,535
4374	AUDIOVISUAL MATERIALS	27,980	27,876	23,036	30,000	30,000	30,000
4375	ELECTRONIC ACCESS MATERIALS	23,538	20,000	21,646	23,675	23,675	23,675
4376	LOCAL HISTORY	707	2,400	818	2,400	2,400	2,400
4411	POSTAGE AND FREIGHT	5,580	12,258	2,430	6,445	6,445	6,445
4418	DUES AND MEMBERSHIPS	1,399	1,390	1,102	1,360	1,360	1,360
4419	GENERAL OFFICE EXPENSES	10,327	12,446	11,654	14,730	14,730	14,730
4423	BLDG GROUNDS AND EQUIP REPAIR	1,774	2,000	768	2,000	2,000	2,000
4425	WATER AND SEWAGE CHARGES	1,940	2,000	1,845	2,093	2,093	2,093
4427	ELECTRIC CURRENT	107,053	111,000	51,449	107,448	107,448	107,448
4429	BUILDING AND GROUNDS EXPENSES	10,093	15,778	7,579	17,415	17,415	17,415

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

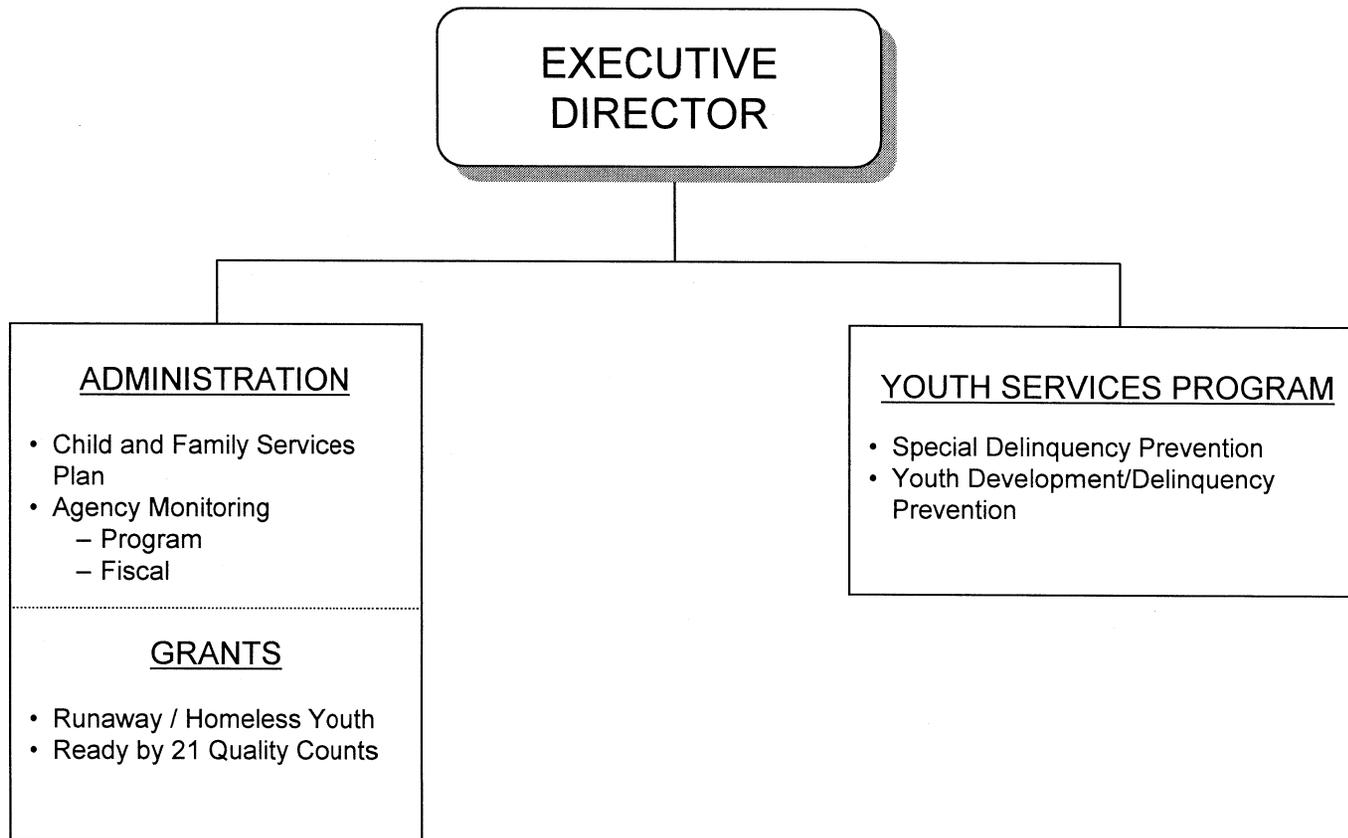
SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4447	OPERATIONAL EQUIPMENT REPAIRS		500		500	500	500
4448	ADVERTISING AND PROMOTION EXPENSES	2,509	500	744	1,450	1,450	1,450
4449	OTHER OPERATIONAL EXPENSES	1,304	2,000	329	2,000	2,000	2,000
4461	MILEAGE AND PARKING-LOCAL	250	25	264	1,000	1,000	1,000
4462	TRAVEL HOTEL AND MEALS	252	1,000				
4463	EDUCATION AND TRAINING	181	600	164			
4466	ADVISORY BD/TRUSTEES EXPENSES	338	450	365	450	450	450
4514	HARDWARE MAINTENANCE	1,213					
4520	PROPERTY LOSS	398					
4747	OTHER FEES FOR SERVICES	10,440	10,955	6,650	19,494	19,494	19,494
4901	DAY TRIP MEAL REIMBURSEMENT	18					
CHARACTER 40	SUBTOTAL	480,489	539,301	275,416	528,362	528,362	528,362
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	9,377	6,842	6,842	6,157	6,157	6,157
4604	DPW SECURITY CHARGEBACKS	64,355	81,445	40,722	103,854	103,854	103,854
4606	TELEPHONE BILLING ACCOUNT	16,639	16,822	7,347	15,212	15,212	15,212
4609	DATA PROCESSING CHARGEBACKS	73,848	83,959	41,979	88,865	88,865	88,865
4614	OTHER CHARGEBACK EXPENSES	9	20	17	20	20	20
4617	DUPLICATING/PRINTING CHARGEBACK	2,102	2,413	1,395	2,200	2,200	2,200
4618	OFFICE SUPPLIES CHARGEBACK	4,243	4,354	2,287	4,250	4,250	4,250
4619	BUILDING SERVICE CHARGEBACK	8,416	25,000	2,892	25,000	25,000	25,000
CHARACTER 41	SUBTOTAL	178,989	220,855	103,481	245,558	245,558	245,558

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :304 PUBLIC LIBRARY OPERATING  
DEPARTMENT:84 COUNTY LIBRARY

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS	2,719	2,839	2,839	2,958	2,958	2,958
6001	PRINCIPAL ON BANS	31,608	31,608	31,608	34,649	34,649	34,649
6008	PRINCIPAL ON CAPITAL LEASE	1,238					
CHARACTER 60 SUBTOTAL		35,565	34,447	34,447	37,607	37,607	37,607
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	1,213	1,113	582	1,006	1,006	1,006
7001	INTEREST ON BANS	5,277	2,881	2,880	2,231	2,231	2,231
7005	INTEREST ON CAPITAL LEASE	91					
CHARACTER 70 SUBTOTAL		6,581	3,994	3,462	3,237	3,237	3,237
CHARACTER :80 EMPLOYEE BENEFITS							
8010	STATE RETIREMENT	91,501	116,785	52,081	116,432	108,778	108,778
8030	SOCIAL SECURITY	79,394	85,684	49,338	82,507	77,232	77,232
8040	WORKERS COMPENSATION	13,704	13,227	13,227	13,108	13,108	13,108
8050	LIFE INSURANCE	547	696	345	532	494	494
8060	HEALTH INSURANCE	413,191	315,743	196,297	314,151	298,481	298,481
8062	RETIREE HEALTH INSURANCE		161,504	100,014	185,893	207,708	207,708
8070	UNEMPLOYMENT INSURANCE	2,532		464			
8081	EMPLOYEE TUITION REIMBURSEMENT	7,904	10,000	2,092	10,000	10,000	10,000
CHARACTER 80 SUBTOTAL		608,773	703,639	413,858	722,623	715,801	715,801
TYPE X SUBTOTAL		2,403,783	2,622,503	1,512,917	2,612,027	2,536,252	2,536,252
DEPARTMENT 84 SUBTOTAL		17,360	-150,000	161,664	-225,775	-150,000	-150,000
SUBFUND 304 SUBTOTAL		17,360	-150,000	161,664	-225,775	-150,000	-150,000

# YOUTH BUREAU



**YOUTH BUREAU - 64**  
**MISSION STATEMENT**

The Broome County Youth Bureau's mission is to promote and encourage the development of a comprehensive system of services to youth and their families through planning, funding, coordination, evaluation, and advocacy.

**DESCRIPTION**

The Broome County Youth Bureau was established by a resolution adopted by the Broome County Legislature on July 6, 1971. The Youth Bureau is responsible for distributing Office of Children & Family Services funds to local agencies that provide services for youth in accordance with the Broome County Child & Family Services Plan. Local agencies apply to the County (Youth Bureau) for funds. Applications are evaluated by the Youth Bureau Advisory Board and approved by the County Legislature. The Youth Bureau then applies to the NYS Office of Children and Family Services for program funding and enters into contracts with the agencies. The Youth Bureau also leads the efforts in planning for services, opportunities, and supports for youth throughout Broome County.

**2010 OBJECTIVES**

- Continue our partnership between Cornell University Cooperative Extension of Broome County to facilitate a spring and fall series of Advancing Youth Development training.
- Continue to strengthen and streamline our Request for Proposal process.
- Continue working with the Department of Social Services to strengthen the continuum of services and supports for children, youth, and families identified in our Child and Family Services Plan.

- Continue to lead the effort to define goals, gather data, and develop a comprehensive continuum for runaway and homeless youth, including the implementation of a program for runaway/homeless youth under age 21.
- Continue to monitor and evaluate all residential services provided for runaway and homeless youth under age of 21.
- Educate the community regarding youth issues, needs, problems, and advocate for the adoption of strong legislation to better serve our youth.
- Continue to act as lead entity in planning efforts for youth in Broome County including the assessment of local youth needs and the development of strategies to address those needs.

**2010 BUDGET HIGHLIGHTS**

- Continue to document statistics pertaining to Youth Services and programs. This data is essential in reviewing trends and recommending funds that address gaps in the community.
- Continue to maintain Youth Services Program costs to state aid support level.
- Continue to act as the lead entity in planning efforts for youth in Broome County.

64 0011 Youth Bureau

<u>Title of Position</u>	<u>Grade/Unit</u>	<u>2008 Actuals</u>	<u>As of 9/1/2009 Current Authorized</u>	<u>2010 Requested</u>	<u>2010 Recommended</u>	<u>2010 Adopted</u>
<b>FULL TIME</b>						
Executive Director Youth Bureau	A Admin	1	1	1	1	1
Youth Services Specialist	18 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>
<b>Total Full-Time Positions</b>		<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>PART TIME</b>						
Senior Account Clerk	9 CSEA	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>
<b>Total Part-Time Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>TOTAL POSITIONS</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:64 YOUTH BUREAU

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0645	LITIGATION RECOVERY			319			
CHARACTER 02 SUBTOTAL				319			
CHARACTER :08 STATE AID							
0336	YOUTH BUREAU	24,454	40,387		41,134	41,134	41,134
0338	YOUTH SERVICE PROGRAMS	226,605	253,753	38,509	199,466	199,466	199,466
CHARACTER 08 SUBTOTAL		251,059	294,140	38,509	240,600	240,600	240,600
TYPE R SUBTOTAL		251,059	294,140	38,828	240,600	240,600	240,600
CHARACTER :10 PERSONAL SERVICE							
1000	SALARIES FULL-TIME	91,540	95,699	63,080	101,580	53,191	53,191
1500	SALARIES PART-TIME	14,354	15,214	7,337	12,541		
CHARACTER 10 SUBTOTAL		105,894	110,913	70,417	114,121	53,191	53,191
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4311	BOOKS AND SUBSCRIPTIONS	18		33	50		
4319	OFFICE SUPPLIES	922	1,715	89	1,700	1,000	1,000
4331	FOOD AND BEVERAGES	129	100	27	200		
4418	DUES AND MEMBERSHIPS	500	500	602	602	602	602
4448	ADVERTISING AND PROMOTION EXPENSES		315		315		
4451	YOUTH SERVICE PROGRAMS	216,246	253,753	37,587	199,466	199,466	199,466
4461	MILEAGE AND PARKING-LOCAL	432	500	292	500	500	500
4462	TRAVEL HOTEL AND MEALS	669	650	124	650	650	650
4463	EDUCATION AND TRAINING	280	550	60	550	300	300
4466	ADVISORY BD/TRUSTEES EXPENSES	295	250		150	150	150
4518	COPYING MACHINE RENTALS	1,744	2,600	1,617	2,600	2,600	2,600
4901	DAY TRIP MEAL REIMBURSEMENT	30	40		50	50	50
5011	DISCOVERY CENTER	12,523	12,523	6,262	13,000		
5053	BROOME CO COOP EXT ASSN	422,139	454,139	340,604	454,139		
CHARACTER 40 SUBTOTAL		655,927	727,635	387,297	673,972	205,318	205,318

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:64 YOUTH BUREAU

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4602	INSURANCE PREMIUM CHARGEBACK	5	7	4	3	3	3
CHARACTER 41	SUBTOTAL	5	7	4	3	3	3
CHARACTER :60	PRINCIPAL ON INDEBTEDNESS						
6008	PRINCIPAL ON CAPITAL LEASE	629					
CHARACTER 60	SUBTOTAL	629					
CHARACTER :70	INTEREST ON INDEBTEDNESS						
7005	INTEREST ON CAPITAL LEASE	197					
CHARACTER 70	SUBTOTAL	197					
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT	8,826	11,708	5,563	12,734	5,904	5,904
8030	SOCIAL SECURITY	7,258	8,531	5,012	8,776	4,069	4,069
8040	WORKERS COMPENSATION	848	829	415	796		
8050	LIFE INSURANCE	58	72	35	57	19	19
8060	HEALTH INSURANCE	29,663	29,194	11,760	15,039		
8062	RETIREE HEALTH INSURANCE		6,188	3,953	5,929	5,929	5,929
8063	DISABILITY INSURANCE	256	240	151	258		
CHARACTER 80	SUBTOTAL	46,909	56,762	26,889	43,589	15,921	15,921
TYPE X	SUBTOTAL	809,561	895,317	484,607	831,685	274,433	274,433
DEPARTMENT 64	SUBTOTAL	-558,502	-601,177	-445,779	-591,085	-33,833	-33,833

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**UNALLOCATED ITEMS**

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
Special Objects of Expense	452
Other--Contractual Agencies	457
Debt Service	461
Interfund Transfers	463

# UNALLOCATED ITEMS

SPECIAL OBJECTS  
OTHER CONTRACT AGENCIES  
DEBT SERVICE  
INTERFUND TRANSFERS

## EXECUTIVE

- SPECIAL OBJECTS OF EXPENSE**
- Municipal Association Dues
  - Unallocated Fringes
  - Landfill Closure Costs (Prior Benefit)
  - Contingency

- OTHER CONTRACT AGENCIES**
- Aid to Local Libraries
  - Four County Library
  - Broome County Arts Council
  - Broome County Historical Society
  - Southern Tier Zoological Society
  - Soil Conservation District
  - Promotions of Industry & Conventions
    - Convention Bureau

## FINANCE

- SPECIAL OBJECTS OF EXPENSE**
- Tax Advertising Expense
  - Judgment & Claims
  - Taxes Acquired Property Expense
  - Other Community College Tuition
  - Contributions to BCC
  - Hotel Motel Tax

- DEBT SERVICE (GENERAL FUND)**
- Issue Expense
  - Serial Bonds
  - Bond Anticipation Notes (BANS)
  - Capital Notes
  - Certificates of Participation (COPS)
  - Budget Notes

- INTERFUND TRANSFERS**
- Capital Fund (General Fund)
  - Enterprise Fund
  - Special Revenue Fund

## UNALLOCATED ITEMS

### Introduction

**Unallocated Items** present the miscellaneous expenditure and revenue items, which are not appropriately presented elsewhere in a specific department. This section of the budget contains four components designated as departments for accounting convenience, but without such recognition in the Charter. The four components are: **Special Objects of Expense; Other Contractual Agencies; Debt Service; and Interfund Transfers.**

## SPECIAL OBJECTS OF EXPENSE

### Introduction

This unit contains the most varied of the expenditure and revenue items arranged by function or program.

### Appropriations

#### **General Government**

The administration of property taxes requires several expenditure accounts. **Tax Advertising and Expenses (4757)** are the advertising and other legal expenses incurred in enforcing property tax collection. **Tax Acquired Property Expenses (4756)** are expenses incurred in the maintenance of property acquired by the County for non-payment of taxes.

**Judgments and Claims (4753)** are payments for judgments against the County.

**Municipal Association Dues (4758)** are for the County's membership in the New York State Association of Counties and the National Association of Counties. Additional membership specific to a particular department is shown in each department. Cost of membership is generally based upon population.

The **Contingent Account (4752)** is established according to Article VI, Section 604, B, (2) and operated according to Section 609 of the Administrative Code. It is the County Executive's estimate of unexpected expenditures, which may arise during the year.

#### **Education**

**Other Community College Tuition (4508)** is Broome County's **mandated** share of the costs of Broome's citizens attending another New York community college. This amount serves as the sponsor share required to match state aid and tuition to finance local community colleges.

**Contributions to Broome Community College (BCC) (4509)** is the county's share of operating costs for the budget year. Although presented as a contractual expenditure, this is essentially an interfund transfer of resources required to balance the Community College fund. Because the Community College's fiscal year is the same as its academic year, the County Legislature adopts BCC's budget during the summer and commits the County to appropriate the local sponsor's share in the upcoming budget year. The Community College's capital and debt service requirements are also presented in this section of the budget (see **Debt Service** and **Interfund Transfers** below).

## Public Safety

**Justices and Constables** (4733) record the **mandated** quarterly payment of court costs incurred by town courts operating outside of normal County Court hours. This account is administered by the Law Department. The payments are made to the state as reimbursement.

## Undistributed

Certain employee fringe benefit calculations are aggregated upon a countywide or fund level in **Unallocated Employee Benefits** instead of a departmental basis. **Unemployment** (8070) and **State Retirement** (8010) are unallocated costs as are the costs for **Health Insurance** (8060) and Medicare for retired employees whose department may no longer exist (i.e., Courts or Chenango Bridge Nursing Home).

**Other Chargeback Expense** (4614) is payment to the Solid Waste Management fund for costs associated with Solid Waste Expense before implementation of the tipping fee. The costs cannot be assigned to the tipping fee because the benefit received preceded current use (Colesville Landfill closure, etc.).

The amount in **Salary and Fringe Benefit accounts** represents the cost of implementing salary and fringe benefit adjustments not included in department budgets. These accounts are also used to balance requested and/or base budgets with recommended and adopted increases.

## Revenue

There is a recovery of **Charges for Tax Advertising** (0014) from the sale of property acquired for tax purposes.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:90 SPECIAL OBJECTS OF EXPENDITURES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :02 DEPARTMENTAL INCOME							
0014	CHGS FOR TAX ADV/REDEMPTION EXP	13,734	17,000	896	17,000	17,000	17,000
0559	OTHER DEPARTMENTAL CHARGEBACK		574,993				
CHARACTER 02 SUBTOTAL		13,734	591,993	896	17,000	17,000	17,000
TYPE R SUBTOTAL		13,734	591,993	896	17,000	17,000	17,000
CHARACTER :10 PERSONAL SERVICE							
1950	SALARY ADJUSTMENTS		106,534		-825,664	-825,664	-825,664
1960	DISCRETIONARY SALARY SAVINGS		-2,195,527		-2,273,560	-2,273,560	-2,773,560
CHARACTER 10 SUBTOTAL			-2,088,993		-3,099,224	-3,099,224	-3,599,224
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4448	ADVERTISING AND PROMOTION EXPENSES	9,528	27,000	3,000	27,000	27,000	27,000
4508	OTHER COMM COLLEGES TUITION	792,582	850,000	400,785	800,000	800,000	800,000
4509	CONTRIBUTION TO BROOME COMM COLLEGE	6,380,710	6,530,710	6,530,710	6,791,938	6,791,938	6,791,937
4568	MMIS MEDICAL ASSISTANCE				-6,250,985	-6,250,985	-6,250,985
4721	ACCTG AND COST ALLOCATION SERVICES		6,500		6,500	6,500	6,500
4733	JUSTICES AND CONSTABLE FEES	10,000	10,000	2,130	10,000	10,000	10,000
4752	CONTINGENT FUND		100,000		100,000	100,000	100,000
4753	JUDGEMENTS AND CLAIMS		10,000		2,000	2,000	2,000
4757	TAX ADVERTISING AND EXPENSE	12,322					
4758	MUNICIPAL ASSN DUES	25,978	27,000	27,000	27,000	27,000	27,000
CHARACTER 40 SUBTOTAL		7,231,120	7,561,210	6,963,625	1,513,453	1,513,453	1,513,452

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:90 SPECIAL OBJECTS OF EXPENDITURES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :41	CHARGEBACK EXPENSES						
4614	OTHER CHARGEBACK EXPENSES	18,912					
4615	GASOLINE CHARGEBACK				-134,000	-134,000	-134,000
4616	FLEET SERVICE CHARGEBACK				-134,721	-134,721	-134,721
		-----	-----	-----	-----	-----	-----
CHARACTER 41	SUBTOTAL	18,912			-268,721	-268,721	-268,721
CHARACTER :80	EMPLOYEE BENEFITS						
8010	STATE RETIREMENT				-91,648	-91,648	-91,648
8030	SOCIAL SECURITY				-63,164	-63,164	-63,164
8060	HEALTH INSURANCE	140,729	-1,118,558		-724,260	-724,260	-724,260
8062	RETIREE HEALTH INSURANCE			95,541			
8070	UNEMPLOYMENT INSURANCE		30,000				
		-----	-----	-----	-----	-----	-----
CHARACTER 80	SUBTOTAL	140,729	-1,088,558	95,541	-879,072	-879,072	-879,072
		-----	-----	-----	-----	-----	-----
TYPE X	SUBTOTAL	7,390,761	4,383,659	7,059,166	-2,733,564	-2,733,564	-3,233,565
		-----	-----	-----	-----	-----	-----
DEPARTMENT 90	SUBTOTAL	-7,377,027	-3,791,666	-7,058,270	2,750,564	2,750,564	3,250,565

## Other Contract Agencies

### Introduction

Section 224 of County Law permits counties to support the services of specified types of non-profit organizations; corporations, associations, and agencies provided the services are rendered within the supporting county.

### Economic Assistance & Opportunity

The **Convention Bureau** (5060) is a unit of the Broome County Chamber of Commerce. It is responsible for attracting meetings, conferences, trade shows and visitors to our community. The staff attends selected trade shows, participates in information centers, conducts sales blitzes, and produces a variety of promotional material on Broome County. The County's support for this bureau is offset by the collection of a hotel/motel tax.

### Culture & Recreation

The **Aid to Local Libraries** (5063) compensates municipally funded libraries in Broome County for the added expense of non-resident use. This expense funds non-resident taxpayer supported expense of operating local libraries.

The **Four County Library System (FCLS)** (5062) utilizes Broome County funds to defray half the cost of bookmobile service to thirteen communities, nursing homes and correctional facilities, most of which do not have ready access to public library service. FCLS pays the other half of the costs of this program from its own funds. The funds also provide delivery service to each of the public libraries in Broome, enabling them to share their resources more efficiently, thereby providing better service.

The **Broome County Arts Council** (5008) is a private non-profit service organization, which raises money from local contributors and awards 90% of those funds as grants to local non-profit arts and cultural institutions, organizations and individual artists in Broome County. Other service include public advocacy for the arts, grants seminars, board trainings, arts promotion for economic development, educations and community building; public clearinghouse for events, grant and artist opportunities and referrals.

The **Southern Tier Zoological Society, Inc. (Ross Park Zoo)** (5064) Provides a wide variety of animals, horticulture exhibits, an outreach program via a Zoo-mobile, guided and non-guided tours, picnic facilities, a free carousel and leases space to the Discovery Center. Annually, it reaches school children via on-site programs, participates in endangered species programs, and a variety of special events. Opened in 1875, it is the only facility of it's kind within seventy miles and the nation's fifth oldest.

### Home & Community

The **Broome County Soil and Water Conservation District** (5054) provides two services. The District's main goal is to provide technical information relative to the land occupiers of the County, including farmers, residents, public landholder, etc. Technical information is available on a one-on-one basis, including information on soils, drainage, water storage, critical area seeding, tree planting for forestry purposes, fish stocking and land management techniques to reduce erosion. Special efforts encourage the use of no-till and minimum tillage techniques. The District specializes in application of critical and recreational area hydro seeding, especially on public properties. Other ongoing programs include a yearly tree seedling sale, reforestation tree planting, and fish stocking (both for private and public waters). When stream protection is completed for County or Towns, all costs are charged to the municipality involved.

The **Broome County Historical Society** (5051) provides research of local history and genealogy center at the Broome County Public Library and the Roberson Museum. Using publications, exhibition and educational programs to collect, preserve and interpret the history of Broome County.

The **Roberson Museum and Science Center** (5095) provides exhibitions and education to the community regarding our cultural heritage and various other programs.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:91 OTHER-CONTRACTUAL AGENCIES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :01	TAX ITEMS						
0006	HOTEL/MOTEL OCCUPANCY TAX	1,590,865	1,500,000	610,158	1,500,000	1,500,000	1,500,000
CHARACTER 01	SUBTOTAL	1,590,865	1,500,000	610,158	1,500,000	1,500,000	1,500,000
CHARACTER :02	DEPARTMENTAL INCOME						
0159	RENTALS & FEES			1,950			
CHARACTER 02	SUBTOTAL			1,950			
TYPE R	SUBTOTAL	1,590,865	1,500,000	612,108	1,500,000	1,500,000	1,500,000
CHARACTER :40	CONTRACTUAL EXPENDITURES						
4318	DUPLICATING AND PRINTING RM SUPPLIE	300					
4331	FOOD AND BEVERAGES	598					
5008	BROOME COUNTY ARTS COUNCIL	180,351	180,351	90,176	180,351	157,807	157,807
5051	BROOME COUNTY HISTORICAL SOCIETY	32,550	45,000	45,000	45,000	39,375	39,375
5054	SOIL CONSERVATION SERVICE	78,120	78,200	58,650	78,200	68,425	75,000
5056	REGIONAL PLANNING BOARD	15,000					
5060	CONVENTION BUREAU	400,000	425,000	318,750	425,000	371,875	371,875
5062	FOUR COUNTY LIBRARY SYSTEM	37,000	50,000	50,000	50,000	43,750	43,750
5063	AID TO LOCAL LIBRARIES	559,859	559,860	290,547	559,860	489,877	489,877
5064	SO TIER ZOOLOGICAL SOC	375,000	375,000	281,250	375,000	328,125	328,125
5068	MARKETING/ECONOMIC DEVELOPMENT	158,138	225,000	215,722	225,000	225,000	225,000
5084	BROWNFIELD REMEDIATION MUNICIPALITI	58,939	275,000	33,804	250,000	250,000	250,000
5095	ROBERSON MUSEUM & SCIENCE CENTER				30,000	26,250	26,250
CHARACTER 40	SUBTOTAL	1,895,855	2,213,411	1,383,899	2,218,411	2,000,484	2,007,059

BROOME COUNTY GOVERNMENT  
 REVENUE AND APPROPRIATION SUMMARY  
 BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
 DEPARTMENT:91 OTHER-CONTRACTUAL AGENCIES

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :90	TRANSFERS						
9005	TRANSFER TO GRANT FUND	130,000					
CHARACTER 90	SUBTOTAL	130,000					
TYPE X	SUBTOTAL	2,025,855	2,213,411	1,383,899	2,218,411	2,000,484	2,007,059
DEPARTMENT 91	SUBTOTAL	-434,990	-713,411	-771,791	-718,411	-500,484	-507,059

## **Debt Service (General Fund only)**

### **Introduction**

This unit presents the repayment of principal and interest costs incurred by the General Fund. It also includes debt service for the Community College. Debt service related to projects undertaken for the New York State Courts System is a County responsibility and included here.

**Bond and Note Issue Expenses** for issuing debt for the entire County are presented here. These costs are for legal advice (commonly referred to as bond counsel), financial advice and the advertising and printing costs of the debt instruments.

A detailed description of **Principal and Interest** as well as the various debt instruments (**Serial Bond, Bond Anticipation Note**, etc.) is supplied in the **Supplementary** section of the budget. It should be noted that these costs are backed by the full faith and credit of the County.

Additionally, transactions involving the financing of the Public Safety Facility Project through **Certificates of Participation** (COP's) is provided for in this budget.

REPORT:BP032

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:92 DEBT SERVICE

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07 MISC/INTERFUND REVENUES							
0233	EARNINGS ON TEMPORARY INVESTMENTS	189,456					
0613	TRANSFER OF COPS RESERVE	208,923	207,005		207,005	207,005	207,005
CHARACTER 07 SUBTOTAL		398,379	207,005		207,005	207,005	207,005
TYPE R SUBTOTAL		398,379	207,005		207,005	207,005	207,005
CHARACTER :40 CONTRACTUAL EXPENDITURES							
4721	ACCTG AND COST ALLOCATION SERVICES	6,000					
4723	BOND AND NOTE ISSUE EXPENSE	39,092	140,000	42,899	140,000	140,000	140,000
CHARACTER 40 SUBTOTAL		45,092	140,000	42,899	140,000	140,000	140,000
CHARACTER :60 PRINCIPAL ON INDEBTEDNESS							
6000	PRINCIPAL ON SERIAL BONDS	870,239	1,167,072	1,167,072	1,213,439	1,213,439	1,213,439
6001	PRINCIPAL ON BANS	532,019	1,625,235	1,625,235	2,093,467	2,093,467	2,093,467
CHARACTER 60 SUBTOTAL		1,402,258	2,792,307	2,792,307	3,306,906	3,306,906	3,306,906
CHARACTER :70 INTEREST ON INDEBTEDNESS							
7000	INTEREST ON SERIAL BONDS	487,690	593,430	307,959	547,268	547,268	547,268
7001	INTEREST ON BANS	168,421	244,748	244,748	235,885	235,885	235,885
7006	INTEREST ON COPS	847,613	847,613		847,613	847,613	847,613
7008	INTEREST ON TANS				100,000	100,000	100,000
CHARACTER 70 SUBTOTAL		1,503,724	1,685,791	552,707	1,730,766	1,730,766	1,730,766
TYPE X SUBTOTAL		2,951,074	4,618,098	3,387,913	5,177,672	5,177,672	5,177,672
DEPARTMENT 92 SUBTOTAL		-2,552,695	-4,411,093	-3,387,913	-4,970,667	-4,970,667	-4,970,667

## **Interfund Transfers (General Fund only)**

### **Introduction**

This unit presents the resources to be moved from the General Fund to support operations in other funds or to fund the General Fund's capital projects. The interfund transfer is the mechanism that allocates general revenues to the various capital, special and proprietary subfunds. Certain end of the accounting period adjustments may also occur in these accounts.

All government operating funds must balance – revenues must equal expenditures. If a transfer or contribution from the General Fund is required to balance an operating subfund, it is listed as required tax support in **Schedules 1 and 2 – the Summary by Funds**.

The reader should note that these transfers are not used when calculating the total size of the County's operating budget. The transfer is both an appropriation to the General Fund and a revenue required by another subfund needed to support its total spending needs. Because it has a “doubling” effect on both appropriations and revenue, common practice removes such internal transfers.

Unlike the operating subfunds, the transfer required by the Community College is presented as a contractual appropriation (an obligation incurred when the Community College's budget is adopted during the previous summer). It is presented under **Special Objects of Expense** as a contractual expense item. This “transfer” is counted as part of the County's operating budget because the College's total operating costs are not included in the operating budget due to the different fiscal periods.

Presented in this section of the budget, are Transfers to Capital for projects sponsored by the General Fund departments and by Broome Community College. These amounts will appear under subobject 9004 **Transfer to Capital**. The details of the transfers required for the Capital fund are listed by department in the **Capital Budget** and in the **Capital Program**. The required amounts are appropriated in the proper fund. (No down payment is required on Capital Projects per State Law.)

BROOME COUNTY GOVERNMENT  
REVENUE AND APPROPRIATION SUMMARY  
BY DEPARTMENT

SUBFUND :101 GENERAL OPERATING  
DEPARTMENT:93 INTERFUND TRANSFERS

SUBJECT	SUBJECT TITLE	2008 ACTUAL	2009 BUDGET	2009 YTD ACTUAL AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
CHARACTER :07	MISC/INTERFUND REVENUES						
0232	UNUSED CAPITAL FUND	17,514					
CHARACTER 07	SUBTOTAL	17,514					
TYPE R	SUBTOTAL	17,514					
CHARACTER :90	TRANSFERS						
9006	TRANSFER TO ENTERPRISE FUND	1,485,844	4,557,342	4,557,342	1,260,956	1,260,956	1,260,956
9007	CONTR TO COMM COLLEGE	532,706					
9008	TRANSFER TO TAX STABILIZATION FUND		1,250,000				
9009	TRANSFERS TO SPECIAL REVENUE FUND	11,483,845	11,738,189	11,738,189	11,749,232	11,749,232	11,743,232
9013	TRANSFER TO INTERNAL SERVICES	9,002					
CHARACTER 90	SUBTOTAL	13,511,397	17,545,531	16,295,531	13,010,188	13,010,188	13,004,188
TYPE X	SUBTOTAL	13,511,397	17,545,531	16,295,531	13,010,188	13,010,188	13,004,188
DEPARTMENT 93	SUBTOTAL	-13,493,883	-17,545,531	-16,295,531	-13,010,188	-13,010,188	-13,004,188
SUBFUND 101	SUBTOTAL	49,831,934	54,065,278	29,809,639	60,284,396	63,546,725	63,580,188

## CAPITAL BUDGET

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>PAGE</u></b>
2009 Capital Program	467
Summary of Debt	476
History of Debt Service	477
Serial Bonds	478
Certificates of Participation	486
BANs	487
Statement of Authorized and Un-borrowed Debt	490
Authorized Capital Projects	493
Debt Statement Summary	500
Community College Debt Liability & Payment History	501

# **CAPITAL BUDGET**

## 2010 Adopted Capital Program

<i>Project Title and Description</i>	<i>Estimated Project Cost</i>	<i>Funding Sources</i>				<i>Bond Authority</i>	<i>Annual Added To Taxes</i>	<i>YPU</i>	<i>LFL Sect 11</i>	<i>Percent Increase Taxes</i>
		<i>Fed</i>	<i>State</i>	<i>County</i>	<i>Fees/Other</i>					
<b>AVIATION</b>										
HANGAR IMPROVEMENTS Improvements to two (2) corporate aircraft hangars will address roof repairs, ADA compliance, security upgrades, energy savings improvements and environmental improvements. Repairs to the roof will eliminate yearly patching, energy efficiency will make the building cost effective.	\$375,000	\$0	\$300,000	\$0	\$75,000	\$375,000	\$0	15	17	0.0000 %
MAIN APRON REHABILITATION - CONSTRUCTION This project will involve all of the construction activities associated with rehabilitating the airport's main apron surface as was designed during 2009. Additional concrete surface and preparatory infrastructure installation is included. This apron is used by the air carriers serving BGM. Professional construction inspection services will also be included in the project. This project will reduce the need for pavement crack sealing and patching of the asphalt.	\$5,000,000	\$4,750,000	\$125,000	\$0	\$125,000	\$5,000,000	\$0	20	15	0.0000 %
REPLACE AIRFIELD SAFETY VEHICLE This project will replace the vehicle used for inspections of the airfield surfaces. This vehicle is used to measure the braking coefficient of the airfield surfaces during wintertime snow removal operations. The existing vehicle has exceeded 100,000 miles and repairs have become frequent and expensive	\$52,630	\$50,000	\$1,315	\$0	\$1,315	\$52,630	\$0	5	77	0.0000 %
SNOW REMOVAL EQUIPMENT This project will entail the purchase of a runway safety anti ice / de ice control equipment along with an FAA approved decelerometer to measure braking effectiveness on runway surfaces. The use of this equipment is expected to reduce the quantity of sand used on the field for friction improvement.	\$150,000	\$142,500	\$3,750	\$0	\$3,750	\$150,000	\$0	10	28	0.0000 %
<b>AVIATION 2010 Total</b>	<b>\$5,577,630</b>	<b>\$4,942,500</b>	<b>\$430,065</b>	<b>\$0</b>	<b>\$205,065</b>	<b>\$5,577,630</b>	<b>\$0</b>			<b>0.0000 %</b>

*"Property Tax" is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2010 Adopted Capital Program

<i>Project Title and Description</i>	<i>Estimated Project Cost</i>	<i>Funding Sources</i>				<i>Bond Authority</i>	<i>Annual Added To Taxes</i>	<i>YPU</i>	<i>LFL Sect 11</i>	<i>Percent Increase Taxes</i>
		<i>Fed</i>	<i>State</i>	<i>County</i>	<i>Fees/Other</i>					
<i>BCC</i>										
DIRECT DIGITAL CONTROL Campus Energy Management has been limited by building systems, network limitations and the several generations and types of energy management systems in place. This project will provide the energy management system and components. One exciting aspect of this system will be the Internet Accessibility for remote access and viewing.	\$465,000	\$0	\$232,500	\$232,500	\$0	\$465,000	\$52,226	5	62	0.0866 %
NATURAL GAS PIPING REPLACE The natural gas loop and branches are aging, failing and limit growth by size. The system is without corrosion protection and failures have occurred but to date without incident. This project will upgrade the site natural gas piping improving materials, sizes and routing.	\$500,000	\$0	\$250,000	\$250,000	\$0	\$500,000	\$22,485	15	35	0.0373 %
<b>BCC 2010 Total</b>	<b>\$965,000</b>	<b>\$0</b>	<b>\$482,500</b>	<b>\$482,500</b>	<b>\$0</b>	<b>\$965,000</b>	<b>\$74,711</b>			<b>0.1238 %</b>
<i>DPW - ENGINEERING</i>										
WATERSHED REGULATORY COMPLIANCE Prepare remaining 18 of 23 watershed dams O&M Plans, certification/dam safety inspections, Engineer's Assessments and Emergency Action Plans for the County's 23 flood protection dams (watersheds). These reports will be required by 2008 revisions to New York's Dam Safety Rules (NYCRR Part 673).	\$225,000	\$0	\$0	\$225,000	\$0	\$225,000	\$27,740	10	3	0.0460 %
<b>DPW - ENGINEERING 2010 Total</b>	<b>\$225,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$225,000</b>	<b>\$0</b>	<b>\$225,000</b>	<b>\$27,740</b>			<b>0.0460 %</b>

*"Property Tax" is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2010 Adopted Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Fed	State	County	Fees/Other					
<b>DPW - ENGINEERING B&amp;G</b>										
COURTHOUSE AIR HANDLER REPLACEMENT Replace the air handler at the Courthouse. Planned repair/replacement instead of waiting for equipment failure.	\$300,000	\$0	\$0	\$300,000	\$0	\$300,000	\$36,987	10	13	0.0613 %
SYSTEMATIC ROOF REPLACEMENT AT COUNTY A large majority of roofs at County facilities are reaching the end of their useful life. This project addresses the need to systematically replace the roofs to reduce damage caused by leaks.	\$100,000	\$0	\$0	\$100,000	\$0	\$100,000	\$8,994	15	12 (2)	0.0149 %
UPGRADE ACCESS CONTROL SYSTEM AT COURT Upgrade software and hardware to reflect current operating version of the access Security Control System at Court Annex.	\$200,000	\$0	\$0	\$200,000	\$0	\$200,000	\$44,925	5	32	0.0745 %
<b>DPW - ENGINEERING B&amp;G 2010 Total</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$600,000</b>	<b>\$90,907</b>			<b>0.1507 %</b>
<b>DPW - FLEET MANAGEMENT</b>										
DPW FLEET REPLACEMENT Replace vehicles including but not limited to cars, light trucks and vans.	\$200,000	\$0	\$0	\$100,000	\$100,000	\$200,000	\$22,463	5	29	0.0372 %
<b>DPW - FLEET MANAGEMENT 2010 Total</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$200,000</b>	<b>\$22,463</b>			<b>0.0372 %</b>
<b>DPW - HIGHWAYS</b>										
HIGHWAY RECONSTRUCTION/REHABILITATION Reconstruct County highways as needed based on pavement condition, sufficiency and priority.	\$2,225,000	\$0	\$0	\$2,225,000	\$0	\$2,225,000	\$200,119	15	20c	0.3317 %
<b>DPW - HIGHWAYS 2010 Total</b>	<b>\$2,225,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,225,000</b>	<b>\$0</b>	<b>\$2,225,000</b>	<b>\$200,119</b>			<b>0.3317 %</b>

*"Property Tax" is calculated with the YPU and Bond amount. This does not include any portion of a project that is supported by fees.*

## 2010 Adopted Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Fed	State	County	Fees/Other					
<b>DPW - HIGHWAYS/ENGINEERING/BRIDGES</b>										
UNANTICIPATED BRIDGE/CULVERT REPAIRS Replace/rehabilitate unanticipated (including structural safety flags) County owned bridges based on bi-annual inspections and deficient culverts greater than 5 feet diameter. This is a safety issue.	\$300,000	\$0	\$0	\$300,000	\$0	\$300,000	\$22,075	20	10	0.0366 %
<b>DPW - HIGHWAYS/ENGINEERING/BRIDGES 2010 Total</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$22,075</b>			<b>0.0366 %</b>
<b>DPW - HIGHWAYS/ROAD MACHINERY</b>										
HIGHWAY EQUIPMENT REPLACEMENT Replace road maintenance and snow removal equipment as necessary.	\$1,005,000	\$0	\$0	\$1,005,000	\$0	\$1,005,000	\$90,391	15	28	0.1498 %
<b>DPW - HIGHWAYS/ROAD MACHINERY 2010 Total</b>	<b>\$1,005,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,005,000</b>	<b>\$0</b>	<b>\$1,005,000</b>	<b>\$90,391</b>			<b>0.1498 %</b>
<b>DPW - SECURITY</b>										
PURCHASE OF PORTABLE COMMAND CENTER Purchase 10'x36' box size trailer model 1040 mobile office (Satellite Shelters, Inc) for use as security operation command center during major County planned and emergency events.	\$25,000	\$0	\$0	\$25,000	\$0	\$25,000	\$3,082	10	32	0.0051 %
<b>DPW - SECURITY 2010 Total</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$3,082</b>			<b>0.0051 %</b>
<b>EMERGENCY SERVICES</b>										
REPLACE HAZARDOUS MATERIAL RESPONSE To replace existing hazardous materials response vehicle, present vehicle is too small to accommodate continuing equipment provided by NYS for the response to weapons of mass destruction and hazardous materials incidents. Present vehicle is now overweight.	\$150,000	\$0	\$0	\$150,000	\$0	\$150,000	\$33,694	5	29	0.0558 %
<b>EMERGENCY SERVICES 2010 Total</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$33,694</b>			<b>0.0558 %</b>

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## 2010 Adopted Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Fed	State	County	Fees/Other					
<b>INFORMATION TECHNOLOGY</b>										
EMPLOYEE TIMEKEEPER SYSTEM/SCHEDULER Automated Timekeeper system coupled with a scheduling module compatible with the new PeopleSoft productivity suite.	\$165,000	\$0	\$0	\$165,000	\$0	\$165,000	\$37,063	5	32	0.0614 %
SYSTEM UPGRADES & NETWORK MANAGEMENT Replacement of outdated equipment including i-Series, PC's, servers and communications equipment. Provide tools to better manage our network. Update the Microsoft Enterprise Agreement. Implement better end user tools for self service like password resets. Upgrade the County's wireless network for faster throughput to meet growing bandwidth demands. Begin roll out of virtual desktops to reduce cost of end user computing looking towards standards for shared services.	\$360,000	\$0	\$0	\$360,000	\$0	\$360,000	\$80,866	5	32	0.1340 %
TAPE LIBRARY & COMPUTER EQUIPMENT Replacement of old Tape Library system that is used to run production jobs and the backups across all platforms. Replace outdated equipment including PCs, and servers. Implement a system and network monitoring system to monitor and protect our network. Replace batteries in the main UPS system in the computer center. Continue with purchase of Microsoft Licensing.	\$76,000	\$0	\$0	\$76,000	\$0	\$76,000	\$17,072	5	32	0.0283 %
<b>INFORMATION TECHNOLOGY 2010 Total</b>	<b>\$601,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$601,000</b>	<b>\$0</b>	<b>\$601,000</b>	<b>\$135,001</b>			<b>0.2237 %</b>

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## 2010 Adopted Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Fed	State	County	Fees/Other					
<b>PARKS &amp; RECREATION</b>										
PARK SURFACE REHABILITATION Replace systematically asphalt or stone and oil overlays for roads, parking lots and walkways at the County Parks. Completed within the fiscal year with no stated impact upon the operating budget.	\$75,000	\$0	\$0	\$75,000	\$0	\$75,000	\$6,746	15	20	0.0112 %
PARKS FACILITIES REPAIRS AND RENOVATIONS Systematically upgrade, repair and renovate current park facilities and purchase portable storage facility at Otsiningo Park.	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$4,497	15	35	0.0075 %
PARKS VEHICLE REPLACEMENT Systematically replace based on use and age of Parks vehicles (Pick Up Trucks) that the department maintain outside the parameters of Central Fleet.	\$50,000	\$0	\$0	\$50,000	\$0	\$50,000	\$11,231	5	29	0.0186 %
<b>PARKS &amp; RECREATION 2010 Total</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$175,000</b>	<b>\$22,474</b>			<b>0.0372 %</b>
<b>PARKS &amp; RECREATION/ARENA</b>										
ARENA (SAFETY) IMPROVEMENTS Replace original fire alarm system which has many operational problems and is not code compatible. Also upgrade/make improvements to such items, steps, flooring, handrails, etc. to meet today's code standards.	\$400,000	\$0	\$0	\$400,000	\$0	\$400,000	\$35,976	15	12(a)(2)	0.0596 %
ARENA BATHROOM RENOVATIONS FOR ADA To replace fixtures to comply with the American Disability Act.	\$75,000	\$0	\$0	\$75,000	\$0	\$75,000	\$9,247	10	13	0.0153 %
ARENA REPAIRS/RENOVATIONS Repairs, renovations and systematic maintenance at the Arena to better maintain operations and the facility. The facility has not been maintained adequately.	\$150,000	\$0	\$0	\$150,000	\$0	\$150,000	\$33,694	5	35	0.0558 %
<b>PARKS &amp; RECREATION/ARENA 2010 Total</b>	<b>\$625,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$625,000</b>	<b>\$0</b>	<b>\$625,000</b>	<b>\$78,917</b>			<b>0.1308 %</b>

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## 2010 Adopted Capital Program

Project Title and Description	Estimated Project Cost	Funding Sources				Bond Authority	Annual Added To Taxes	YPU	LFL Sect 11	Percent Increase Taxes
		Fed	State	County	Fees/Other					
<b>PARKS &amp; RECREATION/FORUM</b>										
FORUM REPAIRS/RENOVATIONS Repairs, renovations and systematic maintenance at the Forum to better maintain operations and the facility. The facility has not been maintained adequately.	\$90,000	\$0	\$0	\$90,000	\$0	\$90,000	\$20,216	5	35	0.0335 %
FORUM SEATING Replace all seating for theatre, it is worn and past useful life.	\$250,000	\$0	\$0	\$250,000	\$0	\$250,000	\$56,157	5	32	0.0931 %
<b>PARKS &amp; RECREATION/FORUM 2010 Total</b>	<b>\$340,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$340,000</b>	<b>\$0</b>	<b>\$340,000</b>	<b>\$76,373</b>			<b>0.1266 %</b>
<b>SHERIFF-ROAD PATROL</b>										
VEHICLE REPLACEMENT Replacement of Sheriff's road patrol and other police vehicles.	\$200,000	\$0	\$0	\$200,000	\$0	\$200,000	\$72,070	3	77	0.1194 %
<b>SHERIFF-ROAD PATROL 2010 Total</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$72,070</b>			<b>0.1194 %</b>
<b>SOLID WASTE MANAGEMENT</b>										
COLESVILLE LANDFILL REMEDIATION Continue operational and maintenance of the groundwater treatment system, monitoring and testing of groundwater contaminant levels at the hazardous water landfill, in accordance with the 1991 US Environmental Protection Agency's Record of Decision and the NYSDEC Consent Agreement as amended.	\$250,000	\$0	\$0	\$0	\$250,000	\$250,000	\$0	30	6c	0.0000 %
LANDFILL EQUIPMENT Includes but is not limited to (1) tractor, (1) loader, (1) tanker trailer and (1) pick up.	\$350,000	\$0	\$0	\$0	\$350,000	\$350,000	\$0	10	6	0.0000 %
<b>SOLID WASTE MANAGEMENT 2010 Total</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$0</b>			<b>0.0000 %</b>

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## 2010 Adopted Capital Program

<i>Project Title and Description</i>	<i>Estimated Project Cost</i>	<i>Funding Sources</i>				<i>Bond Authority</i>	<i>Annual Added To Taxes</i>	<i>YPU</i>	<i>LFL Sect 11</i>	<i>Percent Increase Taxes</i>
		<i>Fed</i>	<i>State</i>	<i>County</i>	<i>Fees/Other</i>					
<i>WPNH</i>										
REPLACEMENT EQUIPMENT/FURNISHINGS To upgrade the facility to facilitate the eventual move to a new nursing home. Items may include a new food delivery system and patient room enhancements to better market the nursing home.	\$124,900	\$0	\$0	\$124,900	\$0	\$124,900	\$28,056	5	32	0.0465 %
<b>WPNH 2010 Total</b>	<b>\$124,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$124,900</b>	<b>\$0</b>	<b>\$124,900</b>	<b>\$28,056</b>			<b>0.0465 %</b>
<b>2010 CAPITAL PROGRAM GRAND TOTAL</b>	<b>\$13,938,530</b>	<b>\$4,942,500</b>	<b>\$912,565</b>	<b>\$7,178,400</b>	<b>\$905,065</b>	<b>\$13,938,530</b>	<b>\$978,073</b>			<b>1.6210 %</b>

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## **SUMMARY OF DEBT**

## Schedule A

**SUMMARY OF DEBT**  
as of December 31, 2009

	<b>Bond Anticipation Notes</b>	<b>Serial Bonds</b>	<b>Certificates of Participation</b>	<b>Total Debt</b>	<b>Percent of Total</b>
General Fund					
Community College	\$ 1,196,555	\$ 3,091,128	\$ -	\$ 4,287,683	4.06%
All Other General Fund	9,287,163	10,294,364	16,145,000	35,726,527	33.82%
Total General Fund	<u>10,483,718</u>	<u>13,385,492</u>	<u>16,145,000</u>	<u>40,014,210</u>	<u>37.88%</u>
Aviation	1,824,154	673,913		2,498,067	2.36%
Central Foods	572,601	115,394		687,995	0.65%
County Road	15,840,173	9,894,036		25,734,209	24.36%
En-Joie Golf Course	131,518	-		131,518	0.12%
Fleet Management	124,576	646,062		770,638	0.73%
Library	99,112	27,539		126,651	0.12%
Road Machinery	1,380,472	1,824,992		3,205,464	3.03%
Solid Waste	7,498,062	16,651,905		24,149,967	22.86%
Transit	3,914,484	108,123		4,022,607	3.81%
Veterans' Arena	1,212,700	122,797		1,335,497	1.26%
Willow Point Nursing Facility	1,548,430	1,420,347		2,968,777	2.81%
Total Fund	<u>34,146,282</u>	<u>31,485,108</u>	<u>-</u>	<u>65,631,390</u>	<u>62.12%</u>
<b>Total</b>	<u><u>\$ 44,630,000</u></u>	<u><u>\$ 44,870,600</u></u>	<u><u>\$ 16,145,000</u></u>	<u><u>\$ 105,645,600</u></u>	<u><u>100.00%</u></u>

Schedule B

HISTORY OF DEBT SERVICE

	<u>2006 Actual Payments</u>	<u>2007 Actual Payments</u>	<u>2008 Actual Payments</u>	<u>2009 Budget Adopted</u>	<u>2010 Budget Recommended</u>
General Fund					
Community College	\$ 398,514	\$ 574,114	\$ 569,064	\$ 647,244	\$ 623,130
All Other General Fund	2,197,440	2,787,663	2,905,981	3,830,855	4,314,540
Total General Fund	<u>2,595,954</u>	<u>3,361,777</u>	<u>3,475,045</u>	<u>4,478,099</u>	<u>4,937,670</u>
Arena	23,830	59,189	78,408	291,015	428,230
* Aviation	99,948	106,573	125,508	193,532	272,793
* Central Food and Nutrition Services	16,160	130,266	132,663	113,863	109,938
County Road	1,318,248	1,870,452	2,568,109	3,110,478	2,790,409
En-Joie Golf Course	-	-	-	13,440	12,354
* Fleet Management	90,473	206,105	228,266	221,402	153,711
Library	3,857	43,571	40,819	38,441	40,844
Road Machinery	246,276	248,628	314,064	394,112	383,024
* Solid Waste	3,308,957	3,254,780	3,008,797	3,104,840	3,297,963
* Transit	14,965	310,921	104,975	585,496	784,339
* Willow Point Nursing Facility	336,990	429,725	286,688	402,019	457,731
<b>Total</b>	<u><u>\$ 8,055,658</u></u>	<u><u>\$ 10,021,987</u></u>	<u><u>\$ 10,363,342</u></u>	<u><u>\$ 12,946,737</u></u>	<u><u>\$ 13,669,006</u></u>

\* In the Proprietary funds principal charges, included here for comparison, reduce liabilities and are not an expense.

## Schedule C

## Serial Bonds

Summary of Serial Bond Issues	2010 Principal	Principal	Interest Payments		2010 Principal
	Beginning Balance		Payment	First	Second
General Fund					
Community College	\$ 3,091,128	\$ 270,907	\$ 67,068	\$ 61,737	\$ 2,820,221
All Other General Fund	10,294,364	942,532	218,404	200,059	9,351,832
Total General Fund	<u>13,385,492</u>	<u>1,213,439</u>	<u>285,472</u>	<u>261,796</u>	<u>12,172,053</u>
Aviation	673,913	73,146	13,207	11,752	600,767
Central Food and Nutrition Services	115,394	12,396	2,224	1,991	102,998
County Road	9,894,036	943,104	205,341	187,165	8,950,932
Fleet Management	646,062	69,403	12,449	11,148	576,659
Library	27,539	2,958	531	476	24,581
Road Machinery	1,824,992	179,511	37,195	33,761	1,645,481
Solid Waste Management	16,651,905	1,966,149	360,423	318,079	14,685,756
Transit	108,123	11,300	2,122	1,909	96,823
Veterans' Arena	122,797	16,800	2,818	2,426	105,997
Willow Point Nursing Facility	1,420,347	141,294	28,753	26,058	1,279,053
<b>Total</b>	<b><u>\$ 44,870,600</u></b>	<b><u>\$ 4,629,500</u></b>	<b><u>\$ 950,534</u></b>	<b><u>\$ 856,561</u></b>	<b><u>\$ 40,241,100</u></b>
Total 2010 Serial Bond Principal Payment	\$ 4,629,500				
Total 2010 Serial Bond Interest Payment	1,807,095				
2010 Serial Bonds Grand Total	<u>\$ 6,436,595</u>				

**Serial Bonds**

**Serial Bonds**

**1997 Issue (Matures 2016)**

	2010 Beginning Balance	Principal Payment	Interest Payments		2010 Ending Balance
			First	Second	
Veterans' Arena					
Arena Skyboxes	\$ 16,000	\$ 8,000	\$ 432	\$ 216	\$ 8,000
Total Veterans' Arena	<u>16,000</u>	<u>8,000</u>	<u>432</u>	<u>216</u>	<u>8,000</u>
Solid Waste					
Leachate Treatment Facilities	1,579,600	238,500	42,650	36,210	1,341,100
House Hazardous Waste/Maint	210,000	30,000	5,670	4,860	180,000
Landfill Gas Recovery Facility	192,000	24,000	5,184	4,536	168,000
Leachate Storage Tank Design	220,000	30,000	5,940	5,130	190,000
Landfill Buffer Purchase	203,000	29,000	5,481	4,698	174,000
Total Solid Waste	<u>2,404,600</u>	<u>351,500</u>	<u>64,925</u>	<u>55,434</u>	<u>2,053,100</u>
<b>Total 1997 Issue</b>	<b><u>\$ 2,420,600</u></b>	<b><u>\$ 359,500</u></b>	<b><u>\$ 65,357</u></b>	<b><u>\$ 55,650</u></b>	<b><u>\$ 2,061,100</u></b>

## Serial Bonds

## 2002 Issue (Matures 2019)

	2010	Principal	Interest Payments		2010
	Beginning Balance	Payment	First	Second	Ending Balance
General Fund					
Community College					
Student Activities/Athletic Facility	\$ 2,443,842	\$ 201,372	\$ 54,596	\$ 50,569	\$ 2,242,470
All Other General Fund					
Public Safety Facility	287,575	23,696	6,425	5,951	263,879
GHJB Reno/Construct Annex	4,536,073	373,766	101,337	93,862	4,162,307
Reconstruct Gov't Plaza Deck	613,238	50,531	13,700	12,690	562,707
Network Upgrade & Equipment Replace	71,574	5,898	1,599	1,482	65,676
DMV Building Acquisition	110,660	9,118	2,473	2,290	101,542
COB Elevator Upgrade	120,145	9,900	2,685	2,487	110,245
COB Fire Alarm System Replacement	180,218	14,850	4,027	3,730	165,368
Forum Roof system Replacement	607,404	50,050	13,570	12,569	557,354
Total Other General Fund	6,526,887	537,809	145,816	135,061	5,989,078
Total General Fund	8,970,729	739,181	200,412	185,630	8,231,548
County Road					
Highway Reconstruction/Rehabilitation	1,178	97	27	25	1,081
Highway Reconstruction/Rehabilitation	90,361	7,446	2,019	1,870	82,915
Bridge Cleaning & Painting	60,652	4,998	1,355	1,256	55,654
Bridge Reconstruction/Rehabilitation	216,997	17,881	4,848	4,491	199,116
Highway Reconstruction	179,523	14,793	4,011	3,715	164,730
Highway Reconstruction/Rehabilitation	1,006,569	82,941	22,487	20,829	923,628
Highway Reconstruction/Rehabilitation	1,067,961	88,000	23,859	22,099	979,961
Federal Bridge Aid Program	961,167	79,200	21,473	19,889	881,967
Highway Reconstruction/Rehabilitation	1,201,456	99,000	26,841	24,861	1,102,456
Total County Roads	4,785,864	394,356	106,920	99,035	4,391,508
Road Machinery					
Highway Maintenance Facility	239,738	19,754	5,356	4,961	219,984
Highway Equipment Replacement	99,405	8,191	2,221	2,057	91,214
Highway Equipment Replacement	321,768	26,514	7,189	6,659	295,254
Total Road Machinery	660,911	54,459	14,766	13,677	606,452
Veterans' Arena					
Arena Improvements	106,797	8,800	2,386	2,210	97,997
Total Veterans' Arena	106,797	8,800	2,386	2,210	97,997

**Serial Bonds**

**2002 Issue (Matures 2019) Continued**

	2010 <u>Beginning Balance</u>	Principal <u>Payment</u>	Interest Payments <u>First</u>	Interest Payments <u>Second</u>	2010 <u>Ending Balance</u>
<b>Transit</b>					
Transit Coach Replacement	12,573	1,036	281	261	11,537
<b>Total Transit</b>	<u>12,573</u>	<u>1,036</u>	<u>281</u>	<u>261</u>	<u>11,537</u>
<b>Willow Point</b>					
Elevator Renovation	42,719	3,520	955	884	39,199
Parking Lot Construction	276,483	22,782	6,177	5,722	253,701
Roof Repairs And Renovation	8,139	671	182	169	7,468
Resident Lift Program Equipment	53,396	4,400	1,193	1,105	48,996
WPNH Building Feasibility Study	70,305	5,793	1,571	1,455	64,512
<b>Total Willow Point</b>	<u>451,042</u>	<u>37,166</u>	<u>10,078</u>	<u>9,335</u>	<u>413,876</u>
<b>Solid Waste</b>					
Leachate Treatment Facility	30,786	2,537	688	638	28,249
Landfill Gas Recovery System	105,277	8,675	2,352	2,179	96,602
Leachate Storage Tank Design	15,039	1,239	336	312	13,800
Landfill Water Supply	3,897,579	321,159	87,073	80,650	3,576,420
Landfill Public Sewer System	317,051	26,125	7,083	6,561	290,926
Salt/Sand Storage Facility	87,420	7,203	1,953	1,809	80,217
Landfill Equipment	657,331	54,164	14,685	13,602	603,167
Landfill New Construction	1,268,205	104,500	28,332	26,242	1,163,705
<b>Total Solid Waste</b>	<u>6,378,688</u>	<u>525,602</u>	<u>142,502</u>	<u>131,993</u>	<u>5,853,086</u>
<b>Aviation</b>					
Airport Utility Enhancement	53,396	4,400	1,193	1,105	48,996
<b>Total Aviation</b>	<u>53,396</u>	<u>4,400</u>	<u>1,193</u>	<u>1,105</u>	<u>48,996</u>
<b>Total 2002 Issue</b>	<u><u>\$ 21,420,000</u></u>	<u><u>\$ 1,765,000</u></u>	<u><u>\$ 478,537</u></u>	<u><u>\$ 443,247</u></u>	<u><u>\$ 19,655,000</u></u>

## Serial Bonds

## 2004 Issue (Matures 2016)

	2010 Beginning Balance	Principal Payment	Interest Payments		2010 Ending Balance
			First	Second	
Solid Waste					
Nanticoke Landfill	\$ 433,421	\$ 72,727	\$ 8,787	\$ 6,828	\$ 360,694
Install Leachate Storage	224,599	55,065	4,554	3,210	169,534
Nanticoke Improvements	187,013	187,013	3,792	0	-
Nanticoke Improvements	473,795	69,610	9,606	7,652	404,185
Compost Station	59,218	7,380	1,201	982	51,838
Total Solid Waste	<u>1,378,046</u>	<u>391,795</u>	<u>27,940</u>	<u>18,672</u>	<u>986,251</u>
Aviation					
Runway Extension 16-34	56,954	8,205	1,155	923	48,749
Total Aviation	<u>56,954</u>	<u>8,205</u>	<u>1,155</u>	<u>923</u>	<u>48,749</u>
<b>Total 2004 Issue</b>	<b><u>\$ 1,435,000</u></b>	<b><u>\$ 400,000</u></b>	<b><u>\$ 29,095</u></b>	<b><u>\$ 19,595</u></b>	<b><u>\$ 1,035,000</u></b>

**Serial Bonds**

**2005 Issue (Matures 2017)**

	2010 <u>Beginning Balance</u>	Principal <u>Payment</u>	Interest Payments <u>First</u>	Interest Payments <u>Second</u>	2010 <u>Ending Balance</u>
General Fund					
Community College					
Student Activities/Athletic Facility	\$ 254,577	\$ 27,348	\$ 4,906	\$ 4,393	\$ 227,229
Roof Replacement Phase I	239,903	25,772	4,623	4,140	214,131
Original Boiler Replacement Phase I	152,806	16,415	2,945	2,637	136,391
Total Community College	<u>647,286</u>	<u>69,535</u>	<u>12,474</u>	<u>11,170</u>	<u>577,751</u>
All Other General Fund					
COB Elevator Controls Upgrade	96,678	10,386	1,863	1,669	86,292
COB Fire Alarm System Replacement	152,835	16,418	2,945	2,637	136,417
Communications Van Replacement	32,828	3,527	633	567	29,301
Parks Equipment Replacement	108,617	11,668	2,093	1,875	96,949
Federal EPA Oil Spill Plan Compliance	102,900	11,054	1,983	1,776	91,846
County Buildings Renovations	165,374	17,765	3,187	2,854	147,609
Microwave System Replacement	411,598	44,216	7,931	7,102	367,382
Computer Equipment Replacement Phase IV	279,299	30,004	5,382	4,819	249,295
Watershed Reconstruction Repair	55,124	5,922	1,063	952	49,202
County Buildings Renovations	183,750	19,739	3,541	3,171	164,011
COB - Parking Area Repairs - Design Phase	128,624	13,818	2,479	2,220	114,807
Systematic Roof Replacement At County Facilities	440,995	47,374	8,498	7,609	393,621
Vehicle Locator System	257,249	27,635	4,957	4,439	229,614
Computer Equipment Replacement & Update Techno	562,272	60,402	10,834	9,702	501,870
Grippen Ice Rink Rehabilitation	73,500	7,896	1,417	1,269	65,604
Parks Equipment Replacement	135,975	14,607	2,620	2,347	121,368
Parks Playground Equipment and Shelters	110,250	11,844	2,125	1,903	98,407
Parks Surface Rehabilitation	124,948	13,423	2,408	2,156	111,525
Emergency Surveillance Equipment Improvements	37,653	4,045	726	650	33,608
Electronic Document Mgt. System - DSS	176,178	18,926	3,395	3,040	157,252
County Buildings Renovations Equipment	44,100	4,737	850	761	39,362
Western Broome Senior Citizen Center	86,730	9,317	1,672	1,497	77,413
Total Other General Fund	<u>3,767,477</u>	<u>404,723</u>	<u>72,601</u>	<u>65,016</u>	<u>3,362,754</u>
Total General Fund	<u>4,414,763</u>	<u>474,258</u>	<u>85,075</u>	<u>76,186</u>	<u>3,940,505</u>

## Serial Bonds

## 2005 Issue (Matures 2017) Continued

	2010 Beginning Balance	Principal Payment	Interest Payments		2010 Ending Balance
			First	Second	
County Road					
Old Vestal Road Improvement	15,858	1,704	306	274	14,155
Bridge Reconstruction/Rehabilitation	143,059	15,368	2,757	2,469	127,690
Highway Recon./Rehab. Caldwell Hill Rd.	228,168	24,511	4,397	3,937	203,657
Road Reconstruction/Rehabilitation	202,124	21,713	3,895	3,488	180,411
Highway Reconstruction	1,323,727	142,202	25,506	22,840	1,181,525
Hooper Rd. Bridge Reconstruction	661,496	71,062	12,746	11,414	590,435
Lester Ave. Bridge Reconstruction	806,496	86,638	15,540	13,916	719,858
Highway Reconstruction	734,997	78,957	14,162	12,682	656,040
Airport Rd. Bridge Reconstruction	367,499	39,479	7,081	6,341	328,020
Bevier St. Bridge Recon. - Design	367,499	39,479	7,081	6,341	328,020
Bridge Repair and Culvert Replacement/Recon.	183,749	19,739	3,541	3,171	164,010
Colesville Rd./South St. Bridge Replace./Rehab. - Design	73,500	7,896	1,417	1,269	65,604
Total County Roads	5,108,172	548,748	98,429	88,142	4,559,424
Road Machinery					
Highway Equipment Replacement	36,919	3,966	712	637	32,953
Highway Equipment Replacement	288,532	30,996	6,059	4,979	257,536
Highway Equipment Replacement	164,639	17,686	3,173	2,841	146,953
Highway Equipment Replacement	673,991	72,404	12,987	11,629	601,587
Total Road Machinery	1,164,081	125,052	22,931	20,084	1,039,029
Library					
DYNIX Upgrade	27,539	2,958	531	476	24,581
Total Library	27,539	2,958	531	476	24,581
Transit					
Electronic Fare Box Replacement	95,550	10,264	1,842	1,649	85,286
Total Transit	95,550	10,264	1,842	1,649	85,286

**Serial Bonds**

**2005 Issue (Matures 2017) Continued**

	2010 Beginning Balance	Principal Payment	Interest Payments		2010 Ending Balance
			First	Second	
<b>Willow Point</b>					
Parking Lot Construction	8,297	891	160	144	7,405
Fire Alarm System	352,798	37,899	6,798	6,088	314,898
Replacement of Chillers and Cooling Towers	115,763	12,436	2,231	1,998	103,327
Generator Replacement	88,199	9,475	1,700	1,522	78,724
Bathing/Toileting Suite Renovations	183,748	19,739	3,541	3,171	164,009
Nurses Stations Renovations	110,250	11,844	2,125	1,903	98,406
WPNH Med Room Renovation	110,250	11,844	2,125	1,903	98,406
<b>Total Willow Point</b>	<b>969,305</b>	<b>104,128</b>	<b>18,680</b>	<b>16,729</b>	<b>865,177</b>
<b>Solid Waste</b>					
Landfill Gas Recovery Facility	463,774	49,821	8,936	8,002	413,953
Landfill Public Water Supply	1,831,863	196,789	35,297	31,607	1,635,075
Landfill Public Sewer System	67,941	7,299	1,310	1,173	60,642
Landfill Construction	2,177,754	233,946	41,961	37,575	1,943,808
Partial Landfill Closure	1,456,014	156,413	28,055	25,122	1,299,601
Landfill Equipment Replacement	117,599	12,633	2,266	2,030	104,966
Gas Recovery	183,749	19,739	3,541	3,171	164,010
Landfill Property Acquisition	191,877	20,612	3,698	3,311	171,264
<b>Total Solid Waste</b>	<b>6,490,571</b>	<b>697,252</b>	<b>125,064</b>	<b>111,991</b>	<b>5,793,319</b>
<b>Aviation</b>					
Airport Utility Enhancement	208,359	22,383	4,015	3,595	185,976
Airport Utility Enhancement Project, Phase II	258,391	27,758	4,979	4,459	230,633
Runway 16/34 Rehabilitation - Design	3,100	333	60	54	2,767
Runway 16/34 Rehabilitation - Construction	93,713	10,067	1,806	1,617	83,646
<b>Total Aviation</b>	<b>563,563</b>	<b>60,541</b>	<b>10,860</b>	<b>9,725</b>	<b>503,022</b>
<b>Fleet Management</b>					
Fleet Replacement	146,999	15,791	2,833	2,537	131,208
Fleet Replacement	499,063	53,612	9,616	8,611	445,451
<b>Total Fleet Management</b>	<b>646,062</b>	<b>69,403</b>	<b>12,449</b>	<b>11,148</b>	<b>576,659</b>
<b>Central Foods</b>					
Renovations For Structural Improvements	115,394	12,396	2,224	1,991	102,998
<b>Total Central Foods</b>	<b>115,394</b>	<b>12,396</b>	<b>2,224</b>	<b>1,991</b>	<b>102,998</b>
<b>Total 2005 Issue</b>	<b>\$ 19,595,000</b>	<b>\$ 2,105,000</b>	<b>\$ 378,085</b>	<b>\$ 338,121</b>	<b>\$ 17,490,000</b>

Schedule D

CERTIFICATES OF PARTICIPATION

	<u>2010 Principal Beginning Balance</u>	<u>Principal Payment</u>	<u>Interest Payments</u>		<u>2010 Principal Ending Balance</u>
			<u>First</u>	<u>Second</u>	
1994 Issue (Matures 2022) General Fund Public Safety Facility	\$ 16,145,000	\$ -	\$ 423,807	\$ 423,807	\$ 16,145,000

Offset by interest earnings on reserve budgeted in subobject 0613.

\$207,005

Schedule E

Bond Anticipation Notes

Issue Date 4/16/09

Maturity Date 4/16/10

	<b>Amount Outstanding</b>
All Other General Fund	
COB - Parking Area Repairs - Design Phase	\$ 65,834
Grippen Ice Rink Rehabilitation	665,019
Parks Equipment Replacement (2005 CIP)	12,500
Watershed Annual Maintenance (2006 CIP)	52,500
County Buildings Renovations (2006 CIP)	140,000
County Office Building Carpet	4,432
Public Safety Facility	69,868
Systematic Roof Replacement At County	240,000
Electronic Voting Machines	69,080
Fire Radio System Replacement Phase I	350,000
Regional Public Safety Training Facility	44,999
Parks Equipment Replacement (2006 CIP)	62,999
Parks Surface Rehabilitation	39,869
Forum Repairs/Renovations	36,000
Equipment Replacement	995,000
Parks Equipment Replacement (FEMA 06/06 Flood)	2,615
Watershed Annual Maintenance (2007 CIP)	65,333
County Buildings Renovations (2007 CIP)	87,111
Petroleum Storage Regulation Compliance	72,000
Public Safety Facility Repairs/Renovations	45,809
Computer Equipment Replacement & Technology Update	240,000
Voice Mail System Replacement - Unified	56,303
Parks Equipment Replacement (2007 CIP)	16,000
Black Creek Security Update at County Jail	178,880
Vehicle Replacement	74,982
Watershed Regulatory Compliance Part 1	90,000
County Buildings Renovations	120,000
Petroleum Bulk Storage	40,000
Public Safety Facility Repairs/Renovations	60,000
Systematic Roof Replacement At County	93,333
Network Switches & PC Replacement	644,000
Parks Equipment Replacement	60,000
Forum Rigging Load Capacity Increase	40,000
Portable Radio Replacement	26,937
Replace Financial, HR/Payroll Systems (Software)	1,485,760
Replace Financial, HR/Payroll Systems (Hardware)	180,000
Parks Upgrade 2008	50,000
ERP System Phase II 2009	2,350,000
Replace Oil-Water Separator at Fleet 2009	70,000
External Building Repairs - Front Street Dod Shelter 2009	50,000
Parks Facilities Repairs & Renovations 2009	40,000
Sheriff's Vehicle Replacement 2009	200,000
<b>Total All Other General Fund</b>	<b>\$ 9,287,163</b>

	<b>Amount Outstanding</b>
Solid Waste	
Landfill Equipment	\$ 225,556
Leachate Treatment Plant Outfall	1,111,145
SEIS Options For Section IV Access	107,161
Colesville Landfill Remediation (Part 2)	285,200
Colesville Landfill Remediation (Part 2)	100,000
Design Section III Closure	100,000
Landfill Rain Cap Section IV	200,000
Scale House Road And Facility	1,944,000
Solid Waste Management Plan Update	200,000
Landfill Road Reconstruction	2,500,000
Colesville Landfill Remediation (Part 2)	225,000
Construction of Section II & III Closure	500,000
<b>Total Solid Waste</b>	<b>\$ 7,498,062</b>
Aviation	
Airport Parking Lot Rehabilitation	\$ 889,298
Airport Corporate Hangar Improvements	623,851
Taxiway Rehabilitation-Construction	180,000
Terminal Building Rehab.	100,000
Airport Main Apron Rehab. - Design	15,000
Snow Removal Equipment	16,005
<b>Total Aviation</b>	<b>\$ 1,824,154</b>
County Road	
Highway Reconstruction	\$ 135,231
Airport Rd. Bridge Reconstruction	200,172
Colesville Rd./South St. Bridge Replace./Rehab.-Design	72,113
Highway Reconstruction	1,600,001
Bevier St. Bridge Reconstruction	3,419,690
South Street Bridge	218,500
Bridge Reconstruction	236,892
Road Reconstruction (FEMA - 06/06 Flood)	68,098
Bridge Reconstruction (FEMA - 11/06 Flood)	1,800,000
Highway Reconstruction/Repair	1,524,444
Repair Highway Culverts & Bridges	435,556
Highway Fire Alarm Suppression System	23,788
Highway Reconstruction/Rehabilitation	1,628,136
Colesville Rd. Bridge Replacement	1245000
Unanticipated Bridge Repairs	237500
2nd Street, Deposit, Drainage	650000
Highway Reconstruction/Rehabilitation	1995052
Nanticoke Drive Bridge Reconstruction	350000
<b>Total County Road</b>	<b>\$ 15,840,173</b>

Schedule E

**Bond Anticipation Notes**  
 Issue Date 4/16/09  
 Maturity Date 4/16/10

	<u>Amount Outstanding</u>		<u>Amount Outstanding</u>
Community College (BCC)		Road Machinery	
Technology Initiative	\$ 89,433	Highway Machinery	\$ 223,138
Update Master Plan	14,748	Highway Equipment Replacement	303,334
Wales Building Renovation	148,107	Highway Equipment Replacement	854,000
Original Boiler Replacement Phase II	74,667	<b>Total Road Machinery</b>	<b>\$ 1,380,472</b>
Feasibility Study	40,000		
Energy Management Improvements	165,600	Veteran's Arena	
Roof Replacement - Phase II	60,000	Primary Electric Repairs	\$ 52,500
West Gym Bleachers	208,000	Repairs/Renovations (2006 CIP)	40,000
Roadway & Lot Upgrades	85,000	Repairs/Renovations (2007 CIP)	72,000
Science Building	311,000	Replace Arena Window - Wall At North	784,200
<b>Total Community College</b>	<b>1,196,555</b>	Repairs/Renovations (2008 CIP)	80,000
		Arena Roof Systems Repair/Resurfacing	160,000
<b>Total General Fund</b>	<b>\$ 10,483,718</b>	Arena Spotlights	24,000
		<b>Total Veteran's Arena</b>	<b>\$ 1,212,700</b>
Willow Point Nursing Home		Transit	
WPNH Room Renovations 96	\$ 186,667	Coach Replacement	\$ 793,333
New 380 Bed Facility 2006	540,000	Intermodal Transit Terminal	2,086,151
New Electrical Beds 2006	143,333	Support Vehicle Replacement	160,000
WPNH Resident Contained Smoking Area 2006	70,000	Passenger Buses 5 - 24	700,000
HVAC Repairs 08	112,500	Transit Building Renovations	175,000
08 Kiosk Stations 08	64,000	<b>Total Transit</b>	<b>\$ 3,914,484</b>
08 Resident Furniture & Room Care Equipment 08	32,000		
08 WPNH Renovations And Repairs 08	156,000	Fleet Management	
HVAC Replacement/Repairs 2009	125,000	DPW - Fleet Replacement (2007 CIP)	\$ 24,576
Therapy Module - Software & Hardware 2009	26,930	DPW - Fleet Replacement (2009 CIP)	100,000
WPNH Building Improvements 2009	92,000	<b>Total Fleet Management</b>	<b>\$ 124,576</b>
<b>Total Willow Point Nursing Home</b>	<b>\$ 1,548,430</b>		
Library		Central Foods	
Computer Replacement - Public - Phase I	\$ 19,600	Building Renovations 2006	\$ 496,601
Computer Replacement - Staff - Phase I	7,000	Building Reconstruction 2007	76,000
Computer Replacement - Staff - Phase II	9,549	<b>Total Central Foods</b>	<b>\$ 572,601</b>
Parking Lot Surface Treatment	7,700		
Replacement of Decker Room Carpet	20,400	En-Joie Golf Course	
Security Cameras	4,468	Golf Course Reconstruction	131,518
Library Improvements & Renovations	30,395	<b>Total En-Joie Golf Course</b>	<b>\$ 131,518</b>
<b>Total Library</b>	<b>\$ 99,112</b>		
		<b>Total Bond Anticipation Notes</b>	<b>\$ 44,630,000</b>

**Schedule F**

**Bond Anticipation Notes/Capital Notes Payment Schedule**

Project Title	Project	Index	Total BAN 4/16/2009	Principal Paydown 4/16/2010	Interest Due 4/16/2010
General	101000	920041	9,287,163	1,896,971	208,962
General BCC	101000	920041	1,196,555	196,496	26,923
Total General			10,483,718	2,093,467	235,885
County Road	301000	039206	15,840,173	1,098,395	356,404
Road Machinery	302000	039214	1,380,472	101,497	31,061
Library	304000	840041	99,112	34,649	2,231
Arena	306000	659011	1,212,700.00	378,900	27,286
Golf Course	309000	859011	131,518.00	9,394	2,960
Transit	203000	229203	3,914,484	680,932	88,076
Willow Point NH	204000	169201	1,548,430	226,786	34,840
	206000	230110	7,498,062	484,605	168,707
Aviation	207000	210211	1,824,154	133,645	41,044
Fleet Management	250000	039255	124,576	57,909	2,803
Central Foods	251000	230128	572,601	80,443	12,884
Grand Total BANs & Capital Notes			44,630,000	5,380,624	1,004,181

Note: If using this schedule for budget purposes, you must round up when determining the interest appropriation.

## Schedule G

**Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects**

<b>Serial Bonds</b>	<b>Resolution</b>	<b>Debt Authorized</b>	<b>Debt Unborrowed</b>
<b>Aviation</b>			
Airport Utility Enhancement Project, Phase II	03-179	850,000	467,000
Security Enhancement	07-465	286,776	17,237
Corporate Hangar Improvements	07-816, 08-442, & 08-742	750,000	100,649
Taxiway Rehabilitation-Construction	07-816 & 08-445	8,568,807	3,427,038
Precision Approach Path Indicator	08-446	300,000	41,514
Taxiways H & K Improvements	08-446 & 08-743	616,835	36,485
Airport Main Apron Rehabilitation-Design	08-744	300,000	277,500
EMAS Rehabilitation	08-744	500,000	500,000
Snow Removal Equipment	08-744	500,000	624,184
Terminal Building Rehabilitation	08-744	360,000	360,000
<b>Broome Community College</b>			
Original Boiler Replacement - Phase II	07-46	540,000	451,000
Roof Replacement Phase II	07-816	621,000	561,000
Roof Replacement III	08-744	600,000	289,000
Science Building	08-744	21,000,000	21,000,000
Alms Building Demolition	09-164	350,000	350,000
<b>Central Foods</b>			
Building Renovations	05-742	774,160	52,230
Building Reconstruction	07-46	150,000	58,000
<b>County Road</b>			
Lester Ave Bridge Reconstruction	03-608	2,000,000	103,679
Road Reconstruction	06-746	6,100,000	2,987,461
Bridge Reconstruction	06-746	4,200,000	1,172,751
Highway Reconstruction/Rehabilitation	07-816	1,750,000	5,569
Highway Reconstruction/Rehabilitation	08-744	2,000,000	4,948
Nanticoke Drive Bridge Rehabilitation	08-744	1,100,000	750,000
Building Renovations	09-163	40,000	40,000
Vehicle Replacement	09-163	153,000	153,000
Vestal - Endicott Bridge Painting	09-317	1,982,000	1,982,000

**Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects**

<b>Serial Bonds</b>	<u>Resolution</u>	<u>Debt Authorized</u>	<u>Debt Unborrowed</u>
Elections			
Electronic Voting Machines	05-742	2,161,000	642,761
Equipment Replacement	06-394	180,704	46,229
Emergency Services			
Equipment Replacement	06-394	1,400,000	200,000
Information Technology			
ERP System Phase II	08-744	3,520,000	1,170,000
Library			
Improvements and Renovations	08-744	50,000	19,605
Office For Aging			
Meals On Wheels Replacement Vehicle	08-744	42,000	42,000
Parks			
Otsiningo Picnic Shelter No. 2	05-742	50,000	40,001
PW-Buildings & Grounds			
COB - Parking Area Repairs - Design Phase	05-104 & 07-06	456,000	130,521
County Office Building - Parking Area	07-06	4,600,000	4,577,000

**Statement of  
Authorized and Unborrowed Debt  
For Open Capital Projects**

<b>Serial Bonds</b>	<b>Resolution</b>	<b>Debt Authorized</b>	<b>Debt Unborrowed</b>
PW-Engineering			
Upgrade Watershed Dam 23 (Savin-2)	07-816	1,000,000	750,000
Public Transportation			
Transit Fleet Additions	05-529	834,000	187,727
Parking Lot Enhancements	07-816 & 08-508	29,730	29,730
Maintenance/Storage Facilities Renovations	08-744	275,000	124,487
Purchase of 4 Hybrid Electric Buses	08-744	2,200,000	2,200,000
Solid Waste			
Landfill New Construction	00-538	9,088,000	73,347
Partial Landfill Closure	01-515	3,559,600	1,284,748
Leachate Treatment Plant Outfall	05-742	3,080,000	1,855,000
Design Section III Closure	07-816	275,000	175,000
Landfill Property Acquisition	01-685	283,000	2,424
Construction of Section II & III Closure	08-744	2,000,000	1,500,000
Landfill Equipment	08-744	1,354,000	1,354,000
Willow Point Nursing Home			
Residents' Rooms Renovations	01-686	317,000	117,000
New 380 Bed Facility	05-742	55,933,113	55,333,113
<b>Total</b>		<b>\$ 149,080,725</b>	<b>\$ 107,666,938</b>

Schedule H

Authorized Capital Projects  
Open as of June 12, 2009

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Arena/Forum</b>			
Arena and Forum Renovations	2002	2,415,000	968,862
Arena Primary Electric Replacement	2006	75,000	63,843
Arena Repairs/Renovations	2007	100,000	55,213
Replace Arena Window-Wall At North	2007, 2007a, 2008a	920,000	888,940
Arena Repairs/Renovations	2008	100,000	100,000
Arena Roof Systems Repair/Resurfacing	2008 (1)	200,000	0
Arena Spotlights	2008	30,000	13,798
Increase Forum Rigging Load Capacity	2008	50,000	45,582
		<u>3,890,000</u>	<u>2,136,238</u>
<b>Aviation</b>			
Utility Enhancement, Phase II	2003	850,000	534,506
Runway 16/34 Rehabilitation - Construction	2005, 2005a, 2007a	6,192,034	32,487
Taxiway Rehabilitation-Design	2006	300,000	13,600
Hangar Improvements	2006, 2007a	386,200	351
Security Enhancement	2007	286,776	17,237
Corporate Hangar Improvements	2007, 2008a	750,000	111,847
Taxiway Rehabilitation-Construction	2008, 2008a	8,568,807	12,372
Precision Path Approach Indicator	2008	300,000	20,034
Terminal Building Rehabilitation	2008	100,000	100,000
Taxiways H & K Improvements	2008	616,835	21,083
Rehabilitate EMAS	2008	350,000	350,000
Stormwater Management Master Plan	2008	130,000	65,000
Airport Main Apron Rehabilitation-Design	2009, 2009a	300,000	17,725
EMAS Rehabilitation	2009	500,000	500,000
Snow Removal Equipment	2009	640,189	640,189
Terminal Building Rehabilitation	2009	360,000	360,000
		<u>20,630,841</u>	<u>2,796,431</u>

## Schedule H

**Authorized Capital Projects**  
Open as of June 12, 2009

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Broome Community College</b>			
Health Science Building	1992	10,000,000	74,460
Roof Replacement - BCC	2002	408,000	67,452
Original Boiler Replacement Phase I	2005	415,800	2,800
Technology Initiative	2006	315,000	46,632
Update Master Plan	2006	250,000	21,024
Wales Building Renovation	2006	400,000	171,024
Original Boiler Replacement Phase II	2007	540,000	478,012
Feasibility Study	2007, 2008a	50,000	50,000
Energy Management Improvements	2008	207,000	207,000
Roof Replacement	2008	621,000	621,000
West Gym Bleachers	2008	260,000	260,000
Roadway and Lot Upgrades	2009	85,000	85,000
Roof Replacement III	2009	600,000	600,000
Science Building	2009	21,000,000	21,000,000
Alms Building Demolition	2009	350,000	350,000
		<u>35,501,800</u>	<u>24,034,404</u>
<b>Central Food and Nutrition Services</b>			
Building Renovations	2006	774,160	126,398
Building Reconstruction	2007	150,000	55,809
		<u>924,160</u>	<u>182,207</u>
<b>Court Facilities</b>			
Courthouse Asbestos Abatement	1997, 2004a	1,235,486	22,095
<b>DPW-Fleet</b>			
Fleet Replacement	2009	100,000	147
<b>Elections</b>			
Electronic Voting Machines	2006	2,161,000	649,024
Equipment Replacement	2006	180,074	45,364
		<u>2,341,074</u>	<u>694,388</u>
<b>Emergency Services</b>			
Microwave System Replacement	2004	700,000	40,855
State Road Radio Tower	2004	65,000	63,619
Vehicle Locator System	2005	350,000	349,413
Fire Radio System replacement Phase I	2006	500,000	500,000
Equipment Replacement	2006, 2009a	1,054,636	1,054,636

Schedule H

Authorized Capital Projects  
Open as of June 12, 2009

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
Information Technology		2,669,636	2,008,523
Update Comp. Tech. & Replace Equipment	2002	550,000	46,259
Computer Equipment Replacement & Update Technology	2006	500,000	36,608
Information Technology Study	2006	127,000	7,658
Computer Equipment Replacement & Update Technology	2007, 2007a, 2008a	420,273	27,303
Voice-Mail System Replacement	2007	93,839	2,742
Network Switches & PC Replacement	2008	805,000	255,778
Replace Financial, HR/Payroll Systems (Software)	2008	1,857,200	4,235
Replace Financial, HR/Payroll Systems (Hardware)	2008	200,000	2,814
Highway			
Building Renovations	2009	40,000	20,553
Vehicle Replacement	2009	153,000	49,637
		<u>193,000</u>	<u>70,190</u>
Highways/Bridges			
Bridge Reconstruction/Rehabilitation	2001	2,420,000	530,372
Hooper Road Bridge Reconstruction	2004	3,400,000	358,950
Lester Avenue Bridge Rehabilitation	2004	2,000,000	1,203,222
Airport Road Bridge Reconstruction	2005	2,500,000	625,851
Bevier St. Bridge Reconstruction - Design	2005, 2005a	765,000	39,936
Bridge Repair & Culvert Replacement/Reconstruction	2005	250,000	11,292
Colesville Rd./South St. Bridge Replacement/Rehab. - Design	2005	400,000	105,166
Bevier St. Bridge Reconstruction	2006, 2006A	7,810,000	557,286
East Windsor Road Bridges/Rogers Road	2006	600,000	600,000
South Street Bridge	2006	1,150,000	1,150,000
Bridge Reconstruction	2006	4,200,000	1,020,788
Highway Culverts & Bridges Repairs	2007	500,000	309,561
Colesville Rd. Bridge Replacement	2008	1,250,000	1,250,000
Unanticipated Bridge Repairs	2008, 2009a	60,000	60,000
Nanticoke Drive Bridge Rehabilitation	2009	1,100,000	1,100,000
Vestal - Endicott Bridge Painting	2009	1,982,000	1,982,000
		<u>30,387,000</u>	<u>10,904,424</u>

## Schedule H

**Authorized Capital Projects**  
Open as of June 12, 2009

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Highways/Roads</b>			
Highway Reconstruction	2006, 2008a	1,961,670	11,139
Road Reconstruction	2006	6,100,000	3,440,972
Highway Reconstruction/Repair	2007	1,750,000	9,285
Highway Reconstruction/Rehabilitation	2008	1,750,000	199,155
Hooper Road Turning Lane and Signal	2009	450,000	450,000
2nd Street, Deposit, Drainage	2009	650,000	626,677
Highway Reconstruction/Rehabilitation	2009, 2009a	<u>2,350,000</u>	<u>2,339,902</u>
		15,011,670	7,077,130
<b>Library</b>			
Improvement and Renovations	2009	25,000	25,000
<b>Office For Aging</b>			
Meals On Wheels Replacement Vehicle	2,009	42,000	42,000
<b>Parks &amp; Recreation</b>			
Grippen Ice Rink Rehabilitation	2005	950,000	350,566
Parks Playground Equipment & Shelters	2005	150,000	131
Otsiningo Picnic Shelter No. 2	2006	50,000	50,000
Dorchester Park Walkway/Bikeway	2007	521,170	29,204
Equipment Replacement	2007	20,000	2,402
Equipment Replacement	2008	75,000	75,000
Park Updates	2008	50,000	370
Park Facilities Repairs and Renovations	2009	<u>40,000</u>	<u>40,000</u>
		1,856,170	547,673

Schedule H

Authorized Capital Projects  
Open as of June 12, 2009

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
<b>Public Transportation</b>			
Telephone IVR System	2003	100,000	2,052
Transit Coach Replacement	2004, 2007a	3,310,000	143,263
Transit Fleet Additions	2005	834,000	186,190
Intermodal Transit Terminal	2006	11,406,000	8,786,427
5 - 24 Passenger Buses	2008	700,000	668,924
Maintenance/Storage Facilities Renovations	2008	375,000	95,497
Building Renovations	2008	175,000	1,101
Purchase of 4 Hybrid Electric Buses	2009, 2009a	3,651,619	3,651,619
		<u>20,551,619</u>	<u>13,535,073</u>
<b>Public Works</b>			
Federal EPA Oil Spill Compliance	2004	175,000	14
COB - Parking Area Repairs - Design Phase	2005, 2006a	456,000	455,706
New/Reconstruction Of Justice Building	2006, 2007a	17,154,818	27,974
Watershed Annual Maintenance	2006	75,000	70,520
Watershed Annual Maintenance	2007	75,000	30,988
County Office Building - Parking Area	2007	4,600,000	4,600,000
Petroleum Bulk Storage Regulation Compliance	2007	100,000	79,483
Public Safety Facility Repairs/Renovations	2007	50,000	3,211
Upgrade Watershed Dam 23 (Savin-2)	2008	1,000,000	1,000,000
Watershed Regulatory Compliance Part 1	2008	150,000	5,000
County Buildings Renovations	2008	150,000	118,036
Petroleum Bulk Storage	2008	250,000	250,000
Public Safety Facility Repairs/Renovations	2008	75,000	40,433
Systematic Roof Replacement At County	2008	100,000	0
Replace Oil-water Separator at Fleet	2009	70,000	70,000
External Building Repairs - Front Street	2009	50,000	50,000
		<u>24,530,818</u>	<u>6,801,365</u>

## Schedule H

**Authorized Capital Projects**  
Open as of June 12, 2009

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
Road Machinery			
Highway Equipment Replacement	2007	350,000	3,507
Highway Equipment Replacement	2008	915,000	18
		<u>1,265,000</u>	<u>3,525</u>
Sheriff			
Vehicle Replacement	2009	200,000	1,963
Social Services			
Electronic Document Management System	2005	470,000	110,931
Solid Waste			
Landfill Property Acquisition	1996	734,000	101,130
Landfill New Construction	2001	9,088,000	444,051
Partial Landfill Closure II & III	2002	3,559,600	1,471,614
Landfill Maintenance Building Modification	2005	50,000	41,569
Leachate Treatment Plant Outfall	2006	3,080,000	2,919,836
Colesville Landfill Remediation (Part 2)	2008	100,000	99,651
Design Section III Closure	2008	275,000	275,000
Landfill Rain Cap - Section IV	2008	200,000	200,000
Scale House Road and Facility	2008	2,000,000	1,290,200
Solid Waste Management Plan Update	2008	250,000	8,641
Landfill Road Reconstruction	2008	2,500,000	2,500,000
Colesville Landfill Remediation (Part 2)	2009	225,000	225,000
Construction of Section II & III Closure	2009	2,000,000	2,000,000
Landfill Equipment	2009	1,354,000	1,354,000
		<u>25,415,600</u>	<u>12,930,692</u>

Schedule H

Authorized Capital Projects  
Open as of June 12, 2009

	<u>CIP Year*</u>	<u>Total Appropriations</u>	<u>Available Appropriations</u>
Willow Point Nursing Facility			
WPNF Resident Room Renovation	1996,96a	2,805,000	255,813
WPNH Building Feasibility Study	2001	158,000	16,804
WPNH Generator Replacement	2004	150,000	47,711
Bathing Toileting Suite Renovations	2005	250,000	184,607
Nurses Stations Renovations	2005	150,000	50,689
Med. Room Renovation	2005	150,000	146,373
New 380 Bed Facility	2006	55,933,113	55,918,508
New Electrical Beds	2006	250,000	64,291
Resident Contained Smoking Area	2006	100,000	39,044
HVAC Repairs	2008	125,000	7,500
Kiosk Stations	2008	80,000	80,000
WPNH Renovations And Repairs	2008	195,000	26,497
HVAC Replacement/Repairs	2009	125,000	125,000
Therapy Module - Software & Hardware	2009	26,930	26,930
Building Improvements	2009	92,000	92,000
		<u>60,590,043</u>	<u>57,081,767</u>

\* Project amendment or change indicated in this column by an additional entry or by an "a" suffix.

1 - Project had \$15,828.25 of outstanding retainage as of June 12, 2009.

2 - Project had \$41,397 of encumbrances as of June 12, 2009.

## Schedule I

## DEBT STATEMENT SUMMARY

Summary of Indebtedness, Debt Limit and Net Debt - Contracting Margin, as of 06/12/09.

Five-Year Average Full Valuation		\$ 7,125,467,595
Debt Limit - 7% thereof		498,782,732
Bonds	47,696,100	
Bond Anticipation Notes	44,630,000	
Certificates of Participation	16,145,000	
Total Net Indebtedness Subject to Debt Limit		<u>108,471,100</u>
Net Debt-Contracting Margin		<u>\$ 390,311,632</u>
The percent of debt contracting power exhausted is		<u>21.75%</u>

Note: Certificates of Participation are included but are not mandatory in the calculation of the margin.

Schedule 1

Community College Debt Liability and Payment History  
By Year, Issue and Project

	January 1 Begin Liab Prin Bal	Pay Date Principal Payment	Pay Date 1st Int Pay	Pay Date 2nd Int Pay	December 31 End Liab Prin Bal
<b>2009</b>					
2002 Issue (Matures 2019)					
Student Activities/Athletic Facility	\$ 2,637,798	03/01 \$ 193,956	03/01 \$ 58,475	09/01 \$ 54,596	\$ 2,443,842
Total 2002 Issue	<u>2,637,798</u>	<u>193,956</u>	<u>58,475</u>	<u>54,596</u>	<u>2,443,842</u>
2005 Issue (Matures 2017)					
Student Activities/Athletic Facility	\$ 280,821	04/15 \$ 26,244	04/15 \$ 5,381	10/15 \$ 4,905	\$ 254,577
Roof Replacement Phase I	264,634	24,731	5,071	4,622	239,903
Original Boiler Replacement Phase I	168,558	15,752	3,230	2,944	152,806
Total 2005 Issue	<u>714,013</u>	<u>66,727</u>	<u>13,682</u>	<u>12,471</u>	<u>647,286</u>
<b>Total Serial Bonds</b>	<b><u>\$ 3,351,811</u></b>	<b><u>\$ 260,683</u></b>	<b><u>\$ 72,157</u></b>	<b><u>\$ 67,067</u></b>	<b><u>\$ 3,091,128</u></b>
04/08 Bond Anticipation Note (Matures 04/09)*					
Technology Initiative	\$ 214,200	\$ 71,400	\$ 6,149		\$ 142,800
Update Master Plan	78,210	26,070	2,245		52,140
Wales Building Renovation	159,098	6,917	4,568		152,181
Original Boiler Replacement Phase II	84,000	9,333	2,412		74,667
Feasibility Study	50,000	10,000	1,435		40,000
Energy Management Improvements	207,000	41,400	5,943		165,600
West Gym Bleachers	260,000	52,000	7,464		208,000
<b>Total Bond Anticipation Notes</b>	<b><u>\$ 1,052,508</u></b>	<b><u>\$ 217,120</u></b>	<b><u>\$ 30,216</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 835,388</u></b>
<b>Total Serial Bonds and Bond Anticipation Notes</b>	<b><u>\$ 4,404,319</u></b>	<b><u>\$ 477,803</u></b>	<b><u>\$102,372</u></b>	<b><u>\$ 67,067</u></b>	<b><u>\$ 3,926,516</u></b>

\* April 2008 BAN amounts represent current short-term borrowing.  
There is no estimate made of additional need for borrowing, for these or other projects.

## Schedule 1

**Community College Debt Liability and Payment History  
By Year, Issue and Project**

	January 1 Begin Liab Prin Bal	Pay Date Principal Payment	Pay Date 1st Int Pay	Pay Date 2nd Int Pay	December 31 End Liab Prin Bal
<b>2010</b>					
2002 Issue (Matures 2019)		03/01	03/01	09/01	
Student Activities/Athletic Facility	\$ 2,443,842	\$ 201,372	\$ 54,596	\$ 50,568	\$ 2,242,470
Total 2002 Issue	2,443,842	201,372	54,596	50,568	2,242,470
2005 Issue (Matures 2017)		04/15	04/15	10/15	
Student Activities/Athletic Facility	\$ 254,577	\$ 27,348	\$ 4,905	\$ 4,392	\$ 227,229
Roof Replacement Phase I	239,903	25,772	4,622	4,139	214,131
Original Boiler Replacement Phase I	152,806	16,415	2,944	2,636	136,391
Total 2005 Issue	647,286	69,535	12,472	11,168	577,751
<b>Total Serial Bonds</b>	<b>\$ 3,091,128</b>	<b>\$ 270,907</b>	<b>\$ 67,068</b>	<b>\$ 61,736</b>	<b>\$ 2,820,221</b>
04/09 Bond Anticipation Note (Matures 04/10)*					
Technology Initiative	\$ 89,433	\$ 44,717	\$ 2,012		\$ 44,716
Update Master Plan	14,748	7,374	332		7,374
Wales Building Renovation	148,107	6,732	3,332		141,375
Original Boiler Replacement Phase II	74,667	9,333	1,680		65,334
Feasibility Study	40,000	10,000	900		30,000
Energy Management Improvements	165,600	41,400	3,726		124,200
Roof Replacement Phase II	60,000	4,000	1,350		56,000
West Gym Bleachers	208,000	52,000	4,680		156,000
Roadway and Lot Upgrades	85,000	8,500	1,913		76,500
Science Building	311,000	12,440	6,998		298,560
<b>Total Bond Anticipation Notes</b>	<b>\$ 1,196,555</b>	<b>\$ 196,496</b>	<b>\$ 26,922</b>	<b>\$ -</b>	<b>\$ 1,000,059</b>
<b>Total Serial Bonds and Bond Anticipation Notes</b>	<b>\$ 4,287,683</b>	<b>\$ 467,403</b>	<b>\$ 93,990</b>	<b>\$ 61,736</b>	<b>\$ 3,820,280</b>

\* April 2009 BAN amounts represent current short-term borrowing.  
There is no estimate made of additional need for borrowing, for these or other projects.

Schedule 2

**Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project**

BCC Fiscal Year: September 1 - August 31

	<u>September 1 Begin Liab Prin Bal</u>	<u>Fall Pay Date 1st Int Pay</u>	<u>Spring Pay Date Principal Payment</u>	<u>Spring Pay Date 2nd Int Pay</u>	<u>August 31 End Liab Prin Bal</u>
<b>2008-2009</b>		09/01	03/01	03/01	
2002 Issue (Matures 2019)					
Student Activities/Athletic Facility	\$ 2,637,798	\$ 58,475	\$ 193,956	\$ 58,475	\$ 2,443,842
<b>Total 2002 Issue</b>	<u>2,637,798</u>	<u>58,475</u>	<u>193,956</u>	<u>58,475</u>	<u>2,443,842</u>
		10/15	04/15	04/15	
2005 Issue (Matures 2017)					
Student Activities/Athletic Facility	\$ 280,821	\$ 5,381	\$ 26,244	\$ 5,381	\$ 254,577
Roof Replacement Phase I	264,634	5,071	24,731	5,071	239,903
Original Boiler Replacement Phase I	168,558	3,230	15,752	3,230	152,806
<b>Total 2005 Issue</b>	<u>714,013</u>	<u>13,682</u>	<u>66,727</u>	<u>13,682</u>	<u>647,286</u>
<b>Total Serial Bonds</b>	<u><u>\$ 3,351,811</u></u>	<u><u>\$ 72,157</u></u>	<u><u>\$ 260,683</u></u>	<u><u>\$ 72,157</u></u>	<u><u>\$ 3,091,128</u></u>
04/08 Bond Anticipation Note (Matures 04/09) *			04/17/09	04/17/09	
Technology Initiative	\$ 214,200		\$ 71,400	\$ 6,149	\$ 142,800
Update Master Plan	78,210		26,070	2,245	52,140
Wales Building Renovation	159,098		6,917	4,568	152,181
Original Boiler Replacement Phase II	84,000		9,333	2,412	74,667
Feasibility Study	50,000		10,000	1,435	40,000
Energy Management Improvements	207,000		41,400	5,943	165,600
West Gym Bleachers	260,000		52,000	7,464	208,000
<b>Total Bond Anticipation Notes</b>	<u><u>\$ 1,052,508</u></u>		<u><u>\$ 217,120</u></u>	<u><u>\$ 30,216</u></u>	<u><u>\$ 835,388</u></u>
<b>Total Serial Bonds and Bond Anticipation Notes</b>	<u><u>\$ 4,404,319</u></u>	<u><u>\$ 72,157</u></u>	<u><u>\$ 477,803</u></u>	<u><u>\$ 102,373</u></u>	<u><u>\$ 3,926,516</u></u>

\*April 2008 BAN amounts represent current short-term borrowing.  
There is no estimate made of additional need for borrowing, for these or other projects.

## Schedule 2

**Community College Debt Liability and Payment Schedule  
By Fiscal Year, Issue and Project**

BCC Fiscal Year: September 1 - August 31

	September 1 Begin Liab Prin Bal	Fall Pay Date 1st Int Pay	Spring Pay Date Principal Payment	Spring Pay Date 2nd Int Pay	August 31 End Liab Prin Bal
<b>2009-2010</b>		09/01	03/01	03/01	
2002 Issue (Matures 2019)					
Student Activities/Athletic Facility	\$ 2,443,842	\$ 54,596	\$ 201,372	\$ 54,596	\$ 2,242,470
Total 2002 Issue	<u>2,443,842</u>	<u>54,596</u>	<u>201,372</u>	<u>54,596</u>	<u>2,242,470</u>
		10/15	04/15	04/15	
2005 Issue (Matures 2017)					
Student Activities/Athletic Facility	\$ 254,577	\$ 4,905	\$ 27,348	\$ 4,905	\$ 227,229
Roof Replacement Phase I	239,903	4,622	25,772	4,622	214,131
Original Boiler Replacement Phase I	152,806	2,944	16,415	2,944	136,391
Total 2005 Issue	<u>647,286</u>	<u>12,472</u>	<u>69,535</u>	<u>12,472</u>	<u>577,751</u>
<b>Total Serial Bonds</b>	<u><b>\$ 3,091,128</b></u>	<u><b>\$ 67,068</b></u>	<u><b>\$ 270,907</b></u>	<u><b>\$ 67,068</b></u>	<u><b>\$ 2,820,221</b></u>
04/09 Bond Anticipation Note (Matures 04/10) *			04/16/10	04/16/10	
Technology Initiative	\$ 89,433		\$ 44,717	\$ 2,012	\$ 44,716
Update Master Plan	14,748		7,374	332	7,374
Wales Building Renovation	148,107		6,732	3,332	141,375
Original Boiler Replacement Phase II	74,667		9,333	1,680	65,334
Feasibility Study	40,000		10,000	900	30,000
Energy Management Improvements	165,600		41,400	3,726	124,200
Roof Replacement Phase II	60,000		4,000	1,350	56,000
West Gym Bleachers	208,000		52,000	4,680	156,000
Roadway and Lot Upgrades	85,000		8,500	1,913	76,500
Science Building	311,000		12,440	6,998	298,560
<b>Total Bond Anticipation Notes</b>	<u><b>\$ 1,196,555</b></u>		<u><b>\$ 196,496</b></u>	<u><b>\$ 26,922</b></u>	<u><b>\$ 1,000,059</b></u>
<b>Total Serial Bonds and Bond Anticipation Notes</b>	<u><b>\$ 4,287,683</b></u>	<u><b>\$ 67,068</b></u>	<u><b>\$ 467,403</b></u>	<u><b>\$ 93,991</b></u>	<u><b>\$ 3,820,280</b></u>

\*April 2009 BAN amounts represent current short-term borrowing.

There is no estimate made of additional need for borrowing, for these or other projects.

Schedule 3

**Statement of Community College  
Authorized and Unborrowed Debt**  
For Community College projects open as of June 12, 2009

**Serial Bonds and Bond Anticipation Notes**

	Authorizing Resolution	Total Debt Authorized	Debt Unborrowed
Original Boiler Replacement Phase II	07-46	540,000	451,000
Roof Replacement Phase II	07-816	621,000	561,000
Roof Replacement III	08-744	600,000	289,000
Science Building	08-744	21,000,000	21,000,000
Alms Building Demolition	09-164	350,000	350,000
		<b>\$23,111,000</b>	<b>\$22,651,000</b>

## Schedule 4

**Community College Authorized Capital Projects**  
Open as of June 12, 2009

	<u>CIP Year</u>	<u>Total Appropriations</u>	<u>Available Appropriations as of 06/12/09</u>
Health Science Building	1992	10,000,000	74,460
Roof Replacement - BCC	2002	408,000	67,452
Original Boiler Replacement Phase I	2005	415,800	2,800
Technology Initiative	2006	315,000	46,632
Update Master Plan	2006	250,000	21,024
Wales Building Renovation	2006	400,000	171,024
Original Boiler Replacement Phase II	2007	540,000	478,012
Feasibility Study	2007	50,000	50,000
Energy Management Improvements	2008	207,000	207,000
Roof Replacement	2008	621,000	621,000
West Gym Bleachers	2008	260,000	260,000
Roadway and Lot Upgrades	2009	85,000	85,000
Roof Replacement III	2009	600,000	600,000
Science Building	2009	21,000,000	21,000,000
Alms Building Demolition	2009	350,000	350,000
<b>Total</b>		<u><u>\$ 35,501,800</u></u>	<u><u>\$ 24,034,404</u></u>

## SUPPLEMENTARY INFORMATION

<u>DEPARTMENT/DIVISION</u>	<u>PAGE</u>	<u>DEPARTMENT/DIVISION</u>	<u>PAGE</u>
Personnel Changes	509	<b>County Fees</b>	
Personnel Summary	512	Arena	530
Financial Summaries	515	Forum	531
Historical Tax Levy/Rate	524	Parks	532
Property Tax Levy By Municipality	526	En-Joie Golf	533
Property Tax Exemption Summary	528	Tax Collection	534
		County Clerk	535
		Common DMV	536
		Health Department	537
		Landfill Tip Fee	540
		Mental Health	541
		Office For Aging	542
		Planning (Mapping & Data)	543
		Sheriff	544
		Weights & Measures	545
		Miscellaneous	546
		Greater Binghamton Airport	
		Willow Point Nursing Home	
		Dog Shelter	
		Civil Service Exam	
		Real Property	
		Legislature	
		Library	
		Public Transportation	
		Public Defender	
		911 Emergency Services	

# **PERSONNEL CHANGES**

# ADOPTED PERSONNEL CHANGES

#	Department/Division	Index Code	Sub-Object	Title	Grade/ Union	Action	Reason	Savings
1	Law	390005	1000 (FT)	1 Keyboard Specialist	9 Admin	Downgrade 6/1/10 FT to PT	Create Savings	\$ 22,737
2	Personnel	400002	1500 (PT)	1 Clerk	7 Admin	Unfund 2010	Create Savings	\$ 13,478
3	Planning	440016	1000 (FT)	1 Environmental Analyst	14 CSEA	Unfund 2010	Create Savings	\$ 49,077
4	Planning	440016	1000 (FT)	1 Director of Economic Development	H Admin	Abolish	Create Savings	\$ 98,550
5	DPW B&G/Fleet	030031	1000 (FT)	1 Stationary Engineer	AFSCME	Unfund 2010	Create Savings	\$ 64,062
6	Library	841007	1000 (FT)	1 Library Assistant	13 CSEA	Abolish	Create Savings	\$ 47,383
7	Library	841007	1000 (FT)	2 Library Clerks	6 CSEA	Abolish	Create Savings	\$ 73,128
8	Probation	280024	1000 (FT)	1 Keyboard Specialist	8 CSEA	Unfund 2010	Create Savings	\$ 37,092
9	Public Defender	530006	1000 (FT)	Asst. Public Defender II	AT-2	Downgrade to Asst PD I	Create Savings	\$ 5,658
10	Youth Bureau	640011	1000 (FT)	1 Youth Services Specialist	18 CSEA	Abolish	Create Savings	\$ 79,527
11	Youth Bureau	640011	1500 (PT)	1 Sr. Account Clerk Typist	9 CSEA	Abolish	Create Savings	\$ 15,000
12	WPNH	160028	1500 (PT)	2 Clerks	6 CSEA	Abolish to create 1 FT Personnel Clerk	For efficiency	
13	WPNH	160085	1500 (PT)	17 Cert. Nursing Assistants	6 CSEA	Abolish	Create Savings	\$304,297
14	WPNH	160028	1000 (FT)	1 Nursing Home Compliance Officer	20 BAPA	Abolish	Create Savings	\$ 70,137
15	WPNH	160085	1000 (FT)	4 Rehabilitation Aides	7 CSEA	Abolish	Create Savings	\$218,158
16	WPNH	160184	1000 (FT)	1 Social Worker Assistant	14 CSEA	Abolish	Create Savings	\$ 47,582
17	WPNH	160077	1000 (FT)	1 Supervising Nurse II	16 BAPA	Abolish	Change Title	
18	WPNH	160077	1000 (FT)	1 MDS Coordinator	18 BAPA	Create	New Title	\$ 3,961
19	Sheriff	450023	1000 (FT)	1 Corrections Officer	AFSCME	Unfund 2010	Create Savings	\$ 77,044

#	Department/Division	Index Code	Sub-Object	Title	Grade/ Union	Action	Reason	Savings
20	Sheriff	450049	1000 (FT)	1 Deputy Sheriff Lieutenant	AFSCME	Downgrade to Deputy Sheriff Sergeant	Create Savings	\$ 5,099
21	Security	030080	1500 (PT)	4 Security Officer I	7 CSEA	Abolish	Create Savings	\$64,796
22	Security	030080	1000 (FT)	5 Security Officer II	12 CSEA	Create	2 GHJB 3 Intermodal	
23	Security	030080	1000 (FT)	1 Security Supervisor	18 BAPA	Create	GHJB	
24	DPW B&G	030031	1500 (PT)	3 Custodial Workers	AFSCME	Create	GHJB & Intermodal	
25	Mental Health	470013	1000 (FT)	1 Sr. Account Clerk	9 CSEA	Downgrade to Clerk 6 CSEA	Create Savings	\$ 44,290
26	Emergency Services	460006	1000 (FT)	1 Sr. Emergency Services Dispatcher	18 BAPA	Shift to 911 460097	Create Savings	\$ 81,245
27	IT	370007	1000 (FT)	1 Sr. Computer Operator	16 CSEA	Abolish	Create Savings	\$ 62,291
28	CASA	680033	1000 (FT)	1 Public Health Nurse	17 CSEA	Unfund 2010	Create Savings	\$ 59,416
29	Aviation	210203	1000 (FT)	1 Airport Operations Specialist	15 CSEA	Downgrade to Airport Maintenance Mechanic 11 CSEA	Create Savings	\$ 18,000
30	WPNH	160226	1000 (FT)	1 Physical Therapy Assistant	13 CSEA	Create	Program Efficiency	\$ 56,920

## **PERSONNEL SUMMARY**

## 2010 PERSONNEL SERVICES SUMMARY

	2008 Actuals		Current Thru September 1, 2009		2010 Requested		2010 Recommended		2010 Adopted	
	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
<b>GENERAL FUND</b>										
LEGISLATURE	4	19	4	19	4	19	4	19	4	19
EXECUTIVE	9	0	10	0	10	0	10	0	10	0
COUNTY CLERK	30	10	30	11	30	11	30	11	30	11
DISTRICT ATTORNEY	29	0	29	0	29	0	29	0	29	0
AUDIT AND CONTROL	11	1	11	1	11	1	11	1	11	1
CORONERS	0	4	0	4	0	4	0	4	0	4
ELECTIONS	6	2	6	2	6	2	6	2	6	2
FINANCE	13	0	13	0	13	0	13	0	13	0
INFORMATION TECHNOLOGY	36	1	36	1	36	1	35	1	35	1
LAW (County Attorney)	22	0	23	0	23	0	23	0	23	0
PERSONNEL	13	1	13	1	13	1	13	1	13	1
PUBLIC DEFENDER	21	0	21	0	21	0	21	0	21	0
PUBLIC WORKS(including Security)	101	11	101	11	111	12	107	10	107	10
PURCHASING	5	0	5	0	5	0	5	0	5	0
REAL PROPERTY TAX SERVICES	10	0	10	0	10	0	10	0	10	0
SHERIFF	237	2	237	2	249	2	237	2	237	2
EMERGENCY SERVICES	46	0	47	0	47	0	47	0	47	0
PROBATION	51	2	51	1	51	1	51	1	51	1
STOP DWI	3	0	3	0	3	0	3	0	3	0
HEALTH	57	16	57	17	57	17	57	17	57	17
MENTAL HEALTH	39	16	39	16	39	16	39	16	39	16
AGING, OFFICE FOR THE (OFA)	9	1	9	1	9	1	9	1	9	1
COMMUNITY ALTERNATIVE SYS. AGENCY (CASA)	26	1	27	1	27	1	27	1	27	1
SOCIAL SERVICES	273	2	279	2	279	2	279	2	279	2
VETERANS' SERVICES	2	0	2	0	2	0	2	0	2	0
PLANNING & ECONOMIC DEVELOPMENT	10	0	10	0	10	0	9	0	9	0
PARKS & RECREATION	38	0	35	0	35	0	35	0	35	0
YOUTH BUREAU	2	1	2	1	2	1	1	0	1	0
<b>General Fund Total</b>	<b>1,103</b>	<b>90</b>	<b>1,110</b>	<b>91</b>	<b>1,132</b>	<b>92</b>	<b>1,113</b>	<b>89</b>	<b>1,113</b>	<b>89</b>

**2010 PERSONNEL SERVICES SUMMARY**

	2008 Actuals		Current Thru September 1, 2009		2010 Requested		2010 Recommended		2010 Adopted	
	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
<b>ENTERPRISE FUND</b>										
AVIATION	24	3	21	3	21	3	21	3	21	3
PUBLIC TRANSPORTATION (Transit)	81	29	84	27	84	27	84	27	84	27
SOLID WASTE MANAGEMENT	22	0	22	0	22	0	22	0	22	0
WILLOW POINT NURSING HOME	349	165	350	155	352	138	346	136	346	136
<b>Enterprise Fund Total</b>	<b>476</b>	<b>197</b>	<b>477</b>	<b>185</b>	<b>479</b>	<b>168</b>	<b>473</b>	<b>166</b>	<b>473</b>	<b>166</b>
<b>INTERNAL SERVICES FUND</b>										
EXECUTIVE/CENTRAL FOOD & NUTRITION SVCS	25	22	25	21	25	20	25	20	25	20
PUBLIC WORKS/Fleet Management	4	0	4	0	4	0	4	0	4	0
RISK & INSURANCE	6	0	6	0	6	0	6	0	6	0
<b>Internal Services Fund Total</b>	<b>35</b>	<b>22</b>	<b>35</b>	<b>21</b>	<b>35</b>	<b>20</b>	<b>35</b>	<b>20</b>	<b>35</b>	<b>20</b>
<b>SPECIAL REVENUE FUND</b>										
LIBRARY	30	13	29	13	28	13	26	13	26	13
PUBLIC WORKS/HIGHWAYS	75	0	75	0	75	0	75	0	75	0
PARKS & RECREATION/Veterans' Arena	6	4	6	4	6	4	6	4	6	4
<b>Special Revenue Fund Total</b>	<b>111</b>	<b>17</b>	<b>110</b>	<b>17</b>	<b>109</b>	<b>17</b>	<b>107</b>	<b>17</b>	<b>107</b>	<b>17</b>
	<b>1,725</b>	<b>326</b>	<b>1,732</b>	<b>314</b>	<b>1,755</b>	<b>297</b>	<b>1,728</b>	<b>292</b>	<b>1,728</b>	<b>292</b>
Total Head Count	2,051		2,046		2,052		2,020		2,020	

# **FINANCIAL SUMMARIES**

REPORT:BP060

BROOME COUNTY GOVERNMENT  
 APPROPRIATION BY CHARACTER

TYPE:X EXPENSE

CHARACTER	CHARACTER TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUALS AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
10	PERSONAL SERVICE	82,183,778	83,603,773	51,697,807	86,735,593	84,611,652	84,158,481
20	EQUIPMENT AND CAPITAL OUT	85,554	591,824	142,656	681,340	461,340	461,340
40	CONTRACTUAL EXPENDITURES	174,751,668	185,750,295	120,439,108	188,991,273	188,847,163	188,826,413
41	CHARGEBACK EXPENSES	14,145,622	17,956,868	6,733,086	17,180,878	16,928,607	16,928,607
42	DEPRECIATION	717,797					
60	PRINCIPAL ON INDEBTEDNESS	3,803,773	8,952,825	5,509,074	10,063,231	10,063,231	10,063,231
70	INTEREST ON INDEBTEDNESS	4,187,771	4,032,409	1,772,357	3,761,055	3,761,055	3,761,055
80	EMPLOYEE BENEFITS	37,181,349	43,374,691	25,396,491	44,698,908	43,955,603	43,978,911
90	TRANSFERS	16,254,613	19,585,715	16,295,531	17,541,493	17,426,134	17,420,134
91	UNUSED RESIDUAL EQUITY	5,324					
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		333,317,249	363,848,400	227,986,110	369,653,771	366,054,785	365,598,172

REPORT:BP160

BROOME COUNTY GOVERNMENT  
REVENUE BY CHARACTER

TYPE:R REVENUE

CHARACTER	CHARACTER TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUALS AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
01	TAX ITEMS	133,642,403	138,780,086	97,831,545	137,630,020	137,630,020	137,365,838
02	DEPARTMENTAL INCOME	104,129,221	116,296,642	63,007,274	118,185,983	117,979,004	117,979,004
03	USE OF MONEY AND PROPERTY	1,640,916	2,214,245	353,800	1,579,290	1,579,290	1,379,290
04	LICENSES AND PERMITS	20,101	34,970	40,454	39,020	39,020	39,020
05	FINES AND FORFEITURES	435,956	465,700	167,573	464,500	464,500	464,500
06	SALE OF PROP & COMP FOR L	236,440	173,875	66,064	148,602	148,602	148,602
07	MISC/INTERFUND REVENUES	29,861,456	19,155,887	27,176,886	22,021,163	24,619,163	24,613,163
08	STATE AID	38,405,964	41,995,090	18,352,522	36,870,376	37,116,502	37,116,502
09	FEDERAL AID	39,237,575	36,092,466	27,184,123	41,351,249	41,482,184	41,482,184
		347,610,032	355,208,961	234,180,241	358,290,203	361,058,285	360,588,103

BROOME COUNTY GOVERNMENT  
 APPROPRIATION SUMMARY BY DEPARTMENT

TYPE: X EXPENSE

DEPARTMENT	INDEX CODE	TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUALS AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
03		PUBLIC WORKS	21,981,785	25,023,115	16,792,460	25,736,154	24,930,814	24,914,603
05		RISK AND INSURANCE	38,245,280	44,778,954	27,749,227	48,140,481	48,140,481	48,140,481
16		WILLOW POINT NURSING HOME	27,417,180	31,317,724	15,948,076	31,164,059	30,659,356	30,659,356
21		DEPARTMENT OF AVIATION	3,824,645	3,795,377	2,031,530	3,919,438	3,888,708	3,888,708
22		PUBLIC TRANSPORTATION	11,565,001	12,396,613	6,583,288	12,372,381	12,170,281	12,170,281
23		COUNTY EXECUTIVE	11,167,553	15,597,569	5,733,209	18,716,843	18,515,375	18,528,944
24		LEGISLATIVE BOARD	725,141	782,025	452,293	766,086	750,637	745,937
25		MEDICAL EXAMINERS AND CORONERS	339,531	339,516	205,424	342,897	342,897	342,897
28		PROBATION	3,776,817	4,238,499	2,387,180	4,269,884	4,179,481	4,179,481
30		COUNTY CLERK	2,032,289	2,276,286	1,373,637	2,323,710	2,253,841	2,311,251
33		DISTRICT ATTORNEY	2,660,415	2,869,885	1,708,180	2,888,552	2,841,821	2,838,637
34		FINANCE	885,393	973,288	548,939	1,008,907	999,294	999,294
36		AUDIT AND CONTROL	3,551,193	3,477,149	2,225,769	3,503,849	3,433,849	3,433,849
37		INFORMATION SERVICES	4,884,464	5,238,260	3,260,635	5,617,956	5,456,349	5,456,349
39		LAW	1,875,846	2,234,092	1,254,089	2,328,637	2,270,970	2,270,970
40		PERSONNEL	870,043	913,889	548,007	936,683	918,537	918,537
41		ELECTIONS	1,369,166	1,269,347	543,360	1,515,731	1,468,018	1,468,018
42		VETERANS SERVICES	305,945	331,042	195,010	334,963	328,263	328,263
44		PLANNING AND ECONOMIC DEVELOPMENT	850,428	1,121,617	472,134	1,047,889	902,177	902,177
45		SHERIFF	26,386,283	28,058,035	17,028,486	30,086,667	28,874,070	28,844,508
46		EMERGENCY SERVICES	3,584,866	3,886,793	2,411,814	4,214,878	4,142,139	4,139,825
47		DEPARTMENT OF MENTAL HEALTH	4,323,462	4,836,656	2,591,343	4,831,928	4,788,901	4,788,901
48		DEPARTMENT OF PUBLIC HEALTH	14,531,573	15,961,155	8,589,965	16,297,821	16,584,495	16,584,495
53		PUBLIC DEFENDER	1,790,512	1,951,636	1,210,070	2,100,244	2,062,917	2,057,259
54		PARKS	2,955,248	3,056,021	1,978,834	3,144,883	3,078,625	3,078,625
63		REAL PROPERTY TAX SERVICES	913,537	989,770	602,169	1,050,190	1,034,043	1,034,043
64		YOUTH BUREAU	809,560	895,317	484,605	831,685	274,433	274,433
65		ARENA	1,713,694	2,142,757	1,433,758	2,297,744	2,260,214	2,260,214
67		SOCIAL SERVICES	104,328,611	105,893,187	69,372,541	111,876,566	112,923,599	112,957,062
68		COMMUNITY ALTERNATIVE SYSTEMS	1,870,146	2,182,326	1,076,122	2,164,647	2,105,231	2,105,231
76		OFFICE FOR AGING	1,967,991	2,041,326	514,768	1,916,326	1,871,500	1,871,500
81		PURCHASING	269,430	288,907	176,980	295,989	290,068	290,068
82		STOP-DWI	417,643	420,000	219,759	460,000	458,000	458,000
84		COUNTY LIBRARY	2,403,783	2,622,503	1,512,917	2,612,027	2,536,252	2,536,252
85		EN JOIE GOLF COURSE	843,712	887,065	643,024	864,369	864,369	864,369
90		SPECIAL OBJECTS OF EXPENDITURES	7,390,761	4,383,659	7,059,166	-2,733,564	-2,733,564	-3,233,565
91		OTHER CONTRACTUAL AGENCIES	2,025,854	2,213,411	1,383,897	2,218,411	2,000,484	2,007,059
92		DEBT FUND	2,951,073	4,618,098	3,387,913	5,177,672	5,177,672	5,177,672
93		INTERFUND TRANSFERS	13,511,397	17,545,531	16,295,531	13,010,188	13,010,188	13,004,188
			333,317,251	363,848,400	227,986,109	369,653,771	366,054,785	365,598,172

REPORT:BP164

BROOME COUNTY GOVERNMENT  
REVENUE SUMMARY BY DEPARTMENT

TYPE:R REVENUE

DEPARTMENT INDEX CODE TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUALS AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
03 PUBLIC WORKS	16,680,450	15,949,032	13,421,449	16,321,297	15,885,926	15,879,926
05 RISK AND INSURANCE	42,389,027	44,801,375	29,315,041	47,264,859	47,264,859	47,264,859
16 WILLOW POINT NURSING HOME	28,834,301	31,317,724	24,133,373	28,221,250	30,821,250	30,821,250
21 DEPARTMENT OF AVIATION	10,214,245	3,619,329	2,264,856	3,944,054	3,974,054	3,974,054
22 PUBLIC TRANSPORTATION	14,704,483	12,396,613	5,856,711	10,920,281	11,170,281	11,170,281
23 COUNTY EXECUTIVE	15,299,412	18,297,946	7,369,941	17,131,707	17,086,451	17,086,451
24 LEGISLATIVE BOARD	1,230	750	1,188	1,200	1,200	1,200
28 PROBATION	1,357,944	1,610,671	853,938	1,690,001	1,685,040	1,685,040
30 COUNTY CLERK	3,556,283	4,102,790	2,432,072	4,242,668	4,242,668	4,242,668
33 DISTRICT ATTORNEY	149,500	239,758	76,055	224,274	224,274	224,274
34 FINANCE	132,442,615	143,342,586	98,077,696	143,001,136	143,001,136	142,536,954
36 AUDIT AND CONTROL	1,097,710	1,078,975	1,057,821	1,080,797	1,080,797	1,080,797
37 INFORMATION SERVICES	1,897,146	2,039,306	869,389	2,432,697	2,432,697	2,432,697
39 LAW	1,034,735	1,226,026	273,914	1,440,760	1,427,360	1,427,360
40 PERSONNEL	65,927	70,179	3,870	66,327	66,327	66,327
41 ELECTIONS	255,008	271,314	271,112	299,390	299,390	299,390
42 VETERANS SERVICES	642,375	515,500	168,911	507,500	507,500	507,500
44 PLANNING AND ECONOMIC DEVELOPMENT	111,579	274,340	12,157	214,688	214,688	214,688
45 SHERIFF	1,957,183	1,793,874	1,426,920	1,315,571	1,315,571	1,315,571
46 EMERGENCY SERVICES	806,372	770,140	453,408	796,125	796,125	796,125
47 DEPARTMENT OF MENTAL HEALTH	3,386,391	3,857,014	1,612,787	3,723,189	3,723,189	3,723,189
48 DEPARTMENT OF PUBLIC HEALTH	8,673,079	8,849,574	5,731,004	8,778,013	9,115,003	9,115,003
53 PUBLIC DEFENDER	52,627	39,334	-8,425	25,300	25,300	25,300
54 PARKS	223,274	232,017	133,122	211,258	211,258	211,258
63 REAL PROPERTY TAX SERVICES	2,018,823	1,597,000	429,030	2,672,000	2,672,000	2,672,000
64 YOUTH BUREAU	251,059	294,140	38,828	240,600	240,600	240,600
65 ARENA	1,545,765	1,780,401	1,487,188	2,222,486	2,222,486	2,222,486
67 SOCIAL SERVICES	48,890,903	45,071,904	31,798,578	50,275,378	50,376,874	50,376,874
68 COMMUNITY ALTERNATIVE SYSTEMS	1,878,952	2,182,326	739,383	2,167,086	2,107,670	2,107,670
76 OFFICE FOR AGING	1,451,827	1,495,122	800,506	1,374,654	1,384,654	1,384,654
81 PURCHASING	7,562	1,500	4,825	1,500	1,500	1,500
82 STOP-DWI	429,588	420,000	172,053	460,000	458,000	458,000
84 COUNTY LIBRARY	2,421,142	2,472,503	1,674,580	2,386,252	2,386,252	2,386,252
85 EN JOIE GOLF COURSE	861,026	898,900	613,954	911,900	911,900	911,900
90 SPECIAL OBJECTS OF EXPENDITURES	13,734	591,993	896	17,000	17,000	17,000
91 OTHER CONTRACTUAL AGENCIES	1,590,865	1,500,000	612,108	1,500,000	1,500,000	1,500,000
92 DEBT FUND	398,379	207,005		207,005	207,005	207,005
93 INTERFUND TRANSFERS	17,514					
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	347,610,035	355,208,961	234,180,239	358,290,203	361,058,285	360,588,103

REPORT:BP042

BROOME COUNTY GOVERNMENT  
 APPROPRIATION BY SUBFUND REPORT

TYPE:X EXPENSE

SUBFUND	SUBFUND TITLE	2008 ACTUALS	2009 YTD ACTUALS AS OF 8/31	2009 BUDGET	2010 DEPT. REQUESTED	2010 BUDGET RECOMM.	2010 BUDGET ADOPTED
101	GENERAL OPERATING	120,567,947	88,557,632	131,267,534	125,520,989	122,090,502	121,592,857
103	SOCIAL SERVICE OPERATING	104,328,611	69,372,541	105,893,187	111,876,566	112,923,599	112,957,062
203	TRANSIT OPERATING	11,565,001	6,583,288	12,396,613	12,372,381	12,170,281	12,170,281
204	WPNH OPERATING	27,417,180	15,948,076	31,317,724	31,164,059	30,659,356	30,659,356
206	SOLID WASTE MANAGEMENT OP	6,141,621	2,721,523	10,209,739	13,081,857	12,931,857	12,945,426
207	AVIATION OPERATING	3,824,645	2,031,530	3,795,377	3,919,438	3,888,708	3,888,708
250	FLEET MANAGEMENT OPERATIN	955,898	483,614	1,545,752	1,141,120	1,141,120	1,141,120
251	CENTRAL FOODS OPERATING	4,208,412	2,396,122	4,554,056	4,604,114	4,558,890	4,558,890
252	HEALTH INSURANCE OPERATIN	33,906,602	23,863,410	38,435,996	42,270,518	42,270,518	42,270,518
253	WORKERS COMPENSATION OPER	2,876,822	2,080,705	3,341,054	3,331,034	3,331,034	3,331,034
254	INSURANCE RESERVE OPERATI	1,461,855	1,805,112	3,001,904	2,538,929	2,538,929	2,538,929
301	COUNTY ROAD OPERATING	9,243,541	7,357,369	10,056,192	9,842,861	9,682,861	9,682,861
302	ROAD MACHINERY OPERATING	2,047,763	1,378,849	2,634,803	2,440,523	2,420,523	2,414,523
304	PUBLIC LIBRARY OPERATING	2,403,783	1,512,917	2,622,503	2,612,027	2,536,252	2,536,252
306	ARENA OPERATING	1,523,854	1,250,397	1,888,901	2,072,986	2,045,986	2,045,986
309	EN JOIE GOLF COURSE	843,712	643,024	887,065	864,369	864,369	864,369
		333,317,247	227,986,109	363,848,400	369,653,771	366,054,785	365,598,172

REPORT:BP142

BROOME COUNTY GOVERNMENT  
REVENUE BY SUBFUND REPORT

TYPE:R REVENUE

SUBFUND	SUBFUND TITLE	2008 ACTUALS	2009 YTD ACTUALS AS OF 8/31	2009 BUDGET	2010 DEPT. REQUESTED	2010 BUDGET RECOMM.	2010 BUDGET ADOPTED
101	GENERAL OPERATING	170,399,881	118,367,284	185,332,812	185,805,385	185,637,227	185,173,045
103	SOCIAL SERVICE OPERATING	48,890,903	31,798,578	45,071,904	50,275,378	50,376,874	50,376,874
203	TRANSIT OPERATING	14,704,483	5,856,711	12,396,613	10,920,281	11,170,281	11,170,281
204	WPNH OPERATING	28,834,301	24,133,373	31,317,724	28,221,250	30,821,250	30,821,250
206	SOLID WASTE MANAGEMENT OP	9,802,890	4,841,822	10,348,438	9,834,917	9,834,917	9,834,917
207	AVIATION OPERATING	10,214,245	2,264,856	3,619,329	3,944,054	3,974,054	3,974,054
250	FLEET MANAGEMENT OPERATIN	1,564,790	669,853	1,541,065	872,399	872,399	872,399
251	CENTRAL FOODS OPERATING	4,334,048	2,527,760	4,578,402	4,604,158	4,558,902	4,558,902
252	HEALTH INSURANCE OPERATIN	36,453,490	25,428,936	38,436,005	41,394,896	41,394,896	41,394,896
253	WORKERS COMPENSATION OPER	3,139,804	2,265,929	3,341,054	3,331,034	3,331,034	3,331,034
254	INSURANCE RESERVE OPERATI	2,795,733	1,620,177	3,024,316	2,538,929	2,538,929	2,538,929
301	COUNTY ROAD OPERATING	9,590,319	8,067,694	8,506,192	8,882,861	8,882,861	8,882,861
302	ROAD MACHINERY OPERATING	2,154,930	2,615,020	2,634,803	2,320,523	2,320,523	2,314,523
304	PUBLIC LIBRARY OPERATING	2,421,142	1,674,580	2,472,503	2,386,252	2,386,252	2,386,252
306	ARENA OPERATING	1,448,050	1,433,714	1,688,901	2,045,986	2,045,986	2,045,986
309	EN JOIE GOLF COURSE	861,026	613,954	898,900	911,900	911,900	911,900
		347,610,035	234,180,241	355,208,961	358,290,203	361,058,285	360,588,103

REPORT:BP070

BROOME COUNTY GOVERNMENT  
APPROPRIATIONS BY FUNCTION

TYPE:X EXPENSE

FUNCTION	FUNCTION TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUALS AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
0010	GENERAL GOVERNMENT	72,696,523	82,173,101	50,625,461	80,686,422	79,911,936	79,945,593
0020	EDUCATION	16,409,258	17,237,242	12,659,042	17,572,631	18,112,108	18,112,107
0030	PUBLIC SAFETY	37,438,745	40,456,813	24,231,758	43,639,303	41,803,052	41,771,176
0040	HEALTH	37,036,249	42,259,003	21,401,836	42,313,115	41,512,582	41,512,582
0050	TRANSPORTATION	26,680,950	28,882,985	17,351,036	28,575,203	28,162,373	28,156,373
0060	ECONOMIC ASSISTANCE AND O	109,471,399	111,629,748	71,875,574	117,458,668	118,341,634	118,375,097
0070	HOME AND COMMUNITY	7,070,170	11,409,556	3,252,307	14,207,946	13,902,459	13,922,603
0075	CULTURE/RECREATION	9,910,757	10,813,874	6,810,110	10,990,919	10,099,077	10,099,077
0090	UNDISTRIBUTED	16,603,199	18,986,078	19,778,985	14,209,564	14,209,564	13,703,564
		333,317,250	363,848,400	227,986,109	369,653,771	366,054,785	365,598,172

REPORT:BP170

BROOME COUNTY GOVERNMENT  
REVENUE BY FUNCTION

TYPE:R REVENUE

FUNCTION	FUNCTION TITLE	2008 ACTUALS	2009 BUDGET	2009 YTD ACTUALS AS OF 8/31	2010 BUDGET REQUESTED	2010 BUDGET RECOMMENDED	2010 BUDGET ADOPTED
0010	GENERAL GOVERNMENT	192,965,323	209,027,588	137,083,115	211,878,637	211,819,981	211,355,799
0020	EDUCATION	6,269,985	6,216,760	4,171,474	6,259,106	6,590,355	6,590,355
0030	PUBLIC SAFETY	6,937,828	7,097,535	3,843,729	7,512,671	7,070,339	7,070,339
0040	HEALTH	34,623,785	37,807,552	27,305,690	34,463,346	37,069,087	37,069,087
0050	TRANSPORTATION	36,663,976	27,156,937	18,804,281	26,067,719	26,347,719	26,341,719
0060	ECONOMIC ASSISTANCE AND O	54,516,507	50,819,852	34,169,619	55,879,618	55,931,698	55,931,698
0070	HOME AND COMMUNITY	9,914,469	10,622,778	4,853,980	10,049,605	10,049,605	10,049,605
0075	CULTURE/RECREATION	5,302,266	5,677,961	3,947,674	5,972,496	5,972,496	5,972,496
0090	UNDISTRIBUTED	415,893	781,998		207,005	207,005	207,005
		347,610,032	355,208,961	234,180,241	358,290,203	361,058,285	360,588,103

## **HISTORICAL TAX LEVY**

## HISTORICAL TAX LEVY / RATES

YEAR	COUNTY TAX LEVY	COUNTY TAXABLE ASSESSED VALUE	FULL VALUE	TAX RATE PER 1000	FULL VALUE TAX RATE
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1980	10,694,530	482,680,921	2,264,500,003	27.970630	4.72269
1981	9,668,308	488,323,468	2,425,685,304	19.798983	3.98580
1982	12,512,505	489,959,629	2,722,430,188	25.537829	4.59608
1983	14,383,543	496,064,929	2,977,959,026	28.995283	4.83000
1984	15,750,734	500,500,135	2,999,108,269	31.469990	5.25181
1985	16,741,000	507,362,527	3,111,190,865	32.996130	5.38090
1986	19,422,860	512,121,910	3,318,704,840	37.926243	5.85254
1987	22,103,593	525,258,814	3,523,940,038	42.081337	6.27241
1988	28,879,709	539,735,218	3,893,090,676	53.507177	7.41820
1989	30,317,677	554,862,377	4,209,937,950	54.639994	7.20145
1990	43,712,596	563,482,065	4,889,787,284	77.575843	8.93957
1991	43,755,573	566,072,704	5,521,813,003	77.300000	7.92413
1992	40,791,901	560,602,191	5,834,987,050	72.760000	6.99092
1993	40,791,901	561,953,086	7,174,960,391	72.589513	5.68531
1994	39,650,691	3,822,490,093	7,153,261,011	10.373000	5.54302
1995	43,576,188	3,778,396,235	6,728,670,219	11.532985	6.47620
1996	42,602,336	3,755,912,650	6,673,999,187	11.342739	6.38333
1997	41,140,835	3,693,525,069	6,625,071,798	11.138637	6.20987
1998	38,865,664	3,620,216,875	6,518,537,857	10.735728	5.96233
1999	37,745,365	3,604,640,914	5,739,871,863	10.582773	6.57599
2000	37,182,608	3,517,335,943	5,744,826,235	10.571242	6.47236
2001	36,777,199	3,519,624,466	5,928,970,906	10.449183	6.20296
2002	36,709,717	3,549,699,395	6,120,595,205	10.341641	5.99774
2003	46,764,650	3,578,389,676	6,623,303,776	13.068630	7.06062
2004	51,282,493	3,590,168,635	6,589,906,744	14.284146	7.78198
2005	51,263,059	3,619,869,899	6,881,481,919	14.161575	7.44942
2006	53,277,881	3,601,928,784	6,998,440,377	14.791487	7.61282
2007	55,301,343	3,623,898,760	7,388,569,323	15.260179	7.48472
2008	58,326,387	3,642,795,622	8,363,852,580	16.011435	6.81912
2009	60,340,186	3,676,914,823	9,256,213,918	16.410548	6.51888
2010	64,331,918	5,474,666,923	9,997,585,274	11.750837	6.43475

# **PROPERTY TAX LEVY BY MUNICIPALITY**

## TAX LEVY BY MUNICIPALITY

MUNICIPALITY	2009 Equal RATE	COUNTY TAXABLE ADJUSTED DISTRIBUTED	2010 FULL VALUE	FULL VALUE AS PERCENT	COUNTY LEVY	COUNTY TAXABLE	2010 TAX RATE PER \$1000
CITY OF BINGHAMTON	77.00	\$1,211,477,998	\$1,573,348,049	15.737281%	\$10,124,094	\$1,211,329,798	<b>\$8.357835</b>
TOWN OF BARKER	65.80	\$83,306,932	\$126,606,280	1.266369%	\$814,679	\$83,300,432	<b>\$9.780009</b>
TOWN OF BINGHAMTON	65.30	\$218,229,258	\$334,194,882	3.342756%	\$2,150,459	\$218,217,608	<b>\$9.854654</b>
TOWN OF CHENANGO	69.75	\$480,664,165	\$689,124,251	6.892907%	\$4,434,339	\$480,633,415	<b>\$9.226031</b>
TOWN OF COLESVILLE	7.60	\$18,080,858	\$237,906,026	2.379635%	\$1,530,865	\$18,042,433	<b>\$84.848036</b>
TOWN OF CONKLIN	65.50	\$169,566,522	\$258,880,186	2.589427%	\$1,665,828	\$169,554,532	<b>\$9.824733</b>
TOWN OF DICKINSON	67.00	\$150,490,445	\$224,612,604	2.246669%	\$1,445,325	\$150,465,695	<b>\$9.605678</b>
TOWN OF FENTON	67.50	\$191,849,786	\$284,221,905	2.842906%	\$1,828,896	\$191,830,036	<b>\$9.533940</b>
TOWN OF KIRKWOOD	77.00	\$265,876,635	\$345,294,331	3.453777%	\$2,221,881	\$265,866,211	<b>\$8.357139</b>
TOWN OF LISLE	60.00	\$70,376,516	\$117,294,193	1.173225%	\$754,758	\$70,362,766	<b>\$10.726668</b>
TOWN OF MAINE	59.53	\$159,739,230	\$268,334,000	2.683988%	\$1,726,661	\$159,707,380	<b>\$10.811404</b>
TOWN OF NANTICOKE	60.00	\$41,416,646	\$69,027,743	0.690444%	\$444,176	\$41,415,146	<b>\$10.724965</b>
TOWN OF SANFORD	62.00	\$145,493,414	\$234,666,797	2.347235%	\$1,510,021	\$145,462,590	<b>\$10.380820</b>
TOWN OF TRIANGLE	62.00	\$75,576,305	\$121,897,266	1.219267%	\$784,378	\$75,571,805	<b>\$10.379241</b>
TOWN OF UNION	4.31	\$126,688,299	\$2,939,403,689	29.401137%	\$18,914,316	\$125,200,159	<b>\$151.072620</b>
TOWN OF VESTAL	100.00	\$1,859,264,699	\$1,859,264,699	18.597138%	\$11,963,895	\$1,859,241,699	<b>\$6.434825</b>
TOWN OF WINDSOR	66.50	\$208,483,068	\$313,508,373	3.135841%	\$2,017,347	\$208,465,218	<b>\$9.677140</b>
2010 TOTALS	54.97%	\$5,476,580,776	\$9,997,585,274	100.000000%	\$64,331,918	\$5,474,666,923	<b>\$11.750837</b>

# **PROPERTY TAX EXEMPTION SUMMARY**

**Broome County Property Tax Exemption Summary  
Equalized Total Assessed Value**

Exemption Code	Exemption Name	Total Equalized Value of Exemptions	Payment in Lieu of Taxes	Exemption Code	Exemption Name	Total Equalized Value of Exemptions	Payment in Lieu of Taxes
12100	NYS-GENERALLY	868,605,066		32301	NYS LAND TAXABLE FOR SCHOOL ONLY	607,498	
13100	CO-GENERALLY	157,537,402		41001	VETERANS EXEMPTION INCR/DECR IN	22,100,372	
13230	CO O/S LIMITS-SPECIFIED USES	42,078		41101	VETS EX BASED ON ELIGIBLE FUNDS	34,750,919	
13350	CITY-GENERALLY	108,491,105		41112	VET PRO RATA: FUL VALUE ASSMT	67,677	
13440	CITY O/S-LIMITS - SEWER OR WATER	87,199,600		41121	ALT VET EX-WAR PERIOD-NON-COMBAT	51,490,334	
13500	TOWN-GENERALLY	63,030,345		41122	ALT VET EX-WAR PERIOD-NON-COMBAT	911,618	
13510	TOWN-CEMETERY LAND	99,943		41131	ALT VET EX-WAR PERIOD-COMBAT	75,528,245	
13650	VG-GENERALLY	47,702,848		41132	ALT VET EX-WAR PERIOD-COMBAT	1,520,447	
13740	VG O/S LIMITS - SEWER OR WATER	1,865,069		41141	ALT VET EX-WAR PERIOD-DISABILITY	12,986,476	
13800	SCHOOL DISTRICT	492,299,595		41142	ALT VET EX WAR PERIOD-DISABILITY	57,815	
13850	BOCES	21,031,347		41300	PARAPALEGIC VETS	1,809,478	
13870	SPEC DIST USED FOR PURPOSES ESTAB	64,061,446		41400	CLERGY	822,333	
14100	USA-GENERALLY	5,824,016		41700	AGRICULTURAL BUILDING	2,036,473	
14110	USA-SPECIFIED USES	37,862,319		41720	AGRICULTURAL DISTRICT	12,928,654	
17650	FACILITIES DEVELOPMENT CORP	708,500		41730	AGRIC LAND-INDIV NOT IN AG DIST	1,364,083	
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	273,449,815	750,000	41800	PERSONS AGE 65 OR OVER	68,072,821	
18060	URBAN REN: OWNER-MUN U R AGENCY	532,468		41801	PERSONS AGE 65 OR OVER	19,026,073	
18080	MUN HSNG AUTH-FEDERAL/MUN AIDED	28,230,523		41502	PERSONS AGE 65 OR OVER	79,463,963	
21600	RES OF CLERGY-RELIG CORP OWNER	7,301,209		41805	PERSONS AGE 65 OR OVER	8,800,029	
25110	NONPROF CORP-RELIG(CONST PROT)	390,997,169		41822	LIVING QUARTERS FOR PARENTS AND GRAND	94,074	
25120	NONPROF CORP-EDUCL(CONST PROT)	19,353,811		41930	DISABILITIES AND LIMITED INCOMES	1,599,195	
25130	NONPROF CORP-CHAR(CONST PROT)	96,447,167		41931	DISABILITIES AND LIMITED INCOMES	752,644	
25210	NONPROF COPR-HOSPITAL	194,086,865		41932	DISABILITIES AND LIMITED INCOMES	5,118,227	
25230	NONPROF CORP-MORAL/MENTAL IMP	25,061,290		41935	DISABILITIES AND LIMITED INCOMES	307,554	
25300	NONPROF CORP-SPECIFIED USES	67,525,905		42100	SILOS,MANURE STORAGE TANKS	304,261	
25400	FRATERNAL ORGANIZATION	401,399		42120	TEMPORARY GREENHOUSES	261,869	
25600	NONPROFIT HEALTH MAINTENANCE ORG	31,579		47450	FOREST/REF LAND-FISHER ACT	21,492	
26050	AGRICULTURAL SOCIETY	3,592,252		47460	FOREST LAND CERTD AFTER 8/74	4,906,794	
26100	VETERANS ORGANIZATION	9,269,499		47670	PROPERTY IMPRVMT IN EMPIRE ZONE	49,559,397	
26250	HISTORICAL SOCIET	201,102		47671	PROPERTY IMPRVMT IN EMPIRE ZONE	110,909	
26400	INC VOLUNTEER FIRE CO OR DEPT	19,750,498		47710	RESIDENTIAL SUBDIVISION INFRESTRUCTURE	839,211	
27200	RAILROAD-WHOLLY EXEMPT	634		47900	FAIR POLLUTION CONTROL FACILITY	48,645,299	
27350	PRIVATELY OWNED CEMETERY LAND	25,193,608		49500	SOLOR OR WIND ENERGY SYSTEM	26,596	
28111	NOT-FOR-PROFIT HOUSING COMPANY	548,710		50000	SYSTEM CODE	116,974,618	
28240	NON PROF-HOUSING/INDUST FAC	5,302,992					
28550	NOT-FOR-PROFIT HOUS CO-SR CITS CTR	1,651,972					
29160	OPERA HOUSE	1,115,745					
29300	HOSP CORP FOR BENEFIT OF CITY	897,912					
32252	NYS OWNED REFORESTATION LAND	6,571,734					
					<b>Total Exemptions Exclusive of System Exemptions:</b>	<b>3,640,769,367</b>	
					<b>Total System Exemptions:</b>	<b>116,974,618</b>	
				<b>Total:</b>		<b>3,757,743,985</b>	<b>750,000</b>

Values have been equalized using the uniform percentage of value. The exempt amounts do not take into consideration, payments in lieu of taxes or other payments for municipal services

## **CONSOLIDATED COUNTY FEES**

## Veteran's Memorial Arena

RENTAL RATES		January - May & October - December	User Fees	
Flat Rate/Day		\$ 3,500 per day	Internet	\$125.00
Multi-day rental	Monday - Thursday		Exhibitor Elec. Drops	\$35.00/day/drop
	Day 1	\$ 2,500	Head Usher	\$12.50 per hour, super.
	Day 2	\$ 2,000	Ushers	\$10.00 per hour
	Day 3 +	\$ 1,500 additional per day	Legal Fee	\$100.00
	Friday - Sunday		House Spotlights	\$125.00 each
	Day 1	\$ 3,500	House Forklift	\$150.00 per day
	Day 2	\$ 3,000	Tables	\$5.00 each
	Day 3 +	\$ 2,500	Pipe & Drape	\$3.00 per linear foot
Move-in/ Rehearsal		\$ 2,000 per day	Pyrotechnics Permit	\$150.00 per show
Concourse only		\$ 1,700 per day	Phone Lines	\$50.00 per line
			Steet Permit	\$10.00
RENTAL RATES		June - September	VIDEO SYSTEM:	
Flat Rate/Day		\$ 3,000 per day	Usage Fee	\$356.00
Multi-day rental	Monday - Thursday		Director	\$47.00 per hr
	Day 1	\$ 2,000	Camera Operator	\$47.00 per hr
	Day 2	\$ 1,500	Graphics Coordinator	\$47.00 per hr
	Day 3 +	\$ 1,000 additional per day	Instant Replay Operator	\$47.00 per hr
	Friday - Sunday		Audio	\$47.00 per hr
	Day 1	\$ 2,500	Producer	\$71.00
	Day 2	\$ 2,000	Record Fee	\$25.00 ( 2 copies)
	Day 3 +	\$ 1,500	Additional copies	\$5.00 each
Move-in/ Rehearsal		\$ 1,500 per day		
Concourse only		\$ 1,500 per day		
RENTAL RATES		TICKETED EVENTS (concert) 1 Day Event	Contractual Expenses	
Attendance			Local I.A.T.S.E. #54	Building setups
0 - 3,500	\$ 4,000	rent + expenses		Show move-in/move-out
3,501 - 4,000	\$ 5,000	rent + expenses		Show setup
4,001 - 4,500	\$ 6,000	rent + expenses		Performances
4,501 +	\$ 7,000	rent + expenses		
			Police	\$25 per hour, per officer, 4 hour min
			Medical/Ambulance	\$140 per hour
			T-shirt security	\$18 per hour per officer
			Concessions	American Vending, John Palmiter
RENTAL RATES		BOX OFFICE USAGE		
Box Office Usage		\$ 850		
Day of show sellers		\$ 100 (per day)		
Ticket Master charges				
Box Office	\$ 0.08	(per ticket)		
Remotes	\$ 0.15	(per ticket)		
Phone	3.25%	**		
BO Window	4%	**		
Group Sales	10%	(and expenses)		
** Subject to automatic increases equal to increases in the inter-bank rates				

## Broome County Forum

### Rental Rates

One day show	\$ 1,500.00
2 day show	\$ 1,300.00
3 day show	\$ 1,000.00
More than 3 day show	\$ 1,000.00 (additional per day)
2 shows in a day	\$ 700.00 additional
Rehearsal day	\$ 200.00 (5 hours)
	\$ 75.00 (per hour over)

Any organization renting the Forum Theatre for 10 or more performance will have the fee for second show of day

### Reduced Weekday (Monday through Thursday)

One day show	\$ 1,500.00
2 day show	\$ 1,000.00
3 day show	\$ 700.00
More than 3 day show	\$ 700.00 (additional per day)

### User Fees

Spotlights	\$ 125.00	Each, per show Lycian 1279
Phone Lines	\$50.00	per line, per day
Tables	\$5.00	per table, per event
Pipe & Drape	\$3.00	per linear foot
Contract/Legal Fee	\$100.00	

### Box Office Fees

Box Office Usage	\$ 300.00	(per run max)
Day of show sellers	\$ 75.00	(per seller)

### Contractual Expenses

Local I.A.T.S.E. #54		Building setups show move-in/move out show setup performances
Police	\$ 25.00	(per hour - 4 hour min)
T-Shirt Security	\$ 18.00	(per hour)
Concessions		Food Consultants Inc. American Food & Vending John Palmiter
Event Staff	\$ 10.00	(per hour)
Event Staff Supervisor	\$ 12.50	(per hour)

### Non-Profit Rates

First show of day	\$ 1,000.00	
Second show of day	\$ 500.00	
T-shirt security	\$ 18.00	(per hour)

### Parks and Recreation Fees

<b>Camping</b>		<b>Greenwood</b>		
	\$ 17.00	Non-electric		
	\$ 21.00	Electric		
	\$ 5.00	Reservation Fee (1 time per site/per stay)		
<b>Shelters</b>				
	\$ 20.00	Weekdays		
	\$ 75.00	Weekends/Holidays		
<b>Boat Rentals</b>		<b>Deposit</b>	<b>Per Hour</b>	<b>Per day</b>
	Canoes, Rowboats	\$ 10.00	\$ 3.00	\$ 15.00
	Paddleboats, Aqua Bikers, Kayaks, Surf Bikes	\$ 10.00	\$ 7.00	N/A
	Sailboats	\$ 25.00	\$ 7.00	\$ 25.00
	Senior Citizen Rowboats (62 yrs +, Mon-Fri, no holidays)	\$ 5.00	\$ 1.00	\$ 5.00
<b>Sailing Lessons</b>				
	\$ 50.00	Per lesson (includes ARC registration fee)		
<b>Cross Country Skiing</b>				
	\$ 3.00	Rental per hour (skis & snowshoes)		
	\$ 4.00	Trail fee per day (non-renters)		
	\$ 30.00	Season pass		

## En-Joie Golf Fee 2010

<b>Membership</b>		
Adult Membership		\$1,400
Husband and Wife		\$2,050
Seniors – over 62		\$1,200
Seniors: Husband/Wife over 62		\$1,750
Intermediate (19-24)		\$850
Junior (under 18)		\$550
<b>Daily Fee</b>		
Adult	Monday thru Thursday	\$34.00
Adult	Monday thru Thursday w/cart	\$48.00
Senior	Monday thru Thursday	\$30.00
Senior	Monday thru Thursday w/cart	\$44.00
Junior	Monday thru Thursday	\$26.00
Junior	Monday thru Thursday w/cart	\$40.00
Twilight Rate	Monday-Friday after 4:00 pm	\$38.00
<b>Weekend</b>		
Adult	Friday with cart	\$54.00
Adult	Sat, Sun & Holiday with cart	\$60.00
Senior	Friday with cart	\$50.00
Senior	Sat, Sun & Holiday with cart	\$56.00
Junior	Friday with cart*	\$44.00
Junior	Sat, Sun & Holiday with cart*	\$48.00
Twilight Rate	Sat, Sun & Holidays after 3:00 pm	\$42.00
	*Drivers License Required	
<b>Miscellaneous</b>		
Cart per person – daily		\$14.00
Tee Time may be made seven (7) days in advance.		
Riding carts mandatory Friday, Saturday, Sunday and Holidays until <b>1:00 pm</b> .		
<b>Frequent Play Cards 10 (ten) rounds</b>		
<b>Weekdays</b>		\$300.00
<b>Weekends</b>		\$500.00
<b>Seniors - Weekends</b>		\$450.00
<b>Seniors - Weekdays</b>		\$275.00
	Locker Fee	\$40.00
	Club Storage	\$50.00
	Handicaps	\$20.00
<b>Pre-paid discount Cart Cards will be made available to Members at a reduced rate!</b>		
<b>9 hole rates available</b>		

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**FINANCE DEPARTMENT - TAX COLLECTION FEES**


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**Town & County Unpaid Taxes**

<b>Date Paid</b>	<b>Description</b>	<b>Fee</b>
January	Original Tax	
March	Handling Charges	plus \$1.00
April	<b>Late Charge</b>	<b>plus 5%</b>
February	Interest	1% per month
August	Advertising Fee	\$7.00
October	Tax Sale Amount	
November	Interest	1% per month
November	Title Search Fee	\$150.00
November	Redemption Fee	\$1.00
	<b>Tax Certificates</b>	\$20.00

**School Unpaid Taxes**

Last Amount on Bill (1st part of November)	
Penalty	plus 7%

**Village Unpaid Taxes**

Base Amount of Bill	
Interest depending on Village	plus 7%, 9% or 12%
Late Notice	plus \$1.00
New Total	
Penalty	plus 7%
Added to next Town & County Tax Bill	

## County Clerk Fee Schedule

· BUSINESS CERTIFICATES PARTNERSHIP OR INDIVIDUAL		· REAL ESTATE		· SEARCHES	
Form	\$1.00	Leases, Easements, Power of Attorney		Each two year period	\$5.00
File certificate	\$25.00	Release of lien of estate tax:		Per name/Per category	
File amended certificate	\$25.00	Record	\$45.00	Ex. Deed, mortgage, DBA	
File discontinuance no fee		Plus 5.00/per printed side of each page		<b>· PASSPORTS \$75.00</b>	
Certify a prepared copy	\$5.20	Plus 50 cents per notation		Photos 7.00 – photo service available	\$7.00
<b>· CERTIFICATION OF DOCUMENT</b>		Transfer Tax Affidavit (TP584)		@ Clerk's Office	
Other than cover by special law	\$5.20	One original One copy	\$10.00	<b>· FAX DOCUMENTS</b>	
<b>· CIVIL ACTION</b>		Real Property Transfer Report (RP5217)		Per page 1.00	\$1.00
Issuance of index number	\$210.00	Residential	\$125.00	<b>· COPIES</b>	
Request for judicial intervention	\$95.00	All others	\$250.00	Of recorded and filed documents	To file no fee
Note of Issue	\$30.00	Small Claims assessment review	\$30.00	.65/page. Minimum of 1.30	
Jury demand	\$65.00	Miscellaneous filing	\$5.00	To prepare and certify a copy	
Notice of Appeal	\$65.00	<b>· LIENS</b>		1.25/page. Minimum of 5.00	
Dissolution of Marriage Certificate	\$5.00	Attachment (notice of) –		Maps 5.00	\$5.00
Separation Agreements	\$5.00	File and record	\$20.00	Certified copies are additional 5.20	\$5.20
Motion/cross motion/Order to show cause	\$45.00	Cancel no fee		<b>· UCC UNIFORM COMMERCIAL CODE</b>	
Stipulation of settlement or voluntary discontinuance	\$35.00	Building and Loan Agreement		UCC-1 Original Financing Statement with Addendum	\$40.00
Certificate of Divorce	\$5.00	File original or amendment	\$25.00	UCC-3 Amendment – Continue, Assign or Terminate	
<b>· JUDGMENTS/EXECUTIONS</b>		Discharge no fee	\$5.00	with Addendum	\$40.00
Docket and enter, taxing costs	\$45.00	Common Charge Lien, filing	\$5.00	UCC-11	
Satisfaction of judgment no fee		Crime Victim Lien no fee		Written search request	\$25.00
Transcript of judgment:		State Tax Lien no fee		Copies/per document	\$5.00
Filing	\$10.00	Federal Tax Lien	\$40.00	<b>· WAGE ASSIGNMENTS</b>	
Issue a transcript	\$5.00	Hospital Lien no fee		Filing	\$5.00
Certificate of:		Lis Pendens	\$45.00	Satisfaction no fee	
Disposition, cancellation or Assignment		Plus .50 per notation		Satisfaction or cancel no fee	
To issue or file	\$5.00	Mechanics Lien		Notice of lending, filing	\$15.00
Exemplified Judgment	\$15.00	Filing	\$15.00	Public welfare lien no fee	
<b>OTHER REAL ESTATE TAXES</b>		Discharge no fee		Surety Bond	\$5.00
<b>MORTGAGE TAX</b>		Affidavit of service	\$5.00	<b>· NOTARY PUBLIC</b>	
1% of the amount of the mortgage		Notice of Lending Filing	\$15.00	File Certificate of Appointment	\$60.00
If a bank, credit union, or lending agency is involved, they pay 1/4% and the borrower pays 3/4%		<b>· MORTGAGES</b>		File Certificate of official character	\$5.00
<b>TRANSFER TAX</b>		Record (including recording page)	\$45.00	Issue Certificate of appointment	\$5.00
The rate is \$5 per \$1,000		Plus 5.00/per page		Certificate authenticating notary	\$3.00
		Plus .50/per notation		<b>SURVEY MAPS</b>	
		Assignment (including recording page)	\$45.00	Filing	\$10.00
		Plus 5.00/per page		Requirements: Linen or Mylar original	
		Plus .50/per notation		8 1/2 x 11 minimum	
		Plus \$3.50 each additional mortgage		34 x 44 maximum	
		Consolidation extension, modification	\$45.00	Subdivision maps with five or more lots	
		Subordination, corrections, etc.		require health department seal.	
		Plus 5.00/per page - .50 per notation		Copies	\$5.00
		Affidavits filed with mortgage	\$5.00	Certified Copy Additional	\$25.20
		Discharge (Including recording page)	\$45.00	<b>OTHER</b>	
		Plus 5.00/per page - .50/per notation		Remote Access Fee Per Annum	\$200/month
		Plus \$13.50/each additional mortgage		Credit Card Fees + Internet fee	\$1.35
		Release part of mortgaged premises (Including recording page)	\$45.00	<b>Oath of Office</b>	No fee
		Plus 5.00/per page - .50/per notation			

**Common Department of Motor Vehicles Fees**

<b>Civil Penalty Fees* (AKA - Insurance Lapse)</b>	
First 30 days	\$8 per day
31 - 60 days	\$10/day + \$240
61 - 90 days	\$12/day + \$540
<b>License/Permit/ID Fees*</b>	
Original Licenses/Permits Fees*	\$64.25/\$120.00
License Renewal (CDL)**	\$164.50
License Renewal (Class D, DJ or Non-CDLC)**	\$64.50/\$80.50
License Renewal (Class A, B or C)**	\$164.50/\$180.50
License Renewal (Class E)**	\$112.50/\$128.50
License Renewal (Class EM)	\$120.50
License Renewal (Class M, MJ, DM or DJMJ)*	\$72.50/\$88.50
Non Driver ID (4 year/8 year)	\$9/\$13
Non Driver ID (10 yr-62 or older or SSI Recip.)	\$6.50
<b>Other</b>	
Plate (General)	\$15.00
Registration (Boats - based on size)	\$26.25/\$93.75
Registration (ATV)***	\$12.50
Registration (Snowmobile)***	\$100.00
Registration (Trailer)	Based on weight
Title	\$50.00

Turn in Plates \$1

<b>Registration Fees for Passenger Vehicles (On and after September 1, 2009)</b>					
Weight of Vehicle (lbs.)	2-year Fee	Weight of Vehicle (lbs.)	2-year Fee	Weight of Vehicle (lbs.)	2-year Fee
0000 - 1650	\$26.00	3551 - 3650	\$59.00	5551 - 5650	\$107.50
1651 - 1750	\$27.50	3651 - 3750	\$61.50	5651 - 5750	\$110.00
1751 - 1850	\$29.00	3751 - 3850	\$64.00	5751 - 5850	\$112.50
1851 - 1950	\$31.00	3851 - 3950	\$66.50	5851 - 5950	\$115.00
1951 - 2050	\$32.50	3951 - 4050	\$69.00	5951 - 6050	\$117.00
2051 - 2150	\$34.00	4051 - 4150	\$71.00	6051 - 6150	\$119.50
2151 - 2250	\$35.50	4151 - 4250	\$73.50	6151 - 6250	\$122.00
2251 - 2350	\$37.50	4251 - 4350	\$76.00	6251 - 6350	\$124.50
2351 - 2450	\$39.00	4351 - 4450	\$78.50	6351 - 6450	\$127.00
2451 - 2550	\$40.50	4451 - 4550	\$81.00	6451 - 6550	\$129.50
2551 - 2650	\$42.00	4551 - 4650	\$83.50	6551 - 6650	\$131.50
2651 - 2750	\$43.50	4651 - 4750	\$85.50	6651 - 6750	\$134.00
2751 - 2850	\$45.50	4751 - 4850	\$88.00	6751 - 6850	\$136.50
2851 - 2950	\$47.00	4851 - 4950	\$90.50	6851 - 6950	\$139.00
2951 - 3050	\$48.50	4951 - 5050	\$93.00	6951 or more	\$140.00
3051 - 3150	\$50.00	5051 - 5150	\$95.50		
3151 - 3250	\$52.00	5151 - 5250	\$98.00		
3251 - 3350	\$53.50	5251 - 5350	\$100.50		
3351 - 3450	\$55.00	5351 - 5450	\$102.50		
3451 - 3550	\$56.50	5451 - 5550	\$105.00		

\*Fees based on gross weight (Annual = \$.81/100 lbs)

<b>Registration Fees for Commercial Vehicles*</b>			
Weight of Vehicle (lbs.)	2-year Fee	Weight of Vehicle (lbs.)	2-year Fee
000 - 500	\$7.20	9,001 - 9,500	\$ 137.00
501 - 1,000	\$14.40	9,501 - 10,000	\$ 144.00
1,001 - 1,500	\$21.60	10,001 - 10,500	\$ 151.00
1,501 - 2,000	\$28.80	10,501 - 11,000	\$ 158.50
2,001 - 2,500	\$36.00	11,001 - 11,500	\$ 165.50
2,501 - 3,000	\$43.20	11,501 - 12,000	\$ 173.00
3,001 - 3,500	\$50.40	12,001 - 12,500	\$ 180.00
3,501 - 4,000	\$57.60	12,501 - 13,000	\$ 187.00
4,001 - 4,500	\$64.80	13,001 - 13,500	\$ 194.50
4,501 - 5,000	\$72.00	13,501 - 14,000	\$ 201.50
5,001 - 5,500	\$79.20	14,001 - 14,500	\$ 209.00
5,501 - 6,000	\$86.40	14,501 - 15,000	\$ 216.00
6,001 - 6,500	\$93.60	15,001 - 15,500	\$ 223.00
6,501 - 7,000	\$100.80	15,501 - 16,000	\$ 230.50
7,001 - 7,500	\$108.00	16,001 - 16,500	\$ 237.50
7,501 - 8,000	\$115.20	16,501 - 17,000	\$ 245.00
8,001 - 8,500	\$122.40	17,001 - 17,500	\$ 252.00
8,501 - 9,000	\$129.60	17,501 - 18,000	\$ 259.00

\* Based on gross weight (Annual = \$3.60/500 lbs)

\*See [www.NYSdmv.com](http://www.NYSdmv.com) public website for more details.

\*\*If also Class DM, e.g., add \$8 to renewal fee

\*\*\*Fees vary based on membership in trail organizations

<b>Vehicle Use Taxes for Passenger Vehicles</b>	
<b>for All Original Registrations and Renewals</b>	
Broome - For passenger vehicles that weight 3500 lbs	
\$10 for two years (\$5/year)	
For passenger vehicles that weigh 3501 or more	
\$20 for two years (\$10/year)	

<b>Vehicle Use Taxes for Commercial Vehicles</b>	
<b>for All Original Registrations and Renewals</b>	
Broome - \$20 for two years (\$10/year)	

**Broome County Health Department  
Environmental Health Services Division  
Fee Schedule**

<b>PERMITS</b>	<b>Fee</b>	<b>PLAN REVIEW</b>	<b>Fee</b>
<b>FOOD SERVICE</b>			
Seats <100	\$ 119.00	Food Service	\$ 30.00
Seats >99	\$ 238.00	Pools/Beaches	\$ 250.00
Delicatessen	\$ 155.00	Spa	\$ 200.00
Commissary/Caterer	\$ 321.00	Hotels/Motels/Room	\$ 15.00
Temporary Food Seasonal	\$ 45.00	Traver Trailer Camp/Site	\$ 10.00
Temporary Food (7 days)	\$ 20.00	Mobile Home Parks/Site	\$ 25.00
<b>POOLS/BEACHES</b>			
Bathers 100	\$ 155.00	Children's Camps	\$ 400.00
Bathers more than 100	\$ 309.00	Individual Sewage Systems	
		New Construction	\$ 50.00
		Existing Construction	\$ 190.00
		Commercial Engineering Plan	\$ 75.00
		Mass Gatherings	\$26,000.00
<b>HOTELS/MOTELS</b>			
Base Fee	\$ 203.00		
Room Fee (20 or more)	\$ 15.00		
<b>MOBILE HOME PARKS (Base Fee)</b>			
Sites: 1 - 20	\$ 215.00	<b>LAND DEVELOPMENT/SITE</b>	
Sites: 21 - 40	\$ 285.00	Private Water/Private Sewer	\$ 40.00
Sites: 41 - 75	\$ 835.00	Private Sewer/Public Water	\$ 30.00
Sites 76 and above	\$ 1,075.00	Private Water/Public Sewer	\$ 20.00
		New Public Water/Sewer	\$ 15.00
		Existing Public Water/Sewer	\$ 12.50
		<b>COMMUNITY WATER</b>	
		New Source	\$ 500.00
		Distribution	\$ 250.00
		<b>MISCELLANEOUS</b>	
		Record Search/Page	0.25
		Environmental Record Search	\$ 150.00
<b>PRIVATE WATER (Surcharge)</b>			
Sites: 41-75	\$ 60.00		
Sites 76 and above	\$ 120.00		
<b>PRIVATE SEWAGE (Surcharge)</b>			
Sites 41-75	\$ 60.00		
Sites 76 and above	\$ 120.00		
<b>TRAVEL TRAILER</b>			
Base Fee	\$ 60.00		
Per Site	\$ 1.00		
<b>CHILDREN'S CAMPS</b>			
	\$ 100.00		

**Maternal Child Health and Development Division  
Fee Schedule**

	<b>Fee</b>
Medication Administration Training	\$100.00

**Clinic Division  
Fee Schedule**

<b>Visit Type</b>	<b>Fee</b>
<b>Extended</b>	
Initial Pre-Employment Physical Examination	\$ 110.00
TB MD Visit	\$ 110.00
STD Screen (Physician/Clinician)	\$ 110.00
<b>Intermediate</b>	
Employee Health Services (Physician/Clinician)	\$ 80.00
Travel Immunization	\$ 80.00 (+ vaccine cost)
HIV Pre and Post Test Combined	\$ 80.00
<b>Limited</b>	
TB Repeat Physician Visit/Directly Observed Therapy	\$ 50.00
EKG Evaluation (Employee Health)	\$ 50.00
Wart Treatment	\$ 50.00
HIV Pre-Test	\$ 50.00
HIV Post-Test Counseling - Positive or Reactive	\$ 50.00
Group Travel (groups of ten or more)	\$ 50.00
<b>Brief</b>	
TB Medication Refills (Nurse/Directly Observed Therapy)	\$ 35.00
Brief Nurse Visit	\$ 35.00
Education and Counseling	\$ 35.00
Other Non-Designated STD Services	\$ 35.00
HIV Post-Test (negative)	\$ 35.00
<b>Minimal</b>	
Vaccine Administration (plus vaccine cost if not state supplied)	
single dose	\$ 17.00
multiple dose	\$ 25.00
Mass Flu	\$ 14.32
Mass Pneumonia	\$ 18.13
Lead Screening	\$ 25.00
Immunization History Alone	\$ 25.00

<b>*Additional Charges (if not part of physical exam)</b>	
Gram Stain (if not part of STD screen)	\$ 10.00
KOH	\$ 10.00
Urinalysis Micro (STD)	\$ 10.00
Vision Screen	\$ 10.00
Wet Prep	\$ 10.00
Hearing Screen	\$ 15.00
Blood Pressure	\$ 5.00
Destruction of Lesions (i.e, venereal warts)	\$ 50.00
Pulmonary Function Test with Interpretation	\$ 50.00
Mantoux Test	\$ 10.00
Mantoux Assessment	\$ 10.00
Hemoglobin	\$ 5.00
Urinalysis Dipstick	\$ 5.00
Flu Vaccine	\$ 13.22
MMR (adult)	\$ 45.00
Tetanus (adult)	\$ 19.00
Pneumovac	\$ 29.73
Hepatitis A (for chronic Hepatitis patients)	\$ 21.00
Hepatitis B (adult)	\$ 27.00
Varicella (adult)	\$ 75.00
Meningococcal Vaccine (for college students)	\$ 91.00
Travel	
Typhoid Vaccine	\$ 43.00
Yellow Fever Vaccine	\$ 71.00
Polio (adult, only used for travel in adults)	\$ 23.00
Rabies	\$ 147.00
HIV Rapid Lab Test	\$ 50.00
Venipuncture	\$ 10.00
<b>NYS Cancer Services Program</b>	
Assessment, education and CBE	\$ 34.00
Assessment, education & Pelvic Exam with Pap Tes	\$ 34.00

Sliding fee scale for all patients, except travel and out-of-county, which are full fee. Rates are based on Medicare Physician Fee Schedule. Vaccines that are not state supplied are charged at full cost of vaccine and may be subject to change.

Vaccine and administration rates are determined based on actual costs, Medicare and provider rates and may be subject to change. Laboratory costs are based on contracted services and laboratory costs may change with contract renewals.

## Landfill Tip Fee Breakdown

Tipping Fees		\$40 per ton
Asbestos (A)	\$ 100.00	\$4 minimum residents
Asbestos Bulk	\$ 60.00	\$4 minimum commercial
Auto Fluff (AF)	\$ 15.00	\$10 minimum Freon Units
Incinerator Ash	\$ 15.00	
Residential Aggregates (AG)	\$ 45.00	
Animal Waste (AW)	\$ 100.00	
Compost Bing (BIN)	\$ 45.00	
Construction & Demo Debris ©	\$ 40.00	
AG / AS Construction (CA) (non-Fri)	\$ 40.00	
Contaminated Debris (CD)	\$ 40.00	
Contaminated Soil (CS)	\$ 27.00	
Contaminated Soil Bury (CSB)	\$ 27.00	
Contaminated Commercial Garbage (CX)	\$ 40.00	
Ditch Dirt (DD)	\$ -	
Flood Debris (FD)	\$ -	
Glass Aggregate #1 (GL1)	\$ 2.00	
Glass Aggregate #2 (GL2)	\$ 4.00	
Municipal Cleanup Construction (MCC)	\$ 40.00	
Municipal Cleanup Garbage (MCX)	\$ 40.00	
Municipal Cleanup Tires (MCT)	\$ 125.00	
Pallets (P)	\$ 45.00	
Grit/Sludge (S)	\$ 40.00	
Stabilized Sludge/Grit (SG)	\$ 37.50	
Tree Stumps (ST)	\$ 40.00	
Tires (T)	\$ 125.00	
Car Tire (T1)	\$ 1.75	
Truck Tire (T2)	\$ 7.00	
Safety Vest (V)	\$ 5.00	
Commercial Garbage (X)	\$ 40.00	
Leaf & Yard Waste (Y)	\$ 20.00	

**BROOME COUNTY MENTAL HEALTH DEPARTMENT  
 SELF-PAY SLIDING SCALE  
 Per Visit**

<b>HOUSEHOLD GROSS INCOME</b>	<b>FAMILY SIZE 1</b>	<b>FAMILY SIZE 2</b>	<b>FAMILY SIZE 3</b>	<b>FAMILY SIZE 4</b>	<b>FAMILY SIZE 5</b>	<b>FAMILY SIZE 6</b>	<b>FAMILY SIZE 7+</b>
Medicaid Eligible	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Under \$8,000	\$5	\$5	\$5	\$5	\$5	\$5	\$5
8,000 - 9,999	\$10	\$5	\$5	\$5	\$5	\$5	\$5
10,000 - 11,999	\$15	\$10	\$5	\$5	\$5	\$5	\$5
12,000 - 13,999	\$20	\$15	\$10	\$5	\$5	\$5	\$5
14,000 - 15,999	\$25	\$20	\$15	\$10	\$5	\$5	\$5
16,000 - 17,999	\$30	\$25	\$20	\$15	\$10	\$5	\$5
18,000 - 19,999	\$35	\$30	\$25	\$20	\$15	\$10	\$5
20,000 - 21,999	\$40	\$35	\$30	\$25	\$20	\$15	\$10
22,000 - 23,999	\$45	\$40	\$35	\$30	\$25	\$20	\$15
24,000 - 25,999	\$50	\$45	\$40	\$35	\$30	\$25	\$20
26,000 - 27,999	\$55	\$50	\$45	\$40	\$35	\$30	\$25
28,000 - 29,999	\$60	\$55	\$50	\$45	\$40	\$35	\$30
30,000 - 34,999	\$65	\$60	\$55	\$50	\$45	\$40	\$35
35,000 - 39,999	\$70	\$65	\$60	\$55	\$50	\$45	\$40
40,000 - 44,999	\$75	\$70	\$65	\$60	\$55	\$50	\$45
45,000 - 49,999	\$80	\$75	\$70	\$65	\$60	\$55	\$50
50,000 - 54,999	\$85	\$80	\$75	\$70	\$65	\$60	\$55
55,000 - 64,999	\$90	\$85	\$80	\$75	\$70	\$65	\$60
65,000 - 69,999	\$95	\$90	\$85	\$80	\$75	\$70	\$65
70,000 and Over	\$95	\$90	\$90	\$85	\$80	\$75	\$70

**Broome County Office for Aging  
2010 Fees & Contributions Update**

	2010 fees	2010 Suggested Contribution	Comments
Congregate Meals		\$3.00	Meals served at senior centers
Home Delivered Meals		\$3.00	Meals on Wheels
LTHHC Home Delivered Meals	\$4.50		Meals on Wheels -LTHHC clients
LTHHC Congregate Meals	\$3.75		Meals served at senior centers-LTHHC
Adult Day Care		\$18.00	One 7-hour day of service
Adult Day Care - Private Pay	\$42.00		One 7-hour day of service
Adult Day Care - LTHHC	\$40.00		One 7-hour day of service
Transportation		\$1.25	One one-way ride
EISEP (Contribution)		\$1.50-\$4.00 /hour	one hour of personal care service
EISEP (Cost share)	Set by NYS		one hour of personal care service
Senior News Ads	some increases		Business advertisements
Sr. News Sub./Misc		\$8.00 annually	12 monthly issues of "Senior News"
Respite		\$10-\$35/day	4 hours of caregiver respite service

August-09

## Broome County GIS Mapping and Data Fee Schedule

### Department of Planning & Economic Development

#### Maps and Projects

*-Maps printed and/or supplied as a non-georeferenced digital image (PDF, etc.)*

#### Map Size\*\*

Product:*	8.5 x 11 (A)	11 x 17 (B)	17 x 22 (C)	22 x 34 (D)	34 x 44 (E)
Existing Map or Single Photo Tile:	\$0.50	\$1.00	\$2.00	\$4.00	\$8.00
Custom Map and/or Project:	\$6.50	\$7.00	\$8.00	\$10.00	\$14.00

Complex Map and/or Project: \$30.00 per hour; prints and/or digital images supplied at Existing Map rate.

*\*Existing maps or single photo tiles are already in digital format and require no alteration, just printing. Custom maps and/or projects require less than 1/2 hour to setup (time to print is not included in this limit); additional prints and/or digital images supplied at Existing Map rate. Anything over the 1/2 hour limit is considered a Complex map and/or project.*

*\*\*Map sizes not listed (including custom sizes) will be assessed at the next largest paper size for fee purposes. Maps larger than E size add \$2.00 per additional foot.*

#### Paper Copies

*-From original paper or mylar*

#### Paper Size\*\*\*

Product:		8.5 x 11	11 x 17	Large
Historical Aerial Photos				
Search:****	\$15.00	x	x	x
Per Copy:		\$0.25	\$0.50	\$5.00
Per User-Taken Photo:	\$0.50	x	x	x
Site Plans (per page)		\$0.25	\$0.50	\$3.00
Other Maps or Documents		\$0.25	\$0.50	\$4.00

*\*\*\*8.5 x 11 and 11 x 17 reproduced using the Copier.*

*\*\*\*Large size reproduced using the Diazo Machine or Engineering Copier.*

*\*\*\*\*Aerial photo searches can take a significant amount of time--appointments are required.*

#### Digital GIS Data\*\*\*\*\*

*-ESRI GIS and MrSid or TIFF image format*

\$5.00 per GIS layer **EXCEPT:**

-Tax Parcels=\$4,000 for all Broome County parcels; thereafter:  
\$1,000 for yearly updates

OR \$0.05 per individual parcels (user-defined selection)

OR \$500 for all Broome County parcel boundaries ONLY

-Aerial Photography (1937,1944,1965,1973,1981,1989,1999)=

Per Year (all photos): \$2000 georeferenced; \$500 non-georeferenced

Per Image: \$20 georeferenced; \$5 non-georeferenced

-Slope or Contours=\$100

-Centerline Road File WITH Address Ranges=\$100

*\*\*\*\*\*Not all GIS layers are available for digital distribution; must sign data license agreement*

#### Governments, Non-Profits & Students

Shipping & Handling Charge: \$5.00

*Governments*: no charge for GIS data; fees for other work as follows:

-Prints/Copies: no charge for prints or copies of a particular map up to 10. Above 10, 1/2 of the Existing Map rate will be charged for each print or copy.

-Projects: no charge for projects up to 4 hours except municipalities over 30,000 in population (towns including villages) charged \$15 per hour up to 4 hours; fees for all municipalities on projects requiring longer than 4 hours to complete will be determined on a case by case basis.

*Non-Profits & Students (for educational purposes only)*: no charge for GIS data; 1/2 charge for all other work.



## Audit & Control - Weights & Measures

1. Scales	Fee	6. Vehicles	Fee
(I) Up to and including 15 kg (33 lb) capacity:		(I) Metering systems 300 L/min (79 gpm) or less	\$ 100
(a) for each of the first five scales per establishment	\$ 20	"Re-seal" - adopted by the Broome County Legislature 11/20/03	\$ 25
(b) for each scale per establishment after the first five	\$ 10	(II) Metering systems over 300 L/min (79 gpm)	\$ 120
(II) Over 15 kg (33 lb) and including 300 kg (661 lb) capacity	\$ 40	(III) Compartment calibration:	
(III) Over 300 kg (661 lb) and including 1,500 kg (3,307 lb) capacity	\$ 100	(a) Up to and including 3,000 L (793 gal) capacity	\$ 40
(IV) Over 1,500 kg (3,307 lb) and including 7,000 kg (15,432 lb) capacity	\$ 140	(b) Over 3,000 L (793 gal) and including 6,000 L (1,585 gal) capacity	\$ 80
(V) Over 7,000 kg (15,432 lb) and including 23,000 kg (50,706 lb) capacity	\$ 160	(c) Over 6,000 L (1,585 gal) and including 12,000 L (3,170 gal) capacity	\$ 120
(VI) Over 23,000 kg (50,706 lb) capacity	\$ 200	(d) Over 12,000 L (3,170 gal) capacity	\$ 240
(VII) Tank, batch and crane scales	\$ 200		
<b>2. Weights - field standard (Class F)</b>		<b>7. Stationary petroleum metering systems</b>	
(I) Up to and including 3 kg (7 lb)	\$ 8	(I) Up to 400 L/min (106 gpm)	\$ 100
(II) Over 3 kg (7 lb) and including 30 kg (66 lb)	\$ 16	(II) Over 400 L/min (106 gpm) and including 2,000 L/min (528 gpm)	\$ 120
(III) Over 30 kg (66 lb) and including 300 kg (661 lb)	\$ 32	(III) Over 2,000 L/min (528 gpm) and including 4,000 L/min (1,057 gpm)	\$ 140
(IV) Over 300 kg (661 lb) and including 1,200 kg (2,646 lb)	\$ 60	(IV) Over 4,000 L/min (1,057 gpm)	\$ 160
<b>3. Linear field measures</b>		<b>8. Bulk milk tanks</b>	
(I) Up to 1 m (39 in)	\$ 4	(I) Up to 3,000 L (793 gal) capacity	\$ 40
(II) Over 1 m (39 in) and including 16 m (52 ft)	\$ 8	(II) Over 3,000 L (793 gal) and including 6,000 L (1,585 gal) capacity	\$ 80
(III) Over 16 m (52 ft) and including 31 m (102 ft)	\$ 12	(III) Over 6,000 L (1,585 gal) and including 12,000 L (3,170 gal) capacity	\$ 120
(IV) Over 31 m (102 ft)	\$ 20	(IV) Over 12,000 L (3,170 gal) capacity	\$ 240
(V) Fabric measuring devices	\$ 20		
(VI) Wire and cordage measuring devices	\$ 40	<b>9. Timing devices</b>	
<b>4. Liquid measures and devices</b>		(I) All commercially used devices where time is a basis for charge	\$ 4
(I) Liquid measures 20 L (5 gal) or less	\$ 8	except for:	
(II) Liquid pump (hand-operated) 20 L (5 gal) or less	\$ 20	(II) Devices owned or operated by governmental agencies	N/C
<b>5. Petroleum dispensing and measuring devices</b>		<b>10. Taxi meters</b>	\$ 40
(I) Single dispensing pump	\$ 20		
(II) Dual dispensing pump	\$ 40		
(III) Blend dispensing pump	\$ 40		
(IV) Grease and oil pump	\$ 8		

## Broome County Fee Schedule

<b>GREATER BINGHAMTON AIRPORT</b>	<b>FRONT STREET DOG SHELTER</b>
<b>Short Term Parking Rates</b>	<b>Adoption Fee</b> \$205.00
First Fifteen Minutes Free	<b>Redemption Fees:</b>
16 Minutes through 60 Minutes \$ 1.25	First Impoundment \$42 first 24 hours
Second - Fifth Hour \$ 1.50 per hour	\$5 each additional or part of 24 hours day 2 & 3
After Fifth Hour \$ 1.75 per hour	\$10 day 4 +
Maximum Daily \$ 9.00 per day	Second Impoundment \$52 first 24 hours
Maximum Weekly \$ 45.00 per week	\$5 each additional or part of 24 hours day 2 & 3
<b>Long Term Rates</b>	\$10 day 4 +
First & Second Hour \$ 1.50 per hour	Third Impoundment \$63 first 24 hours
After Three Hours \$ 2.00 per hour	\$5 each additional or part of 24 hours day 2 & 3
Maximum Daily \$ 7.00 per day	\$10 day 4 +
Maximum Weekly \$ 35.00 per week	<b>Emergency Boarding</b>
<b>WILLOW POINT NURSING HOME</b>	\$21/day for single dog Max 30 days
Semi-private Room Daily Rate \$ 240.00	\$18/day for multiple dogs Max 30 days
Plus: NYS Assessment (6%) \$ 14.40	<b>Prearranged Boarding</b>
Total \$ 254.40	\$21/day for single dog
Private Room Daily Rate \$ 250.00	+ \$2 for food if not provided by owner
Plus: NYS Assessment (6%) \$ 15.00	\$18/day for multiple dogs
Total \$ 265.00	+ \$2/dog for food if not provided by owner
Cable Television (per month) \$ 5.00	<b>Bath Fee</b> \$16
<b>Guest Meals:</b>	<b>Accepting Unwanted Dogs:</b>
Regular \$ 3.50	Owners outside Broome County \$30/ adoptable dog
Holiday \$ 6.50	Dog adopted from other shelter \$30/ adoptable dog
<b>Hair Care Price List:</b>	<b>Owner Requested Euthanasia</b> \$40/per dog
Haircut - Man's \$ 6.75	<b>Vaccination Fee</b> \$42/redeemed or unredeemed
Haircut - Woman's \$ 9.25	
Shampoo & Set \$ 9.50	
Permanent \$ 25.00	
Conditioner \$ 2.00	
Tint or Six Week Color \$ 19.00	
Six Week Rinse \$ 10.00	
Shampoo \$ 3.50	
Color Rinse \$ 1.25	



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